

**VENTURA REGIONAL SANITATION DISTRICT**  
Minutes of the Regular Meeting of February 6, 2025  
4105 W. Gonzalez Road, Oxnard, California

Chair Newman, called the meeting to order at 8:34 a.m.

1. Roll Call: The Clerk of the Board called the roll. The following Board Members were present:

Martha McQueen-Legohn, City of Port Hueneme  
David Newman, City of Thousand Oaks  
Doug Halter, City of Ventura  
Christina Villaseñor, City of Fillmore  
Kevin Kildee, City of Camarillo  
Leslie Cornejo, City of Santa Paula  
Bert Perello, City of Oxnard  
Andrew Nelson, Special Districts (arrived at 8:36am)

Absent: Andrew Whitman, City of Ojai

Staff Present: Chris Theisen, General Manager; Robert Kwong, Legal Counsel, Richard Jones, Director of Operations, Tina Rivera, Director of Finance, and Mayra Rodriguez Clerk of the Board,

2. Pledge of Allegiance: The pledge was led by Director Cornejo.
3. Agenda Review:  
No changes.  
VOICE VOTE: Motion carried 8-0 (FOR: McQueen-Legohn, Newman, Halter, Villaseñor, Kildee, Cornejo, Nelson and Perello)
4. Public Comment:  
None.

**PRESENTATION** (Item 5 only)

5. Certificate of Appreciation Presented to Carlos Juarez, City of Santa Paula.  
Deferred to the next regular board meeting.

**CONSENT AGENDA** (Item 6 only) Matters listed under Consent Agenda are considered to be routine, non-controversial, and are normally approved by one motion without discussion. If discussion is requested by a member of the Board on any Consent Agenda item, or if a member of the public wishes to comment on an item, that item may be removed from the Consent Agenda for separate action.

6. Approval of Minutes: January 16,2025 Regular Meeting

*It was moved by Director Halter, seconded by Director Cornejo, to Approve to the Consent Agenda as presented. ROLL CALL VOTE: Motion carried 8-0 (FOR: McQueen-Legohn, Newman, Halter, Villaseñor, Kildee, Cornejo, Nelson and Perello)*

**REGULAR AGENDA** (Items 6 and 7)

7. Nomination & Election of Calendar Year 2025 Board Officers per VRSD Bylaws Art. VI, Sec. 3

Mayra Rodriguez, Clerk of the Board opened the floor for Nominations for the Chairperson for Calendar Year 2025.

Director Halter made a motion to nominate Director Newman, Seconded by Director Villaseñor.

Director Perello made a motion to nominate Director Villaseñor, Seconded by Director McQueen-Legohn.

It was moved by Director Kildee, seconded by Director McQueen-Legohn to close nominations for the Chairperson for Calendar Year 2025. ROLL CALL VOTE: Motion carried 8-0 (FOR: McQueen-Legohn, Newman, Halter, Villaseñor, Kildee, Cornejo, Nelson and Perello; AGAINST: none)

Mayra Rodriguez, Clerk of the Board announced the two Nominations for the Chairperson for Calendar Year 2025 were Directors Newman and Villaseñor. Votes were taken and Director Newman received 7 votes and Director Villaseñor received 1 vote. Director Newman was elected as the VRSD Chairperson for Calendar Year 2025.

Mayra Rodriguez, Clerk of the Board opened the floor for Nominations for the Vice Chairperson for Calendar Year 2025.

Director Halter made a motion to nominate Director Villaseñor, Seconded by Director Newman.

It was moved by Director Kildee, seconded by Director McQueen-Legohn to close nominations for the Vice Chairperson for Calendar Year 2025. ROLL CALL VOTE:

Motion carried 8-0 (FOR: McQueen-Legohn, Newman, Halter, Villaseñor, Kildee, Cornejo, Nelson and Perello)

Mayra Rodriguez, Clerk of the Board announced the Vice Chairperson for Calendar Year 2025 will be Director Villaseñor.

8. 2025 VRSD Board Committees per VRSD Bylaws Art. XI, Sec. 1

Mayra Rodriguez, Clerk of the Board provided the Board with the report.

*It was moved by Director Kildee, seconded by Director Villaseñor, to Receive and File staff's report on the 2025 VRSD Committees. ROLL CALL VOTE: Motion carried 8-0 (FOR: McQueen-Legohn, Newman, Halter, Villaseñor, Kildee, Nelson, Cornejo, and Perello; AGAINST: none.)*

9. Consider and Approve Proposed Approximately 16.6 Percent Increases to the Salary Ranges for Three Critical District Management Positions (General Manager, Director of Operations, and Solid Waste Superintendent) Prior to Recruitment to Fill their Current or Impending Vacancies.

Chris Theisen, General Manager provided the Board with the staff report and answered questions.

*It was moved by Director Nelson, seconded by Director Halter, to Approve proposed new salary ranges as set forth below for the three critical District management positions—General Manager, Director of Operations, and Solid Waste Superintendent—for recruitment efficacy purposes related to their current or impending vacancies. ROLL CALL VOTE: Motion carried 8-0 (FOR: McQueen-Legohn, Newman, Halter, Villaseñor, Kildee, Nelson, Cornejo, and Perello; AGAINST: none.)*

**INFORMATION ITEMS** (Items 10 through 12)

It is recommended that the Board receive and file the following:

10. Disbursement Report: None
11. Investment Report: December 2024
12. Future Meetings, Seminars and Conferences
  - Feb. 6, 2025, 9:30 a.m. – Executive Committee Meeting, District Office
  - Feb. 11, 2025, 8:30 a.m. – Executive Committee Meeting, District Office
  - Feb 20, 2025, 8:30 a.m. – Regular Board Meeting, District Office
  - March 4, 2025, 8:30 a.m. – P&F Committee Meeting, District Office
  - March 6, 2025, 8:30 a.m. – Regular Board Meeting, District Office.
  - March 20, 2025, 8:30 a.m. – Regular Board Meeting, District Office

Director Newman announced he will not be attending the March 6, 2025 Board Meeting.

It was *moved by Director Villaseñor, seconded by Director McQueen-Legohn*, to receive and file Information Items. ROLL CALL VOTE: Motion carried 8-0 (FOR: McQueen-Legohn, Newman, Halter, Villaseñor, Kildee, Nelson, Cornejo, and Perello.)

**ORAL REPORTS** (Items 13 through 16)

It is recommended that the Board receive and file the following:

13. Regulatory Compliance Report: None
14. Committee Reports: Executive Committee Meeting of January 28, 2025.

Chris Theisen, General Manager noted the Executive Committee met on January 28, 2024 and that the Committee is still working on selecting an executive recruitment firm for the GM position. The Executive Committee will conduct interviews of the two finalists for the executive recruitment firm on February 11, 2025.

15. Board Member Comments and Future Agenda Items

Director Nelson noted he had attended the CASA meeting the past week and had a discussion regarding some topics that could be in the best interest for the District. He also noted he will not be attending the February 20, 2025 meeting.

Director Kildee also noted he attended the CASA Meeting.

16. General Manager Comments

None.

It was *moved by Director Kildee, seconded by Director Halter*, to receive and file Oral Reports. ROLL CALL VOTE: Motion carried 8-0 (FOR: McQueen-Legohn, Newman, Halter, Villaseñor, Kildee, Nelson, Cornejo, and Perello.)

**ADJOURNMENT:** Adjourn to Regular Meeting to be held February 20, 2025, 8:30 a.m. at the Ventura Regional Sanitation District office.

Prepared by:

Approved:

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Mayra Rodriguez  
Clerk of the Board

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David Newman, Chairperson  
Ventura Regional Sanitation District

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