

**VENTURA RIVER WATER DISTRICT
MINUTES OF SPECIAL MEETING OCTOBER 26, 2023**

The director's present were: Bruce Kuebler, Ed Lee and Peggy Wiles. Directors absent: Jack Curtis, Laurie Lary. Also present were General Manager; Bert Rapp, Assistant General Manager; Alma Quezada, and Office Manager; Emily Arnbrister, and via zoom the District's legal counsel; Stuart Nielson. Public Present: None.

1. **CALL MEETING TO ORDER** - President Ed Lee called the meeting to order at 10:00 A.M. Flag salute led by Bert Rapp.
2. **PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)** – None.
3. **CLOSED SESSION** – Ed Lee called the Board into executive session at 10:01 am. Executive session was adjourned at 10:08 am. Stuart Nielson reported out of closed session, public employee appointment: General Manager; the Board convened to discuss appointment of Alma Quezada as General Manager and voted unanimously to appoint her as General Manager with a base annual salary of \$155,580, with the final contract to be presented on 11/15/2023.
4. **RESOLUTION 2023-361: MODIFICATIONS TO STAFF POSITIONS:** For succession planning the District is now promoting the AGM to GM and moving the current GM to Technical Advisor until retirement on December 31st 2023. Promotion of Office Manager to Office Manager/Assistant General Manager is to encourage more cross training. **Public Comment:** None. **Recommended Action:** Approve Resolution 2023-361 Modifications to Staff Positions, Modify the Personnel Policy with updated job descriptions, and approve the salary range dated 10-26-23. Bruce Kuebler moved for approval of the recommended action, seconded by Peggy Wiles and the motion carried 3-0.

Meeting adjourned at 10:16 am.

Attested:


Bert J. Rapp, Secretary