



June 20, 2019

Board of Directors  
Ventura Regional Sanitation District  
Ventura, California

**APPROVE, AND AUTHORIZE BOARD CHAIR TO SIGN, PROPOSED AMENDMENT NO. 3 TO CONTRACT NO. 16-012 WITH CHRIS THEISEN, EMPLOYMENT AGREEMENT FOR GENERAL MANAGER**

**RECOMMENDATION**

Approve, and authorize the Board Chair to sign, Amendment No. 3 to Contract No. 16-016 with Chris Theisen for District General Manager in a salary amount not to exceed \$216,351 per year.

**FISCAL IMPACT**

The funding for this contract is included in the FY2019-20 District budget.

**BACKGROUND/ANALYSIS**

Mr. Theisen was hired by the Board as General Manager under contract No. 16-012 effective May 23, 2016, at an annual salary of \$200,000.00 per year. His salary was increased to \$205,500.00 on September 21, 2017 and to \$212,178.75 on June 21, 2018 via Amendment No. 1 and Amendment No. 2 to the contract, respectively.

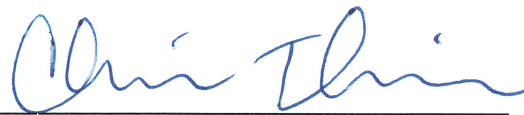
At the Board Meetings of May 16 and June 5, 2019, the VRSD Board evaluated Mr. Theisen's performance for the past year in closed session and then reconvened in open session on June 5<sup>th</sup> to discuss and approve an increase to Mr. Theisen's annual salary to \$216,351.00 per year. Amendment No. 3 to contract No. 16-016 memorializes the Board's decision of June 5, 2019.

This letter and the associated contract have been reviewed by Legal Counsel as to form.

If you should have any questions or need additional information, please contact me by phone at (805) 658-4645 or via email at [meilssagrisales@vrsd.com](mailto:meilssagrisales@vrsd.com).

MELISSA GRISALES, HUMAN RESOURCES MANAGER

APPROVED FOR BUDGET IMPACT:   
Alvertina Rivera, Director of Finance

APPROVED FOR AGENDA:   
Chris Theisen, General Manager

Attachments: Amendment No. 3 to VRSD Contract No. 16-012

# **VENTURA REGIONAL SANITATION DISTRICT**

## **AMENDMENT NO. 3 TO CONTRACT NO. 16-012 EMPLOYMENT AGREEMENT FOR GENERAL MANAGER**

This Amendment to Ventura Regional Sanitation District Contract No. 16-012 (“Employment Agreement”) entered as of June 20, 2019 by and between the Ventura Regional Sanitation District (“District,”) a special district authorized by Health & Safety Code §4700 et seq., and Chris Theisen, an individual (“Theisen” or “General Manager.”) Together, District and Theisen shall be referred to herein as Parties.

### **RECITALS**

**WHEREAS**, the District and Theisen entered into an Employment Agreement for General Manager on May 23, 2016, where the District offered and Theisen accepted employment as General Manager of the District with a starting annual base salary of \$200,000, payable in installments in like manner with other District management employees; and

**WHEREAS**, on September 21, 2017, following the District Board of Directors’ positive performance evaluation of the General Manager, the District Board of Directors voted to amend this Employment Agreement by increasing the annual base salary of the General Manager by 2.75%, which resulted in an annual base salary of \$205,500; and

**WHEREAS**, on June 16, 2018, the District Board of Directors, after a positive performance evaluation of the General Manager in closed session, voted in open session to amend this Employment Agreement by increasing the annual base salary of the General Manager by 2.75%, which resulted in an annual base salary of \$212,178.75; and

**WHEREAS**, on June 6, 2019, the District Board of Directors, after a positive performance evaluation of the General Manager conducted in closed sessions on May 16 and June 6, 2019, decided in open session to amend this Employment Agreement by increasing the annual base salary of the General Manager by 1.96%, which resulted in an annual base salary of \$216,351, in a unanimous vote; and

**WHEREAS**, Parties agree that these changes can be made operative through an amendment to the Employment Agreement as permitted in Section 9.D.

### **AMENDMENT TERMS AND CONDITIONS**

**NOW THEREFORE**, the Parties hereby agree, based on the foregoing recitals and the valuable consideration set forth here and in the Employment Agreement, that the Employment Agreement shall remain in full force and effect except that Section 4.A. regarding salary shall be replaced in its entirety with the following:

District agrees to pay General Manager an annual base salary of \$216,351, effective the pay period ending June 8, 2019, payable in installments at the


same time that the other District management employees are paid.

**TO EVIDENCE THEIR AGREEMENT** to the foregoing Amendment, the Parties have executed this Agreement Amendment on the day and year first above written.

VENTURA REGIONAL SANITATION  
DISTRICT

CHRIS THEISEN

By: \_\_\_\_\_  
Kevin Kildee, Chairman  
Board of Directors

By:  \_\_\_\_\_  
Chris Theisen  
General Manager

Approved as to form:

By: \_\_\_\_\_  
Robert N. Kwong, Legal Counsel  
Arnold LaRochelle Mathews VanConas & Zirbel, LLP