

**Personnel Committee Meeting Minutes
San Juan Water District
October 8, 2025
2:00 p.m.**

Committee Members: Mike McRae, Chair
Pam Tobin

District Staff: Adam Larsen, General Manager
Chris von Collenberg, Information Technology Manager
Greg Zlotnick, Water Resources Manager
Mike Spencer, Water Treatment Plant Manager
Teri Grant, Board Secretary/Administrative Assistant

Members of the Public: Adam Vasquez
Anonymous
Bruce P.

Topics: Proposal for Position Reclassifications and Pay Scale Adjustments (W & R)
Proposal for Retirement Transition (W & R)
Other Personnel Matters
Public Comment

1. Proposal for Position Reclassifications and Pay Scale Adjustments (W & R)

GM Larsen provided a written staff report which will be included in the Board packet. He explained that he is not asking for additional staff positions but rather reclassification of some positions.

The committee reviewed the four positions which were listed in the staff report and viewed the organizational chart to better understand where those positions fell within the District. The committee discussed the need for specific training and certifications in certain positions. GM Larsen explained how each position would benefit the District, the transitions that take place and that he is working on a plan on how to measure the success of the reclassified positions.

GM Larsen explained that he was not looking for a recommendation from the committee since this item will be on the Board agenda for discussion by the whole Board.

2. Proposal for Retirement Transition (W & R)

GM Larsen informed the committee that this item did not need to be discussed at this time.

3. Other Personnel Matters

There were no other matters discussed.

4. Public Comment

There were no public comments.

The meeting was adjourned at 2:22 p.m.