

Kirkwood Meadows Public Utility District  
**Personnel Committee**  
**SPECIAL MEETING NOTICE**

NOTICE IS HEREBY GIVEN that the Personnel Committee of the Kirkwood Meadows Public Utility District has called a Special Meeting of the Committee to be held on **Monday, December 18, 2023 at 9:30 AM** via video/teleconference on Zoom at: <https://us02web.zoom.us/j/87898118870>

**HOW TO PARTICIPATE / OBSERVE THE MEETING:**

**Telephone:** Call Zoom at (669) 900-6833 and enter Meeting ID# **878 9811 8870** followed by the pound (#) key.

**Computer:** Follow this link to join the meeting automatically:  
<https://us02web.zoom.us/j/87898118870>

**Mobile:** Open the Zoom mobile app on a smartphone and enter Meeting ID# **878 9811 8870**

**ACCESSIBILITY INFORMATION:**

Committee meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact the District, at least 48-hours before the meeting at (209) 258-4444 or [info@kmpud.com](mailto:info@kmpud.com) Advanced notification will enable the District to swiftly resolve such requests and ensure accessibility.

## AGENDA

- 1) **Personnel Committee Charter** Discussion & possible action.
- 2) **Personnel Committee Meeting Date/Time.** Discussion & possible action.
- 3) **Water/Wastewater Project Manager Job Description.** Discussion & possible action.
- 4) Next Meeting/Staff Recommendation: *Monday, January 15, 2024 – 9:30 am.*

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Kirkwood Meadows PUD

The Kirkwood Meadows Public Utility District is an equal opportunity provider and employer.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the District at (209) 258-4444, by email to [info@kmpud.com](mailto:info@kmpud.com). Requests must be made as early as possible, and at least two business days before the meeting.