

RESOLUTION NO. 2023-27

APPROVING A REORGANIZATION INCLUDING:

- 1. REVISED ORGANIZATIONAL CHART, EFFECTIVE NOVEMBER 1, 2023**
- 2. REVISED EMPLOYEE CLASSIFICATION FOR ADMINISTRATIVE SERVICES MANAGER**
- 3. REINSTATING RENE RAMIREZ AS OPERATIONS MANAGER**

* * *

MID-PENINSULA WATER DISTRICT

WHEREAS, the Mid-Peninsula Water District's (MPWD) Compensation Plan was approved on September 27, 2018, and included the following attachments:

Employee Classification Descriptions, Organizational Chart, and Salary Schedules for Represented and Unrepresented Employees – Management and Exempt; and

WHEREAS, on September 24, 2020, a reorganization and revised MPWD Compensation Plan was approved by Resolution 2020-33, together with the corresponding salary schedules and organizational chart, for a total of 20.5 FTEs; and

WHEREAS, on February 24, 2022, per the succession planning strategic objectives of the MPWD, a reorganization was approved by Resolution 2022-03, together with the corresponding salary schedules and organizational chart, for a total of 23.0 FTEs; and

WHEREAS, on July 28, 2022, in preparation for a significant leadership change at the MPWD in early 2023 due to the General Manager's planned retirement, the Board of Directors reviewed and approved a reorganization, including a management transition plan for organizational stability and revised MPWD

Compensation Plan, together with the Assistant General Manager and Management Advisor employee position classifications, salary schedules, and organizational chart, for a total of 23.5 FTEs and found them to be consistent with the District's overall policies, goals and economic standards; and

WHEREAS, it is anticipated that Administrative Services Manager Monique Madrid will retire in October 2024, and the Board of Directors supports a six-month overlap with the new hire to support the transition and maintain operational continuity with the change in management; and

WHEREAS, on July 28, 2022, the Board of Directors appointed Rene Ramirez as Interim General Manager for approximately 12 months; and

WHEREAS, on September 28, 2023, the Board of Directors appointed Kathryn Wuelfing as the General Manager of MPWD; and

WHEREAS, staff now recommends that the Board of Directors update the organizational chart and Compensation Plan position classifications to reflect these changes.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Mid-Peninsula Water District that the organizational chart dated October 26, 2023 with 23.0 FTEs and revised Administrative Services Manager employee position classification, presented on October 26, 2023, are approved; and

BE IT FURTHER RESOLVED that the General Manager is directed to update the relevant sections of the MPWD Compensation Plan in accordance with this Resolution; and

BE IT FINALLY RESOLVED that Rene Ramirez is reinstated Operations Manager, effective October 1, 2023.

REGULARLY PASSED AND ADOPTED this 26th day of October 2023.

AYES: Zucca, Schmidt, Wheeler, Jordan, Vella

NOES: None

ABSTENTIONS: None

ABSENCES: None



BOARD PRESIDENT

ATTEST:



BOARD SECRETARY