

**RESOLUTION NO. 2025-15**

**UPDATING THE MPWD COMPENSATION PLAN TO ADD JOB DESCRIPTIONS  
FOR PAYROLL SPECIALIST AND ACCOUNTING SPECIALIST AND UPDATING  
THE SALARY SCHEDULE**

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**MID-PENINSULA WATER DISTRICT**

**WHEREAS**, the most recent update to the Mid-Peninsula Water District's (MPWD) Compensation Plan was approved on February 27, 2025, and includes: Employee Classification Descriptions, Organizational Chart, and Salary Schedule for represented and unrepresented employees; and

**WHEREAS**, the organization was reviewed for operational efficiencies and development, and succession planning, and two new employee position classifications of Payroll Specialist and Accounting Specialist were added, together with the corresponding salary schedule; and

**WHEREAS**, Management met and conferred with the impacted reclassified employees for input, on regarding the new position descriptions; and

**WHEREAS**, Management revised the salary schedule to include the new position titles and associated salary ranges consistent with the previous Administrative Specialist classification; and

**WHEREAS**, No other updates to the Compensation Plan are included, and the existing Administrative Specialist position description and associated salary range in the Salary Schedule remain the same; and

**WHEREAS**, the Board of Directors reviewed the updates to the MPWD Compensation Plan on June 26, 2025 and found it to be consistent with the District's overall policies, goals and economic standards.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Mid-Peninsula Water District that the revised MPWD Compensation Plan dated June 26, 2025, is approved.

**REGULARLY PASSED AND ADOPTED** this 26<sup>th</sup> day of June 2025.

AYES:

NOES:

ABSTENTIONS:

ABSENCES:

DocuSigned by:

*Kirk Wheeler*

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BOARD PRESIDENT

Signed by:

*Alison Bell*

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DISTRICT SECRETARY