

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** SEPTEMBER 12 & 16, 2024

**FROM:** ORIANA HOFFERT, HUMAN RESOURCES MANAGER

**FOR:** ACTION  X  DIRECTION \_\_\_\_\_ INFORMATION \_\_\_\_\_



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## RESOLUTION 2024-27 AMENDING CLASSIFICATION AND COMPENSATION PLANS FOR FY 2024-2025

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### STAFF RECOMMENDATION

It is recommended that the Board adopt Resolution 2024-27 which amends the Employee Classification and Compensation Plan for FY 2024-2025.

### SUMMARY

In September 2024, MSWD will be commissioning the Nancy Wright Regional Water Reclamation Facility. This new facility will require additional training and certification to operate at the design capacity of 1.5 million gallons per day. Due to the required additional certification, it is necessary to add a Wastewater Treatment Plant Operator III to the classification and compensation plans.

### ANALYSIS

This action will not add any additional employees, but simply add an advanced level classification to the Wastewater Treatment Plant Operator series.

### FISCAL IMPACT & STRATEGIC PLAN IMPLEMENTATION

There is no cost associated with updating the Administrative Code. This action is consistent with Strategic Plan Smart Goals 6.1 & 7.3 - Embracing technological solutions that align the District with industry best practices and modern standards, and recruit and retain employees.

### ATTACHMENTS

Resolution 2024-27  
Updated 2024-2025 Salary Schedule  
Wastewater Treatment Plant Operator I/II/III Job Description

FINANCIAL DATA		
Cost Associated with this action:	\$14,886	
Current FY cost:	\$14,886	
Future FY cost:	\$14,886	
Is it covered in the current year budget:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Budget adjustment needed:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If yes, the year needed:	N/A	
All previous contracts, including dates, amounts and board approvals are attached or have been made available.		
FUNDING SOURCES		
Source of funds:	301 - Sewer	
BID/Job#	5640-50001	
Current BID/Job balance	N/A	
Balance remaining if approved:	N/A	