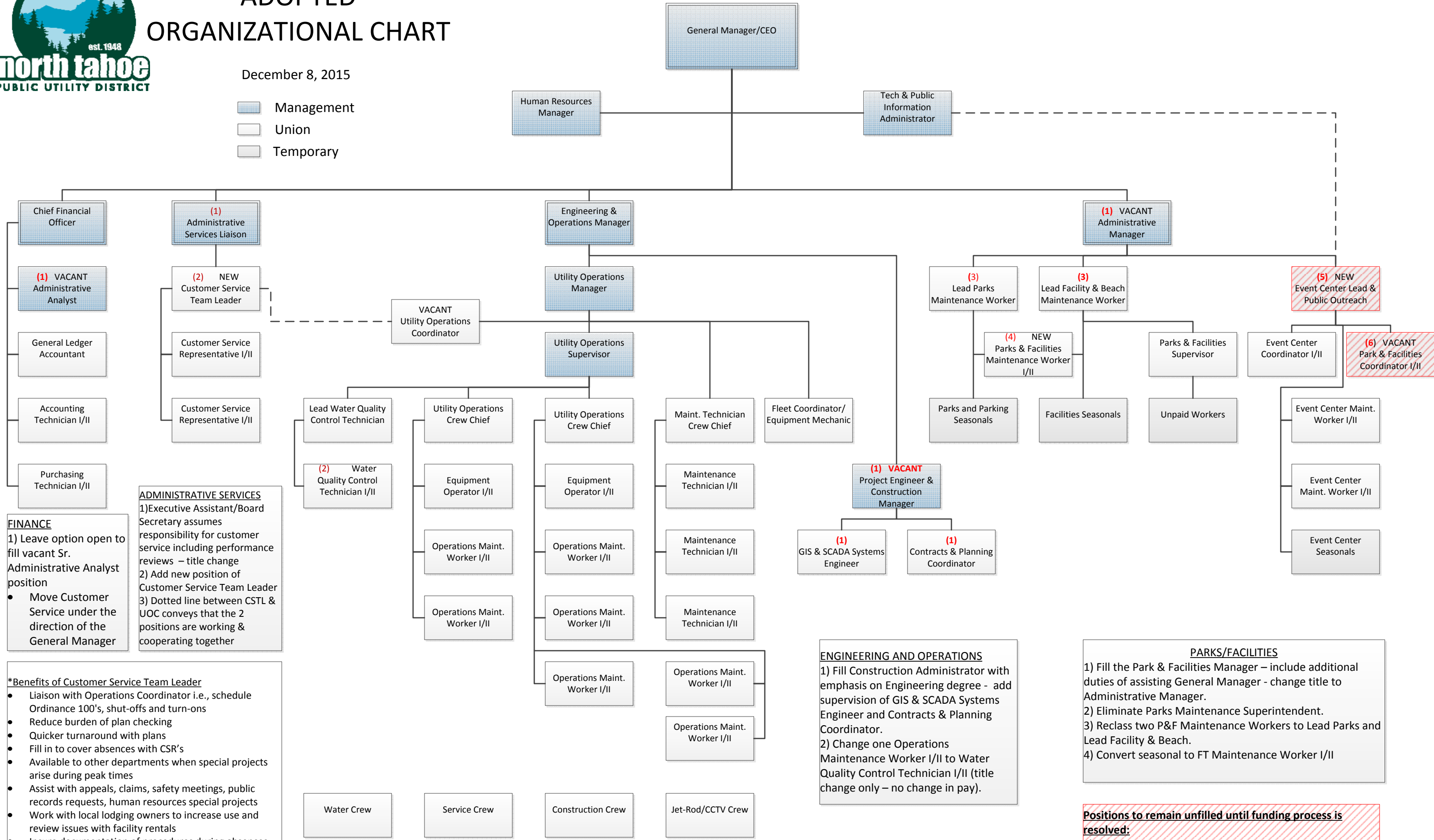




ADOPTED ORGANIZATIONAL CHART

December 8, 2015

- Management
- Union
- Temporary



ADMINISTRATIVE SERVICES
 1) Executive Assistant/Board Secretary assumes responsibility for customer service including performance reviews – title change
 2) Add new position of Customer Service Team Leader
 3) Dotted line between CSTL & UOC conveys that the 2 positions are working & cooperating together

***Benefits of Customer Service Team Leader**

- Liaison with Operations Coordinator i.e., schedule Ordinance 100's, shut-offs and turn-ons
- Reduce burden of plan checking
- Quicker turnaround with plans
- Fill in to cover absences with CSR's
- Available to other departments when special projects arise during peak times
- Assist with appeals, claims, safety meetings, public records requests, human resources special projects
- Work with local lodging owners to increase use and review issues with facility rentals
- Insure documentation of procedures during absences
- Train CSR's when needed

ENGINEERING AND OPERATIONS
 1) Fill Construction Administrator with emphasis on Engineering degree - add supervision of GIS & SCADA Systems Engineer and Contracts & Planning Coordinator.
 2) Change one Operations Maintenance Worker I/II to Water Quality Control Technician I/II (title change only – no change in pay).

PARKS/FACILITIES
 1) Fill the Park & Facilities Manager – include additional duties of assisting General Manager - change title to Administrative Manager.
 2) Eliminate Parks Maintenance Superintendent.
 3) Reclass two P&F Maintenance Workers to Lead Parks and Lead Facility & Beach.
 4) Convert seasonal to FT Maintenance Worker I/II

Positions to remain unfilled until funding process is resolved:
 5) Public Outreach
 6) Park & Facilities Coordinator I/II

- Water Crew
- Service Crew
- Construction Crew
- Jet-Rod/CCTV Crew