

**CLARK COUNTY WATER RECLAMATION DISTRICT
BOARD OF TRUSTEES
AGENDA ITEM**

Petitioner: Thomas A. Minwegen, General Manager

Recommendation:

Approve and authorize the creation of six (6) proprietary fund permanent positions, and a status change of one (1) existing position to permanent, for the Clark County Water Reclamation District for the fiscal year 2023; or take other action as appropriate. (Sitting as the Clark County Water Reclamation District Board of Trustees) (For possible action)

FISCAL IMPACT:

Fund #:	O&M Funds	Fund Name:	CCWRD General Funds
Fund Center:	CCWRD Funds	Funded PGM/Grant:	N/A
Amount:	\$453,470		
Description:	Supplemental Positions		
Additional Comments:	N/A		

BACKGROUND:

Six (6) new permanent positions, and a status change of one (1) existing position to permanent, have been identified that are deemed critical to the Clark County Water Reclamation District operations. The positions and classifications are listed as follows:

WRD Billing Inspector (C25)	1 Permanent
WRD Permit Technician (C24)	1 Permanent
Sr Programmer Analyst (C30)	1 Permanent
Systems Technician II (C28)	1 Permanent
WRD Inspector I/II (C28)	1 Permanent
WRD Inspector I/II (C28)	1 Status Change to Permanent
Associate Engineer (C31)	1 Permanent

The WRD Billing Inspector is required to document inspection detail, audit account changes, enter information into the District's Customer Care & Billing system, and create invoices as needed. This position ensures that we are collecting revenue in response to billing and prevent delinquencies.

The WRD Permit Technician position would increase the District's ability to complete permit issuances for residential and commercial accounts in a timely manner. The position also supports customer emails and customer contact by providing permits in a timely manner and assists in processing returned bills.

The Sr Programmer Analyst will serve as team lead for Application Development and coordinate our programming development service group.

The Systems Technician II is needed for the administration and management of various information technology

Cleared for Agenda

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systems and solutions.

The WRD Inspector I/II will oversee construction of multidisciplinary, industrial level projects including the installation of gravity and pressurized sewer facilities, sewage pumping stations, and highly complex plant treatment facilities.

The Associate Engineer position will act as intermediary between our Collection System programs and our engineering group on active and proposed projects, assist in the evolution of the sewer collection condition assessment program, become the subject matter expert for the various software used by our sewer collection operations, and support the various other sewer collection system activities.

The Board is being asked to authorize the creation of these six (6) permanent positions and a status change of one (1) existing position to permanent. Recruitment for these positions will commence upon Board approval.

This agenda item has been reviewed and approved by the District General Counsel.