



Santa Clara Valley Water District

File No.: 25-0135

Agenda Date: 1/28/2025

Item No.: *5.1.

SUPPLEMENTAL BOARD AGENDA MEMORANDUM

Government Code § 84308 Applies: Yes No
(If "YES" Complete Attachment A - Gov. Code § 84308)

SUBJECT:

Adopt a Resolution *Appointing and Providing for the Compensation of the Interim Chief Executive Officer, for up to Six Months, Effective February 3, 2025.

REASON FOR SUPPLEMENTAL MEMORANDUM:

Adopt the Resolution APPOINTING AND PROVIDING FOR THE COMPENSATION OF THE INTERIM CHIEF EXECUTIVE OFFICER, FOR UP TO SIX MONTHS, EFFECTIVE FEBRUARY 3, 2025.

RECOMMENDATION:

Adopt the Resolution APPOINTING AND PROVIDING FOR THE COMPENSATION OF THE INTERIM CHIEF EXECUTIVE OFFICER, FOR UP TO SIX MONTHS, EFFECTIVE FEBRUARY 3, 2025.

SUMMARY:

The Board of Directors (Board) is responsible for the appointment of the Chief Executive Officer (CEO), a Board Appointed Officer, and an Unclassified employee of the Santa Clara Valley Water District (Valley Water).

Rick Callender, the current CEO, is currently out on an extended leave, and the Board will need to appoint an interim CEO until the CEO returns from leave. The Board will appoint an interim replacement during this period. The Chair of the Board will be delegated authority to release the interim CEO when the CEO returns or if there is a business need to do so before the six-month period ends.

The resolution associated with this item and the appointment to the Interim CEO will be provided in a supplemental memorandum on Friday, January 24, 2025.

*Melanie Richardson, former Assistant Chief Executive Officer, will serve as Interim CEO for up to six months effective February 3, 2025 with an hourly salary rate of \$227.79. This hourly salary aligns to the unclassified salary structure of 15% above the Assistant Chief Executive Officer. The salary is also within the hourly salary range of the CEO's salary band of \$200.26/hr. - \$254.28/hr.

The Chair of the Board will be delegated authority to release the interim CEO when the CEO returns or if there is a business need to do so before the six-month period ends.

ENVIRONMENTAL JUSTICE AND EQUITY IMPACT:

No change from the original memo.

FINANCIAL IMPACT:

No change from the original memo.

CEQA:

No change from the original memo.

ATTACHMENTS:

*Supplemental Attachment 1: Resolution

UNCLASSIFIED MANAGER:

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