

Date: December 16, 2025

Item Number: \_\_\_\_\_

Resolution Number: \_\_\_\_\_

4/5 Vote Required

**Resolution of the Board of Directors of the Sonoma County Water Agency (Sonoma Water)  
Amending the Department Allocation List of Sonoma Water, Effective December 16, 2025.**

**Whereas,** Sonoma Water is seeking to enhance internal organizational effectiveness and better respond to Sonoma Water’s commitments to the community and achieve Sonoma Water’s strategic goals; and

**Whereas,** Sonoma Water is requesting approval to add 1.0 Full Time Equivalent (FTE) Administrative Aide and delete 1.0 FTE Senior Office Assistant; and

**Whereas,** the Human Resources Department has reviewed the job duties of the positions and determined that the job classification change is appropriate.

**Now, Therefore, Be It Resolved** that the Department Allocation List for Sonoma Water is hereby revised as follows, effective December 16, 2025.

Budget Section/ Subsection	Job Class	Class Title	Existing Positions In Class	Change In Position Allocation	New Total Allocation For Class	Duration/ End Date	Salary Range
33010100	0810	Administrative Aide	3.0	1.0	4.0	Ongoing	3710
33010100	0003	Senior Office Assistant	7.0	-1.0	6.0	Ongoing	2896

**Directors:**

Hermosillo:      Rabbitt:      Coursey:      Gore:      Hopkins:

Ayes:      Noes:      Absent:      Abstain:

**So Ordered.**