

Resolution R2023-15

**A RESOLUTION APPOINTING RETIRED ANNUITANT SUSAN WREN AS
INTERIM DIRECTOR OF ADMINISTRATION**

August 23, 2023

WHEREAS, Susan Wren, CalPERS ID#7752508456, retired from City of Sacramento in the position of Finance Manager, effective April 14, 2022; and

WHEREAS, an appointment of a CalPERS retiree under Gov. Code section 21221(h) requires the retiree is appointed into the interim appointment during recruitment for a permanent appointment; and

WHEREAS, the District was recruiting for a new General Manager between November 2022 and May 2023 and, during that time, the District's Board of Directors delegated authority to the Ad Hoc Committee for the General Manager Search and overall governance of district hiring needs; and

WHEREAS, upon the April resignation of the District's Director of Administration, the District's Ad Hoc Committee took steps to ensure continuity of that important organizational unit by appointing Ms. Wren to serve as the Interim Director of Administration; and

WHEREAS, the Ad Hoc Committee, upon appointment of the new General Manager, directed the re-organization of the Administrative unit; and

WHEREAS, on July 19, 2023, the Board of Directors finalized that proposed reorganization and authorized the search for a permanent appointment to the newly established Director of Finance and Administration; and

WHEREAS, the District Board of Directors hereby appoints Ms. Wren to the vacant position of Director of Administration for the Rancho Murieta Community Services District under Gov. Code section 21221(h), effective retroactively to April 16, 2023 and through the hiring of the new Director of Finance and Administration; and

WHEREAS, this Gov. Code section 21221(h) appointment shall only be made once and therefore will end on the hiring of a replacement Director of Finance and Administration which is expected to occur on or after September 20, 2023; and

WHEREAS, to the extent that CalPERS determines that Ms. Wren's appointment to the position of Director of Administration under Gov. Code section 21222(h) was not in compliance with the law, the Board of Directors hereby also appoint Ms. Wren as a retired annuitant to the position of CalPERS Retired Annuitant Project Specialist for the Rancho Murieta Community Services District under Gov. Code section 21224, effective retroactively to April 16, 2023; and

WHEREAS, Ms. Wren is a certified public accountant and has specialized skills related to public agency audit procedures and accounting that are necessary for the completion of the District's past due audit reports for the fiscal years 2021-2022 and 2022-2023, implementation of a delayed

financial software conversion, and other financial-related tasks necessary to ensure the continued operation of the District; and

WHEREAS, this Gov. Code section 21224 appointment shall only be for completion of work for a limited duration, namely, completion of the District's past due audit reports, which are expected to be completed by the end of 2023, but in no event will Ms. Wren's appointment extend beyond the hiring of a permanent Director of Finance and Administration;

WHEREAS, there is no employment agreement or contract between the District and Ms. Wren, and the terms of her appointment are fully set forth in this Resolution and it has been reviewed by this body; and

WHEREAS, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on a consent calendar; and

WHEREAS, the employment shall be limited to 960 hours per fiscal year for all CalPERS employees; and

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

WHEREAS, the maximum base salary for this position is \$13,390 monthly and the hourly equivalent is \$77.25, and the minimum base salary for this position is \$9,641 monthly and the hourly equivalent is \$55.62; and

WHEREAS, the hourly rate paid to Susan Wren will be \$77.25; and

WHEREAS, Susan Wren has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate;

THEREFORE, BE IT RESOLVED THAT the Board of Rancho Murieta Community Services District hereby certifies the nature of the employment of Susan Wren as described herein and that this appointment is necessary to use Ms. Wren's specialized skills regarding public agency audits and to fill the critically needed position of Director of Administration for the Rancho Murieta Community Services District by April 16, 2023 because the Director of Administration position is critical to the effective operation of the District and the overall financial reporting of the organization.

PASSED AND ADOPTED this 23rd day of August, 2023 by the following vote:

Ayes: *Maybe, Pohl, Booth*

Noes: *None*

Absent: *Butler, Jenco*

Abstain: *None*



Timothy E. Maybee, President of the Board
Rancho Murieta Community Services District

[SEAL]

Attest:

A handwritten signature in blue ink, appearing to be 'Amelia Wilder', written over a horizontal line.

Amelia Wilder, District Secretary