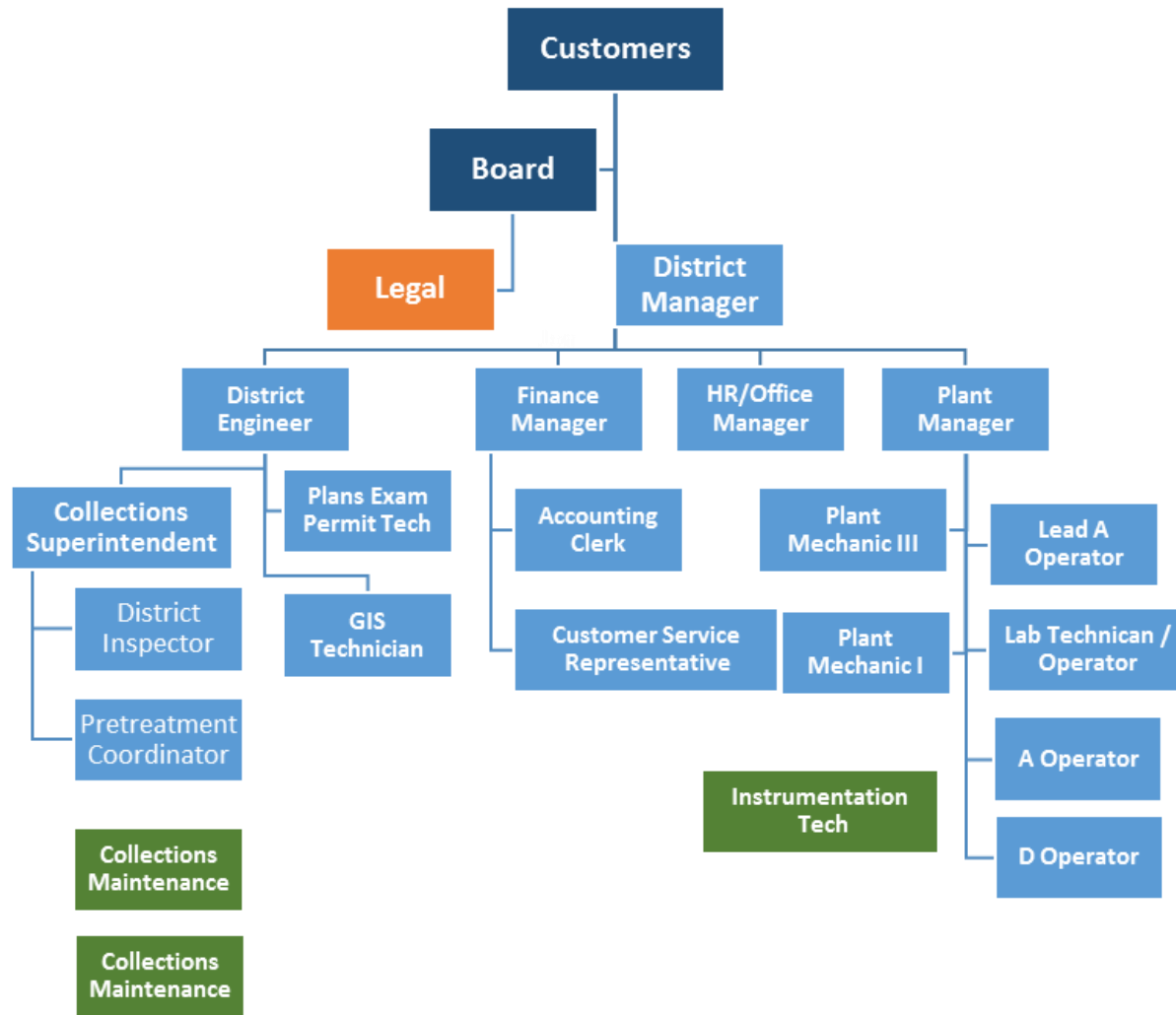




# St. Vrain Sanitation District

## 2024 District Organizational Chart by Position



- Current Positions (Budgetted)
- Future Positions (Not in current Budget)



# St. Vrain Sanitation District

## SVSD Staffing Plan for Industrial Pretreatment

The St Vrain Sanitation District (SVSD) strives to accurately budget for the needs and duties of our staff. To this end, we have put together this Staffing Plan to outline the allocation of resources for the District.

### Pretreatment Program:

Currently 1 FTE is budgeted and employed at SVSD. The District has budgeted salary, a vehicle, and misc supplies each year.

This employee performs the required tasks for the entire program to stay in compliance.

These tasks include, but are not limited to:

- Managing all regulated Industrial Users (IU's) and associated Discharge permits.
  - Sampling, Inspecting, Monitoring, and communication with said IU's
- Managing FOG and SOI inventory
  - Inspecting, Monitoring, and communication with users
- Managing Sampling Programs for the District
- Managing the Dental Amalgam Program
- Maintaining Non-Residential Customer List
- Plan Review for new and existing dischargers
- Winter Water Usage Program
- Misc Project Management
- Non-Routine Work/Projects as needed
- On-call rotation work

The Pretreatment Coordinator is supported within the District by other management staff.

-The Collections Superintendent manages and oversees the operations of the Pretreatment Program and Coordinator, approximately allocating 10 percent of time for overseeing staff.

-The District Engineer oversees all Collections System activities and programs, approximately allocating 10 percent of time to overseeing staff.

-The District Manager also supports the Pretreatment Program with the support of the Board of Directors and our Legal council.