



Green Valley Special Utility District
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Green Valley Special Utility District Continuity of Leadership Policy

1. Objective. To ensure the continuity of leadership and maintain operational stability by identifying appropriate leadership to fill key positions within the District on an interim basis in the event of key leader absences, including both temporary leaves of absence and permanent separations.

2. Key Positions.

- General Manager
- District Engineer/ Assistant General Manager
- Financial Controller
- Operations Manager
- Business Manager

3. Potential Successors.

- General Manager successor District Engineer/ Assistant General Manager
- District Engineer/ Assistant General manager successor Operations Manager
- Financial Controller successor Staff Accountant
- Operations Manager successor Water Maintenance Superintendent
- Business Manager successor Customer Service Supervisor

4. Key Position Qualifications.

- a. General Manager. The Board President shall maintain an outline of qualifications for the office of General Manager to be utilized for recruitment and retention of a successor General Manager in the event of a permanent separation.
- b. Other Key Positions. The General Manager shall maintain an outline of qualifications for the positions of District Engineer/Assistant General Manager, Financial controller, Operations Manager and Business Manager to be utilized for recruitment and retention of successors in the event of a permanent separation of Key Positions other than the General Manager.

5. Timeline. The General Manager will implement succession plans for all identified key positions within the District immediately upon notification of an extended absence of a key position in excess of a scheduled vacation period. The President of the Board of Directors will implement the same for the key position of General Manager. Within 6 months, the General Manager or President of the Board will conduct an assessment of both the absence and performance of the successor and determine appropriate follow-on actions.

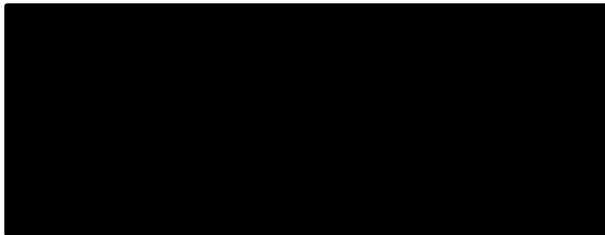
6. Communication Plan.

a. Internal Communication: The General Manager or President of the Board will provide an immediate update to all employees regarding the execution of the succession plan for an identified key position.

b. External Communication: The General Manager or President of the Board will inform the board of directors about the succession plan and evaluate the necessity to inform key stakeholders.

7. Review and Update. Conduct an annual review of the succession plan to ensure it remains relevant and effective.

Adopted by the Board of Directors on 26 day, SEPTEMBER month, 2024.



John Frias
President, Board of Directors