

# ***San Geronio Pass Water Agency***

**DATE:** August 5, 2024

**TO:** Board of Directors

**FROM:** Lance Eckhart, General Manager

**BY:** Tom Todd, Jr., Chief Financial Officer

**SUBJECT: ANNUAL ADOPTION OF PAY SCALE FOR CALPERS**

## **RECOMMENDATION**

Adopt the Agency pay scale for FY 2024-25.

## **BACKGROUND**

CalPERS regulations require that employee salaries be adopted by the Board and publicly available. When an employee retires, CalPERS may review these resolutions at its discretion.

## **ANALYSIS**

The Board provides oversight of the salaries of the employees of the Agency through a number of processes:

- Adoption of the Agency salary schedule
- Consideration and approval, if appropriate, of annual cost-of-living adjustments
- Contracting with the General Manager
- Consideration and approval of the annual financial budgets

The Board authorizes the General Manager to use these tools for the Agency's benefit to hire and retain quality employees.

This action is considered a 'house-keeping' item, which adopts any changes that may have taken place since the previously adopted salary scale. This is generally done on an annual basis.

## **FISCAL IMPACT**

This action has no fiscal impact. The General Fund, Consigned-SWP Support Fund, and the Debt Service Fund budgets for FY 2024-25 have been considered, discussed and approved, so salary disbursements have been approved. As mentioned earlier in this memo, this is a legal requirement, but does not impact any previous Board action.

## **ACTION**

Adopt the salary scale for FY 2024-25.

## **ATTACHMENTS**

Resolution 2024-08, Adopting the Updated FY 2024-25 Pay Schedule  
Pay Scale for FY 2024-25

**San Gorgonio Pass Water Agency**  
**Position Payrate Schedule**  
**FY 2024-2025**

July 1, 2024 - June 30, 2025

<b>Position Title</b>	<b>Pay Rate Range</b>	<b>Time Base</b>
General Manager	\$269,174 - \$316,411	Annual
Chief Financial Officer	\$180,360 - \$242,568	Annual
Finance Manager	\$148,044 - \$204,072	Annual
Operations Manager	\$134,112 - \$180,372	Annual
Sr. Water Resources Planner	\$127,656 - \$175,968	Annual
Executive Assistant/Board Clerk	\$104,772 - \$144,432	Annual

This complies with CCR 570.5 requirements for pay schedule information, effective August 10, 2011.

# **RESOLUTION NO. 2024-08**

## **RESOLUTION OF THE BOARD OF DIRECTORS OF SAN GORGONIO PASS WATER AGENCY ADOPTING THE UPDATED FISCAL YEAR 2024-25 PUBLICLY AVAILABLE PAY SCHEDULE AS REQUIRED BY CALPERS**

**WHEREAS**, San Gorgonio Pass Water Agency (Agency) is a CalPERS contracting agency subject to the Public Employees Retirement Law and the regulations thereunder; and

**WHEREAS**, CalPERS regulations require that employee salaries be included on a publicly available pay schedule as defined in California Code of Regulations, Title 2, Section 570.5; and

**WHEREAS**, one of the requirements of Section 570.5 is that the Agency's salary schedule be adopted by resolution of the Board of Directors; and

**WHEREAS**, the compensation paid to Agency employees has been previously approved by the Board in accordance with Agency policy and in compliance with applicable public meeting laws; and

**WHEREAS**, solely for the purpose of complying with Section 570.5, it has been determined that it is in the Agency's best interest to have the salary schedules approved by the Board of Directors which reflect previously approved compensation amounts.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Gorgonio Pass Water Agency hereby adopts the updated fiscal year 2024-25 salary schedule for Agency employees attached hereto as Exhibit 1 and incorporated herein by this reference, with an effective date of July 1 of the applicable fiscal year.

**ADOPTED AND APPROVED** this 5<sup>th</sup> day of August, 2024.

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Mickey Valdivia  
President, Board of Directors  
San Gorgonio Pass Water Agency

**ATTEST:**

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Kevin Walton  
Secretary, Board of Directors  
San Gorgonio Pass Water Agency