

**RESOLUTION NO. 2024-2320**

**A RESOLUTION ADOPTING THE PAY SCALES EFFECTIVE JANUARY 5, 2024  
PURSUANT TO THE CALIFORNIA CODE OF REGULATIONS, SUBCHAPTER 1,  
EMPLOYEES' RETIREMENT SYSTEM REGULATIONS SECTION 570.5**

**LAS GALLINAS VALLEY SANITARY DISTRICT**

**WHEREAS**, the Las Gallinas Valley Sanitary District ("District") adopted a Salary Pay Schedule for all employees on September 7, 2023; and

**WHEREAS**, the District has created a new employee classification position, Grant Management and Procurement Specialist, with an approved pay scale range; and

**WHEREAS**, the Las Gallinas Valley Sanitary District has contracted with CalPERS to provide certain retirement benefits to its employees; and

**WHEREAS**, the governance of retirement benefits provided to public employees in the state of California is governed by California Government Code Title 2, Division 5, Part 3 Public Employees' Retirement System; and

**WHEREAS**, the Board of Administration of the Public Employees' Retirement System has promulgated regulations to implement requirements of the governing law; and

**WHEREAS**, the California Code of Regulations, Subchapter 1, Employees' Retirement System Regulations section 570.5 (2 CCR § 570.5) states that

"(a) For purposes of determining the amount of "compensation earnable" pursuant to Government Code Sections 20630, 20636, and 20636.1, payrate shall be limited to the amount listed on a pay schedule that meets all of the following requirements:

- (1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meeting laws;
- (2) Identifies the position title for every employee position;
- (3) Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
- (4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
- (5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
- (6) Indicates an effective date and date of any revisions;

(7) Is retained by the employer and available for public inspection for not less than five years; and

(8) Does not reference another document in lieu of disclosing the payrate”.

**THEREFORE, BE IT RESOLVED** that the Board of Directors of the Las Gallinas Valley Sanitary District does hereby adopt the Salary Pay Schedule Effective January 5, 2024, which is attached as Exhibit A and is included by reference, in accordance with the requirements of the California Code of Regulations, Subchapter 1, Employees’ Retirement System Regulations section 570.5 (2 CCR § 570.5).

\* \* \* \* \*

I hereby certify that the forgoing is a full, true and correct copy of a resolution duly and regularly passed and adopted by the Sanitary Board of the Las Gallinas Valley Sanitary District, Marin County, California, at a regular meeting thereof held on January 4, 2024, by the following vote of the members thereof:

AYES, and in favor thereof, Members: *Clark, Ford, Murray, Roberts, Yezman*  
NOES, Members: *None.*  
ABSENT, Members: *None.*  
ABSTAIN, Members: *None.*

Teresa L. Lerch, Board Secretary  
Las Gallinas Valley Sanitary District

APPROVED:

Megan Clark, Board President  
Las Gallinas Valley Sanitary District

(seal)





**Las Gallinas Valley Sanitary District**  
**Salary Pay Schedule as of January 5, 2024**

**EXHIBIT A**

Full Time Positions	Monthly Salary					
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Administrative Assistant	6,360	6,678	7,012	7,362	7,730	8,117
Administrative/Financial Specialist	8,767	9,205	9,666	10,149	10,656	11,189
Administrative Services Manager	15,470	16,244	17,056	17,909	18,804	19,744
Assistant Engineer	9,677	10,161	10,669	11,202	11,763	12,351
Associate Engineer	11,791	12,380	12,999	13,649	14,332	15,048
Civil Engineering Technician	7,749	8,136	8,543	8,970	9,419	9,890
Collection System/Maintenance/Safety Manager	15,093	15,848	16,640	17,472	18,346	19,263
Collection System Operator <sup>(1)</sup>	6,053	6,356	6,674	7,007	7,358	7,726
Collection System Operator I <sup>(1)</sup>	6,360	6,678	7,012	7,362	7,730	8,117
Collection System Operator II	6,682	7,016	7,367	7,735	8,122	8,528
Collection System Operator III	7,195	7,555	7,933	8,330	8,746	9,183
Collection System Operator Lead	7,749	8,136	8,543	8,970	9,419	9,890
CMMS Technician	7,749	8,136	8,543	8,970	9,419	9,890
District Engineer	15,857	16,650	17,482	18,357	19,274	20,238
Executive Assistant / Board Secretary	13,103	13,758	14,446	15,168	15,927	16,723
Electrical Instrumentation Technician	9,211	9,671	10,155	10,663	11,196	11,756
Environmental Services Supervisor	11,222	11,784	12,373	12,991	13,641	14,323
Grant Management and Procurement Specialist	8,767	9,205	9,666	10,149	10,656	11,189
Laboratory Analyst-in-Training <sup>(1)</sup>	7,375	7,744	8,131	8,538	8,965	9,413
Laboratory Analyst I <sup>(1)</sup>	7,749	8,136	8,543	8,970	9,419	9,890
Laboratory Analyst II	8,553	8,981	9,430	9,901	10,396	10,916
Laboratory Analyst III	9,919	10,415	10,936	11,483	12,057	12,659
Maintenance Supervisor	11,222	11,784	12,373	12,991	13,641	14,323
Plant Manager	15,470	16,244	17,056	17,909	18,804	19,744
Plant Operator-in-Training <sup>(1)</sup>	6,682	7,016	7,367	7,735	8,122	8,528
Plant Operator I <sup>(1)</sup>	7,020	7,371	7,740	8,126	8,533	8,959
Plant Operator II	7,749	8,136	8,543	8,970	9,419	9,890
Plant Operator III	8,553	8,981	9,430	9,901	10,396	10,916
Plant Operator Lead	9,211	9,671	10,155	10,663	11,196	11,756
Plant Operations Supervisor	11,222	11,784	12,373	12,991	13,641	14,323
Skilled Maintenance Worker I <sup>(1)</sup>	6,682	7,016	7,367	7,735	8,122	8,528
Skilled Maintenance Worker II	7,749	8,136	8,543	8,970	9,419	9,890
General Manager <sup>(2)</sup>	24,500					

**How to Use this Pay Scale:** Steps 1 through 6 are the regular base wage levels for all positions.

Longevity Pay is available to eligible employees hired prior to 9/7/2023. Employees hired after 9/7/2023 are not eligible for longevity pay.

Longevity Pay equal to 5% of employee's base wage rate is given beginning on the 7th year of employment for eligible employees.

Additional Longevity Pay of 3% is given beginning on the 11th year of employment for eligible employees.

Additional Longevity Pay equal to 2% is given beginning on the 16th year of employment for management hired prior to 7/1/2016.

<sup>(1)</sup> Employees in entry level classifications are not eligible for longevity pay.

<sup>(2)</sup> The General Manager position is an executive contract position.

Resolution No. 2024-2320

Revised / Adopted \_\_\_\_\_