



SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT

380 E. Vanderbilt Way, San Bernardino, CA 92408

BOARD OF DIRECTORS' SPECIAL MEETING - WAGES, BENEFITS AND INSURANCE

2:00 PM Tuesday, May 26, 2026

ZOOM INFORMATION

Online: <https://sbvmwd.zoom.us/j/84869045478>

Telephone: (877) 853-5247 US Toll-free

Meeting ID: 848 6904 5478

PASSCODE: 3802026

If you are unable to participate online or by telephone, you may submit your comments and questions in writing for Board consideration by emailing comments@sbvmwd.com with the subject line Public Comment Item # (insert the agenda item number relevant to your comment) or Public Comment Non-Agenda Item. Submit your written comments no later than 6 p.m. the day prior to the meeting. All public comments will be provided to the Board President and may be read into the record or compiled as part of the record.

IMPORTANT PRIVACY NOTE: Online participants **MUST** log in with a Zoom account. The Zoom app is a free download. Please keep in mind: (1) This is a public meeting; as such, the virtual meeting information is published on the World Wide Web and available to everyone. (2) Should you participate remotely via telephone, your telephone number will be your identifier during the meeting and available to all meeting participants; there is no way to protect your privacy if you elect to call in to the meeting.

CALL TO ORDER

1) INTRODUCTIONS

2) PUBLIC COMMENT

Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items except as authorized by law. Each speaker is limited to a maximum of three (3) minutes.

3) PUBLIC HEARING

3.1 Public Hearing on the Status of Vacant Positions and Recruitments [2026 Staff Report - Public Hearing on the Status of Vacant Positions and Recruitments](#)

4) DISCUSSION ITEMS

4.1 Consider Resolution No. 1200 Paying Employer Paid Member Contributions for Employees Hired on or After July 1, 2011(20 min) - Pg. 5

Staff Report - Consider Resolution No. 1200 Paying Employer Paid Member Contributions for Employees Hired on or After July 1, 2011

Resolution No. 1200 Paying EPMC - Employees Hired on or After July 1, 2011 for FY 2026-2027

4.2 Consider Cost of Living Adjustment for Fiscal Year 2026/2027 (20 min) - Pg. 9

Staff Report - Consider Cost of Living Adjustment for Fiscal Year 2026-2027

Bureau of Labor Statistics Consumer Price Index 12 month change March 2025 to March 2026 - Urban Wage Earners and Clerical Workers - Riverside, San Bernardino, Ontario, California

Approved Job Position and Salary Range Table_Effective July 5, 2025

Approved Salary Schedule effective July 5, 2025

4.3 Approve New Employee Handbook Provisions: Out-of-Class Compensation and Acting Pay

Staff Report - Adopt New Employee Handbook Provisions - Out-of-Class Compensation and Acting Pay (20 min) - Pg. 15

Proposed Handbook Language - Out-of-Class Compensation and Acting Pay Provisions

4.4 Consider Revised Job Position and Salary Range Table (30 min) - Pg. 22

Staff Memo - Consider Revised Job Position and Salary Range Table and Updated Organizational Chart

Proposed Job Position and Salary Range Table Effective July 4, 2026

Proposed Organizational Chart Effective July 4, 2026

4.5 Review Director Daily Per Diem (20 min) - Pg. 31

Staff Report - Director Daily Per Diem

Ordinance 78 - Confirming Compensation of Directors

5) **ADJOURNMENT**

DATE: May 26, 2026

TO: Board of Directors' Special Meeting - Wages, Benefits & Insurance Workshop

FROM: Heather Dyer, CEO/General Manager
 Karen Resendez, Human Resources/Risk Manager

SUBJECT: Public Hearing on the Status of Vacant Positions and Recruitments

Staff Recommendation

Staff recommends the Board of Directors conduct a public hearing, receive public comments, receive and file the annual report on the Status of vacant positions, and recruitment and retention efforts, as required by Government Code section 3502.3.

Summary

Government Code section 3502.3, added by Assembly Bill 2561, requires public agencies to present the status of vacancies and recruitment and retention efforts at a public hearing before the governing body at least once each fiscal year and before adoption of the final budget. This report satisfies that annual requirement.

San Bernardino Valley currently has 43 authorized full-time equivalent positions, of which 39 are filled and 4 are vacant. Three of the vacant positions are newly approved positions authorized by the Board on December 16, 2025. The remaining vacancy is the Chief Information Officer position, which became vacant following a retirement. Staff has evaluated organizational needs and plans to recommend deleting the CIO FTE allocation while retaining the classification for future use.

Vacant Position Status

Position	Status	Note on Vacancy
Chief Information Officer	Vacant following retirement	Staff is proposing to delete the FTE allocation while retaining the classification.
Operations Supervisor (Hydro)	Recruitment in Process	New position approved by the Board on December 16, 2025.

Position	Status	Note on Vacancy
Lead Operator (Hydro)	Vacant	New position approved by the Board on December 16, 2025.
Operator (Hydro)	Vacant	New position approved by the Board on December 16, 2025.

Recruitment and Retention Efforts

San Bernardino Valley continues to experience low turnover and fills positions as organizational needs arise. Staff is actively managing recruitments for approved vacant positions and anticipates filling the Hydro team positions in the near term.

Staff has not identified any changes to policies, procedures, or recruitment activities necessary to remove obstacles in the hiring process at this time.

District Strategic Plan Application

San Bernardino Valley Strategy #5 - Attracting and supporting top talent. Ensuring competitive pay overall keeps pace with changing economic conditions is key to this strategy.

Fiscal Impact

There is no fiscal impact associated with conducting the public hearing and receiving and filing this report. Any changes to FTE allocations will be addressed through the appropriate budget and staffing authorization process.

DATE: May 26, 2026

TO: Board of Directors' Special Meeting - Wages, Benefits & Insurance Workshop

FROM: Heather Dyer, CEO/General Manager
Karen Resendez, Human Resources/Risk Manager

SUBJECT: Consider Resolution No. 1200 Paying Employer Paid Member Contributions for Employees Hired on or After July 1, 2011

Staff Recommendation

Approve Resolution No. 1200 paying Employer Paid Member Contributions (EPMC) for employees hired on or after July 1, 2011 and before January 1, 2013 (Tier 2 Classic).

Summary

California Public Employees' Retirement System (CalPERS) completes an annual actuarial report each year. A new resolution will be brought to the Board to approve the percentage San Bernardino Valley will pay for the coming fiscal year. Based on the latest information from CalPERS, San Bernardino Valley's total contribution percentage remains the same for 2nd Tier employees at 16% (11.98% Employer + 4.02% Employee for fiscal year 25-26), while the employees' contribution decreased to 2.98% of salary which is slightly less than the prior year rate of 2.99% of salary. This resolution formalizes the Board's policy of contributing a maximum of 16% of salary for 2nd Tier employees to continue to minimize future 2nd Tier pension cost impacts.

Background

On May 17, 2011, the Board adopted Resolution 982 amending San Bernardino Valley's contract with CalPERS to implement a 2nd Tier benefit formula for employee pensions. In recognition of the desire to minimize future 2nd Tier pension cost impacts, the Board set the maximum combined (Employer and Employee) contribution rate for San Bernardino Valley at 16% that would apply to employees hired on or after July 1, 2011, and before January 1, 2013, and those who later join San Bernardino Valley as CalPERS Classic employees. There are currently eleven (11) employees that are covered by the 2nd Tier program; a decrease of one over last year.

A 3rd Tier was established through AB 340 which created the Public Employees' Pension Reform Act (PEPRA). Any employee hired on or after January 1, 2013, who meets the definition of a new

member to CalPERS is required to contribute at least 50 percent of the total normal cost. Under PEPRA, the 3rd Tier benefit formula requires an employee's contribution rate of 8.25% of reportable compensation for fiscal year 2026-2027. There are currently nineteen (20) District employees that are covered by the 3rd Tier program.

District Strategic Plan Application

San Bernardino Valley Strategy #5 - Attracting and supporting top talent. Ensuring competitive pay overall keeps pace with changing economic conditions is key to this strategy.

Fiscal Impact

The percentage San Bernardino Valley pays towards the CalPERS Member Contributions will remain the same as in the prior fiscal year.

Attachments

1. Resolution No. 1200 Paying EPMC - Employees Hired on or After July 1, 2011 for FY 2026-2027

RESOLUTION NO. 1200

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO VALLEY MUNICIPAL WATER
DISTRICT FOR PAYING EMPLOYER PAID MEMBER
CONTRIBUTIONS TO CALIFORNIA PUBLIC
EMPLOYEES RETIREMENT SYSTEM FOR EMPLOYEES
HIRED ON OR AFTER JULY 1, 2011**

WHEREAS, the governing body of the San Bernardino Valley Municipal Water District (District) has the authority to implement Government Code Section 20691 as it applies to District Employees; and

WHEREAS, the governing body of District has a written labor policy or agreement which specifically provides for some of the normal member contributions to California Public Employees Retirement System (CalPERS) to be paid by the employer; and

WHEREAS, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of District of a Resolution authorizing payments to CalPERS of Employer Paid Member Contributions (EPMC); and

WHEREAS, the governing body of District has identified the following conditions for the purpose of its election to pay EPMC,

- **For local miscellaneous employees hired on or after July 1, 2011 and before January 1, 2013:** Effective July 1, 2026 through June 30, 2027, District shall pay 4.02% of the normal contributions as EPMC, for all local miscellaneous employees of SBVMWD hired on or after July 1, 2011 and before January 1, 2013.
- **For local miscellaneous employees hired on or after January 1, 2013:** All local miscellaneous employees hired on or after January 1, 2013, as defined under Government Code section 7522.04(f), will not be eligible to receive EPMC.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of District hereby elects to pay EPMC for employees hired on or after July 1, 2011, as set forth above.

RESOLVED FURTHER that the effective date of this Resolution shall be July 1, 2026.

ADOPTED this 26th day of May 2026.

ATTEST:

T. Milford Harrison, President

Heather Dyer, Secretary

DATE: May 26, 2026

TO: Board of Directors' Special Meeting - Wages, Benefits & Insurance

FROM: Heather Dyer, CEO/General Manager
Cindy Saks, CFO/Deputy General Manager
Karen Resendez, Human Resources/Risk Manager

SUBJECT: Consider Cost of Living Adjustment for Fiscal Year 2026/2027

Staff Recommendation

In anticipation of the 2026-2027 fiscal year budget process and release of the 12-month change in the Consumer Price Index – for Urban and Clerical Workers (CPI) in the Riverside-San Bernardino-Ontario area as of March 31, 2026, staff recommends the Board consider the following:

1. Approve a 2% Cost of Living Adjustment consistent with the CPI for our geographic area, effective the first full pay period in Fiscal Year 26/27, which begins July 4, 2026.
2. Adjust the Job Position and Salary Range Table for all full-time positions to reflect the COLA of 2%, or other amount determined by the Board, in compliance with California Code of Regulations (CCR), Section 570.5.

Background and Discussion

Historically, the San Bernardino Valley Board of Directors has utilized the Consumer Price Index (CPI) from March to March annually as a reference for potential Cost of Living Adjustments (COLAs) to the Agency Salary Schedule for the forthcoming fiscal year. Previous COLA adjustments have aligned the agency's salaries consistent with the CPI index, which is an impartially calculated metric signifying inflationary pressures within the economy. The CPI index result is 2.9% from March 2025 to March 2026.

While past COLA recommendations have typically aligned with the 12-month change in the CPI, the 2.9% result for the period ending March 31, 2026, reflects recent inflationary pressures tied to global and economic events that occurred late in the measurement period. Leading up to those events, year-over-year CPI had been on a steady downward trajectory, and absent those late-period pressures, Staff anticipated that trend would have continued and produced a 12-month

change closer to 2%. As a supporting point of reference, comparing the CPI index value for March 2025 (137.608) to the value for January 2026 (140.384), which captures the period before the most recent inflationary events, reflects an increase of approximately 2%. Based on this underlying trend, Staff believes a 2% COLA appropriately recognizes regional inflation while remaining fiscally responsible in light of the current economic volatility.

Therefore, Staff recommends a 2% COLA to the Agency Salary Schedule effective July 4, 2026, as this is consistent with past practice and based on respected and impartial data generated specifically for our region. This strategy of adjusting salaries based on the previous year's measured inflation data maintains the value of our employees' wages consistent with the realized economic pressures in the economy and supports the agency's competitiveness within the local hiring market.

As a reference point, the U.S. Social Security Administration, serving more than seventy million beneficiaries, implemented a 2.8% COLA effective January 1, 2026.

District Strategic Plan Application

San Bernardino Valley Strategy #5 - Attracting and supporting top talent. Ensuring competitive pay overall keeps pace with changing economic conditions is key to this strategy.

Fiscal Impact

As applied to the FY 2025-2026 currently approved salary schedule, for every 1% of COLA increase, the total cumulative annual cost of salaries and benefits applied to the current San Bernardino Valley employees would increase by approximately \$78,000 which equates to roughly \$6,500 monthly.

If the Board desires to make a change to compensation levels and salary schedule through a COLA, staff will include any approved increase in the fiscal year 2026/2027 general fund budget which will be formally adopted by the Board at a meeting in June.

Attachments

1. Bureau of Labor Statistics Consumer Price Index 12-month change March 2025 to March 2026 – Urban Wage Earners and Clerical Workers – Riverside, San Bernardino, Ontario, California.
2. Approved Job Position and Salary Range Table effective July 5, 2025.
3. Approved Salary Schedule effective July 5, 2025.

Databases, Tables & Calculators by Subject

 [Special Notices](#) 1/14/2026

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Data extracted on: April 10, 2026 (4:39:02 PM)

Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W)

Series Id: CWURS49CSA0,CWUSS49CSA0

Not Seasonally Adjusted

Series Title: All items in Riverside-San Bernardino-Ontario, CA, urban wage earners and clerical workers, not seasonally adjusted

Area: Riverside-San Bernardino-Ontario, CA

Item: All items

Base Period: DECEMBER 2017=100

Download:  [.xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2023	127.936		128.027		129.226		130.173		131.946		131.963		130.053	128.500	131.606
2024	131.840		134.144		134.967		133.830		133.881		133.485		133.701	133.697	133.704
2025	135.718		137.608		138.756		138.524		139.280		140.116		138.280	137.528	139.184
2026	140.384		141.610												

12-Month Percent Change

Series Id: CWURS49CSA0,CWUSS49CSA0

Not Seasonally Adjusted

Series Title: All items in Riverside-San Bernardino-Ontario, CA, urban wage earners and clerical workers, not seasonally adjusted

Area: Riverside-San Bernardino-Ontario, CA

Item: All items

Base Period: DECEMBER 2017=100

Download:  [.xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2023	7.0		4.2		3.5		3.2		4.9		4.4		4.5	4.6	4.4
2024	3.1		4.8		4.4		2.8		1.5		1.2		2.8	4.0	1.6
2025	2.9		2.6		2.8		3.5		4.0		5.0		3.4	2.9	4.1
2026	3.4		2.9												



**San Bernardino Valley Municipal Water District
Job Position and Salary Range Table
Effective Date: July 5, 2025**

Job Position	Salary Range	Salary Range amount per Month		# of FTE's Authorized Positions	# of FTE's Filled
		Low	High		
Accountant	20	8,833	12,008	-	-
Administrative Analyst I	14	6,731	9,112	2	2
Administrative Analyst II	20	8,833	12,008	-	-
Assistant Chief Engineer	34A	17,079	23,342	1	1
Assistant Engineer	21A	9,438	12,836	1	1
Associate Engineer	24A	10,751	14,649	-	-
Business System Analyst	20	8,833	12,008	-	-
Chief Executive Officer/General Manager	Flat	33,345	33,345	1	1
Chief Financial Officer/Deputy General Manager	39A	21,571	29,517	1	1
Chief Information Officer	37	19,221	26,285	1	-
Chief Operating Officer/Assistant General Manager	41A	23,802	32,573	1	1
Chief of Planning and Watershed Resilience	37	19,221	26,285	1	1
Chief of Staff/Clerk of the Board	30	13,901	18,965	1	1
Chief of Water Resources	37	19,221	26,285	1	1
Electrical and Mechanical Maintenance Technician I	16	7,367	9,989	-	-
Electrical and Mechanical Maintenance Technician II	19A	8,596	11,691	1	1
Environmental Compliance and Permitting Program Manager	30	13,901	18,965	1	1
Environmental Compliance Specialist	20	8,833	12,008	-	-
Executive Director, Upper SAR Sustainable Resources Alliance	34A	17,079	23,342	1	1
Geospatial Services Program Manager	30A	14,224	19,409	1	1
GIS Analyst	20	8,833	12,008	-	-
Human Resources / Risk Manager	30	13,901	18,965	1	1
Instrumentation and Control Program Manager	27A	12,335	16,815	1	1
Lead Electrical and Mechanical Maintenance Technician	23A	10,310	14,032	-	-
Lead Operator	21A	9,438	12,836	4	2
Manager of Integrative Planning	33	15,956	21,796	1	1
Operations Supervisor	27A	12,335	16,815	2	1
Operator I	13A	6,657	9,015	-	-
Operator II	18A	8,268	11,229	7	6
Operator Trainee	9	5,362	7,344	1	1
Preserve System Program Manager	30	13,901	18,965	-	-
Principal Accountant	30	13,901	18,965	-	-
Principal Administrative Analyst	30	13,901	18,965	-	-
Principal Business Systems Analyst	30	13,901	18,965	-	-
Principal Environmental Compliance Specialist	30	13,901	18,965	1	1
Principal Engineer	31A	14,847	20,269	-	-
Principal Project Manager	31A	14,847	20,269	-	-
Principal Strategic Communications Specialist	30	13,901	18,965	-	-
Principal Water Resources Analyst	30	13,901	18,965	2	2
Project Manager I	21A	9,438	12,836	-	-
Project Manager II	27A	12,335	16,815	-	-
Senior Accountant	24	10,501	14,300	1	1
Senior Administrative Analyst	24	10,501	14,300	-	-
Senior Administrative Assistant	12	6,243	8,476	1	1
Senior Business Systems Analyst	24	10,501	14,300	1	1
Senior Engineer	28A	12,941	17,643	1	1
Senior Environmental Compliance Specialist	24	10,501	14,300	-	-
Senior GIS Analyst	24	10,501	14,300	-	-
Senior Project Manager	30A	14,224	19,409	1	1
Senior Strategic Communications Specialist	24	10,501	14,300	1	1
Senior Water Resources Analyst	24	10,501	14,300	-	-
Strategic Communications Manager	31A	14,847	20,269	1	1
Strategic Communications Specialist	20	8,833	12,008	-	-
Superintendent of Water and Hydropower Operations	34A	17,079	23,342	1	1
Water Resources Analyst	20	8,833	12,008	-	-
Total FTE Count				43	38

Effective Date: July 5, 2025
 Cost of Living Adjustment effective date: July 5, 2025 = 2.6%
 Presented and Adopted by the Board on May 22, 2025
 Updated 7/5/25: Promotions Within Series Effective July 5, 2025
 Updated 12/16/25: Title changes to Operator Series, Lead Operator, Operations Supv.. Added additional roles for Hydropower (4)
 (1) Operations Supv., (1) Lead Operator, (2) Operators.

SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT

MONTHLY SALARY SCHEDULE

(DOLLARS PER MONTH)

2.6 % INCREASE FOR FY 2025-2026 EFFECTIVE JULY 5, 2025

Board of Director Per Diem Rate is \$299.00 per day for each days attendance Effective September 6, 2016.

Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Merit Step A	Merit Step B	Merit Step C
		One year After Step 1	Three Years After Step 1	Five Years After Step 1	Seven Years After Step 1	Ten Years After Step 1			
1	3,782	3,975	4,183	4,390	4,615	4,838	4,959	5,083	5,210
1A	3,815	4,007	4,213	4,423	4,646	4,885	5,006	5,132	5,261
2	3,925	4,136	4,344	4,550	4,788	5,011	5,136	5,265	5,397
2A	3,959	4,167	4,373	4,595	4,819	5,062	5,188	5,318	5,451
3	4,102	4,310	4,533	4,756	4,998	5,251	5,382	5,517	5,654
3A	4,197	4,423	4,630	4,868	5,107	5,362	5,497	5,635	5,776
4	4,278	4,501	4,724	4,965	5,204	5,474	5,612	5,752	5,894
4A	4,390	4,615	4,854	5,092	5,351	5,603	5,743	5,888	6,034
5	4,582	4,819	5,062	5,316	5,572	5,858	6,003	6,154	6,308
5A	4,615	4,854	5,092	5,351	5,619	5,892	6,041	6,190	6,346
6	4,696	4,932	5,186	5,443	5,717	6,001	6,152	6,305	6,462
6A	4,775	5,011	5,267	5,539	5,808	6,098	6,251	6,407	6,566
7	4,949	5,204	5,460	5,729	6,019	6,322	6,479	6,641	6,809
7A	5,062	5,316	5,587	5,858	6,162	6,461	6,623	6,789	6,959
8	5,174	5,443	5,717	6,001	6,289	6,598	6,762	6,930	7,103
8A	5,285	5,555	5,826	6,130	6,431	6,731	6,900	7,073	7,250
9	5,362	5,635	5,923	6,208	6,520	6,818	6,989	7,165	7,344
9A	5,526	5,808	6,098	6,399	6,702	7,012	7,187	7,367	7,550
10	5,619	5,906	6,208	6,506	6,806	7,132	7,309	7,492	7,680
10A	5,826	6,130	6,431	6,731	7,042	7,367	7,551	7,740	7,933
11	5,906	6,208	6,506	6,818	7,132	7,469	7,657	7,849	8,045
11A	5,986	6,289	6,598	6,910	7,220	7,560	7,748	7,943	8,141
12	6,243	6,554	6,867	7,175	7,518	7,871	8,068	8,270	8,476
12A	6,304	6,614	6,924	7,249	7,591	7,944	8,143	8,348	8,555
13	6,506	6,818	7,132	7,469	7,813	8,181	8,385	8,597	8,810
13A	6,657	6,968	7,294	7,635	8,004	8,372	8,581	8,797	9,015
14	6,731	7,058	7,383	7,722	8,092	8,461	8,673	8,889	9,112
14A	6,894	7,220	7,560	7,915	8,283	8,669	8,885	9,108	9,336
15	7,101	7,442	7,782	8,151	8,536	8,935	9,157	9,387	9,620
15A	7,249	7,591	7,944	8,329	8,714	9,125	9,353	9,587	9,826
16	7,367	7,722	8,079	8,461	8,862	9,275	9,508	9,745	9,989
16A	7,544	7,900	8,268	8,669	9,081	9,512	9,749	9,992	10,243
17	7,648	8,018	8,387	8,787	9,200	9,631	9,872	10,118	10,370
17A	7,885	8,268	8,653	9,052	9,481	9,940	10,186	10,442	10,703
18	8,048	8,432	8,833	9,244	9,687	10,148	10,401	10,661	10,929
18A	8,268	8,669	9,081	9,512	9,953	10,426	10,688	10,955	11,229
19	8,432	8,833	9,261	9,687	10,148	10,633	10,899	11,172	11,451
19A	8,596	9,007	9,438	9,880	10,352	10,856	11,128	11,406	11,691
20	8,833	9,261	9,687	10,162	10,633	11,153	11,431	11,716	12,008
20A	9,041	9,464	9,926	10,399	10,887	11,403	11,687	11,980	12,279
21	9,200	9,644	10,103	10,572	11,091	11,626	11,916	12,215	12,519
21A	9,438	9,894	10,369	10,856	11,372	11,919	12,218	12,523	12,836
22	9,704	10,176	10,647	11,163	11,697	12,261	12,567	12,880	13,204
22A	9,761	10,237	10,724	11,224	11,773	12,335	12,642	12,958	13,282
23	9,968	10,459	10,946	11,477	12,024	12,598	12,913	13,237	13,569
23A	10,310	10,813	11,330	11,864	12,437	13,030	13,355	13,689	14,032

SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT

MONTHLY SALARY SCHEDULE

(DOLLARS PER MONTH)

2.6 % INCREASE FOR FY 2025-2026 EFFECTIVE JULY 5, 2025

Board of Director Per Diem Rate is \$299.00 per day for each days attendance Effective September 6, 2016.

Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Merit Step A	Merit Step B	Merit Step C
		One year After Step 1	Three Years After Step 1	Five Years After Step 1	Seven Years After Step 1	Ten Years After Step 1			
24	10,501	11,003	11,535	12,083	12,674	13,278	13,611	13,952	14,300
24A	10,751	11,269	11,815	12,376	12,969	13,603	13,943	14,292	14,649
25	11,063	11,595	12,156	12,732	13,354	13,988	14,338	14,697	15,064
25A	11,342	11,888	12,465	13,060	13,693	14,358	14,716	15,083	15,462
26	11,477	12,038	12,614	13,221	13,858	14,522	14,886	15,257	15,638
26A	11,773	12,349	12,941	13,559	14,211	14,905	15,278	15,661	16,052
27	12,038	12,630	13,236	13,869	14,535	15,247	15,629	16,019	16,420
27A	12,335	12,941	13,559	14,211	14,891	15,615	16,008	16,406	16,815
28	12,630	13,251	13,884	14,551	15,260	15,999	16,401	16,810	17,231
28A	12,941	13,575	14,224	14,905	15,629	16,382	16,792	17,211	17,643
29	13,236	13,884	14,551	15,260	15,984	16,768	17,187	17,616	18,057
29A	13,545	14,211	14,891	15,615	16,370	17,166	17,595	18,035	18,486
30	13,901	14,584	15,289	16,029	16,799	17,610	18,051	18,502	18,965
30A	14,224	14,919	15,645	16,398	17,196	18,025	18,475	18,937	19,409
31	14,551	15,260	15,999	16,784	17,595	18,452	18,912	19,385	19,870
31A	14,847	15,570	16,324	17,122	17,949	18,821	19,291	19,773	20,269
32	15,247	15,984	16,768	17,583	18,437	19,339	19,823	20,319	20,828
32A	15,659	16,429	17,227	18,053	18,941	19,855	20,351	20,861	21,383
33	15,956	16,739	17,553	18,408	19,297	20,241	20,747	21,265	21,796
33A	16,339	17,135	17,965	18,854	19,768	20,728	21,245	21,777	22,321
34	16,635	17,449	18,305	19,193	20,122	21,101	21,627	22,168	22,722
34A	17,079	17,920	18,791	19,708	20,670	21,676	22,217	22,773	23,342
35	17,536	18,393	19,297	20,226	21,216	22,250	22,807	23,377	23,961
35A	17,891	18,762	19,681	20,641	21,644	22,708	23,277	23,859	24,456
36	18,293	19,193	20,122	21,101	22,131	23,211	23,791	24,387	24,996
36A	18,748	19,665	20,626	21,629	22,695	23,802	24,397	25,007	25,633
37	19,221	20,165	21,145	22,177	23,273	24,410	25,020	25,645	26,285
37A	19,665	20,626	21,644	22,695	23,802	24,971	25,596	26,235	26,891
38	20,108	21,101	22,131	23,211	24,349	25,533	26,171	26,826	27,496
38A	20,655	21,676	22,725	23,847	25,017	26,242	26,901	27,573	28,262
39	21,101	22,131	23,211	24,349	25,549	26,804	27,472	28,160	28,864
39A	21,571	22,638	23,745	24,900	26,124	27,410	28,094	28,798	29,517
40	22,058	23,151	24,277	25,471	26,715	28,030	28,731	29,449	30,186
40A	22,664	23,789	24,941	26,168	27,454	28,800	29,519	30,258	31,013
41	23,240	24,395	25,576	26,832	28,146	29,540	30,277	31,033	31,810
41A	23,802	24,971	26,196	27,484	28,844	30,248	31,004	31,778	32,573
42	24,380	25,576	26,832	28,146	29,540	30,986	31,761	32,555	33,370
42A	25,001	26,226	27,529	28,870	30,293	31,785	32,579	33,393	34,227
43	25,605	26,875	28,192	29,568	31,030	32,551	33,364	34,199	35,055
43A	26,257	27,555	28,902	30,318	31,813	33,380	34,214	35,072	35,947
44	26,875	28,207	29,595	31,043	32,567	34,177	35,032	35,907	36,806
44A	27,555	28,917	30,337	31,831	33,394	35,052	35,927	36,825	37,746
CEO/GM (Flat Rate)	33,345	33,345	33,345	33,345	33,345	33,345	33,345	33,345	33,345

DATE: May 26, 2026

TO: Board of Directors' Special Meeting - Wages, Benefits & Insurance

FROM: Heather Dyer, CEO/General Manager
Karen Resendez, Human Resources/Risk Manager

SUBJECT: Approve New Employee Handbook Provisions: Out-of-Class Compensation and Acting Pay

Staff Recommendation

Staff recommends that the Board of Directors:

1. Approve the addition of the **Out-of-Class Compensation** provision into the Employee Handbook; and
2. Approve the addition of the **Acting Pay** provision into the Employee Handbook.

Summary

Staff are presenting two new Employee Handbook provisions designed to ensure continuity of operations when key duties must be temporarily covered by other staff due to foreseen or unforeseen circumstances. The **Out-of-Class Compensation** provision applies when a position is permanently vacant, and the Agency is actively recruiting; eligible employees performing the full duties of the higher classification receive Temporary Upgrade Pay (TUP) consistent with Government Code Section 20480 and CalPERS reporting requirements. The **Acting Pay** provision applies when an incumbent is on an extended leave of absence, anticipated to exceed six (6) consecutive weeks, and another employee assumes significant responsibilities of the role while maintaining their own responsibilities. Together, these provisions provide a clear, compliant framework for assigning and appropriately compensating for temporary higher-level work while an employee is filling in for someone in a higher-level position. General Counsel has reviewed and approved this proposed language.

Background

Operational continuity occasionally requires the Agency to assign higher-level responsibilities to existing staff, either when an incumbent is absent for an extended period or when a position

becomes vacant and is being filled through recruitment. The Employee Handbook does not currently contain a provision providing the authority to compensate employees who temporarily take on higher-level responsibilities under these circumstances. CalPERS reporting requirements—particularly Government Code Section 20480, which establishes a 960-hour annual limit on out-of-class assignments and requires annual reporting of qualifying hours—also reinforce the need for written policies that meet statutory and regulatory standards.

The **Out-of-Class Compensation** provision applies when a position is vacant, and the Agency has initiated recruitment to permanently fill the role. An eligible employee performing 100% of the duties of the higher classification receives Temporary Upgrade Pay (TUP). The General Manager has the discretion to authorize Out-of-Class Compensation in accordance with the qualifying conditions set forth in the provision; assignments are documented for District records and reported to CalPERS as required by Government Code Section 20480.

The **Acting Pay** provision applies when an incumbent of a higher-level position is on an extended leave of absence, anticipated to exceed six (6) consecutive weeks, and another employee assumes significant responsibilities for that role, while keeping their own duties as well. Acting Pay is calculated as a percentage of the employee's base rate of pay in 5% increments, reflecting the scope of responsibilities assumed. The General Manager has the discretion to authorize Acting Pay in accordance with the qualifying conditions set forth in the provision; assignments are documented for District records. Acting Pay is not reportable to CalPERS as pensionable compensation but is included in the calculation of overtime pay as required by federal law.

Each provision is attached to this item for the Board's review. Both provisions require advance approval and documentation by the General Manager, are administered at the General Manager's discretion in accordance with the qualifying conditions set forth in each provision and align with applicable state law and CalPERS reporting requirements. Adopting these provisions will give the Agency a clear, consistent, and legally compliant approach for supporting operations during transitional staffing periods, while also recognizing employees who take on additional responsibilities.

District Strategic Plan Application

This item supports San Bernardino Valley Strategy #5 — Attracting and Supporting Top Talent. Formalizing how the Agency compensates temporary higher-level assignments promotes operational continuity, equitable and transparent compensation practices, and meaningful opportunities for staff growth and development.

Fiscal Impact

There is no direct fiscal impact associated with the adoption of these provisions. Costs are incurred only when an Out-of-Class assignment or Acting Pay arrangement is authorized, and the corresponding expenses are absorbed within the existing salary budget. Both provisions are designed to support continued operations using existing staff resources rather than incurring the additional cost of temporary hires or contracted services.

Attachments

1. Proposed Handbook Language — Out-of-Class Compensation and Acting Pay Provisions

OUT-OF-CLASS COMPENSATION

San Bernardino Valley (the “Agency”) recognizes that operational needs may require an employee to temporarily assume the full duties of a higher classification when a position is permanently vacant and the Agency has initiated a formal recruitment. This policy establishes the conditions under which Out-of-Class assignments are authorized and compensated¹.

Definition

An Out-of-Class assignment is a temporary assignment in which an employee is required to perform 100% of the duties of a higher classification. To qualify, all three of the following conditions must be met:

- The position is permanently vacant;
- The Agency has initiated recruitment for a permanent appointment to fill that position; and
- The employee is performing 100% of the duties of the higher classification—not a combination of their own regular duties and selected duties of the higher position.

A position temporarily vacant due to an employee’s leave of absence (e.g., vacation, illness, or injury) does not qualify as an Out-of-Class assignment. Coverage of such vacancies is addressed under the Acting Pay provision of this Handbook.

Duration and Hour Limitations

Out-of-Class assignments are temporary and must conclude when the position is filled through a permanent appointment or when the qualifying criteria are no longer met. An employee may not serve in the same Out-of-Class assignment for more than 960 hours in a single CalPERS fiscal year (July 1 through June 30). The Agency will track all hours worked in Out-of-Class assignments and report this information to CalPERS no later than 30 days following the closure of each fiscal year, as required by law.

Compensation

Employees assigned to work Out-of-Class will receive Temporary Upgrade Pay (TUP) as additional compensation above their regular base rate. TUP will be calculated as the difference between the employee’s current base rate and the minimum step of the salary range for the higher classification, or such other amount as approved by the General Manager, not to exceed the maximum step of the higher classification’s salary range. This provision applies to all eligible employees.

¹Gov. Code § 20480 establishes the compliance framework governing out-of-class assignments for CalPERS-contracting employers, including the 960-hour fiscal year limitation per assignment (July 1 through June 30) and the requirement to report hours worked to CalPERS no later than 30 days following the close of each fiscal year (annual reporting deadline: July 30). Positions temporarily vacant due to an employee’s leave of absence do not qualify as out-of-class assignments under this section. Accordingly, Acting Pay assignments—which apply to positions where the incumbent is on leave rather than permanently vacant positions in active recruitment—are not subject to the out-of-class framework under § 20480 and do not trigger CalPERS Out-of-Class Validation reporting obligations.

Temporary Upgrade Pay is reportable to CalPERS as pensionable compensation for classic members and is not reportable for PEPRA members².

An Out-of-Class assignment does not change the employee's classification, salary range, or eligibility for step advancement. At the conclusion of the assignment, the employee returns to their regular base rate.

Approval and Documentation

Out-of-Class assignments must be approved in advance by the General Manager and documented before the assignment begins. Documentation must include the employee's name and the higher classification to which the assignment applies, the start and anticipated end date, a description of the higher-level duties to be performed, and the approved Temporary Upgrade Pay amount and basis for calculation. The Agency will maintain records sufficient to support CalPERS reporting and will provide supporting documentation upon request.

² Pursuant to Cal. Code Regs., tit. 2, § 571(a)(3), "Temporary Upgrade Pay" (TUP) is defined as compensation to employees who are required by their employer or governing board or body to work in an upgraded position/classification of limited duration and constitutes special compensation reportable as pensionable compensation for classic CalPERS members. Out-of-Class assignments under this policy satisfy the conditions for TUP; the written policy requirements of § 571 are intended to be met by this section. Acting Pay does not constitute TUP because it applies when an employee assumes significant—but not all—higher-level responsibilities; it is therefore not reportable as pensionable compensation for any CalPERS member, whether classic or PEPRA. TUP is separately excluded from Cal. Code Regs., tit. 2, § 571.1 and is not reportable as pensionable compensation for members subject to the Public Employees' Pension Reform Act (PEPRA) under any circumstances.

ACTING PAY

When the incumbent of a higher-level position is absent due to an extended leave of absence, operational continuity may require that another employee assume significant responsibilities of that role. Acting Pay recognizes and compensates employees who take on these added responsibilities during the incumbent's temporary absence. Acting Pay is distinct from Out-of-Class Compensation: it applies to a temporarily vacant position—not a permanently vacant one in active recruitment—and the employee may assume some, but not all, of the higher-level responsibilities.

Applicability

Acting Pay may be authorized when all the following conditions are met:

- The incumbent of a higher-level position is temporarily absent due to an extended leave of absence;
- Operational needs require that another employee assume significant responsibilities of the higher-level position during the absence; and
- The acting assignment is anticipated to exceed six consecutive weeks.

Acting Pay does not apply to routine short-term coverage or absences of six weeks or less. Because Acting Pay applies to a temporarily vacant position rather than a permanently vacant one in active recruitment, it does not constitute an Out-of-Class assignment under Government Code Section 20480 and does not trigger CalPERS Out-of-Class Validation reporting obligations. Acting Pay is also not treated as Temporary Upgrade Pay for CalPERS retirement reporting purposes.

Duration

Acting assignments are temporary and tied directly to the duration of the incumbent's leave. An acting assignment concludes when the incumbent returns to their position, when the position is otherwise filled on a permanent basis, or when the General Manager determines the acting assignment is no longer necessary. Acting assignments may be extended with General Manager approval if the incumbent's leave extends beyond the originally anticipated timeframe.

Compensation

Employees assigned to serve in an acting capacity for a qualifying period will receive Acting Pay as additional compensation above their regular base rate of pay. Acting Pay is calculated as a percentage of the employee's current base rate of pay in increments of 5%. The specific amount will reflect the scope and level of responsibilities assumed and will be established at the time of the assignment with General Manager approval. Acting Pay is paid in pay period increments for each pay period during which the qualifying acting assignment is performed.

Acting Pay does not count toward an employee's CalPERS retirement benefit and is not reportable to CalPERS as pensionable compensation for any employee³. Acting Pay is, however, included in the calculation of overtime pay as required by federal law⁴; this treatment does not affect its non-pensionable status for CalPERS purposes.

An acting assignment does not change the employee's classification, salary range, or eligibility for step advancement. At the conclusion of the acting assignment, the employee returns to their regular base rate of pay.

Approval and Documentation

Acting assignments must be approved in advance by the General Manager. Documentation must include the employee's name and the higher-level position being covered, the start date and anticipated duration of the assignment, a description of the responsibilities to be assumed, and the approved Acting Pay percentage. The Agency will maintain documentation of all acting assignments and the compensation paid.

³ "Compensation" is a defined term under Government Code § 20630 that forms the basis for CalPERS pension benefit calculations. Acting Pay is not earnable compensation under California Public Employees' Retirement Law (Gov. Code §§ 20630, 20636) and is not reportable as pensionable compensation for any CalPERS member, whether classic or PEPRA.

⁴ The federal Fair Labor Standards Act (FLSA) requires that supplemental pay of this type be included in the "regular rate of pay" when calculating overtime compensation, regardless of how the pay is characterized for other purposes. Inclusion in the FLSA regular rate is a federal overtime compliance obligation and does not affect Acting Pay's non-pensionable status under California retirement law. These are separate and independent legal frameworks.

DATE: May 26, 2026

TO: Board of Directors' Special Meeting - Wages, Benefits & Insurance

FROM: Heather Dyer, CEO/General Manager
Karen Resendez, Human Resources/Risk Manager

SUBJECT: Consider Revised Job Position and Salary Range Table and Update Organizational Chart

Staff Recommendation

Staff recommend approval of the revised Job Position and Salary Range Table and updated Organizational Chart, with the proposed changes to take effect in the first full pay period of FY 2026/27 (July 4, 2026). Collectively, these changes align classifications and reporting relationships with current operational priorities and result in no net change to the Agency's total authorized full-time employee (FTE) count.

Background and Discussion

San Bernardino Valley continues to evolve its organizational structure to support the increasing complexity of regional operations, including the recent expansion into hydropower operations and administration of the newly formed Santa Ana Watershed Hydropower Joint Powers Authority (JPA).

The recommended organizational updates build upon the foundational restructuring approved in 2025 and further advance Strategy 5 of the Agency's Strategic Plan, adopted March 15, 2022, and the related Goals and Objectives approved September 13, 2022: *Attract and support top talent and promote a rewarding culture of growth and opportunity.*

The proposed changes are intended to strengthen operational alignment, improve organizational efficiency, enhance executive leadership capacity, and better position the Agency to support its growing operational, regulatory, and regional partnership responsibilities. If approved, the proposed changes result in **no net change** to approved Full-Time Employees as the Chief Information Officer will be eliminated and an Operations Supervisor (Mechanical/Maintenance) will be added. The recommended updates are as follows:

- 1) Eliminate the vacant Chief Information Officer position and permanently realign the staff and functions previously assigned to that role into existing departments to improve operational integration, coordination, and efficiency.
- 2) Expand the Administration Department to incorporate Strategic Communications, Media Relations, Community Outreach and Events, and Digital Engagement including social

media and website oversight, under the leadership of a newly proposed Chief Administrative Officer/Deputy General Manager position, described below.

- 3) The creation of the Chief Administrative Officer/Deputy General Manager position establishes a more unified and strategic approach to administration, communications, and implementation of organizational priorities. By consolidating these interconnected functions under a single executive leader, the Agency will improve coordination, strengthen internal and external communication, enhance responsiveness to the Board and community, and promote greater organizational consistency across departments and affiliated JPAs. The position is recommended to be filled by the promotion/reclassification of the Agency's current Chief of Staff/Clerk of the Board, Mr. Jose Macedo, to the Chief Administrative Officer/Deputy General Manager.

In addition to overseeing General Administration functions of the Agency, the Chief Administrative Officer/Deputy General Manager will continue to serve as Clerk of the Board and provide administrative oversight and coordination for the multiple JPAs currently administered by San Bernardino Valley. Existing administrative support staff will continue assisting with day-to-day CEO/General Manager functions, including scheduling and travel coordination, allowing the Chief Administrative Officer/DGM to focus on Board engagement, strategic leadership initiatives, organizational priorities, and regional and JPA coordination efforts.

Designating the position as Deputy General Manager also formalizes delegated authority to act on behalf of the General Manager when necessary, including authorization of all financial transactions requiring two executive signatures. This organizational structure strengthens operational continuity and resiliency by providing one Assistant General Manager and two Deputy General Managers who can conduct Agency business in the absence of the CEO/General Manager or another executive leader, including during business travel, District tours, vacations, or unexpected absences involving any member of the four-person executive leadership team.

The expanded executive leadership structure ensures sufficient executive coverage to maintain uninterrupted financial and operational decision-making authority, supports the timely execution of Agency responsibilities, and provides greater flexibility and responsiveness as San Bernardino Valley's operational, regulatory, and regional partnership responsibilities continue to grow.

- 4) Realign Information Technology and Geographic Information Systems (GIS) functions to better support operational and strategic priorities. The Information Technology function will move to the Operations Department to strengthen coordination in the planning and implementation of physical and cybersecurity initiatives and improve collaboration among Operations, Engineering, and IT staff. The GIS function will move to the Planning and Watershed Resilience Department, recognizing GIS as a planning-level and watershed-based function that supports all departments across the organization. These two functions were also previously overseen by the Chief Information Officer position, which will be eliminated.

- 5) Strengthen the Operations Division by adding a supervisory classification responsible for overseeing the maintenance, mechanical, facilities, and heavy equipment functional areas, which have grown substantially in recent years with the increased District-owned facilities and land holdings. This change will improve operational oversight, coordination, workforce development, and long-term asset management.

- 6) Formalize leadership responsibilities through selected retitles that more accurately reflect current duties, operational expectations, and organizational accountability while supporting employee development and succession planning. Pay ranges remain the same.

CURRENT TITLE	NEW TITLE
Strategic Communications Manager	Manager of Strategic Communications & Special Initiatives
Principal Strategic Communications Specialist (Job Series)	Principal Communications Specialist
Senior Strategic Communications Specialist (Job Series)	Senior Communications Specialist
Strategic Communications Specialist (Job Series)	Communications Specialist

Each recommended change is described in more detail below. The accompanying Organizational Chart reflects the proposed departmental relationships and is included as an attachment.

Delete Allocation for 1 FTE Chief Information Officer and Realign Former CIO Functions

The Chief Information Officer position became vacant following the retirement of the former incumbent. After the vacancy occurred, the functions that reported through the CIO were temporarily reassigned while staff evaluated the Agency's long-term organizational needs. Staff now recommend eliminating the authorized FTE for this position while retaining the classification/title in the Job Position and Salary Range Table so that it remains available should the Agency determine a need to reactivate the role in the future.

This recommendation establishes new permanent reporting relationships for the functions that previously reported through the CIO. Strategic communications, events, media, digital engagement, and related outreach functions will move under Administration and report through the new Chief Administrative Officer/Deputy General Manager. The functions within the above-mentioned areas have grown significantly into a more comprehensive public engagement, community outreach, and events-based program of work that requires extensive administrative coordination to implement. This includes Agency-hosted tours, community tabling events, collateral development, website and social media content, brand support, and event logistics. Because Administration already provides primary logistical support for Board, public, and community-facing activities, this alignment creates a more integrated structure while preserving close coordination on messaging and strategy.

No formal title or salary range change is proposed for the Principal Communications Specialist because it is in a professional series. However, the updated organizational chart does add a descriptor that reflects the evolution of this position's shift toward event coordination, brand and

digital content, inventory and collateral support, social media and website coordination, and other public engagement activities.

Information Technology will report through the Chief Operating Officer/Assistant General Manager. As the Agency advances security upgrades, operational technology, facilities improvements, and infrastructure support, IT works closely with Operations and is a natural fit within that chain of command. GIS will report through Planning since GIS is central to mapping, infrastructure planning, land and resource management, and project support.

FTE Impact: One (1) FTE deleted. The combined effect of eliminating the CIO and the additional changes described below is a net reduction in annual wages and benefits.

Create New Classification & Promote Jose Macedo via Reclassification to New Chief Administrative Officer / Deputy General Manager

Staff recommend creating the new classification of Chief Administrative Officer/Deputy General Manager and promoting, via reclassification, Jose Macedo, currently Chief of Staff/Clerk of the Board, to this new role. He has, in practice, been performing many of the duties associated with these designations. Formalizing the title aligns the position's authority with the work already being performed, supports continuity of operations, and adds an additional authorized signer for the Agency. He will continue to serve as Clerk of the Board.

As a standalone classification, Chief Administrative Officer would be placed at Pay Range 37, consistent with other Chief-level roles. With the addition of the Deputy General Manager designation, the position is appropriately placed at Pay Range 39A, consistent with the established Deputy General Manager salary range. The classification of Chief of Staff/Clerk of the Board will remain on the Job Position and Salary Range Table but is not intended to be used in the foreseeable future.

FTE Impact: No change in total FTE; reclassification of an existing incumbent.

Retitle — Strategic Communications Manager to Manager of Strategic Communications & Special Initiatives (Remains at Pay Range 31A)

Staff recommend retitling the Strategic Communications Manager to Manager of Strategic Communications & Special Initiatives. The incumbent will continue to lead strategic communications, public relations strategy, messaging, and advocacy efforts for the Agency while also overseeing high-priority special initiatives, including implementing the next phase of the Sunrise Ranch project and the digital archival project that will modernize how the Agency stores, retrieves, and preserves its critical records and documents.

The retitle more accurately reflects the scope and visibility of the role and recognizes work that extends beyond traditional communications functions. The position will report through Administration to the Chief Administrative Officer/Deputy General Manager and will continue to coordinate closely with executive leadership and program staff on Agency-wide communications, media, events, and special initiatives.

FTE Impact: No impact; retitle of existing.

Retitle — Strategic Communications Specialist Series

Staff recommend retitling this job series at each level of the series to streamline and simplify the title. As noted above, the existing position within this series will have a descriptor added that signifies the new focus on events, community outreach and digital engagement. The incumbent will also report directly to the Chief Administrative Officer/Deputy General Manager.

New titles: Communications Specialist, Senior Communications Specialist and Principal Communications Specialist.

FTE Impact: No impact; retitle of existing series.

Add One (1) New FTE in Existing Job Title — Operations Supervisor (Range 27A)

Staff recommend adding one (1) new FTE Operations Supervisor to further support the Operations team. This addition is consistent with the supervisory structure already in place across the Operations Division: water operations and hydropower are led by an Operations Supervisor with leads and operators. Establishing a parallel supervisor for the maintenance and mechanical functional area - which includes facilities maintenance and heavy equipment operations - completes the structure and ensures consistent supervisory oversight across all three operations functional areas.

The three supervisors will collaborate on cross-functional work planning and coordinate with the Agency's project managers, ensuring that staff and equipment resources are deployed efficiently across water, hydropower, land management and maintenance functions.

FTE Impact: One (1) FTE added. With the deletion of the CIO, this addition results in net zero to FTE.

District Strategic Plan Application

San Bernardino Valley Strategy #5 — Attract and support top talent. Promoting a growth-oriented culture, recognizing expanded scopes of responsibility through reclassification, and aligning the organizational structure with current operational priorities are central to this strategy. The recommended updates also support succession planning by formalizing leadership roles and ensuring a clear, sustainable structure across Operations, Administration, Planning, and Communications functions.

Fiscal Impact

The proposed changes are expected to result in an estimated net annual savings of approximately \$54,900 in salaries and benefits, based on current compensation levels for the positions listed above. These savings are primarily attributable to the elimination of the Chief Information Officer position and the associated avoided replacement costs. The net savings are partially offset by the addition of a new Operations Supervisor position, as well as the recommended promotion and reclassification of the Chief of Staff/Clerk of the Board position to Chief Administrative Officer/Deputy General Manager and Clerk of the Board.

Attachments

1. Proposed Job Position and Salary Range Table, Effective July 4, 2026
2. Proposed Organizational Chart Effective July 4, 2026



San Bernardino Valley Municipal Water District
Job Position and Salary Range Table
PROPOSED: Effective July 4, 2026

Job Position	Salary Range	Salary Range amount per Month		# of FTE's Authorized Positions	# of FTE's Filled
		Low	High		
Accountant	20	8,833	12,008	-	-
Administrative Analyst I	14	6,731	9,112	2	2
Administrative Analyst II	20	8,833	12,008	-	-
Assistant Chief Engineer	34A	17,079	23,342	1	1
Assistant Engineer	21A	9,438	12,836	1	1
Associate Engineer	24A	10,751	14,649	-	-
Business System Analyst	20	8,833	12,008	-	-
Chief Administrative Officer/Deputy General Manager	39A	21,571	29,517	1	1
Chief Executive Officer/General Manager	Flat	33,345	33,345	1	1
Chief Financial Officer/Deputy General Manager	39A	21,571	29,517	1	1
Chief Information Officer	37	19,221	26,285	-	-
Chief Operating Officer/Assistant General Manager	41A	23,802	32,573	1	1
Chief of Planning and Watershed Resilience	37	19,221	26,285	1	1
Chief of Staff/Clerk of the Board	30	13,901	18,965	-	-
Chief of Water Resources	37	19,221	26,285	1	1
Communications Specialist	20	8,833	12,008	-	-
Electrical and Mechanical Maintenance Technician I	16	7,367	9,989	-	-
Electrical and Mechanical Maintenance Technician II	19A	8,596	11,691	1	1
Environmental Compliance and Permitting Program Manager	30	13,901	18,965	1	1
Environmental Compliance Specialist	20	8,833	12,008	-	-
Executive Director, Upper SAR Sustainable Resources Alliance	34A	17,079	23,342	1	1
Geospatial Services Program Manager	30A	14,224	19,409	1	1
GIS Analyst	20	8,833	12,008	-	-
Human Resources / Risk Manager	30	13,901	18,965	1	1
Instrumentation and Control Program Manager	27A	12,335	16,815	1	1
Lead Electrical and Mechanical Maintenance Technician	23A	10,310	14,032	-	-
Lead Operator	21A	9,438	12,836	4	3
Manager of Integrative Planning	33	15,956	21,796	1	1
Manager of Strategic Communications & Special Initiatives	31A	14,847	20,269	1	1
Operations Supervisor	27A	12,335	16,815	3	1
Operator I	13A	6,657	9,015	-	-
Operator II	18A	8,268	11,229	6	5
Operator Trainee	9	5,362	7,344	1	1
Preserve System Program Manager	30	13,901	18,965	1	1
Principal Accountant	30	13,901	18,965	-	-
Principal Administrative Analyst	30	13,901	18,965	-	-
Principal Business Systems Analyst	30	13,901	18,965	-	-
Principal Communications Specialist	30	13,901	18,965	1	1
Principal Environmental Compliance Specialist	30	13,901	18,965	-	-
Principal Engineer	31A	14,847	20,269	-	-
Principal Project Manager	31A	14,847	20,269	-	-
Principal Water Resources Analyst	30	13,901	18,965	2	2
Project Manager I	21A	9,438	12,836	-	-
Project Manager II	27A	12,335	16,815	1	1
Senior Accountant	24	10,501	14,300	1	1
Senior Administrative Analyst	24	10,501	14,300	-	-
Senior Administrative Assistant	12	6,243	8,476	1	1
Senior Business Systems Analyst	24	10,501	14,300	1	1
Senior Communications Specialist	24	10,501	14,300	-	-
Senior Engineer	28A	12,941	17,643	1	1
Senior Environmental Compliance Specialist	24	10,501	14,300	-	-
Senior GIS Analyst	24	10,501	14,300	-	-
Senior Project Manager	30A	14,224	19,409	1	1
Senior Water Resources Analyst	24	10,501	14,300	-	-
Superintendent of Water and Hydropower Operations	34A	17,079	23,342	1	1
Water Resources Analyst	20	8,833	12,008	-	-
Total FTE Count				43	39

Net Change in FTE = 0

Prior Approved

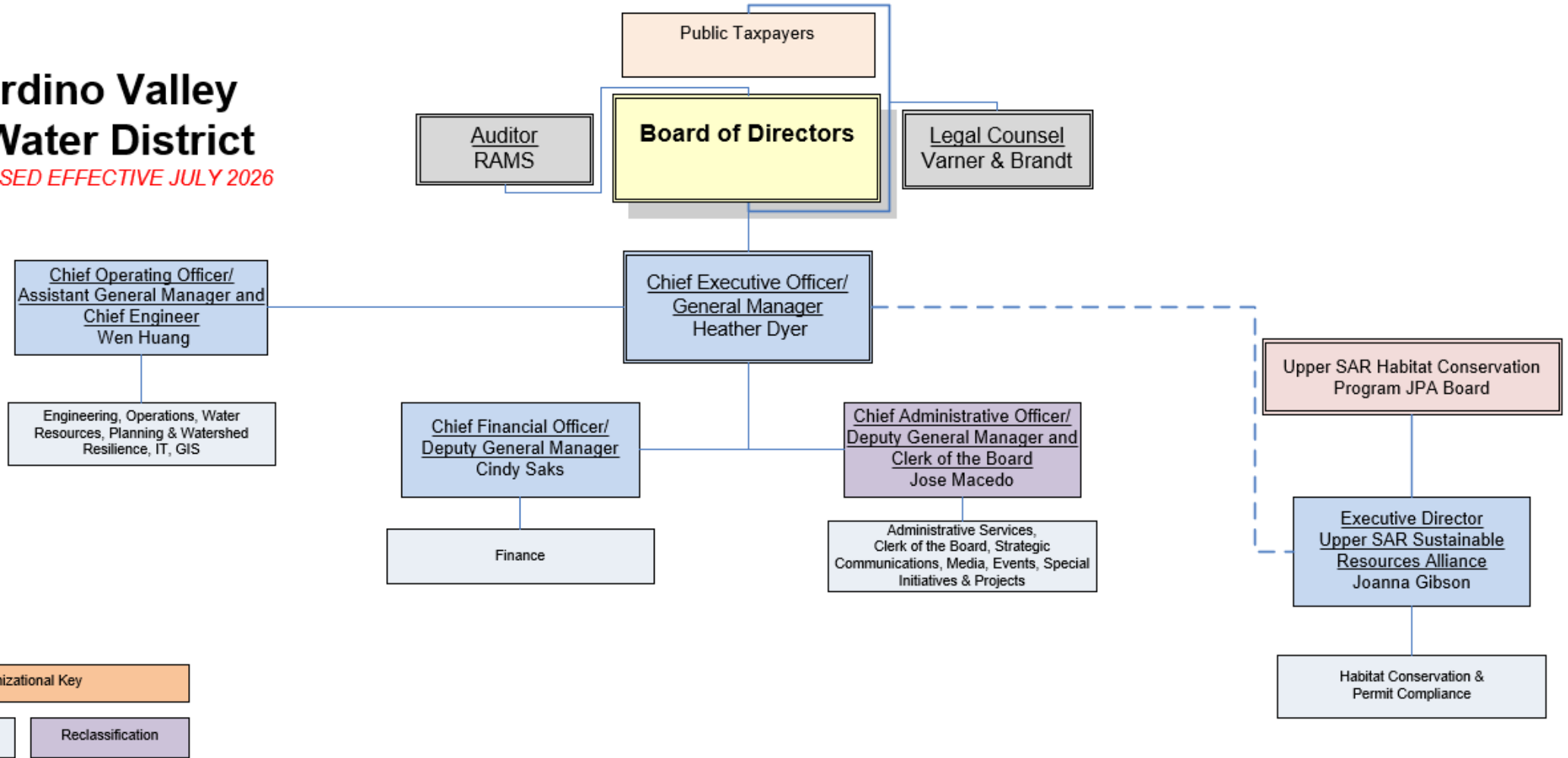
Effective Date: July 5, 2025

Cost of Living Adjustment effective date: July 5, 2025 = 2.6%

Proposed to be Effective July 4, 2026

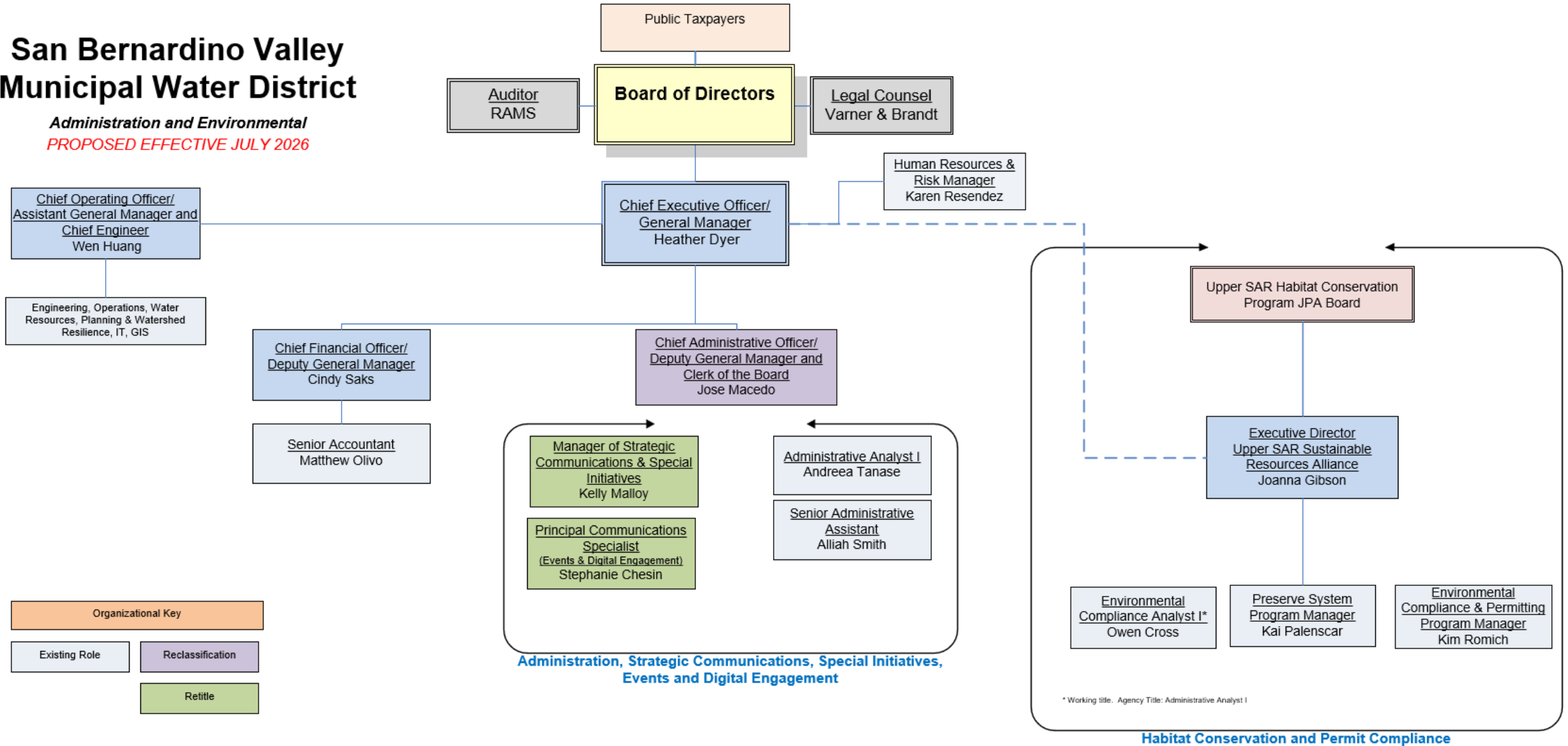
San Bernardino Valley Municipal Water District

DEPARTMENTS PROPOSED EFFECTIVE JULY 2026



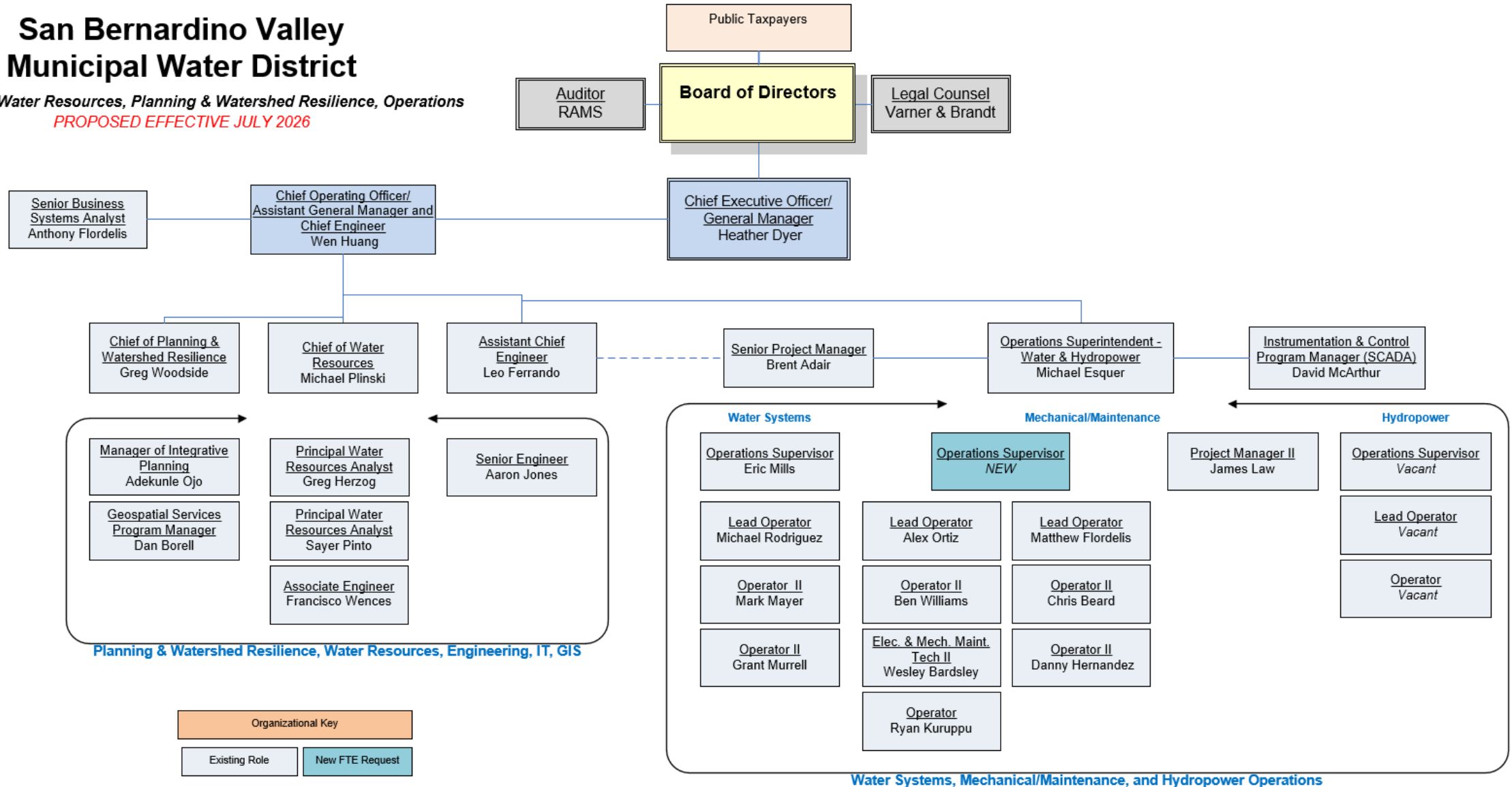
San Bernardino Valley Municipal Water District

Administration and Environmental
PROPOSED EFFECTIVE JULY 2026



San Bernardino Valley Municipal Water District

Engineering, Water Resources, Planning & Watershed Resilience, Operations
PROPOSED EFFECTIVE JULY 2026



DATE: May 26, 2026

TO: Board of Directors' Special Meeting - Wages, Benefits & Insurance Workshop

FROM: Heather Dyer, CEO/General Manager
Karen Resendez, Human Resources/Risk Manager

SUBJECT: Review Director Daily Per Diem

Staff Recommendation

Review Director daily per diem rate and consider rate effective July 1, 2026.

Background and Discussion

Ordinance 76 adopted September 6, 2016, set the Director daily per diem rate at \$299 and provided for an automatic annual increase not to exceed 5% of the daily per diem rate. The Board adopted Ordinance 78 on March 7, 2017, which maintained the current daily per diem rate at \$299 and eliminated automatic increases. Every year staff requests direction from the Board as to Director daily per diem rate, which remains at \$299. The Board has elected not to increase the rate since 2016. Staff is asking the Board to consider the current per diem and discuss if it wishes to increase the Director daily per diem rate to be effective July 1, 2026.

If the Board decided to increase the per diem rate, per California Water Code section 20202, the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted. A 5% increase would be \$14.95 per day of service, which would bring the daily per diem to \$313.95. If desired and approved, the increases for fiscal year 2026-2027 in directors' fees based on 5 directors and 10 meetings per month would be \$9,000.

District Strategic Plan Application

Strategy 6 – Commit to effective governance through Board Leadership and Development.

Fiscal Impact

If the Board desires to make a change to the Directors' daily per diem rate, staff will include any increase in the fiscal year 2026/2027 general fund budget which will be formally adopted by the Board at a future meeting.

Attachments

1. Ordinance 78 – Confirming Compensation of Directors

ORDINANCE NO. 78**AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT CONFIRMING WITHOUT CHANGE COMPENSATION FOR DIRECTORS' SERVICES AND REPEALING FUTURE AUTOMATIC INCREASES**

WHEREAS, the compensation of the Directors of the San Bernardino Valley Municipal Water District for each day's attendance at meetings of the Board, or for each day's service rendered as a member of the Board by request of the Board, was last fixed by Ordinance No. 76, effective November 5, 2016; and

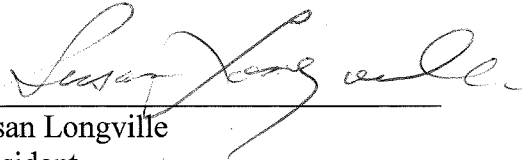
WHEREAS, the Board now desires to eliminate and repeal the automatic annual increase provisions for director compensation without changing the current director compensation established by Ordinance No. 76;

NOW, THEREFORE, BE IT ORDAINED by the Board of the San Bernardino Valley Municipal Water District as follows:

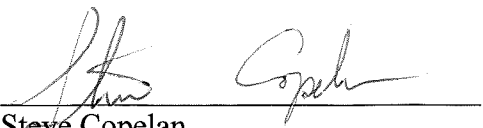
1. Commencing on the effective date of this Ordinance, each Director shall continue to receive compensation for each day's attendance at meetings of the Board, or for each day's service rendered as a member of the Board by request of the Board, in the amount of \$299.00, not to exceed a total of ten (10) days in any calendar month, together with reimbursement for actual and necessary expenses incurred in the performance of official duties pursuant to written policy adopted by the Board pursuant to California Water Code sections 20201.5 and 71255.

2. This Ordinance shall become effective sixty (60) days from the date of its final passage, and shall supersede the provisions of Ordinance No. 76. As of the effective date of this Ordinance, Ordinance No. 76 shall be of no further force or effect.

ENACTED: 3-7-17, 2017.


Susan Longville
President

ATTEST:


Steve Copelan
Secretary