

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

RESOLUTION NO. RES-17-0072

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LONG BEACH APPROVING THE
COMPENSATION FIXED BY THE BOARD OF WATER
COMMISSIONERS OF THE CITY FOR OFFICERS AND
EMPLOYEES IN THE WATER DEPARTMENT

WHEREAS, the Board of Water Commissioners of the City of Long Beach adopted Resolution No. WD-1377 on June 15, 2017, and has presented to the City Council for its consideration and approval the compensation fixed in that Resolution by the Board for officers and employees in the Long Beach Water Department;

NOW, THEREFORE, the City Council of the City of Long Beach resolves as follows:

Section 1. That pursuant to the provisions of Subsection (3) of Section 1403 of the City Charter, the compensation fixed by the Board of Water Commissioners of the City of Long Beach for officers and employees of the Long Beach Water Department as contained in Resolution No. WD-1377 is hereby approved.

Section 2. The City Clerk is hereby authorized and directed to forward to the Board of Water Commissioners, without delay, a certified copy of this Resolution.

Section 3. This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting this resolution.

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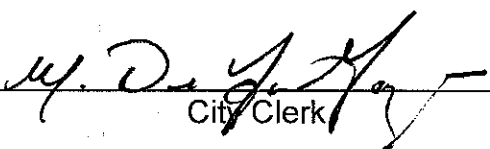
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I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of August 8, 2017 by the following vote:

Ayes: Councilmembers: Gonzalez, Pearce, Price,
Supernaw, Mungo, Andrews,
Uranga, Austin, Richardson.

Noes: Councilmembers: None.

Absent: Councilmembers: None.



City Clerk

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1 RESOLUTION NO. WD-1377

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3 A RESOLUTION AMENDING RESOLUTION NO. WD-
4 1315, CREATING OFFICES AND POSITIONS IN THE
5 PERMANENT SERVICE OF THE LONG BEACH WATER
6 DEPARTMENT, FIXING THE AMOUNT OF COMPENSATION
7 FOR SUCH OFFICES AND POSITIONS, AND RESCINDING
8 ALL OTHER RESOLUTIONS OR ORDERS RELATING
9 THERETO

10
11 WHEREAS, the Board of Water Commissioners of the City of Long Beach
12 ("Board"), pursuant to Subsection (3) of Section 1403 of the Charter of the City of Long
13 Beach, desires to create certain offices and positions in the permanent service of the Long
14 Beach Water Department ("Water Department"), fix the amount of compensation therefore,
15 and rescind all other resolutions or orders relating thereto;

16 NOW, THEREFORE, the Board of Water Commissioners of the City of Long
17 Beach resolves as follows:

18 Section 1. The Board hereby creates and establishes the offices and
19 positions of employment at the compensation set forth at the Salary Range designated and
20 any additional compensation listed herein therefore notwithstanding those positions of
21 employment at the compensation set forth therein and any additional compensation listed
22 in Salary Resolution of the City of Long Beach ("City Salary Resolution") with the purpose
23 of amending this Resolution immediately thereafter to include the new position(s) of
24 employment and subsequent compensation. Pay rates for all offices and positions shall
25 take effect on and after the date and time set in the City Salary Resolution unless otherwise
26 duly noted within or superseded by MOU provisions with City Council approval.

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TITLE	SALARY RANGE NUMBER
Accountant I	490
Accountant II	540
Accountant III	590
Accounting Clerk I	340
Accounting Clerk II	370
Accounting Clerk III	400
Accounting Officer	EOO
Accounting Technician	440
Administrative Aide I	430
Administrative Aide II	460
Administrative Aide III	520
Administrative Analyst I	570
Administrative Analyst II	600
Administrative Analyst III	630
Administrative Officer - Water	EOO
Assistant General Manager	EOO
Assistant to the General Manager	EOO
Automatic Sprinkler Control Technician	440
Business Systems Specialist I	530
Business Systems Specialist II	570
Business Systems Specialist III	610
Business Systems Specialist IV	650
Business Systems Specialist V	690
Business Systems Specialist VI	730
Business Systems Specialist VII	770

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TITLE	SALARY RANGE NUMBER
Civil Engineer	644
Civil Engineering Assistant	514
Civil Engineering Associate	594
Clerk Typist I	320
Clerk Typist II	350
Clerk Typist III	380
Clerk Typist IV	410
Clerk Typist V	440
Communication Specialist I	520
Communication Specialist II	560
Communication Specialist III	600
Communication Specialist IV	650
Communication Specialist V	690
Communication Specialist VI	730
Communication Specialist VII	770
Construction Inspector I	534
Construction Inspector II	574
Construction Services Officer	EEO
Contract Administrator I	460
Contract Administrator II	520
Customer Service Representative I	330
Customer Service Representative II	360
Customer Service Representative III	400
Deputy General Manager – Business	EEO
Deputy General Manager – Engineering	EEO

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TITLE	SALARY RANGE NUMBER
Deputy General Manager – Operations	EOO
Director of Administration	EOO
Director of Engineering	EOO
Director of Finance	EOO
Director of Government & Public Affairs	EOO
Director of Operations	EOO
Director of Planning and Water Conservation	EOO
Director of Water and Sewer Field Operations	EOO
Director of Water Quality and Process	EOO
Director of Water Resources	EOO
Division Engineer	EOO
Electrical Supervisor	550
Electrician	500
Electronic Communication Technician I	520
Electronic Communication Technician II	540
Electronic Communication Technician III	580
Engineering Technician I	464
Engineering Technician II	504
Equipment Mechanic I	480
Equipment Mechanic II	500
Equipment Operator I	370
Equipment Operator II	410
Equipment Operator III	440
Executive Assistant to the Board of Water Commissioners	EOO

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TITLE	SALARY RANGE NUMBER
Executive Assistant to the General Manager	EOO
Garage Service Attendant I	370
Garage Service Attendant II	390
Garage Service Attendant III	450
Garage Supervisor I	550
Garage Supervisor II	620
Gardener I	360
Gardener II	390
General Manager - Water	EOO
Geographic Information Systems Analyst I	527
Geographic Information Systems Analyst II	564
Geographic Information Systems Analyst III	597
Geographic Information Systems Technician I	460
Geographic Information Systems Technician II	500
Laboratory Analyst I	490
Laboratory Analyst II	530
Laboratory Analyst III	590
Laboratory Analyst IV	TBD
Laboratory Assistant I	360
Laboratory Assistant II	380
Laboratory Assistant III	420
Machinist	490
Maintenance Assistant I	290
Maintenance Assistant II	330
Maintenance Assistant III	360

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TITLE	SALARY RANGE NUMBER
Manager, Business Development	EOO
Manager, Administration	EOO
Manager, Budget and Rates	EOO
Manager, Engineering	EOO
Manager, Finance	EOO
Manager, Government & Public Affairs	EOO
Manager, Information Services	EOO
Manager, Planning	EOO
Manager, Security & Emergency Preparedness	EOO
Manager, Water Process	EOO
Manager, Water Quality	EOO
Manager, Water Quality & Process	EOO
Manager, Water Resources	EOO
Network Administrator	EOO
Office Administrator	520
Painter I	440
Painter II	460
Painter Supervisor	500
Park Maintenance Supervisor	500
Payroll/Personnel Assistant I	350
Payroll/Personnel Assistant II	380
Payroll/Personnel Assistant III	420
Plumber	500
Power Equipment Repair Mechanic I	430

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TITLE	SALARY RANGE NUMBER
Power Equipment Repair Mechanic II	460
Power Equipment Repair Mechanic III	500
Principal Construction Inspector	624
Procurement & Warehouse Officer	EOO
Projects Coordinator	570
Public Information Officer	EOO
Research Assistant – Water	BOO
Safety Specialist I	530
Safety Specialist II	590
Secretary	410
Senior Accountant	630
Senior Civil Engineer	694
Senior Engineering Technician I	547
Senior Equipment Operator	510
Senior Program Manager - Water	724
Senior Secretary	440
Special Projects Officer	EOO
Stock and Receiving Clerk	330
Storekeeper I	380
Storekeeper II	430
Superintendent of Sewer Operations	EOO
Superintendent of Support Services	EOO
Superintendent of Water Construction	EOO
Superintendent of Water Services	EOO
Superintendent of Water Treatment	EOO

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TITLE	SALARY RANGE NUMBER
Supervisor – Facilities Maintenance	620
Supervisor –Stores and Property	490
Telemetering Instrument Technician I	490
Telemetering Instrument Technician II	550
Water Communications Center Supervisor	580
Water Communications Dispatcher I	460
Water Communications Dispatcher II	490
Water Conservation Specialist	660
Water Quality Organic Chemist	680
Water Support Services Supervisor	590
Water Treatment Operator I	450
Water Treatment Operator II	540
Water Treatment Operator III	590
Water Treatment Operator IV	630
Water Treatment Supervisor I	660
Water Treatment Supervisor II	700
Water Utility Mechanic I	410
Water Utility Mechanic II	430
Water Utility Mechanic III	491
Water Utility Supervisor I	580
Water Utility Supervisor II	620
Welder	490

Further, in accordance with Section 3(6) of the Civil Service Rules, the Board hereby creates and establishes the non-career (NC) positions of employment listed below

1 at the compensation of each non-career position at the pay rates set forth in the Salary
 2 Schedules and identified by a Salary Range Number.

TITLE	SALARY RANGE NUMBER
N/C Accountant I	M47
N/C Accountant II	M62
N/C Accounting Clerk I	M15
N/C Accounting Clerk II	M21
N/C Accounting Clerk III	M28
N/C Administrative Intern	H28 – H45
N/C Carpenter	M47
N/C Civil Engineer	N94
N/C Clerk/Typist I	M12
N/C Clerk/Typist II	M17
N/C Clerk/Typist III	M24
N/C Customer Service Representative I	M13
N/C Customer Service Representative II	M20
N/C Electrician	M52
N/C Engineering Aide I	N09
N/C Engineering Aide II	N16
N/C Engineering Aide III	N33
N/C Engineering Technician I	N43
N/C Equipment Mechanic I	M46
N/C Equipment Mechanic II	M50
N/C Equipment Operator I	M21
N/C Equipment Operator II	M31
N/C Equipment Operator III	M37

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TITLE	SALARY RANGE NUMBER
N/C Garage Service Attendant I	M21
N/C Gardener I	M20
N/C Laboratory Analyst I	490
N/C Laboratory Analyst II	530
N/C Laboratory Analyst III	590
N/C Laboratory Assistant	M20
N/C Maintenance Assistant I	M07
N/C Maintenance Assistant II	M13
N/C Maintenance Assistance III	M30
N/C Painter I	M37
N/C Plumber	M52
N/C Student Worker	H15, H17, H99
N/C Water Utility Mechanic I	M28
N/C Water Utility Worker	M28

Section 2. Every person who has been or who hereafter may be duly appointed to an office or position of employment indicated herein ("employee") and who is qualified to hold and does hold such office or position from and after the date or dates that the compensation prescribed herein shall become effective or from the date of employment, whichever occurs later, shall receive as full compensation for his/her services a biweekly salary based on one of the pay rates herein, in each Salary Schedule ("Salary Schedule") established in the City Salary Resolution in effect or as amended for his/her office or position, together with such additional compensation, if any, as provided herein, by the City Salary Resolution, or by the City Personnel Ordinance. The method and manner of determination of the pay rate for each office or position of employment shall be

1 fixed as stated in this Resolution, which may also include, by reference, part of the City
2 Salary Resolution and City Personnel Ordinance.

3 Section 3. The biweekly salary of any employee of the Water Department
4 who is appointed to any office or position of employment created and established in this
5 Resolution shall be at a Pay Rate Step of the Salary Range Number for such office or
6 position in accordance with the City's step placement policy or as determined by the
7 General Manager of the Water Department ("General Manager"). In those cases where
8 offices or positions are designated by grade numbers, the biweekly salaries of such
9 employees shall be computed based on one of the pay rates designated for the grade
10 thereof. The General Manager may designate the initial Pay Rate Step or increment of
11 any employee within the Salary Range for the employee's office or position. However, the
12 Board may, by resolution, specifically designate that the pay rate of any employee is fixed
13 at some other pay rate included within the Salary Schedule without limitation as to grade
14 or numerical designation.

15 Section 4. After the initial Pay Rate Step, an employee's pay rate
16 progression in the office or position shall be adjusted according to procedures established
17 in the City's step placement policy.

18 Section 5. As to those positions for which there is an "H" pay rate specified
19 as well as the regular pay rate, the General Manager may specify, at the time of making
20 an appointment or at any time thereafter, that the appointee to such position is to be paid
21 at the "H" rate or at a regular pay rate.

22 Section 6. If an employee is promoted from one position to another for
23 which a higher pay rate is established, or is advanced from one grade to another in the
24 same position for which a higher pay rate is established, or is transferred from one
25 department to another without change of position or grade, then the General Manager shall
26 designate the pay rate of such employee to be at one of the pay rates for such position or
27 grade which will be not less than the pay rate received by such employee immediately prior
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1 to such promotion, advancement, transfer, or Salary Schedule change. Likewise, if an
2 employee is transferred as prescribed by the Civil Service Rules and Regulations for the
3 City of Long Beach ("Civil Service Rules") for other than disciplinary reasons from one
4 position to another position for which a lower pay rate is established, then the General
5 Manager shall designate the pay rate of such employee to be at one of the pay rates
6 prescribed for such position to which the employee is transferred. For the purpose of
7 computing the "period of employment" under the provisions of this Section, an employee
8 of the Water Department who has been reinstated to his/her former position pursuant to
9 the provisions of Section 52 of the Civil Service Rules shall be considered as having been
10 in the continuous service of the Water Department during the period said employee shall
11 have served in the Armed Forces.

12 Section 7. A. The provisions of this Resolution relating to assignment of
13 employees to Pay Rate Steps and to pay step advancement shall not apply to employees
14 in offices or positions which have been assigned to Salary Range Number EOO or BOO.
15 The level of compensation of employees in such offices or positions shall be determined
16 on a merit basis, and said employees shall be initially placed by the General Manager at a
17 level of compensation within Salary Range Number EOO or BOO which has been
18 designated by this Resolution for said employee's office or position. After the employee
19 has been initially placed at a level of compensation within the Salary Range Number EOO
20 or BOO, the General Manager shall have the sole and exclusive discretion to increase or
21 decrease the employee's level of compensation within Salary Range Number EOO or BOO
22 for the employee's office or position which the General Manager shall determine to be the
23 proper level of compensation as merited by the performance and demonstrated ability of
24 said employee through an evaluation process provided, however, that the total of all
25 percentage increases or decreases in compensation for any such employee shall not
26 exceed seven percent (7%) during any fiscal year. Evaluation shall be no more than once
27 in any six-month period.

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1 B. In addition to and apart from any merit increase provided in subsection
2 "A" above, each employee assigned to the Salary Range Number EOO shall be eligible to
3 participate in and receive Individual Performance Incentive Compensation, the purpose of
4 which is to compensate management employees for distinguished and outstanding
5 performance for the periods for which Individual Performance Incentive Compensation is
6 paid and in further anticipation of continued distinguished and outstanding performance in
7 subsequent periods.

8 At or near the commencement of the applicable fiscal year, an eligible
9 employee and the General Manager shall develop and establish a written and approved
10 performance plan for the employee which sets forth objectives or targeted results for the
11 ensuing fiscal year or remaining portion thereof. Outstanding performance in the
12 attainment of these objectives or distinguished performance in a specific project or program
13 shall qualify the employee for Individual Performance Incentive Compensation. Such
14 incentive compensation may be paid to any eligible employee in an amount not to exceed
15 \$3,500.00 per fiscal year based upon the evaluation and determination by the General
16 Manager of the employee's performance under the previously approved performance plan.

17 C. Employees with the Salary Range Number EOO are eligible to be
18 granted executive leave by the General Manager, in accordance with and pursuant to the
19 provisions of Section 4.10 of the City Personnel Ordinance. In addition to the five days
20 granted to eligible employees in Section 4.10 of the City Personnel Ordinance, the General
21 Manager may grant up to five additional days of executive leave per calendar year for
22 employees with the Salary Range Number EOO.

23 Section 8. A. All salaries and wages in this Resolution shall be
24 computed and payable in biweekly installments, and such installments shall be paid every
25 other Friday in accordance with and in continuation of the schedule of biweekly pay periods
26 and paydays established and commenced by the City Council of the City of Long Beach
27 ("City Council").

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1 B. The compensation for all Water Department employees shall be as
2 prescribed and expressed herein on a per-hour rate basis. The amount of the biweekly
3 installment shall be computed by multiplying the employee's pay rate per hour by the
4 number of hours or fraction of hours for which pay is actually due. The hourly pay rate
5 shall include any additional compensation applicable.

6 C. When an employee is absent for any reason other than one of the
7 permitted absences authorized by Section 1.06 of the City Personnel Ordinance, the
8 employee is not entitled to receive the full amount of his/her installment of pay for the
9 biweekly pay period during which said absence occurred. The amount of pay that the
10 employee shall receive for such pay period shall be computed by multiplying the
11 employee's applicable hourly pay rate by the number of hours or fraction of hours for which
12 pay is actually due.

13 Section 9. Every employee of the Water Department shall perform such
14 duties as are indicated by the title of his/her office or position and as are usually incident
15 to such office or position and those that are assigned by his/her immediate supervisor, and
16 such duties shall be performed in aid of the proper and efficient administration of the Water
17 Department.

18 Section 10. The designation of certain positions in the schedule of positions
19 contained herein and the designation of grades within a specified classification are made
20 for the purpose of classifying such position according to the degree of responsibility and
21 character of the duties required by such positions solely and only to the end that salary
22 schedules for such positions will reflect the differences in the responsibilities and duties
23 attached to positions of the same classification. The characterization of positions by said
24 terms is hereby declared to have no other purpose or effect and shall not in any manner
25 change or alter the classification of employees holding such positions.

26 Section 11. A. An employee temporarily assigned to perform duties not
27 ordinarily attached to his/her position for the purpose of training and development pursuant
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1 to Section 63(3) of the Civil Service Rules shall be compensated at the pay rate fixed by
2 the City Salary Resolution and the Salary Schedule for the position involving the duties to
3 which temporary assignment has been made and at the step most closely approximating
4 the pay rate of the employee immediately prior to the temporary assignment provided that
5 in no event shall the pay rate for the temporary assignment exceed the employee's pay
6 rate immediately prior to the temporary assignment.

7 B. An employee temporarily assigned to perform duties not ordinarily
8 attached to his/her position for the purpose of rehabilitation or recovery from a medical
9 condition that has been certified by the City Health Officer, pursuant to Section 63(5) of the
10 Civil Service Rules, shall be compensated at the pay rate fixed by the City Salary
11 Resolution and the Salary Schedule for the position involving the duties to which temporary
12 assignment has been made and at the step most closely approximating the pay rate of the
13 employee immediately prior to the temporary assignment provided that in no event shall
14 the pay rate for the temporary assignment exceed the employee's pay rate immediately
15 prior to the temporary assignment.

16 C. An employee temporarily assigned to perform duties not ordinarily
17 attached to his/her position pursuant to Sections 63 (3) or 63 (5) of the Civil Service Rules,
18 which temporary assignment results in a lower hourly pay rate, may be Y-rated (pay rate
19 frozen) until such time as the top step of the employee's new position is equal to or
20 surpasses the employee's Y-rate.

21 D. The Y-rate shall apply to employees in the positions designated by the
22 General Manager and will continue to be Y-rated until such time as the top step of the
23 employee's new position is equal to or surpasses the employee's Y-rate.

24 Section 12. A. In addition to the number of offices and positions created
25 herein in the various offices, departments, bureaus, and divisions of the Water Department,
26 there are hereby created and established an additional number of each of said offices and
27 positions equal to the number herein specifically created, and the Salary Range Numbers
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1 and Salary Schedules for such additional positions shall be the same as the Salary Range
2 Numbers and Salary Schedules for the positions of the same title which are created and
3 established herein.

4 B. There are hereby created and established in the Water Department
5 the following seven (7) bureaus which shall be responsible to the General Manager: (I)
6 Water and Sewer Field Operations, (II) Water Quality and Process, (III) Engineering, (IV)
7 Water Resources, (V) Finance (VI) Administration, and (VII) Government and Public
8 Affairs. Each of the bureaus shall be respectively under the immediate supervision and
9 control of the head of that bureau. In addition, the General Manager may appoint positions
10 including but not limited to Assistant General Manager, Assistant to the General Manager;
11 Deputy General Manager-Operations, Deputy General Manager-Business; Deputy
12 General Manager – Engineering; Special Projects Officer, Executive Assistant to the Board
13 of Water Commissioners, and Executive Assistant to the General Manager may appoint
14 the following positions under each bureau:

15 1. Water and Sewer Field Operations: Director of Operations;
16 Director of Water and Sewer Field Operations; Superintendent of Water Construction;
17 Superintendent of Water Services; Superintendent of Sewer Operations; Superintendent
18 of Support Services; and Procurement and Warehouse Officer;

19 2. Water Quality and Process: Director of Operations; Director of
20 Water Quality and Process; Superintendent of Water Treatment; Manager, Water Quality;
21 Manager, Water Quality and Process; Manager, Water Process;

22 3. Engineering: Director of Engineering ;Manager, Engineering;
23 Manager, Business Development; Construction Services Officer, and Division Engineer;

24 4. Water Resources: Director of Water Resources; Director of
25 Planning and Water Conservation; Manager, Water Resources; Manager, Planning;

26 5. Finance: Director of Finance; Manager, Finance; Manager,
27 Budget and Rates; and Accounting Officer;

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1 6. Administration: Director of Administration, Manager,
2 Administration, Administrative Officer - Water; Manager, Information Services; Network
3 Administrator; and Manager, Security and Emergency Preparedness; and

4 7. Government and Public Affairs: Director of Government and
5 Public Affairs; and Manager, Government and Public Affairs; and Public Information
6 Officer.

7 Section 13. In accordance with City Charter Section 1403(3), the Board's
8 plan of succession is modified whereby the Assistant General Manager shall perform the
9 duties of the General Manager in the temporary absence of the General Manager, and the
10 Deputy General Manager - Operations will perform the duties of the General Manager in
11 the temporary absence of both the Assistant General Manager and the General Manager,
12 and whereby the Board will appoint a Manager as Acting General Manager in the
13 temporary absence of the General Manager, the Assistant General Manager and the
14 Deputy General Manager - Operations. In the case of such absence and during the time
15 that the employee is performing the duties of General Manager, the employee shall not be
16 entitled to receive the compensation of the General Manager.

17 However, if there is a permanent vacancy in the position of Assistant General
18 Manager, Deputy General Manager - Operations, bureau head, or division head due to any
19 reason such as retirement, resignation, or termination, then the General Manager may
20 assign an employee to perform as Acting Assistant General Manager,
21 Acting Director of Operations, acting bureau head, or acting division head. During the time
22 that the employee has been so assigned by the General Manager, then the employee shall
23 be entitled to receive the compensation established in this Resolution or in the City Salary
24 Resolution for the office or position to which that employee is assigned. If there is a
25 permanent vacancy in the position of General Manager, then the Board may assign an
26 employee to perform as Acting General Manager and that employee shall be entitled to

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1 receive the compensation established in this Resolution for the position of General
2 Manager.

3 Section 14. When an employee classified in one of the following positions
4 is assigned to perform and does perform the occupational skill described in the column
5 hereof designated "Skill", said employee shall be paid on a per diem, hourly rate or one-
6 time payment (bonus) basis, as indicated herein, the amount of additional compensation
7 set forth in the column designated "Additional Compensation" opposite the described skill.
8 The additional compensation shall be paid to the employee at an hourly rate only if said
9 employee is assigned to regularly perform said occupational skill on a daily basis. If an
10 employee is not regularly assigned to perform said occupational skill on a daily basis, then
11 the additional compensation shall be paid at a per diem rate, and said per diem skill pay
12 shall be paid only for each work day that the employee actually performs said occupational
13 skill, and the employee is not entitled to receive and shall not be paid per diem skill pay for
14 any date that the employee does not work or is absent from work on a permitted absence.
15 For purposes of this Section, any employee in a non-career position shall receive skill pay
16 in the same manner as prescribed for a comparable employee in the classified career
17 service and need not be specifically designated in the following table(s) unless there is no
18 comparable classified position.

19 The following skills, as determined by the General Manager or Assistant
20 General Manager shall be effective on the date on which this Resolution is approved by
21 the City Council, unless otherwise duly noted within this Resolution or superseded by MOU
22 provisions:

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25 Position	26 Skill	27 Additional Compensation
28 (b) Clerk Typist I, II, III, and IV	For regular and frequent use of certified shorthand skills	\$0.30/hr

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<p>(c) Construction Inspector I and II; Principal Construction Inspector; Customer Service Representative I, II and III; Water Communications Center Supervisor; Water Communications Dispatcher I and II</p>	<p>When possessing a Grade II Department of Public Health Distribution Operator Certificate</p> <p>When possessing a Grade III Department of Public Health Distribution Operator Certificate;</p> <p>When possessing a Grade IV Department of Public Health Distribution Operator Certificate;</p> <p>When possessing a Grade V Department of Public Health Distribution Operator Certificate;</p>	<p>\$0.20/hr</p> <p>\$0.35/hr</p> <p>\$0.45/hr</p> <p>\$0.60/hr</p>
<p>(d) Engineering Technician I and II</p>	<p>When performing plan check duties at the Development Services Counter;</p>	<p>\$6.40 per diem</p>
<p>(e) Equipment Mechanic I, Equipment Mechanic II; Fleet Services Supervisor; Garage Supervisor I and II</p>	<p>When maintenance responsibilities simultaneously include automobiles, medium/heavy trucks and construction equipment, and possessing a National Institute for Automotive Service Excellence/American College Testing (ASE) Automobile Technician Certificate of Completion with one series certif.;</p> <p>with three series certif.;</p> <p>with six series certif.;</p> <p>Master Automobile Technician certification and/or Medium/Heavy Truck Technician with one series certification;</p>	<p>\$0.20/hr</p> <p>\$0.35/hr</p> <p>\$0.45/hr</p> <p>\$0.20/hr</p>

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	with two engine series certifications;	\$0.35/hr
	with two additional certifications;	\$0.45/hr
	and/or Light Vehicle Compressed Natural Gas Technician with one series certification	\$ 0.20/hr
	Any ASE Master Certification	\$1.00/hr
(f) Equipment Mechanic I and II	When regularly assigned and/or performing maintenance repair of power chain saws, blowers, lawn mowers, edgers, generators, and similar equipment within the Water Department	\$0.70/hr
(g) Garage Service Attendant II	When driving a vehicle requiring a Class A license	\$8.00 per diem
(h) Gardener I and II; Maintenance Assistant II; Equipment Operator; Park Crew Supervisor; and Park Maintenance Supervisor	When required to possess a Pesticide Applicator's license and regularly assigned pesticide applicator duties	\$0.544 per hour or \$4.43 per diem
(i) Gardener II	When regularly assigned Planner duties in Maintenance Division	\$4.579 per diem
(j) Machinist	When regularly assigned and performing specialized Water Department Machine Shop Operations	\$0.523 per hour
(k) Non-management classifications, in accordance with the MOU's for the CESL and the Association, assigned to a position that has been determined to benefit from bilingual ability, and to	For use of certified oral and/or written bilingual skills	\$0.70 per hour or \$5.60 per diem

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<p>have frequent or significant interactions with the public for the majority of the employee's regular, daily course of duty</p>		
<p>(l) Non-management classifications</p>	<p>When assigned to the LBWD Emergency Response Team (ERT) upon meeting and maintaining the Membership Requirements stated in the Long Beach Water Department Policy VI.2 – Section B</p>	<p>\$0.50 per hour or \$4.00 per diem</p>
<p>(l) Plumber</p>	<p>When regularly assigned and performing duties as irrigation systems plumbing specialist</p>	<p>\$0.647 per hour</p>
<p>(m) Senior Equipment Operator; Water Utility Supervisor I and II; and Water Utility Mechanic I, II and III; Water Treatment Operator I, II, III, and IV; Construction Inspector I, II; Principal Construction Inspector; Customer Service Representative I, II and III; and Water Treatment Supervisor I and II</p>	<p>When possessing a Grade I California Water Environment Association Collection System Maintenance ("CWEACSM") Certificate;</p> <p>When possessing a Grade II CWEACSM Certificate;</p> <p>When possessing a Grade III CWEACSM Certificate;</p> <p>When possessing a Grade IV CWEACSM Certificate</p>	<p>\$0.20/hr</p> <p>\$0.35/hr</p> <p>\$0.45/hr</p> <p>\$0.60/hr</p>
<p>(n) Senior Equipment Operator; Water Utility Mechanic I and II; Water Treatment Operator I</p>	<p>When possessing a Grade II Department of Public Health Distribution Operator Certificate;</p> <p>When possessing a Grade III Department of Public Health Distribution Operator Certificate;</p> <p>When possessing a Grade IV Department of Public</p>	<p>\$2.00/hr</p> <p>\$2.25/hr</p> <p>\$2.50/hr</p>

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	Health Distribution Operator Certificate; When possessing a Grade V Department of Public Health Distribution Operator Certificate	\$2.75/hr
(o) Water Utility Supervisor I, II; Water Utility Mechanic I, II, III; Senior Equipment Operator; Electrician; Laboratory Analyst I, II and III; Laboratory Assistant I, II and III	When possessing a Grade I Department of Public Health Water Treatment Certificate When possessing a Grade II Department of Public Health Water Treatment Certificate	\$0.20 per hour \$0.35 per hour
(p) Water Treatment Operator I & II	When possessing a Grade III Department of Public Health Water Treatment Certificate	\$0.45 per hour
(q) Water Treatment Operator I, II and III	When possessing a Grade IV Department of Public Health Water Treatment Certificate	\$0.60 per hour
(r) Water Treatment Operator IV; Water Treatment Supervisor I and II	When possessing a Grade V Department of Public Health Water Treatment Certificate	\$0.75 per hour
(s) Water Utility Mechanic I, II, III	When possessing a Los Angeles County Department of Health Cross Connection tester Certificate	\$0.45 per hour
(t) Water Utility Mechanic I, II, III	When operating sanitary sewer main line closed circuit television video inspection equipment; When supervising operation of sanitary sewer lateral closed circuit television video inspection equipment; When supervising or training subordinates in repair, testing and	\$4.00 per diem \$4.00 per diem \$4.00 per diem

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	exchange of large water meters (minimum three inch diameter); When singularly assigned to off hours water/sewer emergency first response, with authority to shut off water service and/or call out emergency standby personnel; When exercising large water distribution control valves (over 12-inch diameter)	\$4.00 per diem \$4.00 per diem
(u) Water Utility Supervisor I, II	When possessing a University of Southern California Foundation for Cross Connection Control and Hydraulic Research certificate as a Specialist in Cross Connection Control, or equivalent	\$0.60/hr
(v) , Water Treatment Operator II, III, and IV; Water Treatment Supervisor I and II	When possessing a Grade III Department of Public Health Distribution Operator Certificate; When possessing a Grade IV Department of Public Health Distribution Operator Certificate; When possessing a Grade V Department of Public Health Distribution Operator Certificate	\$0.25/hr \$0.50/hr \$0.75/hr
(w) Welder	When regularly performing specialized Water Department welding requiring a City of Los Angeles Certificate and Structural Steel License	\$0.70/hr
(x) Water Treatment Operator I	When possessing a Grade II Department of Public	\$0.35/hr

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	Health Water Treatment Certificate	
(y) Non-management classifications in the current Salary Resolution assigned to and certified in crane operation	For crane operation	\$0.56/hr per certificate
(z) Water Utility Supervisor I, II	When possessing a Grade III Department of Public Health Distribution Operator Certificate;	\$0.25/hr
	When possessing a Grade IV Department of Public Health Distribution Operator Certificate;	\$0.50/hr
	When possessing a Grade V Department of Public Health Distribution Operator Certificate;	\$0.75/hr
(aa) Water Utility Mechanic III	When possessing a Grade III Department of Public Health Distribution Operator Certificate;	\$0.25/hr
	When possessing a Grade IV Department of Public Health Distribution Operator Certificate;	\$0.50/hr
	When possession a Grade V Department of Public Health Distribution Operator Certificate	\$0.75/hr

* Employees receiving a skill pay as a result of holding a certification beyond the requirements of the position must ensure currency of that certification. Lapse in possessing such certification while receiving skill pay compensation may result in refunding the City and potential disciplinary action.

Section 15. A. The method of computation of the amount of additional compensation to be paid to an employee for overtime worked shall be in accordance with

1 and pursuant to the applicable definitions, conditions, and requirements of the City's
2 Personnel Ordinance and in accordance with and pursuant to the Fair Labor Standards Act
3 ("FLSA"), except that the additional compensation for overtime exempt from FLSA shall not
4 include uncontrolled standby amounts in the computation.

5 B. Any employee in the classification of Water Utility Mechanic II or III
6 who possesses the necessary certifications and shall be required to and shall work
7 overtime (as such term is defined in the City Personnel Ordinance) or on a regular day off,
8 or on a legal holiday, for which time such employee would be entitled to but does not
9 receive time off in performing the duties of Water Utility Supervisor I shall be entitled to and
10 shall receive the same compensation as said Water Utility Supervisor I would have
11 received when so working overtime. The method of computation of the amount of additional
12 compensation to be paid to an employee shall be the difference between a Water Utility
13 Supervisor I at step 7 and that of said employee at his or her base rate multiplied by the
14 overtime hours worked.

15 Section 16. In addition to other compensation described herein, a night shift
16 differential equal in amount to any night shift differential established in the City Salary
17 Resolution shall be paid to any permanent full-time employee in the Long Beach City
18 Employees Service Lodge 1930, District Lodge 947, International Association of
19 Machinists and Aerospace Workers, AFL-CIO ("CESL") or the Long Beach Association of
20 Engineering Employees ("Association") whose regular schedule requires the employee to
21 work between the hours of 6:00 p.m. and 6:00 a.m., provided that (i) the employee works
22 one-half (½) or more of his/her regularly scheduled shift between the hours of 6:00 p.m.
23 and 6:00 a.m., and such employee shall be eligible to be paid the additional rate
24 established by this Section for each hour worked during the entire shift; or (ii) the employee
25 works between the hours of 6:00 p.m. and 6:00 a.m. as part of a "split shift". Split shift is
26 defined as a shift of eight (8) or more non-continuous work hours in a single day, separated
27 by a break of at least three (3) non-working hours during said shift. Such employee shall
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1 be paid the night shift differential established by this Section only for each hour actually
2 worked between the hours of 6:00 p.m. and 6:00 a.m.

3 Section 17. Each employee represented by the CESL or the Association in
4 a classification or grade level below the level of division head, who is required in a calendar
5 year to perform the duties in a different classification or grade level with a higher Salary
6 Range than the employee's current classification or grade level, shall be paid an amount
7 per hour equal to that established in the City Salary Resolution as additional compensation
8 for each hour that the employee performs the duties. In no event shall the total
9 compensation paid to the employee for regular salary and higher classification pay exceed
10 the top step of the higher classification or grade level. Each employee who qualifies for the
11 benefits provided by this Section shall apply for said benefits within thirty (30) calendar
12 days after the date that the employee meets the criteria set forth herein. The employee
13 receiving higher classification pay will be required to record the title of the vacant higher
14 classification or grade, and in the case of a temporary vacancy, the name of the employee
15 who holds the higher classification position, and the reason for the temporary higher
16 classification assignment. This documentation of the higher classification assignment
17 information on the employee's time card is required for auditing purposes.

18 Section 18. Employees requiring transportation in connection with the
19 performance of their duties for the Water Department may be assigned a vehicle owned
20 by the Water Department or an employee may receive, by way of reimbursement, the cost
21 of transportation incurred in the performance of his/her duties. Reimbursement, at the
22 discretion of the General Manager, may be paid to such employees on the basis of any of
23 the following computations:

- 24 (a) Actual cost of transportation per month for public transportation; or
- 25 (b) For use of a privately-owned vehicle used for Water Department
26 business:

- 27 (i) Any Water Department permanent full-time employee

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represented by the CESL or the Association whose official duties require intermittent or routine transportation and is not authorized use of a Water Department vehicle, will be authorized to use his or her personal vehicle for the performance of official duties and shall be reimbursed by the Water Department at the rate established in the City Salary Resolution.

(ii) Any Water Department permanent full-time employee represented by the CESL or the Association who drives 300 or more miles in any calendar month in the performance of his or her duties shall be reimbursed at the rate established in the City Salary Resolution plus an additional \$0.10 per mile. If an employee's annual monthly mileage average in a calendar year is equal to or over 300 miles per month, reimbursement of the additional \$0.10 per mile shall be paid at the end of the calendar year for those months that were paid at the lower rate. Employees will not receive additional compensation for those miles already paid at the higher rate.

In each instance that an employee uses a privately-owned vehicle, the employee shall procure and maintain in full force and effect bodily injury and property damage insurance from a company or companies authorized to do business in the State of California with minimum coverages as prescribed by the General Manager at all times while said privately-owned vehicle is used for Water Department business.

Section 19. Pursuant to this Resolution and the rules, regulations and policies promulgated by the Board, employees may authorize deductions to be made from their salaries or wages for purposes authorized by the provisions of Article 6 of Chapter 1 of Division 4 of Title 1, and Articles 1, 1.5 and 2 of Chapter 2 of Part 1 of Division 2 of Title 5 of the California Government Code, except that such deductions for payment of dues or other services provided by an employee organization or association shall be only as provided by a valid existing contract between the City and said employee organization or association.

1 Section 20. Pursuant to this Resolution, the Administrative Regulations or
2 the City's Financial Policies and Procedures issued by the City Manager, the General
3 Manager may, within his sole discretion, award employees additional compensation for
4 suggestions made that result in measurable monetary savings to the Water Department.
5 Such awards shall not exceed ten percent (10%) of the anticipated first year savings after
6 adoption of the suggestion provided, however, that the maximum award shall not exceed
7 \$5,000.00.

8 Section 21. Notwithstanding any other provision of this Resolution, the
9 General Manager may, within his sole discretion, provide as part of an employee's annual
10 compensation additional compensation for relocation and moving expenses actually and
11 necessarily incurred to accept a position with the Water Department if the General Manager
12 determines that such additional compensation is required as a necessary inducement for
13 the acceptance of employment with the Water Department. Said additional compensation
14 must be provided within one year after the employee's appointment date.

15 Section 22. Except as otherwise provided in this Resolution and any other
16 applicable federal or State laws, rules and regulations, it is the intent of the Board, by the
17 adoption of this Resolution, to prescribe the compensation of employees of the Water
18 Department, including the implementation of such adjustments in compensation for the
19 employees in each office or position of employment with the Water Department as provided
20 in any applicable Memorandum of Understanding which has heretofore been approved and
21 adopted by the City Council, and in the event of any inconsistency or conflict between the
22 provisions of this Resolution and the applicable Memorandum of Understanding regarding
23 such adjustments in compensation due to any inadvertence, oversight, or clerical error, it
24 is intended that the provisions in such Memorandum of Understanding shall control and
25 shall supersede the provisions of this Resolution, and such adjustments to the
26 compensation shall be deemed to have been correctly included herein, effective as of the
27 applicable effective date, and such matters shall be subsequently corrected by appropriate
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1 action.

2 Section 23. A. Each employee that qualifies under subsection "B" below
3 shall be compensated at the rate established in the City Salary Resolution for each full
4 hour of standby duty as defined in the Memorandum of Understanding between the City of
5 Long Beach and the CESL or the Association.

6 B. Employees who are released from active duty but who are required by
7 the Water Department to leave notice where they can be reached and be available to return
8 to active duty when required by the Water Department shall be said to be on standby duty.
9 Standby duty shall, whenever possible, be assigned to employees on a voluntary basis.
10 When voluntary assumption of standby duty by employees is insufficient to meet the needs
11 of the Water Department, then such duty will be assigned upon a rotational basis whenever
12 possible within affected work units. Standby duty requires that employees so assigned
13 shall respond within thirty minutes to the Water Department, be reached by telephone or
14 other communicating devices, and refrain from activities which might impair their ability to
15 perform assigned duties. Employees not obliged to remain on standby duty have no
16 obligation to meet these requirements. Employees accepting standby duty who are not
17 able to meet the above criteria due to distance must make prior arrangements with the
18 General Manager or his designee before accepting the standby duty.

19 Section 24. The compensation prescribed herein shall remain in effect until
20 superseded by the City Council to reflect adjustments in compensation in applicable
21 memoranda of understanding and as otherwise prescribed by the City Council for
22 employees not covered by memoranda of understanding, or until this Resolution is
23 amended or rescinded.

24 Section 25. At the discretion of the General Manager, employees who are
25 eligible and volunteer to participate in the City's Trip Reduction Incentive Program as
26 prescribed by the City's Trip Reduction Plan and current Participation Guidelines, and who
27 also participate at least twelve days per month in the Trip Reduction Incentive Program
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1 shall also be eligible for monthly awards drawings.

2 B. Employees who are eligible and who commute to work by any means
3 other than a motorized vehicle (e.g. bicycle, walk, jog) and who also participate at least
4 eight (8) days per month shall also be eligible for quarterly awards drawings.

5 Section 26. In addition to other compensation described herein, there shall
6 be presented to each employee upon completion of ten years' service, fifteen years'
7 service, twenty years' service, twenty-five years' service, thirty years' service, thirty-five
8 years' service, forty years' service, and upon retirement a suitable service award. The
9 Board shall also sponsor an annual luncheon honoring those employees who have
10 completed twenty years' service and who have received state, national and other awards.

11 Section 27. Employees may also receive additional compensation in the
12 form of a safety award, including a safety breakfast, lunch and dinner, as determined by
13 the General Manager, for successful participation in the Water Department's safety
14 program.

15 Section 28. Employees who are authorized and work unscheduled hours
16 as a result of call back or extended shift assignment and subsequently were unable to
17 make meal preparations, may be eligible for reimbursement for the cost of their meals at a
18 level prescribed by Section I.12 of the Long Beach Water Department Procedural Manual.
19 All conditions must be met by employees as stated in the above referenced policy prior to
20 receipt of reimbursement.

21 Section 29. To encourage employees to increase professional competence
22 and to keep abreast of technological changes, the Water Department will reimburse a
23 portion of the costs that an employee incurs when pursuing a job-related, off-duty education
24 or career development program that is of mutual benefit to the Water

25 Department and the employee pursuant to Section II.16 of the Long Beach
26 Water Department Procedural Manual.

27 Section 30. Employees seeking to obtain or renew professional and
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1 technical licenses and certificates in accordance with Section IV.10 of the Long Beach
2 Water Department Procedural Manual may be eligible for reimbursement for the accrued
3 costs in obtaining said documents.

4 Section 31. Employees working in areas where hazards that may cause
5 foot injuries exist shall wear safety footwear approved by the Water Department that meets
6 or exceeds the American National Standard for Safety - Toe Footwear, Class 75, ANSI
7 A41.1-1967.

8 The Water Department shall reimburse eligible employees, as specified in
9 Section III.11 of the Long Beach Water Department Procedural Manual, who provide
10 receipts or other documentation as determined by the General Manager for the cost of the
11 following:

- 12 a. Initial purchase of safety footwear;
- 13 b. Resole or repair for safety footwear based on an assessment of "fair
14 wear and tear" by the Supervisor and Division Manager; or
- 15 c. Additional safety footwear purchased; when warranted, based on an
16 assessment of "fair wear and tear" by the Supervisor and Division Manager.

17 Section 32. The Board may sponsor an annual Board/Staff Dinner for
18 selected employees to review achievements of the previous year and capital projects
19 planned for the next five years.

20 Section 33. The Board may sponsor other benefits, luncheons, dinners,
21 and the like for special awards, strategic planning sessions, outstanding achievements,
22 Metropolitan Water District of Southern California directors and managers, water and
23 sewer related professional organizations, and the like.

24 Section 34. This Resolution shall be known as the "Water Department
25 Salary Resolution" and may be so cited and referred to as such.

26 Section 35. All other resolutions and orders pertaining to the matters set
27 forth herein are hereby rescinded.

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Section 36. If the City Council, in its resolution approving the compensation fixed herein, or in the City Salary Resolution, approves compensation (including skill pay) for offices or positions listed herein at a compensation or skill pay different than that indicated opposite the positions listed herein or approves classifications for offices or positions not listed herein or approves compensation arising from various Memoranda of Understanding with the City's bargaining units, then the Board does hereby fix the compensation for said office or position at the compensation (including skill pay) so fixed by the City Council by resolution and the Board does hereby adopt the classification for offices and positions fixed by the City Council by resolution.

Section 37. The Secretary of the Board of Water Commissioners shall certify to the passage of this Resolution, and it shall be deemed operative on the date on which this Resolution is approved by the City Council, unless otherwise duly noted within this Resolution or superseded by MOU provisions.

I hereby certify that the foregoing Resolution was adopted by the Board of Water Commissioners of the City of Long Beach at its meeting held on June 15, 2017, by the following vote:

Ayes:	Commissioners:	<u>ROBERT SHANNON;</u> <u>HARRY SALTZGAVER;</u> <u>GLORIA CORDERO;</u> <u>FRANK MARTINEZ; ART LEVINE</u>
Noes:	Commissioners:	<u>NONE</u>
Absent:	Commissioners:	<u>NONE</u>

Harry Saltzgaver
Secretary
BOARD OF WATER COMMISSIONERS

CERTIFIED AS A TRUE AND CORRECT COPY
SECRETARY TO THE BOARD OF WATER COMMISSIONERS
CITY OF LONG BEACH, CALIFORNIA
BY: Justin L. Fox
DATE: 6/15/2017