

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
411 West Ocean Boulevard, 9th Floor
Long Beach, CA 90802-4511

RESOLUTION NO. RES-20-0096

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-1431 on June 25, 2020, 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-1431 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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I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of August 4, 2020 by the following vote:

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

Noes: Councilmembers: None.

Absent: Councilmembers: None.

Recusal(s): Councilmembers: None.



City Clerk

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1 RESOLUTION NO. WD-1431

2
3 A RESOLUTION OF THE BOARD OF WATER
4 COMMISSIONERS OF THE CITY OF LONG BEACH
5 AMENDING RESOLUTION NO. WD-1411, CREATING
6 OFFICES AND POSITIONS IN THE PERMANENT SERVICE
7 OF THE LONG BEACH WATER DEPARTMENT, FIXING THE
8 AMOUNT OF COMPENSATION FOR SUCH OFFICES AND
9 POSITIONS, AND RESCINDING ALL OTHER RESOLUTIONS
10 OR ORDERS RELATING THERETO
11

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

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

19 Section 1. The Board hereby creates and establishes the offices and
20 positions of employment at the compensation set forth at the Salary Range designated and
21 any additional compensation listed herein therefore notwithstanding those positions of
22 employment at the compensation set forth therein and any additional compensation listed
23 in Salary Resolution of the City of Long Beach ("City Salary Resolution") with the purpose
24 of amending this Resolution immediately thereafter to include the new position(s) of
25 employment and subsequent compensation. Pay rates for all offices and positions shall
26 take effect on and after the date and time set in the City Salary Resolution unless otherwise
27 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 Administrative Analyst I	470
Assistant Administrative Analyst II	530
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

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	TITLE	SALARY RANGE NUMBER
1		
2		
3	Business Systems Specialist VI	730
4	Business Systems Specialist VII	770
5	Buyer I	540
6	Buyer II	610
7	Chief Construction Inspector	684
8	Civil Engineer	644
9	Civil Engineering Assistant	514
10	Civil Engineering Associate	594
11	Clerk Typist I	320
12	Clerk Typist II	350
13	Clerk Typist III	380
14	Clerk Typist IV	410
15	Clerk Typist V	440
16	Communication Specialist I	520
17	Communication Specialist II	560
18	Communication Specialist III	600
19	Communication Specialist IV	650
20	Communication Specialist V	690
21	Communication Specialist VI	730
22	Communication Specialist VII	770
23	Construction Inspector I	534
24	Construction Inspector II	574
25	Construction Services Officer	EEO
26	Contract Administrator I	460
27	Contract Administrator II	520
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TITLE	SALARY RANGE NUMBER
Customer Service Representative I	330
Customer Service Representative II	360
Customer Service Representative III	400
Deputy General Manager – Business	EOO
Deputy General Manager – Engineering	EOO
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
Electrical and Instrumentation Technician I	591
Electrical and Instrumentation Technician II	620
Electrical and Instrumentation Supervisor	740
Engineering Technician I	464

	TITLE	SALARY RANGE NUMBER
1		
2		
3	Engineering Technician II	504
4	Equipment Mechanic I	480
5	Equipment Mechanic II	500
6	Equipment Operator I	370
7	Equipment Operator II	410
8	Equipment Operator III	440
9	Executive Assistant to the Board of Water	EOO
10	Commissioners	
11	Executive Assistant to the General Manager	EOO
12	Executive Secretary – Water	EOO
13	Garage Service Attendant I	370
14	Garage Service Attendant II	390
15	Garage Service Attendant III	450
16	Garage Supervisor I	550
17	Garage Supervisor II	620
18	Gardener I	360
19	Gardener II	390
20	General Manager - Water	EOO
21	Geographic Information Systems Analyst I	527
22	Geographic Information Systems Analyst II	564
23	Geographic Information Systems Analyst III	597
24	Geographic Information Systems Technician I	460
25	Geographic Information Systems Technician II	500
26	Laboratory Analyst I	490
27	Laboratory Analyst II	530
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TITLE	SALARY RANGE NUMBER
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
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

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	TITLE	SALARY RANGE NUMBER
1		
2		
3	Painter II	460
4	Painter Supervisor	500
5	Park Maintenance Supervisor	500
6	Payroll/Personnel Assistant I	350
7	Payroll/Personnel Assistant II	380
8	Payroll/Personnel Assistant III	420
9	Plumber	500
10	Power Equipment Repair Mechanic I	430
11	Power Equipment Repair Mechanic II	460
12	Power Equipment Repair Mechanic III	500
13	Principal Construction Inspector	624
14	Procurement & Warehouse Officer	EOO
15	Projects Coordinator	570
16	Public Information Officer	EOO
17	Research Assistant – Water	BOO
18	Safety Specialist I	530
19	Safety Specialist II	590
20	Safety Specialist III	650
21	Secretary	410
22	Senior Accountant	630
23	Senior Civil Engineer	694
24	Senior Engineering Technician I	547
25	Senior Equipment Operator	510
26	Senior Program Manager - Water	724
27	Senior Secretary	440
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TITLE	SALARY RANGE NUMBER
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
Supervisor – Facilities Maintenance	620
Supervisor – Stores and Property	490
Telemetry Instrument Technician I	492
Telemetry Instrument Technician II	551
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	451
Water Treatment Operator II	541
Water Treatment Operator III	590
Water Treatment Operator IV	630
Water Treatment Supervisor I	660
Water Treatment Supervisor II	700

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TITLE	SALARY RANGE NUMBER
Water Utility Mechanic I	411
Water Utility Mechanic II	431
Water Utility Mechanic III	491
Water Utility Supervisor I	640
Water Utility Supervisor II	660
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 at the compensation of each non-career position at the pay rates set forth in the Salary 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	H30 – H45
N/C Assistant Buyer	M34
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

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1	TITLE	SALARY RANGE NUMBER
2	N/C Customer Service Representative I	M13
3	N/C Customer Service Representative II	M20
4	N/C Customer Service Representative III	M28
5	N/C Electrician	M52
6	N/C Engineering Aide I	N09
7	N/C Engineering Aide II	N16
8	N/C Engineering Aide III	N33
9	N/C Engineering Technician I	N43
10	N/C Equipment Mechanic I	M46
11	N/C Equipment Mechanic II	M50
12	N/C Equipment Operator I	M21
13	N/C Equipment Operator II	M31
14	N/C Equipment Operator III	M37
15	N/C Garage Service Attendant I	M21
16	N/C Gardener I	M20
17	N/C Laboratory Analyst I	M46
18	N/C Laboratory Analyst II	M52
19	N/C Laboratory Analyst III	590
20	N/C Laboratory Assistant	M20
21	N/C Maintenance Assistant I	M07
22	N/C Maintenance Assistant II	M13
23	N/C Maintenance Assistance III	M30
24	N/C Painter I	M37
25	N/C Plumber	M52
26	N/C Stock and Receiving Clerk	M13
27	N/C Storekeeper I	M21

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TITLE	SALARY RANGE NUMBER
N/C Student Worker	H26
N/C Water Utility Mechanic I	M31
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 fixed as stated in this Resolution, which may also include, by reference, part of the City Salary Resolution and City Personnel Ordinance.

Section 3. The biweekly salary of any employee of the Water Department who is appointed to any office or position of employment created and established in this Resolution shall be at a Pay Rate Step of the Salary Range Number for such office or position in accordance with the City's step placement policy or as determined by the General Manager of the Water Department ("General Manager"). In those cases where offices or positions are designated by grade numbers, the biweekly salaries of such employees shall be computed based on one of the pay rates designated for the grade thereof. The General Manager may designate the initial Pay Rate Step or increment of any employee within the Salary Range for the employee's office or position. However, the Board may, by resolution, specifically designate that the pay rate of any employee is fixed

1 at some other pay rate included within the Salary Schedule without limitation as to grade
2 or numerical designation.

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

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

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

27 Section 7.

28 A. The provisions of this Resolution relating to assignment of

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

18 B. In addition to and apart from any merit increase provided in
19 subsection "A" above, each employee assigned to the Salary Range Number
20 EOO shall be eligible to participate in and receive Individual Performance
21 Incentive Compensation, the purpose of which is to compensate
22 management employees for distinguished and outstanding performance for
23 the periods for which Individual Performance Incentive Compensation is paid
24 and in further anticipation of continued distinguished and outstanding
25 performance in subsequent periods.

26 At or near the commencement of the applicable fiscal year, an
27 eligible employee and the General Manager shall develop and establish a
28 written and approved performance plan for the employee which sets forth

1 objectives or targeted results for the ensuing fiscal year or remaining portion
2 thereof. Outstanding performance in the attainment of these objectives or
3 distinguished performance in a specific project or program shall qualify the
4 employee for Individual Performance Incentive Compensation. Such
5 incentive compensation may be paid to any eligible employee in an amount
6 not to exceed Three Thousand Five Hundred Dollars (\$3,500.00) per fiscal
7 year based upon the evaluation and determination by the General Manager
8 of the employee's performance under the previously approved performance
9 plan.

10 C. Employees with the Salary Range Number EOO are eligible to
11 be granted executive leave by the General Manager, in accordance with and
12 pursuant to the provisions of Section 4.10 of the City Personnel Ordinance.
13 In addition to the five (5) days granted to eligible employees in Section 4.10
14 of the City Personnel Ordinance, the General Manager may grant up to five
15 (5) additional days of executive leave per calendar year for employees with
16 the Salary Range Number EOO.

17 Section 8.

18 A. All salaries and wages in this Resolution shall be computed and
19 payable in biweekly installments, and such installments shall be paid every
20 other Friday in accordance with and in continuation of the schedule of
21 biweekly pay periods and paydays established and commenced by the City
22 Council of the City of Long Beach ("City Council").

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

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

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

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

21 Section 11.

22 A. An employee temporarily assigned to perform duties not
23 ordinarily attached to his/her position for the purpose of training and
24 development pursuant to Section 63(3) of the Civil Service Rules shall be
25 compensated at the pay rate fixed by the City Salary Resolution and the
26 Salary Schedule for the position involving the duties to which temporary
27 assignment has been made and at the step most closely approximating the
28 pay rate of the employee immediately prior to the temporary assignment

1 provided that in no event shall the pay rate for the temporary assignment
2 exceed the employee's pay rate immediately prior to the temporary
3 assignment.

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

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

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

24 Section 12.

25 A. In addition to the number of offices and positions created herein
26 in the various offices, departments, bureaus, and divisions of the Water
27 Department, there are hereby created and established an additional number
28 of each of said offices and positions equal to the number herein specifically

1 created, and the Salary Range Numbers and Salary Schedules for such
2 additional positions shall be the same as the Salary Range Numbers and
3 Salary Schedules for the positions of the same title which are created and
4 established herein.

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

18 1. Water and Sewer Field Operations: Director of
19 Operations; Director of Water and Sewer Field Operations; Superintendent
20 of Water Construction; Superintendent of Water Services; Superintendent of
21 Sewer Operations; Superintendent of Support Services; and Procurement
22 and Warehouse Officer.

23 2. Water Quality and Process: Director of Operations;
24 Director of Water Quality and Process; Superintendent of Water Treatment;
25 Manager, Water Quality; Manager, Water Quality and Process; Manager,
26 Water Process.

27 3. Engineering: Director of Engineering; Manager,
28 Engineering; Manager, Business Development; Construction Services

1 Officer, and Division Engineer.

2 4. Water Resources: Director of Water Resources; Director
3 of Planning and Water Conservation; Manager, Water Resources; Manager,
4 Planning.

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

7 6. Administration: Director of Administration, Manager,
8 Administration, Administrative Officer - Water; Manager, Information
9 Services; Network Administrator; and Manager, Security and Emergency
10 Preparedness.

11 7. Government and Public Affairs: Director of Government
12 and Public Affairs; and Manager, Government and Public Affairs; and Public
13 Information Officer.

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

24 However, if there is a permanent vacancy in the position of Assistant General
25 Manager, Deputy General Manager - Operations, bureau head, or division head due to any
26 reason such as retirement, resignation, or termination, then the General Manager may
27 assign an employee to perform as Acting Assistant General Manager, Acting Director of
28 Operations, acting bureau head, or acting division head. During the time that the employee

1 has been so assigned by the General Manager, then the employee shall be entitled to
2 receive the compensation established in this Resolution or in the City Salary Resolution for
3 the office or position to which that employee is assigned. If there is a permanent vacancy
4 in the position of General Manager, then the Board may assign an employee to perform as
5 Acting General Manager and that employee shall be entitled to receive the compensation
6 established in this Resolution for the position of General Manager.

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

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

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Possession of a Grade II Water Distribution Operator Certificate

(Issued by the State of California)

Water Utility Mechanic I-II; Water Treatment Operator I; Senior Equipment Operator	\$2.20/hr
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Construction Inspector I-II; Principal Construction Inspector; Customer Service Representative I-III; Water Communications Center Supervisor; Water Communications Dispatcher I-II	\$0.20/hr
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Possession of a Grade III Water Distribution Operator Certificate

(Issued by the State of California)

Water Utility Mechanic I-II; Water Treatment Operator I; Senior Equipment Operator	\$2.48/hr
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Water Utility Mechanic III; Water Treatment Operator II	\$0.28/hr
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Water Utility Supervisor I-II	\$0.25/hr
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Construction Inspector I-II; Principal Construction Inspector; Customer Service Representative I-III; Water Communications Center Supervisor; Water Communications Dispatcher I-II	\$0.35/hr
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Possession of a Grade IV Water Distribution Operator Certificate

(Issued by the State of California)

Water Utility Mechanic I-II; Water Treatment Operator I; Senior Equipment Operator	\$2.75/hr
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Water Utility Mechanic III; Water Treatment Operator II	\$0.55/hr
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Water Utility Supervisor I-II	\$0.50/hr
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Water Treatment Operator III-IV	\$0.28/hr
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Water Treatment Supervisor I-II	\$0.25/hr
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Construction Inspector I-II; Principal Construction Inspector; Customer Service Representative I-III; Water Communications Center Supervisor; Water Communications Dispatcher I-II	\$0.45/hr
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Possession of a Grade V Water Distribution Operator Certificate

(Issued by the State of California)

Water Utility Mechanic I-II; Water Treatment Operator I; Senior Equipment Operator	\$3.03/hr
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1	Water Utility Mechanic III; Water Treatment Operator II	\$0.83/hr
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3	Water Utility Supervisor I-II	\$0.75/hr
4	Water Treatment Operator III-IV	\$0.55/hr
5		
6	Water Treatment Supervisor I-II	\$0.50/hr
7	Construction Inspector I-II; Principal Construction Inspector; Customer Service Representative I-III; Water Communications Center Supervisor; Water Communications Dispatcher I-II	\$0.60/hr
8		
9	Possession of a Grade I Water Treatment Certificate (Issued by the State of California)	
10		
11	Water Utility Mechanic I-III; Senior Equipment Mechanic; Electrician	\$0.22/hr
12	Water Utility Supervisor I-II; Laboratory Analyst I-III; Laboratory Assistant I-III	\$0.20/hr
13		
14	Possession of a Grade II Water Treatment Certificate (Issued by the State of California)	
15		
16	Water Utility Mechanic I-III; Senior Equipment Mechanic; Water Treatment Operator I; Electrician	\$0.39/hr
17	Water Utility Supervisor I-II; Laboratory Analyst I-III; Laboratory Assistant I-III	\$0.35/hr
18		
19	Possession of a Grade III Water Treatment Certificate (Issued by the State of California)	
20		
21	Water Treatment Operator I-II	\$0.50/hr
22		
23	Possession of a Grade IV Water Treatment Certificate (Issued by the State of California)	
24	Water Treatment Operator I-III	\$0.66/hr
25		
26	Possession of a Grade V Water Treatment Certificate (Issued by the State of California)	
27		
28	Water Treatment Operator IV	\$0.83/hr

OFFICE OF THE CITY ATTORNEY
 CHARLES PARKIN, City Attorney
 411 West Ocean Boulevard, 9th Floor
 Long Beach, CA 90802-4664

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Water Treatment Supervisor I-II	\$0.75/hr
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Possession of a Grade I California Water Environment Association Collection System Management (CWEACSM) Certificate

Water Utility Mechanic I-III; Senior Equipment Operator; Water Treatment Operator I-IV	\$0.22/hr
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Construction Inspector I-II; Principal Construction Inspector; Customer Service Representative I-III; Water Utility Supervisor I-II; Water Treatment Supervisor I-II	\$0.20/hr
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Possession of a Grade II California Water Environment Association Collection System Management (CWEACSM) Certificate

Water Utility Mechanic I-III; Senior Equipment Operator; Water Treatment Operator I-IV	\$0.39/hr
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Construction Inspector I-II; Principal Construction Inspector; Customer Service Representative I-III; Water Utility Supervisor I-II; Water Treatment Supervisor I-II	\$0.35/hr
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Possession of a Grade III California Water Environment Association Collection System Management (CWEACSM) Certificate

Water Utility Mechanic I-III; Senior Equipment Operator; Water Treatment Operator I-IV	\$0.50/hr
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Construction Inspector I-II; Principal Construction Inspector; Customer Service Representative I-III; Water Utility Supervisor I-II; Water Treatment Supervisor I-II	\$0.45/hr
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Possession of a Grade IV California Water Environment Association Collection System Management (CWEACSM) Certificate

Water Utility Mechanic I-III; Senior Equipment Operator; Water Treatment Operator I-IV	\$0.66/hr
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Construction Inspector I-II; Principal Construction Inspector; Customer Service Representative I-III; Water Utility Supervisor I-II; Water Treatment Supervisor I-II	\$0.60/hr
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Possession of a National Institute for Automotive Service Excellence American College Testing (ASE) - Automobile Technician Certificate of Completion

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Equipment Mechanic I-II	\$0.22	\$0.39	\$0.50
Fleet Services Supervisor; Garage Supervisor I-II	\$0.20	\$0.35	\$0.45

Possession of a National Institute for Automotive Service Excellence American College Testing (ASE) – Light Vehicle Compressed Natural Gas with 1 Series

Equipment Mechanic I-II	\$0.22/hr
Fleet Services Supervisor; Garage Supervisor I-II	\$0.20/hr

Possession of a National Institute for Automotive Service Excellence American College Testing (ASE) – Any Master Certification

	1 Cert	2 Certs
Equipment Mechanic I-II	\$1.10/hr	\$2.20/hr
Fleet Services Supervisor; Garage Supervisor I-II	\$1.00/hr	\$2.00/hr

Possession of a Los Angeles County Department of Health Cross Connection (Backflow) Tester Certificate

Water Utility Mechanic I-III; Plumber	\$0.50/hr
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Possession of a University of Southern California Foundation for Cross Connection Control and Hydraulic Research Certificate
 (Certified as a Specialist in Cross Connection Control or Equivalent)

Water Utility Supervisor I-II	\$0.60/hr
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Pesticide Applicator's License
 (When regularly assigned to applicator duties requiring certification)

Gardner I-II; Maintenance Assistant II-III; Park Maintenance Supervisor	\$0.554/hr or \$4.43 per diem
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Crane Certification
 (When possessing certification for crane operation issued by an Accredited Certifying Entity per CCR Title 8 sec 5006.1 and assigned to crane operations)

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1 Cert 2 Certs

Non-Management Classifications	\$0.62/hr	\$1.23/hr
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Possession of a City of Los Angeles Certificate and Structural License
 (When regularly performing Water Department welding work)

Welder	\$0.77/hr
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When driving a vehicle requiring a Class A Driver's License

Garage Service Attendance I-II	\$8.80 per diem
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Sanitary Sewer Main Line Closed Circuit Television (CCTV)
 (When either operating or supervising inspection equipment)

Water Utility Mechanic I-III	\$4.40 per diem
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Repair, Testing, and Exchange of Large Water Meters (Minimum 3-Inch Diameter)
 (When supervising or training subordinates)

Water Utility Mechanic I-III	\$4.40 per diem
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Water / Sewer After Hours Emergency First Response

(When singularly assigned with authority to shut off water service and/or call out emergency standby personnel)

Water Utility Mechanic I-III	\$4.40 per diem
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Exercise Large Water Distribution Control Valves (Over 12-Inch Diameter)

Water Utility Mechanic I-III	\$4.40 per diem
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Development Services Counter

(When performing plan check duties)

Engineering Technician I-II	\$6.40 per diem
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Equipment Maintenance Repair

(When regularly assigned and/or performing maintenance repair of power chain saws, blowers, lawn mowers, edgers, generators and similar equipment within the Water Department)

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Equipment Mechanic I-II	\$0.77/hr
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Irrigation Systems Plumbing Specialist

(When regularly assigned and performing duties as an Irrigation Systems Plumbing Specialist)

Plumber	\$0.71/hr
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Water Department Machine Shop Operations

(When regularly assigned and performing specialized operations in the Machine Shop)

Machinist	\$0.572/ hr or \$4.579 per diem
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Water Department Emergency Response Team (ERT)

(When assigned to and maintain requirements set forth in Water Department Policy VI.2 – Section B)

Non-Management Represented Classifications	\$0.50/ hr or \$4.00 per diem
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Bilingual Skills

(For use of certified oral and/or written bilingual skills)

Non-Management Represented Classifications	\$0.70/ hr or \$5.60 per diem
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Shorthand Skills

(For regular and frequent use of certified shorthand skills)

Clerk Typist I-IV	\$0.30/ hr
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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 and pursuant to the applicable definitions, conditions, and

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

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

16 C. Non-management represented employees may be eligible for
17 Banked or Compensatory Time Off (CTO) described in their respective
18 Memoranda of Understanding ("MOU").

19 Section 16. In addition to other compensation described herein, a night shift
20 differential shall be paid to any permanent full-time employee whose regular schedule
21 requires the employee to work between the hours of 6:00 p.m. and 6:00 a.m., provided that
22 the employee works one-half ($\frac{1}{2}$ or 50%) or more of his/her regularly scheduled shift
23 between the hours of 6:00 p.m. and 6:00 a.m., and such employee shall be eligible to be
24 paid the additional rate established by their respective MOU for each hour worked during
25 the entire shift.

26 Section 17. Each non-management represented employee in a
27 classification or grade level below the level of division head, who is required in a calendar
28 year to perform the full range of duties in a different classification or grade level with a

1 higher Salary Range than the employee's current classification or grade level, shall be paid
2 at a rate specified in their respective Memoranda of Understanding ("MOU") as additional
3 compensation for each hour that the employee performs the duties. In no event shall the
4 total compensation paid to the employee for regular salary and higher classification pay
5 exceed the top step of the higher classification or grade level. The employee receiving
6 higher classification pay will be required to record the title of the vacant higher classification
7 or grade, and in the case of a temporary vacancy, the name of the employee who holds
8 the higher classification position, and the reason for the temporary higher classification
9 assignment. This documentation of the higher classification assignment information on the
10 employee's time card is required for auditing purposes. The higher level duties performed
11 must be those of a permanent budgeted position that is vacant, either temporarily, because
12 of absence or reassignment of the regular employee, or vacant due to resignation,
13 termination or other such action. The temporary appointment to the higher classification
14 must be approved by the Department head or his/her designee, in writing.

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

21 A. Actual cost of transportation per month for public
22 transportation; or

23 B. For use of a privately-owned vehicle used for Water
24 Department business:

25 1. Any Water Department employee whose official duties
26 require intermittent or routine transportation and who does not have access
27 to a Water Department vehicle, will be authorized to use his or her personal
28 vehicle for the performance of official duties and shall be reimbursed by the

1 Water Department at the rate established in the City Salary Resolution.
2 Employees represented by the Association of Long Beach Employees
3 (ALBE), with approval from the General Manager or designee, may be
4 authorized to be reimbursed for public bus or taxi transportation. Employees
5 subject to emergency calls but who do not have access to a Water
6 Department vehicle during "off-duty" hours, may be authorized to be
7 reimbursed as specified above for the use of their own vehicles or for the
8 actual cost of public transportation. Mileage reimbursements shall be
9 administered in accordance with Administrative Regulation 4-2 Employee
10 Transportation Authorization and Control.

11 2. Any Water Department employee who drives three
12 hundred (300) or more miles in any calendar month in the performance of his
13 or her duties shall be reimbursed at the rate established in the City Salary
14 Resolution plus an additional Ten Cents (\$0.10) per mile. If an employee's
15 annual monthly mileage average in a calendar year is equal to or over three
16 hundred (300) miles per month, reimbursement of the additional Ten Cents
17 (\$0.10) per mile shall be paid at the end of the calendar year for those months
18 that were paid at the lower rate. Employees will not receive additional
19 compensation for those miles already paid at the higher rate.

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

25 Section 19. Pursuant to this Resolution and the rules, regulations and
26 policies promulgated by the Board, employees may authorize deductions to be made from
27 their salaries or wages for purposes authorized by the provisions of Article 6 of Chapter 1
28 of Division 4 of Title 1, and Articles 1, 1.5 and 2 of Chapter 2 of Part 1 of Division 2 of Title

1 5 of the California Government Code, except that such deductions for payment of dues or
2 other services provided by an employee organization or association shall be only as
3 provided by a valid existing contract between the City and said employee organization or
4 association.

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

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

19 Section 22. Except as otherwise provided in this Resolution and any other
20 applicable federal or State laws, rules and regulations, it is the intent of the Board, by the
21 adoption of this Resolution, to prescribe the compensation of employees of the Water
22 Department, including the implementation of such adjustments in compensation for the
23 employees in each office or position of employment with the Water Department as provided
24 in any applicable Memorandum of Understanding which has heretofore been approved and
25 adopted by the City Council, and in the event of any inconsistency or conflict between the
26 provisions of this Resolution and the applicable Memorandum of Understanding regarding
27 such adjustments in compensation due to any inadvertence, oversight, or clerical error, it
28 is intended that the provisions in such Memorandum of Understanding shall control and

1 shall supersede the provisions of this Resolution, and such adjustments to the
2 compensation shall be deemed to have been correctly included herein, effective as of the
3 applicable effective date, and such matters shall be subsequently corrected by appropriate
4 action.

5 Section 23.

6 A. Each employee who qualifies under subsection "B" below shall
7 be compensated at the rate established in their respective Memorandum of
8 Understanding (MOU) for each full hour of standby duty.

9 B. Employees who are released from active duty but who are
10 required by the Water Department to leave notice where they can be reached
11 and be available to return to active duty when required by the Water
12 Department shall be said to be on standby duty. Standby duty shall,
13 whenever possible, be assigned to employees on a voluntary basis. When
14 voluntary assumption of standby duty by employees is insufficient to meet
15 the needs of the Water Department, then such duty will be assigned upon a
16 rotational basis whenever possible within affected work units. Standby duty
17 requires that assigned employees must be reachable by telephone or other
18 communicating device and refrain from activities which might impair their
19 ability to perform assigned duties. If a standby call is missed, the employee
20 has fifteen minutes to make contact with the supervisor. Employees shall
21 then respond within thirty minutes (30 minutes) to their designated work
22 location as assigned by a Water Department supervisor. Employees not
23 obliged to remain on standby duty have no obligation to meet these
24 requirements. Employees accepting standby duty who are not able to meet
25 the above criteria due to distance must make prior arrangements with the
26 General Manager or his/her designée before accepting the standby duty. For
27 additional information please refer to the Long Beach Water Department's
28 Policy and Procedures manual, Section II, Policy II.4, Standby Policy.

1 Section 24. Call-back duty occurs when off-duty personnel are
2 unexpectedly ordered to return to duty because of unanticipated work needs. Represented
3 employees who return to work on "Call-Back" duty shall be paid at a rate specified by their
4 respective Memoranda of Understanding ("MOU").

5 Section 25. The compensation prescribed herein shall remain in effect until
6 superseded by the City Council to reflect adjustments in compensation in applicable
7 memoranda of understanding and as otherwise prescribed by the City Council for
8 employees not covered by memoranda of understanding, or until this Resolution is
9 amended or rescinded.

10 Section 26.

11 A. At the discretion of the General Manager, employees who are
12 eligible and volunteer to participate in the City's Trip Reduction Incentive
13 Program as prescribed by the City's Trip Reduction Plan and current
14 Participation Guidelines, and who also participate at least twelve days per
15 month in the Trip Reduction Incentive Program shall also be eligible for
16 monthly awards drawings.

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

21 Section 27. In addition to other compensation described herein, there shall
22 be presented to each employee upon completion of ten years' service, fifteen years'
23 service, twenty years' service, twenty-five years' service, thirty years' service, thirty-five
24 years' service, forty years' service, and upon retirement a suitable service award. The
25 Board shall also sponsor an annual luncheon honoring those employees who have
26 completed twenty years' service and who have received state, national and other awards.

27 Section 28. Employees may also receive additional compensation in the
28 form of a safety award, including a safety breakfast, lunch and dinner, as determined by

1 the General Manager, for successful participation in the Water Department's safety
2 program.

3 Section 29. Employees who are authorized and work unscheduled hours
4 as a result of call back or extended shift assignment and subsequently were unable to
5 make meal preparations, may be eligible for reimbursement for the cost of their meals at a
6 level prescribed by Section I.12 of the Long Beach Water Department Procedural Manual.
7 All conditions must be met by employees as stated in the above referenced policy prior to
8 receipt of reimbursement.

9 Section 30. To encourage employees to increase professional competence
10 and to keep abreast of technological changes, the Water Department will reimburse a
11 portion of the costs that an employee incurs when pursuing a job-related, off-duty education
12 or career development program that is of mutual benefit to the Water

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

15 Section 31. Employees seeking to obtain or renew professional and
16 technical licenses and certificates in accordance with Section IV.10 of the Long Beach
17 Water Department Procedural Manual may be eligible for reimbursement for the accrued
18 costs in obtaining said documents.

19 Section 32. Employees working in areas where hazards that may cause
20 foot injuries exist shall wear safety footwear approved by the Water Department that meets
21 or exceeds the American National Standard for Safety - Toe Footwear, Class 75, ANSI
22 A41.1-1967.

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

- 27 A. Initial purchase of safety footwear;
- 28 B. Resole or repair for safety footwear based on an assessment

1 of "fair wear and tear" by the Supervisor and Division Manager; or

2 C. Additional safety footwear purchased, when warranted, based
3 on an assessment of "fair wear and tear" by the Supervisor and Division
4 Manager.

5 Section 33. Clean Up Time - Employees represented by ALBE shall be
6 afforded fifteen (15) minutes of personal "clean-up" time prior to the conclusion of their
7 regular work shifts, and shall suffer no interruption of pay during the authorized clean-up
8 time. In no event, however, shall this practice result in the payment of overtime.

9 Section 34. The Board may sponsor an annual Board/Staff Dinner for
10 selected employees to review achievements of the previous year and capital projects
11 planned for the next five years.

12 Section 35. The Board may sponsor other benefits, luncheons, dinners,
13 and the like for special awards, strategic planning sessions, outstanding achievements,
14 Metropolitan Water District of Southern California directors and managers, water and
15 sewer related professional organizations, and the like.

16 Section 36. This Resolution shall be known as the "Water Department
17 Salary Resolution" and may be so cited and referred to as such.

18 Section 37. All other resolutions and orders pertaining to the matters set
19 forth herein are hereby rescinded.

20 Section 38. If the City Council, in its resolution approving the compensation
21 fixed herein, or in the City Salary Resolution, approves compensation (including skill pay)
22 for offices or positions listed herein at a compensation or skill pay different than that
23 indicated opposite the positions listed herein or approves classifications for offices or
24 positions not listed herein or approves compensation arising from various Memoranda of
25 Understanding with the City's bargaining units, then the Board does hereby fix the
26 compensation for said office or position at the compensation (including skill pay) so fixed
27 by the City Council by resolution and the Board does hereby adopt the classification for
28 offices and positions fixed by the City Council by resolution.

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
411 West Ocean Boulevard, 9th Floor
Long Beach, CA 90802-4664

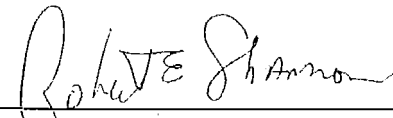
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Section 39. The Secretary of the Board of Water Commissioners shall certify to the passage of this Resolution, and it shall be deemed operative on the date on which this Resolution is approved by the City Council, unless otherwise duly noted within this Resolution or superseded by MOU provisions.

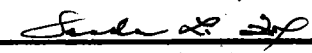
I hereby certify that the foregoing Resolution was adopted by the Board of Water Commissioners of the City of Long Beach at its meeting held on June 25, 2020, by the following vote:

Ayes: Commissioners: SHANNON; CORDERO; SALTZGAVER

Noes: Commissioners: NONE
Absent: Commissioners: MARTINEZ; LEVINE



Acting Secretary
BOARD OF WATER COMMISSIONERS

CERTIFIED AS A TRUE AND CORRECT COPY
EXECUTIVE ASSISTANT TO THE BOARD OF WATER COMMISSIONERS
CITY OF LONG BEACH, CALIFORNIA
BY: 
DATE: 6/25/2020