



**Long Beach Water**

Exceptional Water · Exceptional Service

**R-30**

**Christopher J. Garner**

General Manager

1800 E. Wardlow Road, Long Beach, CA 90807-4931

562.570.2300 | lbwater.org

December 13, 2022

HONORABLE MAYOR AND CITY COUNCIL

City of Long Beach

California

**RECOMMENDATION:**

Adopt the Resolution which amends the Resolution No. WD-1439 approving the creation of offices and positions in the permanent service of the Long Beach Water Department, fixing the amount of compensation for such offices and positions, and rescinding all other resolutions or orders relating thereto, as approved by the Board of Water Commissioners of the City of Long Beach.

**DISCUSSION**

On August 18, 2022, the Board of Water Commissioners approved Resolution No. WD-1470 creating offices and positions in the permanent service of the Long Beach Water Department to reflect current reality, fixing the amount of compensation for such offices and positions, and rescinding all other resolutions or orders relating thereto.

On April 28, 2021, the Board of Water Commissioners adopted Resolution No. WD-1439. Since that time, the Department has been made aware that there is a discrepancy between Resolution No. WD-1439 and prior salary resolutions compared to the intent and practice of the Department as it relates to skill pays for the classification of Water Utility Worker – Non Career. The classification of Water Utility Worker – Non Career has no comparable classified position and, therefore, needs to be listed in the skill pay table for each eligible skill pay. The change will allow the Water Utility Worker – Non Career classification to receive the eligible skill pays, which was the intention when the classification was created in 2008.

In addition, the certification for the Cross-Connection (Backflow) Tester certificate has been historically issued by the Los Angeles County Department of Health, and the certification for the Cross-Connection Control Program Specialist certificate has been issued by the University of Southern California Foundation. The American Water Works Association (AWWA) offers both certifications with a lower cost as well as other benefits such as a longer renewal period, shorter wait time for classes, and the exam covering more devices that are used in the field. Therefore, the AWWA has been listed as an acceptable institute to issue these certifications. The change will allow AWWA certifications to be accepted for these two skill pays.

HONORABLE MAYOR AND CITY COUNCIL

December 13, 2022

Page 2

In addition, skill pay amount for a Water Utility Supervisor I-II with a Grade III Water Distribution Operator Certificate increased as part of negotiations in 2020, but the new dollar amount was not included in the last salary resolution. This change will align the salary resolution with the current ALBE Memorandum of Understanding.

Also, three management titles were added: Assistant General Manager – Operations (AGM-Ops), Deputy General Manager (DGM), and Executive Assistant to the Board of Water Commissioners and the General Manager. The AGM-Ops management title was already referenced in the Salary Resolution but had not been incorporated into classification title table in Section 1. The DGM title joins existing, more specific management titles such as Deputy General Manager – Business and Deputy General Manager – Engineering, and Deputy General Manager – Operations. Adding the more generic DGM title will allow more flexibility of duties and responsibilities. Lastly, the Executive Assistant to the Board of Water Commissioners and the General Manager title was added to reflect the updated organization of the Department's executive support team, reflecting a consolidation of the duties previously provided by two Executive Assistants that separately supported the Board and the General Manager.

The Department's organization structure and management titles (Section 12) have been updated. Although the actual reporting structure of the Department has not changed, this section lacked clarity and had not been updated recently. The section now accurately reflects the structure of the Department.

We respectfully request that you approve the attached Resolution approving the Water Department's Resolution No. WD-1470, as adopted.

SUGGESTED ACTION:

Adopt recommendation.

Respectfully submitted,



CHRISTOPHER J. GARNER  
GENERAL MANAGER OF LONG BEACH WATER

Attachments



# Long Beach Water

Exceptional Water • Exceptional Service

APPROVED 8/18/2022  
BOARD OF WATER COMMISSIONERS

3

AGREEMENT # WD - RESO WD-1470

1800 E. Wardlow Road, Long Beach, CA 90807-4931  
562.570.2300 | lbwater.org

## Board of Water Commissioners

CHRISTOPHER J. GARNER, General Manager

August 18, 2022

### Subject

Adopt Resolution No. WD-1470 amending Resolution No. WD-1439 creating offices and positions in the permanent service of the Long Beach Water Department, fixing the amount of compensation for such offices and positions, and rescinding all other resolutions or orders relating thereto.

### Executive Summary

On April 28, 2021, the Board of Water Commissioners adopted Resolution No. WD-1439. Since that time, the Department has been made aware that there is a discrepancy between Resolution No. WD-1439 and prior salary resolutions compared to the intent and practice of the Department as it relates to skill pays for the classification of Water Utility Worker – Non Career. The classification of Water Utility Worker – Non Career has no comparable classified position and, therefore, needs to be listed in the skill pay table for each eligible skill pay. The change will allow the Water Utility Worker – Non Career classification to receive the eligible skill pays, which was the intention when the classification was created in 2008.

In addition, the certification for the Cross-Connection (Backflow) Tester certificate has been historically issued by the Los Angeles County Department of Health, and the certification for the Cross-Connection Control Program Specialist certificate has been issued by the University of Southern California Foundation. The American Water Works Association (AWWA) offers both certifications with a lower cost as well as other benefits such as a longer renewal period, shorter wait time for classes, and the exam covering more devices that are used in the field. Therefore, the AWWA has been listed as an acceptable institute to issue these certifications. The change will allow AWWA certifications to be accepted for these two skill pays.

Skill pay amount for a Water Utility Supervisor I-II with a Grade III Water Distribution Operator Certificate increased as part of negotiations in 2020, but the new dollar amount was not included in the last salary resolution. This change will align the salary resolution with the current IBEW Memorandum of Understanding.

Also, three management titles were added: Assistant General Manager – Operations (AGM-Ops), Deputy General Manager (DGM), and Executive Assistant to the Board of Water Commissioners and the General Manager. The AGM-Ops management title was already referenced in the salary resolution but had not be incorporated into classification title table in Section 1. The DGM title joins existing, more specific management titles such as Deputy General Manager – Business, Deputy General Manager – Engineering, and Deputy General Manager – Operations. Adding the DGM title will allow more flexibility of duties and responsibilities. Lastly, the Executive Assistant to the Board of Water Commissioners and the General Manager title was added to reflect the updated organization of the Department's executive support team.


The Department's organization structure and management titles (Section 12) have been updated. Although the actual reporting structure of the Department has not changed, this section lacked clarity and had not been updated recently. The section now accurately reflects the structure of the Department.

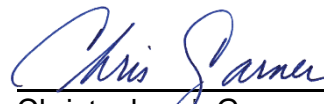
**Recommendation**

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Adopt Resolution No. WD-1470 amending Resolution No. WD-1439, creating offices and positions in the permanent service of the Long Beach Water Department, fixing the amount of compensation for such offices and positions, and rescinding all other resolutions or orders relating thereto.

**Fiscal Impact:** Appropriate budget has been allocated to those positions filled or to be filled as a result of changes made in the salary resolution. These costs are included in the Water and Sewer Funds FY 23 Budget and financial projections.

  
\_\_\_\_\_  
B. Anatole Falagan  
Assistant General Manager

  
\_\_\_\_\_  
Christopher J. Garner  
General Manager

Attachment



1 RESOLUTION NO. WD-1470

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3 A RESOLUTION AMENDING RESOLUTION NO. WD-  
4 1439, 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 Administrative Analyst I	470
Assistant Administrative Analyst II	530
Assistant General Manager	EOO
Assistant General Manager – Operations	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

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TITLE	SALARY RANGE NUMBER
Business Systems Specialist V	690
Business Systems Specialist VI	730
Business Systems Specialist VII	770
Buyer I	540
Buyer II	610
Chief Construction Inspector	684
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

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TITLE	SALARY RANGE NUMBER
Contract Administrator II	520
Customer Service Representative I	330
Customer Service Representative II	360
Customer Service Representative III	400
Deputy General Manager	EOO
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



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TITLE	SALARY RANGE NUMBER
Electrical and Instrumentation Supervisor	740
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
Executive Assistant to the General Manager	EOO
Executive Assistant to the Board of Water Commissioners and the General Manager	EOO
Executive Secretary – Water	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

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TITLE	SALARY RANGE NUMBER
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
Laboratory Services Officer	EOO
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, Sewer Operations	EOO
Manager, Support Services	EOO

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TITLE	SALARY RANGE NUMBER
Manager, Water Construction	EOO
Manager, Water Services	EOO
Manager, Water Process	EOO
Manager, Water Treatment	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
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

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TITLE	SALARY RANGE NUMBER
Safety Specialist I	530
Safety Specialist II	590
Safety Specialist III	650
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
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

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TITLE	SALARY RANGE NUMBER
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
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

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TITLE	SALARY RANGE NUMBER
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 Customer Service Representative III	M28
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
N/C Garage Service Attendant I	M21
N/C Gardener I	M20
N/C Laboratory Analyst I	M46
N/C Laboratory Analyst II	M52
N/C Laboratory Analyst III	590
N/C Laboratory Assistant	M20
N/C Maintenance Assistant I	M07
N/C Maintenance Assistant II	M13

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TITLE	SALARY RANGE NUMBER
N/C Maintenance Assistance III	M30
N/C Painter I	M37
N/C Plumber	M52
N/C Stock and Receiving Clerk	M13
N/C Storekeeper I	M21
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

1 offices or positions are designated by grade numbers, the biweekly salaries of such  
2 employees shall be computed based on one of the pay rates designated for the grade  
3 thereof. The General Manager may designate the initial Pay Rate Step or increment of  
4 any employee within the Salary Range for the employee's office or position. However, the  
5 Board may, by resolution, specifically designate that the pay rate of any employee is fixed  
6 at some other pay rate included within the Salary Schedule without limitation as to grade  
7 or numerical designation.

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

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

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



1 the provisions of Section 52 of the Civil Service Rules shall be considered as having been  
2 in the continuous service of the Water Department during the period said employee shall  
3 have served in the Armed Forces.

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

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

27           At or near the commencement of the applicable fiscal year, an eligible  
28 employee and the General Manager shall develop and establish a written and approved

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

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

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

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

24 C. When an employee is absent for any reason other than one of the  
25 permitted absences authorized by Section 1.06 of the City Personnel Ordinance, the  
26 employee is not entitled to receive the full amount of his/her installment of pay for the  
27 biweekly pay period during which said absence occurred. The amount of pay that the  
28 employee shall receive for such pay period shall be computed by multiplying the

1 employee's applicable hourly pay rate by the number of hours or fraction of hours for which  
2 pay is actually due.

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

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

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

24 B. An employee temporarily assigned to perform duties not ordinarily  
25 attached to his/her position for the purpose of rehabilitation or recovery from a medical  
26 condition that has been certified by the City Health Officer, pursuant to Section 63(5) of the  
27 Civil Service Rules, shall be compensated at the pay rate fixed by the City Salary  
28 Resolution and the Salary Schedule for the position involving the duties to which temporary

1 assignment has been made and at the step most closely approximating the pay rate of the  
2 employee immediately prior to the temporary assignment provided that in no event shall  
3 the pay rate for the temporary assignment exceed the employee's pay rate immediately  
4 prior to the temporary assignment.

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

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

13 Section 12. A. There are hereby created and established in the Water  
14 Department the following bureaus and divisions:

- 15 1. Commission Bureau with no divisions;
- 16 2. Executive Bureau with the following divisions: General  
17 Manager; and, Executive Support;
- 18 3. Administration Bureau with the following divisions: Bureau  
19 Administration; Personnel Services; Safety; and, Security and Emergency Preparation;
- 20 4. Engineering with the following divisions: Bureau  
21 Administration; Development Services & GIS; Water and Sewer System Infrastructure;  
22 Pipeline Infrastructure; and Construction Services;
- 23 5. Finance Bureau with the following divisions: Bureau  
24 Administration; Budget and Rates; and, Accounting;
- 25 6. Government and Public Affairs with the following divisions:  
26 Bureau Administration; Government Affairs; and, Public Affairs;
- 27 7. Water and Sewer Field Operations: Bureau Administration;  
28 Sewer Operations; Support Services; Water Construction; and, Water Services;

1                   8.     Management Information Systems: Bureau Administration;  
2 Help Desk; and, Infrastructure Support;

3                   9.     Water Quality and Process: Bureau Administration; Water  
4 Treatment; Water Quality;

5                   10.    Water Resources with the following divisions: Bureau  
6 Administration; Conservation; and, Planning.

7                   B.     Each of the bureaus shall be respectively under the immediate  
8 supervision and control of the head of that bureau.

9                   C.     The General Manager may appoint positions including, but not limited,  
10 to Assistant General Manager, Assistant General Manager - Operations; Deputy General  
11 Manager; Special Projects Officer, Executive Assistant to the Board of Water  
12 Commissioners, and Executive Assistant to the General Manager.

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

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

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

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Water Utility Mechanic I-II; Water Treatment Operator I; Senior Equipment Operator; Water Utility Worker - NC	\$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; Water Utility Worker - NC	\$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	\$0.28/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; Water Utility Worker - NC	\$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; Water Utility Worker - NC	\$3.03/hr
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Water Utility Mechanic III; Water Treatment Operator II	\$0.83/hr
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Water Utility Supervisor I-II	\$0.75/hr
Water Treatment Operator III-IV	\$0.55/hr
Water Treatment Supervisor I-II	\$0.50/hr
Construction Inspector I-II; Principal Construction Inspector; Customer Service Representative I-III; Water Communications Center Supervisor; Water Communications Dispatcher I-II	\$0.60/hr
<b>Possession of a Grade I Water Treatment Certificate</b> (Issued by the State of California)	
Water Utility Mechanic I-III; Senior Equipment Mechanic; Electrician; Water Utility Worker - NC	\$0.22/hr
Water Utility Supervisor I-II; Laboratory Analyst I-III; Laboratory Assistant I-III	\$0.20/hr
<b>Possession of a Grade II Water Treatment Certificate</b> (Issued by the State of California)	
Water Utility Mechanic I-III; Senior Equipment Mechanic; Water Treatment Operator I; Electrician; Water Utility Worker - NC	\$0.39/hr
Water Utility Supervisor I-II; Laboratory Analyst I-III; Laboratory Assistant I-III	\$0.35/hr
<b>Possession of a Grade III Water Treatment Certificate</b> (Issued by the State of California)	
Water Treatment Operator I-II; Water Utility Worker - NC	\$0.50/hr
<b>Possession of a Grade IV Water Treatment Certificate</b> (Issued by the State of California)	
Water Treatment Operator I-III; Water Utility Worker - NC	\$0.66/hr
<b>Possession of a Grade V Water Treatment Certificate</b> (Issued by the State of California)	
Water Treatment Operator I-IV	\$0.83/hr
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; Water Utility Worker - NC	\$0.22/hr
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

**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; Water Utility Worker - NC	\$0.39/hr
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

**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; Water Utility Worker - NC	\$0.50/hr
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

**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; Water Utility Worker - NC	\$0.66/hr
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

**When Regularly Assigned to and Performing Duties that Require the Skill of Operating Heavy Equipment**

Water Utility Mechanic II-III	\$2.70/hr
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**Possession of a National Institute for Automotive Service Excellence American College Testing (ASE) - Automobile Technician Certificate of Completion**

	1 Series	3 Series	6 Series
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 Cross Connection (Backflow) Tester Certificate**  
 (Issued by the Los Angeles County Department of Health or American Water Works Association)

Water Utility Mechanic I-III; Plumber; Water Utility Worker - NC	\$0.50/hr
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**Possession of a Cross-Connection Control Program Specialist Certificate**  
 (Certified as a Specialist in Cross-Connection Control or Equivalent and issued by the University of Southern California Foundation or American Water Works Association)

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)

	1 Cert	2 Certs
Non-Management Classifications	\$0.62/hr	\$1.23/hr

**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; Water Utility Worker - NC	\$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; Water Utility Worker - NC	\$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; Water Utility Worker - NC	\$4.40 per diem
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**Exercise Large Water Distribution Control Valves (Over 12-Inch Diameter)**

Water Utility Mechanic I-III; Water Utility Worker - NC	\$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)

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.

1           Section 15. A. The method of computation of the amount of additional  
2 compensation to be paid to an employee for overtime worked shall be in accordance with  
3 and pursuant to the applicable definitions, conditions, and requirements of the City's  
4 Personnel Ordinance and in accordance with and pursuant to the Fair Labor Standards Act  
5 ("FLSA"), except that the additional compensation for overtime exempt from FLSA shall not  
6 include uncontrolled standby amounts in the computation.

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

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

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

27           Section 17. Each non-management represented employee in a  
28 classification or grade level below the level of division head, who is required in a calendar

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

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

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

- 25 (i) Any Water Department employee whose official duties require  
26 intermittent or routine transportation and who does not have access to a Water Department  
27 vehicle, will be authorized to use his or her personal vehicle for the performance of official  
28 duties and shall be reimbursed by the Water Department at the rate established in the City

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

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

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

21 Section 19. Pursuant to this Resolution and the rules, regulations and  
22 policies promulgated by the Board, employees may authorize deductions to be made from  
23 their salaries or wages for purposes authorized by the provisions of Article 6 of Chapter 1  
24 of Division 4 of Title 1, and Articles 1, 1.5 and 2 of Chapter 2 of Part 1 of Division 2 of Title  
25 5 of the California Government Code, except that such deductions for payment of dues or  
26 other services provided by an employee organization or association shall be only as  
27 provided by a valid existing contract between the City and said employee organization or  
28 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  
28 action.



1           Section 23. A. Each employee who qualifies under subsection “B” below  
2 shall be compensated at the rate established in their respective Memorandum of  
3 Understanding (MOU) for each full hour of standby duty.

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

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

26           Section 25. The compensation prescribed herein shall remain in effect until  
27 superseded by the City Council to reflect adjustments in compensation in applicable  
28 memoranda of understanding and as otherwise prescribed by the City Council for

1 employees not covered by memoranda of understanding, or until this Resolution is  
2 amended or rescinded.

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

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

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

17 Section 28. Employees may also receive additional compensation in the  
18 form of a safety award, including a safety breakfast, lunch and dinner, as determined by  
19 the General Manager, for successful participation in the Water Department's safety  
20 program.

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

27 Section 30. To encourage employees to increase professional competence  
28 and to keep abreast of technological changes, the Water Department will reimburse a

1 portion of the costs that an employee incurs when pursuing a job-related, off-duty education  
2 or career development program that is of mutual benefit to the Water

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

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

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

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

- 17 a. Initial purchase of safety footwear;
- 18 b. Resole or repair for safety footwear based on an assessment of "fair  
19 wear and tear" by the Supervisor and Division Manager; or
- 20 c. Additional safety footwear purchased, when warranted, based on an  
21 assessment of "fair wear and tear" by the Supervisor and Division Manager.

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

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

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

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

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

9           Section 38. If the City Council, in its resolution approving the compensation  
10 fixed herein, or in the City Salary Resolution, approves compensation (including skill pay)  
11 for offices or positions listed herein at a compensation or skill pay different than that  
12 indicated opposite the positions listed herein or approves classifications for offices or  
13 positions not listed herein or approves compensation arising from various Memoranda of  
14 Understanding with the City's bargaining units, then the Board does hereby fix the  
15 compensation for said office or position at the compensation (including skill pay) so fixed  
16 by the City Council by resolution and the Board does hereby adopt the classification for  
17 offices and positions fixed by the City Council by resolution.

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

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

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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 August 18, 2022, by the following vote:


Ayes: Commissioners: ROBERT SHANNON, GLORIA CORDERO,  
NAOMI RAINEY, FRANK MARTINEZ,  
GINA MAGUIRE

Noes: Commissioners: \_\_\_\_\_

Absent: Commissioners: \_\_\_\_\_

  
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: 08/18/2022

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RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONG BEACH APPROVING THE CREATION OF OFFICES AND POSITIONS IN THE PERMANENT SERVICE OF THE LONG BEACH WATER DEPARTMENT, FIXING THE AMOUNT OF COMPENSATION FOR SUCH OFFICES AND POSITIONS, AND RESCINDING OF ALL OTHER RESOLUTIONS OR ORDERS RELATING THERETO

WHEREAS, the Board of Water Commissioners of the City of Long Beach (“Board”), adopted Resolution No. WD-1470 on August 18, 2022, and has presented to the City Council for its consideration and approval the creation of offices and positions in the permanent service of the Long Beach Water Department, the fixing of compensation for such offices and positions, and rescinding all other resolutions or orders relating thereto;

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 Charter of the City of Long Beach, the offices and positions in the permanent service of the Long Beach Water Department, the compensation fixed for such offices and employees of the Long Beach Water Department as contained in Resolution WD-1470, and the rescinding of all other resolutions or order relating thereto, are 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 on October 1, 2022 following its adoption by the City Council, and the City Clerk shall certify the vote adopting this Resolution.

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

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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 \_\_\_\_\_, 2022 by the  
following vote:

Ayes: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Noes: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

Absent: Councilmembers: \_\_\_\_\_

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Recusal(s): Councilmembers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Clerk