

RESOLUTION NO. RES-05-0123

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-1205 on September 1, 2005, 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-1205 is hereby approved.

Sec. 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.

Sec. 3. This Resolution shall take effect immediately on its adoption by

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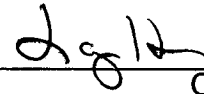
1 the City Council, and the City Clerk shall certify the vote adopting this Resolution.

2 I hereby certify that this Resolution was adopted by the City Council of the
3 City of Long Beach at its meeting on October 18, 2005, by the following vote:

4 Ayes: Councilmembers: Lowenthal, Colonna, O'Donnell,
5 Kell, Reyes Uranga, Gabelich,
6 Lerch.

7
8 Noes: Councilmembers: None.

9
10 Absent: Councilmembers: Baker, Richardson.

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14 _____
15 City Clerk

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RESOLUTION NO. WD-1205

A RESOLUTION AMENDING RESOLUTION NO. WD-1187 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

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

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

Section 1. The Board hereby creates and establishes the offices and positions of employment listed herein at the compensation set forth herein and at the Salary Range designated therefor. Pay rates for all offices and positions shall take effect on and after the date and time set in the Salary Resolution of the City of Long Beach ("City Salary Resolution").

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1	<u>TITLE</u>	<u>SALARY</u>
2		<u>RANGE</u>
3		<u>NUMBER</u>
3	Accountant I	490
4	Accountant II	540
4	Accountant III	590
5	Accounting Clerk I	340
5	Accounting Clerk II	370
6	Accounting Clerk III	400
6	Accounting Officer	EOO
7	Accounting Technician	440
7	Administrative Aide I	430
8	Administrative Aide II	460
8	Administrative Aide III	520
9	Administrative Analyst I	570
9	Administrative Analyst II	600
10	Administrative Analyst III	630
10	Administrative Officer	EOO
11	Administrative Projects Coordinator (T)	570
11	Assistant General Manager	EOO
12	Assistant to the General Manager	EOO
12	Body and Fender Mechanic - Painter I	480
13	Body and Fender Mechanic - Painter II	500
13	Civil Engineer	644
14	Civil Engineering Assistant	514
14	Civil Engineering Associate	594
15	Clerk Typist I	320
15	Clerk Typist II	350
16	Clerk Typist III	380
16	Construction Inspector I	534
17	Construction Inspector II	574
17	Contract Administrator I	460
18	Contract Administrator II	520
18	Customer Service Representative I	330
19	Customer Service Representative II	360
19	Customer Service Representative III	400
20	Deputy General Manager	EOO
20	Director of Engineering	EOO
21	Director of Governmental & Public Affairs	EOO
21	Director of Operations	EOO
22	Director of Planning and Water Conservation	EOO
22	Director of Water Resources	EOO
23	Division Engineer	EOO
23	Electrician	500
24	Engineering Technician I	464
24	Engineering Technician II	504
25	Equipment Mechanic I	480
25	Equipment Mechanic II	500
26	Equipment Operator I	370
26	Equipment Operator II	410
27	Equipment Operator III	440
27	Garage Service Attendant I	370
28	Garage Service Attendant II	390

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	<u>TITLE</u>	<u>SALARY RANGE NUMBER</u>
1		
2		
3	Garage Service Attendant III	450
	Garage Supervisor	550
4	Gardener I	360
	Gardener II	390
5	General Manager	EOO
	Geographic Information Systems Analyst I	527
6	Geographic Information Systems Analyst II	564
	Geographic Information Systems Analyst III	597
7	Geographic Information Systems Technician I	460
	Geographic Information Systems Technician II	500
8	Laboratory Analyst I	490
	Laboratory Analyst II	530
9	Laboratory Analyst III	590
	Laboratory Analyst IV	TBD
10	Laboratory Assistant I	360
	Laboratory Services Supervisor	EOO
11	Machinist	490
	Maintenance Assistant I	290
12	Maintenance Assistant II	330
	Maintenance Assistant III	360
13	Information Technology Officer	EOO
	Manager, Administration	EOO
14	Manager, Business Development	EOO
	Manager, Engineering	EOO
15	Manager, Finance	EOO
	Manager, Government & Public Affairs	EOO
16	Manager, Planning	EOO
	Manager, Security & Emergency Preparedness	EOO
17	Manager, Water Quality & Process	EOO
	Manager, Water Resources	EOO
18	Network Administrator	EOO
	Office Administrator	520
19	Painter I	440
	Painter II	460
20	Painter Supervisor	500
	Payroll/Personnel Assistant I	350
21	Payroll/Personnel Assistant II	380
	Payroll/Personnel Assistant III	420
22	Plumber	500
	Power Equipment Repair Mechanic I	430
23	Power Equipment Repair Mechanic II	460
	Power Equipment Repair Mechanic III	500
24	Procurement & Warehouse Supervisor	EOO
	Secretary	410
25	Secretary to the Board	EOO
	Secretary to the General Manager	EOO
26	Senior Accountant	630
	Senior Civil Engineer	694
27	Senior Engineering Technician I	547
	Senior Equipment Operator	480
28		

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TITLE

**SALARY
RANGE
NUMBER**

Senior Program Manager - Water	724
Senior Secretary	440
Senior Survey Technician (T)	508
Senior Surveyor (T)	627
Sewer Operations Superintendent	EOO
Special Projects Officer	EOO
Stock and Receiving Clerk	330
Storekeeper I	380
Storekeeper II	430
Support Services Superintendent	EOO
Telemetering Instrument Technician I	490
Telemetering Instrument Technician II	550
Telemetry Systems Superintendent	EOO
Water Communications Center Supervisor	580
Water Communications Dispatcher I	460
Water Communications Dispatcher II	490
Water Conservation Specialist	TBD
Water Operations Superintendent	EOO
Water Quality Organic Chemist	580
Water Support Services Supervisor	590
Water Treatment Operator I	430
Water Treatment Operator II	470
Water Treatment Operator III	510
Water Treatment Operator IV	550
Water Treatment Superintendent	EOO
Water Treatment Supervisor I	590
Water Treatment Supervisor II	640
Water Utility Mechanic I	400
Water Utility Mechanic II	420
Water Utility Mechanic III	450
Water Utility Supervisor I	540
Water Utility Supervisor II	590
Welder	490

T= Terminal Position

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
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1	<u>TITLE</u>	<u>SALARY</u>
2		<u>RANGE</u>
3		<u>NUMBER</u>
3	N/C Accountant II	M62
4	N/C Accounting Clerk I	M15
4	N/C Accounting Clerk II	M21
5	N/C Accounting Clerk III	M28
5	N/C Administrative Intern	H28
6	N/C Carpenter	M47
6	N/C Civil Engineer	N94
7	N/C Clerk/Typist I	M12
7	N/C Clerk/Typist II	M17
8	N/C Clerk/Typist III	M24
8	N/C Customer Service Representative I	M13
9	N/C Customer Service Representative II	M20
9	N/C Electrician	M52
10	N/C Engineering Aide I	N09
10	N/C Engineering Aide II	N16
11	N/C Engineering Aide III	N33
11	N/C Engineering Technician I	N43
12	N/C Equipment Mechanic I	M46
12	N/C Equipment Mechanic II	M50
13	N/C Equipment Operator I	M21
13	N/C Equipment Operator II	M31
14	N/C Equipment Operator III	M37
14	N/C Garage Service Attendant I	M21
15	N/C Gardener I	M20
15	N/C Laboratory Analyst I	490
16	N/C Laboratory Analyst II	530
16	N/C Laboratory Analyst III	590
17	N/C Maintenance Assistant I	M07
17	N/C Maintenance Assistant II	M13
18	N/C Painter I	M37
18	N/C Plumber	M52
19	N/C Student Worker	H15, H17, H99
19	N/C Water Utility Mechanic I	M28

20

21 Sec. 2. Every person who has been or who hereafter may be duly appointed

22 to an office or position of employment indicated herein ("employee") and who is qualified

23 to hold and does hold such office or position from and after the date or dates that the

24 compensation prescribed herein shall become effective or from the date of employment,

25 whichever occurs later, shall receive as full compensation for his/her services a biweekly

26 salary based on one of the pay rates in each Salary Schedule ("Salary Schedule")

27 established in the City Salary Resolution in effect or as amended for his/her office or

28 position, together with such additional compensation, if any, as provided herein, by the City

1 Salary Resolution, or by the City Personnel Ordinance. The method and manner of
2 determination of the pay rate for each office or position of employment shall be fixed as
3 stated in this Resolution, which may also include, by reference, part of the City Salary
4 Resolution and City Personnel Ordinance.

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

17 Sec. 4. After an employee has served an initial six-month period of
18 employment in an office or position at a pay rate designated as Pay Rate Step 1 in the
19 Salary Schedule, the salary of such employee shall thereafter be adjusted according to
20 procedures established in the City Salary Resolution pertaining to pay rate step
21 adjustments.

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

26 Sec. 6. If an employee is promoted from one position to another for which
27 a higher pay rate is established, or is advanced from one grade to another in the same
28 position for which a higher pay rate is established, or is transferred from one department

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

15 Sec. 7. A. The provisions of this Resolution relating to assignment of
16 employees to Pay Rate Steps and to automatic pay step advancement shall not apply to
17 employees in offices or positions which have been assigned to Salary Range Number EOO
18 or BOO. The level of compensation of employees in such offices or positions shall be
19 determined on a merit basis, and said employees shall be initially placed by the General
20 Manager at a level of compensation within Salary Range Number EOO or BOO which has
21 been designated by this Resolution for said employee's office or position. After the
22 employee has been initially placed at a level of compensation within the Salary Range
23 Number EOO or BOO, the General Manager shall have the sole and exclusive discretion
24 to increase or decrease the employee's level of compensation within Salary Range Number
25 EOO or BOO for the employee's office or position which the General Manager shall
26 determine to be the proper level of compensation as merited by the performance and
27 demonstrated ability of said employee through an evaluation process provided, however,
28 that the total of all percentage increases or decreases in compensation for any such

1 employee shall not exceed twelve percent (12%) during any fiscal year. Evaluation shall
2 be no more than once in any six-month period.

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

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

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

26 Sec. 8. A. All salaries and wages in this Resolution shall be computed and
27 payable in biweekly installments, and such installments shall be paid every other Friday in
28 accordance with and in continuation of the schedule of biweekly pay periods and paydays

1 established and commenced by the City Council of the City of Long Beach ("City Council").

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

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

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

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

27 Sec. 11. A. An employee temporarily assigned to perform duties not
28 ordinarily attached to his/her position for the purpose of training and development pursuant

1 to Section 63(3) of the Civil Service Rules shall be compensated at the pay rate fixed by
2 the City Salary Resolution and the Salary Schedule for the position involving the duties to
3 which temporary assignment has been made and at the step most closely approximating
4 the pay rate of the employee immediately prior to the temporary assignment provided that
5 in no event shall the pay rate for the temporary assignment exceed the employee's pay
6 rate immediately prior to the temporary assignment.

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

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

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

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

1 Numbers and Salary Schedules for the positions of the same title which are created and
2 established herein.

3 B. There are hereby created and established in the Water Department the
4 following three (3) bureaus which shall be responsible to the General Manager, Assistant
5 General Manager and Deputy General Managers: (i) Business, (ii) Operations, and (iii)
6 Engineering. Each of the bureaus shall be respectively under the immediate supervision
7 and control of the head of that bureau. In addition, the General Manager may appoint
8 positions including but not limited to Assistant to the General Manager; Special Projects
9 Officer; Director of Government & Public Affairs; Director of Planning and Water
10 Conservation; Director of Water Resources and may appoint the following positions under
11 each bureau:

12 (i) Business: Manager, Finance; Manager, Administration; Information
13 Technology Officer; (ii) Operations: Laboratory Services Supervisor; Manager, Security and
14 Emergency Preparedness; Procurement and Warehouse Supervisor; Sewer Operations
15 Superintendent; Support Services Superintendent; Telemetry Systems Superintendent;
16 Water Operations Superintendent; Water Treatment Superintendent; and (iii) Engineering:
17 Division Engineer.

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

28 However, if there is a permanent vacancy in the position of Deputy General

1 Manager - Operations, Deputy General Manager - Business, bureau head, or division head
2 due to any reason such as retirement, resignation, or termination, then the General
3 Manager may assign an employee to perform as Acting Deputy General Manager, acting
4 bureau head, or acting division head. During the time that the employee has been so
5 assigned by the General Manager, then the employee shall be entitled to receive the
6 compensation established in this Resolution or in the City Salary Resolution for the office
7 or position to which that employee is assigned. If there is a permanent vacancy in the
8 position of General Manager, then the Board may assign an employee to perform as Acting
9 General Manager and that employee shall be entitled to receive the compensation
10 established in this Resolution for the position of General Manager.

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

27 The following skills, as determined by the General Manager or Deputy
28 General Manager shall be effective on and after October 1, 2005, or on and after the

1 operative date in the City Salary Resolution, whichever is later.

2	<u>Position</u>	<u>Skill</u>	<u>Additional Compensation</u>
3	(a) Body and Fender Mechanic-Painter I or II	When possessing a National Institute for Automotive Excellence/American College Testing (ASE) Collision Repair and Refinish Technician Certificate of Completion with one series certif.;	\$0.20/hr
4		with two series certif.;	\$0.35/hr
5		with three series certif.;	\$0.45/hr
6		Master Collision Repair and Refinish Technician certification	\$0.60/hr
7	(b) Clerk Typist I, II and III	For regular and frequent use of certified shorthand skills	\$0.30/hr
8	(c) Construction Inspector I and II; Customer Service Representative I, II and III; Water Communications Center Supervisor; Water Communications Dispatcher I and II	When possessing a Grade 2 Department of Health Services Distribution Operator Certificate;	\$0.20/hr
9		When possessing a Grade 3 Department of Health Services Distribution Operator Certificate;	\$0.35/hr
10		When possessing a Grade 4 Department of Health Services Distribution Operator Certificate;	\$0.45/hr
11		When possessing a Grade 5 Department of Health Services Distribution Operator Certificate;	\$0.60/hr
12	(d) Equipment Mechanic I, Equipment Mechanic II; Fleet Services Supervisor; Garage Supervisor	When maintenance responsibilities simultaneously include automobiles, medium/heavy trucks and construction equipment,	\$0.20/hr

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1	<u>Position</u>	<u>Skill</u>	<u>Additional Compensation</u>
2			
3		and possessing a National	
4		Institute for Automotive	
5		Service	
6		Excellence/American	
7		College Testing (ASE)	
8		Automobile Technician	
9		Certificate of Completion	
10		with one series certif.;	
11		with three series certif.;	\$0.35/hr
12		with six series certif.;	\$0.45
13		Master Automobile	
14		Technician certification	
15		and/or Medium/Heavy	
16		Truck Technician with one	
17		series certification;	\$0.20/hr
18		with two engine series	\$0.35/hr
19		certifications;	
20		with two additional	\$0.45/hr
21		certifications;	
22		With Master	\$0.60/hr
23		Medium/Heavy Truck	
24		Technician certif.;	
25		and/or Light Vehicle	\$ 0.20/hr
26		Compressed Natural Gas	
27		Technician with one series	
28		certification	
19	(e) Equipment Mechanic I and II	When regularly assigned and/or performing maintenance repair of power chain saws, blowers, lawn mowers, edgers, generators, and similar equipment within the Water Department	\$0.70/hr
23	(f) Garage Service Attendant II	When driving a vehicle requiring a Class A license	\$8.00 per diem
24	(g) Gardener I and II; Maintenance Assistant II; Equipment Operator; and Park Crew Supervisor	When required to possess a Pesticide Applicator's license and regularly assigned pesticide applicator duties	\$0.544 per hour or \$4.43 per diem
27	(h) Gardener II	When regularly assigned Planner duties in	\$4.579 per hour

1	<u>Position</u>	<u>Skill</u>	<u>Additional Compensation</u>
2		Maintenance Division	
3	(i) Machinist	When regularly assigned and performing specialized Water Department Machine Shop Operations	\$0.523 per hour
4			
5			
6	(j) Non-management classifications in the current Salary Resolution with a base hourly rate equal to or less than the top step of Salary Range 560	For regular and frequent use of certified oral and/or written bilingual skills	\$0.70 per hour
7			
8			
9			
10	(k) Plumber	When regularly assigned and performing duties as irrigation systems plumbing specialist	\$0.647 per hour
11			
12	(l) Senior Equipment Operator; Water Utility Supervisor I and II; and Water Utility Mechanic I, II and III; Water Treatment Operator I, II, III, and IV; Construction Inspector I, II; Customer Service Representative I, II and III; and Water Treatment Supervisor I and II	When possessing a Grade I California Water Environment Association Collection System Maintenance ("CWEACSM") Certificate;	\$0.20/hr
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16			
17			
18		When possessing a Grade II CWEACSM Certificate;	\$0.35/hr
19			
20		When possessing a Grade III CWEACSM Certificate;	\$0.45/hr
21			
22		When possessing a Grade IV CWEACSM Certificate	\$0.60/hr
23	(m) Senior Equipment Operator; Water Utility Mechanic I, II and III; Water Treatment Operator I, II, III and IV	When possessing a Grade 2 Department of Health Services Distribution Operator Certificate;	\$2.00/hr
24			
25			
26		When possessing a Grade 3 Department of Health Services Distribution Operator Certificate;	\$2.25/hr
27			
28		When possessing a Grade	\$2.50/hr

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1	<u>Position</u>	<u>Skill</u>	<u>Additional Compensation</u>
2		4 Department of Health	
3		Services Distribution	
4		Operator Certificate;	
5		When possessing a Grade	\$2.75/hr
6		5 Department of Health	
7		Services Distribution	
8		Operator Certificate;	
9	(n) Water Utility	When possessing a Grade	\$0.20
10	Supervisor I, II; Water	I Department of Health	per hour
11	Utility Mechanic I, II, III;	Services Water Treatment	
12	Senior Equipment	Certificate;	
13	Operator	When possessing a Grade	\$0.35
14		II Department of Health	per hour
15		Services Water Treatment	
16		Certificate;	
17	(o) Water Treatment	Certification from the	\$0.45
18	Operator I & II	SDHS as a Water	per hour
19		Treatment Operator,	
20		Grade 3 or higher	
21	(p) Water Treatment	Certification from the	\$0.60
22	Operator I, II and III	SDHS as a Water	per hour
23		Treatment Operator,	
24		Grade 4	
25	(q) Water Treatment	Certification from the	\$0.75
26	Operator IV; Water	SDHS as a Water	per hour
27	Treatment Supervisor I	Treatment Operator,	
28	and II	Grade 5	
29	(r) Water Utility Mechanic	When possessing a Los	\$0.45
30	I, II, III	Angeles County	per hour
31		Department of Health	
32		Cross Connection tester	
33		Certificate	
34	(s) Water Utility Mechanic	When operating sanitary	\$4.00
35	I, II, III	sewer main line closed	per diem
36		circuit television video	
37		inspection equipment;	
38		When supervising	\$4.00
39		operation of sanitary	per diem
40		sewer lateral closed circuit	
41		television video inspection	
42		equipment;	
43		When supervising or	\$4.00

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1	<u>Position</u>	<u>Skill</u>	<u>Additional Compensation</u>
2			
3		training subordinates in	per diem
4		repair, testing and	
5		exchange of large water	
6		meters (minimum three	
7		inch diameter);	
8		When singularly assigned	\$4.00
9		to off hours water/sewer	per diem
10		emergency first response,	
11		with authority to shut off	
12		water service and/or call	
13		out emergency standby	
14		personnel;	
15		When exercising large	\$4.00
16		water distribution control	per diem
17		valves (over 12-inch	
18		diameter)	
19	(t) Water Utility Supervisor	When possessing a	\$0.60/hr
20	I, II	University of Southern	
21		California Foundation for	
22		Cross Connection Control	
23		and Hydraulic Research	
24		certificate as a Specialist	
25		in Cross Connection	
26		Control, or equivalent	
27	(u) Water Utility	When possessing a Grade	\$1.45/hr
28	Supervisor I & II; Water	2 Department of Health	
29	Treatment Supervisor I	Services Distribution	
30	and II	Operator Certificate;	
31		When possessing a Grade	\$1.70/hr
32		3 Department of Health	
33		Services Distribution	
34		Operator Certificate;	
35		When possessing a Grade	\$1.95/hr
36		4 Department of Health	
37		Services Distribution	
38		Operator Certificate;	
39		When possessing a Grade	\$2.20/hr
40		5 Department of Health	
41		Services Distribution	
42		Operator Certificate	
43	(v) Welder	When regularly performing	\$0.70/hr
44		specialized Water	
45		Department welding	
46		requiring a City of Los	
47		Angeles Certificate and	
48			

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<u>Position</u>	<u>Skill</u>	<u>Additional Compensation</u>
	Structural Steel License	
(w) Water Treatment Operator I	Certification from the SDHS as a Water Treatment Operator, Grade 2 or higher	\$0.35/hr

* If any Certificate was issued to an employee before January 1, 1990, that employee must obtain re-certification before September 30, 1996 and every five years thereafter (or more frequently if required by the organization issuing the certificate) or shall no longer receive skill pay. If any Certificate was issued to an employee on or after January 1, 1990, that employee must obtain re-certification within five years after the date of issuance of the Certificate (or more frequently required by the organization issuing the Certificate).

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

B. Any employee in the classification of Water Utility Mechanic II or III who shall be required to and shall work overtime (as such term is defined in the City Personnel Ordinance) or on a regular day off, or on a legal holiday, for which time such employee would be entitled to but does not receive time off in performing the duties of Water Utility Supervisor I shall be entitled to and shall receive the same compensation as said Water Utility Supervisor I would have received when so working overtime.

Sec. 16. In addition to other compensation described herein, a night shift differential equal in amount to any night shift differential established in the City Salary Resolution shall be paid to any permanent full-time employee in the Long Beach City Employees Service Lodge 1930, District Lodge 947, International Association of Machinists

1 and Aerospace Workers, AFL-CIO ("CESL") or the Long Beach Association of Engineering
2 Employees ("Association") whose regular schedule requires the employee to work between
3 the hours of 6:00 p.m. and 6:00 a.m., provided that (i) the employee works one-half (½) or
4 more of his/her regularly scheduled shift between the hours of 6:00 p.m. and 6:00 a.m.,
5 and such employee shall be eligible to be paid the additional rate established by this
6 Section for each hour worked during the entire shift; or (ii) the employee works between
7 the hours of 6:00 p.m. and 6:00 a.m. as part of a "split shift". Split shift is defined as a shift
8 of eight (8) or more non-continuous work hours in a single day, separated by a break of at
9 least three (3) non-working hours during said shift. Such employee shall be paid the night
10 shift differential established by this Section only for each hour actually worked between the
11 hours of 6:00 p.m. and 6:00 a.m.

12 Sec. 17. Each employee represented by the CESL or the Association in a
13 classification or grade level below the level of division head, who is required for at least
14 forty consecutive hours (four consecutive work days for those employees regularly
15 assigned to a work week schedule of ten hours per day, four days per week, hereinafter
16 referred to as a "4-10" Work Schedule) in a calendar year to perform the duties in a
17 different classification or grade level with a higher Salary Range than the employee's
18 current classification or grade level, shall be paid an amount per hour equal to that
19 established in the City Salary Resolution as additional compensation for each hour that the
20 employee performs the duties. In no event shall the total compensation paid to the
21 employee for regular salary and higher classification pay exceed the sixth step of the
22 higher classification or grade level. The requirement that the employee perform the duties
23 of such higher classification or grade level for at least forty consecutive hours (four
24 consecutive work days for those employee assigned to a "4-10" Work Schedule) in order
25 to qualify for the additional compensation shall be required only once during each calendar
26 year for each separate higher classification or grade level in which the employee is
27 required to perform said duties. A permitted absence or an emergency which prevents the
28 employee from performing such duties shall not be counted as a day of performance of

1 said duties; however, it shall not be deemed an interruption in the computation of the forty
2 consecutive work hours (four consecutive work days for those employees assigned to a
3 "4-10" Work Schedule) qualification period. Each employee who qualifies for the benefits
4 provided by this Section shall apply for said benefits within thirty (30) calendar days after
5 the date that the employee meets the criteria set forth herein.

6 Sec. 18. Employees requiring transportation in connection with the
7 performance of their duties for the Water Department may be assigned a vehicle owned
8 by the Water Department or an employee may receive, by way of reimbursement, the cost
9 of transportation incurred in the performance of his/her duties. Reimbursement, at the
10 discretion of the General Manager, may be paid to such employees on the basis of any of
11 the following computations:

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

15 (i) Effective on and after October 1, 2002, \$0.345 per
16 mile for all authorized mileage actually driven by the employee
17 on Water Department business each month and \$0.365 per
18 mile effective October 1, 2003; or

19 (ii) A flat monthly allowance in such sum as may be
20 determined by the General Manager, not to exceed the sum
21 established in the City Salary Resolution. Said monthly
22 allowance is hereby determined to constitute reimbursement
23 for the expenditures and costs of operating and maintaining
24 such vehicle, including its availability, as required for the
25 performance of Water Department business; or

26 (iii) A flat rate per month plus an allowance per mile for
27 all authorized mileage actually driven by the employee on
28 Water Department business, which flat rate and "per mile"

1 allowance shall be equal to those established in the City Salary
2 Resolution.

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

10 Sec. 19. Pursuant to this Resolution and the rules, regulations and policies
11 promulgated by the Board, employees may authorize deductions to be made from their
12 salaries or wages for purposes authorized by the provisions of Article 6 of Chapter 1 of
13 Division 4 of Title 1, and Articles 1, 1.5 and 2 of Chapter 2 of Part 1 of Division 2 of Title
14 5 of the California Government Code, except that such deductions for payment of dues or
15 other services provided by an employee organization or association shall be only as
16 provided by a valid existing contract between the City and said employee organization or
17 association.

18 Sec. 20. Pursuant to this Resolution, the Administrative Regulations or the
19 City's Financial Policies and Procedures issued by the City Manager, employees may be
20 awarded additional compensation for suggestions made that result in measurable
21 monetary savings to the Water Department. Such awards shall not exceed ten percent
22 (10%) of the anticipated first year savings after adoption of the suggestion provided,
23 however, that the maximum award shall not exceed \$5,000.00.

24 Sec. 21. Notwithstanding any other provision of this Resolution, the General
25 Manager may, within his sole discretion, provide as part of an employee's annual
26 compensation additional compensation for relocation and moving expenses actually and
27 necessarily incurred to accept a position with the Water Department if the General
28 Manager determines that such additional compensation is required as a necessary

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1 inducement for the acceptance of employment with the Water Department. Said additional
2 compensation must be provided within three years after the employee's appointment date.

3 Sec. 22. Except as otherwise provided in this Resolution and any other
4 applicable federal or State laws, rules and regulations, it is the intent of the Board, by the
5 adoption of this Resolution, to prescribe the compensation of employees of the Water
6 Department, including the implementation of such adjustments in compensation for the
7 employees in each office or position of employment with the Water Department as
8 provided in any applicable Memorandum of Understanding which has heretofore been
9 approved and adopted by the City Council, and in the event of any inconsistency or conflict
10 between the provisions of this Resolution and the applicable Memorandum of
11 Understanding regarding such adjustments in compensation due to any inadvertence,
12 oversight, or clerical error, it is intended that the provisions in such Memorandum of
13 Understanding shall control and shall supersede the provisions of this Resolution, and such
14 adjustments to the compensation shall be deemed to have been correctly included herein,
15 effective as of the applicable effective date, and such matters shall be subsequently
16 corrected by appropriate action.

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

21 B. Employees who are released from active duty but who are required by the
22 Water Department to leave notice where they can be reached and be available to return
23 to active duty when required by the Water Department shall be said to be on standby duty.
24 Standby duty shall, whenever possible, be assigned to employees on a voluntary basis.
25 When voluntary assumption of standby duty by employees is insufficient to meet the needs
26 of the Water Department, then such duty will be assigned upon a rotational basis whenever
27 possible within affected work units. Standby duty requires that employees so assigned
28 shall respond within thirty minutes to the Water Department, be reached by telephone or

1 other communicating devices, and refrain from activities which might impair their ability to
2 perform assigned duties. Employees not obliged to remain on standby duty have no
3 obligation to meet these requirements. Employees accepting standby duty who are not
4 able to meet the above criteria due to distance must make prior arrangements with the
5 General Manager or his designee before accepting the standby duty.

6 Sec. 24. The compensation prescribed herein shall remain in effect until
7 superseded by the City Council to reflect adjustments in compensation in applicable
8 memoranda of understanding and as otherwise prescribed by the City Council for
9 employees not covered by memoranda of understanding, or until this Resolution is
10 amended or rescinded.

11 Sec. 25. A. Employees who are eligible and volunteer to participate in the
12 City's Trip Reduction Incentive Program as prescribed by the City's Trip Reduction Plan
13 and current Participation Guidelines, and who also participate at least twelve days per
14 month in the Trip Reduction Incentive Program shall also be eligible for monthly awards
15 drawings.

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

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

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

28 Sec. 28. Employees working in areas where hazards that may cause foot

1 injuries exist shall wear safety footwear approved by the Water Department that meets or
2 exceeds the American National Standard for Safety - Toe Footwear, Class 75, ANSI A41.1-
3 1967.

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

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

13 Sec. 29. The Board may sponsor an annual Board/Staff Dinner for selected
14 employees to review achievements of the previous year and capital projects planned for
15 the next five years.

16 Sec. 30. The Board may sponsor other benefits, luncheons, dinners, and the
17 like for special awards, strategic planning sessions, outstanding achievements,
18 Metropolitan Water District of Southern California directors and managers, water and
19 sewer related professional organizations, and the like.

20 Sec. 31. This Resolution shall be known as the "Water Department Salary
21 Resolution" and may be so cited and referred to as such.

22 Sec. 32. All other resolutions and orders pertaining to the matters set forth
23 herein are hereby rescinded.

24 Sec. 33. If the City Council, in its resolution approving the compensation
25 fixed herein, or in the City Salary Resolution, approves compensation (including skill pay)
26 for offices or positions listed herein at a compensation or skill pay different than that
27 indicated opposite the positions listed herein or approves classifications for offices or
28 positions not listed herein, then the Board does hereby fix the compensation for said office

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1 or position at the compensation (including skill pay) so fixed by the City Council by
2 resolution and the Board does hereby adopt the classification for offices and positions fixed
3 by the City Council by resolution.

4 Sec. 34. The Secretary of the Board of Water Commissioners shall certify
5 to the passage of this Resolution, and it shall be deemed operative on October 1, 2005.

6 I hereby certify that the foregoing Resolution was adopted by the Board of
7 Water Commissioners of the City of Long Beach at its meeting held on October 6, 2005,
8 by the following vote:

9	Ayes:	Commissioners:	<u>STEPHEN CONLEY, FRANK CLARKE,</u>
10			<u>WILLIAM TOWNSEND,</u>
11			<u>LILLIAN KAWASAKI</u>
12	Noes:	Commissioners:	_____
13	Absent:	Commissioners:	<u>HELEN HANSEN</u>
14			_____

15 
16 Secretary

17
18
19
20
21
22
23
24 CERTIFIED AS A TRUE AND CORRECT COPY
25
26 SECRETARY TO THE BOARD OF WATER COMMISSIONERS
27 CITY OF LONG BEACH, CALIFORNIA
28 BY Lynette Lee Heath
DATE: October 6, 2005

DFG:dfe 09/29/05 (#WD1205-SalaryResolution) #05-03822
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