

RESOLUTION NO. WD-1439

A RESOLUTION AMENDING RESOLUTION NO. WD-1431, 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 therefore, 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 at the compensation set forth at the Salary Range designated and any additional compensation listed herein therefore notwithstanding those positions of employment at the compensation set forth therein and any additional compensation listed in Salary Resolution of the City of Long Beach ("City Salary Resolution") with the purpose of amending this Resolution immediately thereafter to include the new position(s) of employment and subsequent compensation. Pay rates for all offices and positions shall take effect on and after the date and time set in the City Salary Resolution unless otherwise duly noted within or superseded by MOU provisions with City Council approval.

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TITLE	SALARY RANGE NUMBER
Accountant I	490
Accountant II	540
Accountant III	590
Accounting Clerk I	340
Accounting Clerk II	370
Accounting Clerk III	400
Accounting Officer	EOO
Accounting Technician	440
Administrative Aide I	430
Administrative Aide II	460
Administrative Aide III	520
Administrative Analyst I	570
Administrative Analyst II	600
Administrative Analyst III	630
Administrative Officer - Water	EOO
Assistant Administrative Analyst I	470
Assistant Administrative Analyst II	530
Assistant General Manager	EOO
Assistant to the General Manager	EOO
Automatic Sprinkler Control Technician	440
Business Systems Specialist I	530
Business Systems Specialist II	570
Business Systems Specialist III	610
Business Systems Specialist IV	650
Business Systems Specialist V	690

1	TITLE	SALARY RANGE NUMBER
2		
3	Business Systems Specialist VI	730
4	Business Systems Specialist VII	770
5	Buyer I	540
6	Buyer II	610
7	Chief Construction Inspector	684
8	Civil Engineer	644
9	Civil Engineering Assistant	514
10	Civil Engineering Associate	594
11	Clerk Typist I	320
12	Clerk Typist II	350
13	Clerk Typist III	380
14	Clerk Typist IV	410
15	Clerk Typist V	440
16	Communication Specialist I	520
17	Communication Specialist II	560
18	Communication Specialist III	600
19	Communication Specialist IV	650
20	Communication Specialist V	690
21	Communication Specialist VI	730
22	Communication Specialist VII	770
23	Construction Inspector I	534
24	Construction Inspector II	574
25	Construction Services Officer	EEO
26	Contract Administrator I	460
27	Contract Administrator II	520
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2	TITLE	SALARY RANGE NUMBER
3	Customer Service Representative I	330
4	Customer Service Representative II	360
5	Customer Service Representative III	400
6	Deputy General Manager – Business	EOO
7	Deputy General Manager – Engineering	EOO
8	Deputy General Manager – Operations	EOO
9	Director of Administration	EOO
10	Director of Engineering	EOO
11	Director of Finance	EOO
12	Director of Government & Public Affairs	EOO
13	Director of Operations	EOO
14	Director of Planning and Water Conservation	EOO
15	Director of Water and Sewer Field Operations	EOO
16	Director of Water Quality and Process	EOO
17	Director of Water Resources	EOO
18	Division Engineer	EOO
19	Electrical Supervisor	550
20	Electrician	500
21	Electronic Communication Technician I	520
22	Electronic Communication Technician II	540
23	Electronic Communication Technician III	580
24	Electrical and Instrumentation Technician I	591
25	Electrical and Instrumentation Technician II	620
26	Electrical and Instrumentation Supervisor	740
27	Engineering Technician I	464
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2	TITLE	SALARY RANGE NUMBER
3	Engineering Technician II	504
4	Equipment Mechanic I	480
5	Equipment Mechanic II	500
6	Equipment Operator I	370
7	Equipment Operator II	410
8	Equipment Operator III	440
9	Executive Assistant to the Board of Water	EOO
10	Commissioners	
11	Executive Assistant to the General Manager	EOO
12	Executive Secretary – Water	EOO
13	Garage Service Attendant I	370
14	Garage Service Attendant II	390
15	Garage Service Attendant III	450
16	Garage Supervisor I	550
17	Garage Supervisor II	620
18	Gardener I	360
19	Gardener II	390
20	General Manager - Water	EOO
21	Geographic Information Systems Analyst I	527
22	Geographic Information Systems Analyst II	564
23	Geographic Information Systems Analyst III	597
24	Geographic Information Systems Technician I	460
25	Geographic Information Systems Technician II	500
26	Laboratory Analyst I	490
27	Laboratory Analyst II	530
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TITLE	SALARY RANGE NUMBER
Laboratory Analyst III	590
Laboratory Analyst IV	TBD
Laboratory Assistant I	360
Laboratory Assistant II	380
Laboratory Assistant III	420
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
Manager, Water Construction	EOO
Manager, Water Services	EOO
Manager, Water Process	EOO
Manager, Water Treatment	EOO

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2	TITLE	SALARY RANGE NUMBER
3	Manager, Water Quality	EOO
4	Manager, Water Quality & Process	EOO
5	Manager, Water Resources	EOO
6	Network Administrator	EOO
7	Office Administrator	520
8	Painter I	440
9	Painter II	460
10	Painter Supervisor	500
11	Park Maintenance Supervisor	500
12	Payroll/Personnel Assistant I	350
13	Payroll/Personnel Assistant II	380
14	Payroll/Personnel Assistant III	420
15	Plumber	500
16	Power Equipment Repair Mechanic I	430
17	Power Equipment Repair Mechanic II	460
18	Power Equipment Repair Mechanic III	500
19	Principal Construction Inspector	624
20	Procurement & Warehouse Officer	EOO
21	Projects Coordinator	570
22	Public Information Officer	EOO
23	Research Assistant – Water	BOO
24	Safety Specialist I	530
25	Safety Specialist II	590
26	Safety Specialist III	650
27	Secretary	410
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TITLE	SALARY RANGE NUMBER
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
Telemetrying Instrument Technician I	492
Telemetrying 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

TITLE	SALARY RANGE NUMBER
Water Treatment Operator I	451
Water Treatment Operator II	541
Water Treatment Operator III	590
Water Treatment Operator IV	630
Water Treatment Supervisor I	660
Water Treatment Supervisor II	700
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

1	TITLE	SALARY RANGE NUMBER
2	N/C Assistant Buyer	M34
3	N/C Carpenter	M47
4	N/C Civil Engineer	N94
5	N/C Clerk/Typist I	M12
6	N/C Clerk/Typist II	M17
7	N/C Clerk/Typist III	M24
8	N/C Customer Service Representative I	M13
9	N/C Customer Service Representative II	M20
10	N/C Customer Service Representative III	M28
11	N/C Electrician	M52
12	N/C Engineering Aide I	N09
13	N/C Engineering Aide II	N16
14	N/C Engineering Aide III	N33
15	N/C Engineering Technician I	N43
16	N/C Equipment Mechanic I	M46
17	N/C Equipment Mechanic II	M50
18	N/C Equipment Operator I	M21
19	N/C Equipment Operator II	M31
20	N/C Equipment Operator III	M37
21	N/C Garage Service Attendant I	M21
22	N/C Gardener I	M20
23	N/C Laboratory Analyst I	M46
24	N/C Laboratory Analyst II	M52
25	N/C Laboratory Analyst III	590
26	N/C Laboratory Assistant	M20
27	N/C Maintenance Assistant I	M07
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TITLE	SALARY RANGE NUMBER
N/C Maintenance Assistant II	M13
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

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

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

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

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

1 of the Water Department who has been reinstated to his/her former position pursuant to
2 the provisions of Section 52 of the Civil Service Rules shall be considered as having been
3 in the continuous service of the Water Department during the period said employee shall
4 have served in the Armed Forces.

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

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

28 At or near the commencement of the applicable fiscal year, an eligible

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

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

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

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

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

1 employee shall receive for such pay period shall be computed by multiplying the
2 employee's applicable hourly pay rate by the number of hours or fraction of hours for which
3 pay is actually due.

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

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

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

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

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

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

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

14 Section 12. A. In addition to the number of offices and positions created
15 herein in the various offices, departments, bureaus, and divisions of the Water Department,
16 there are hereby created and established an additional number of each of said offices and
17 positions equal to the number herein specifically created, and the Salary Range Numbers
18 and Salary Schedules for such additional positions shall be the same as the Salary Range
19 Numbers and Salary Schedules for the positions of the same title which are created and
20 established herein.

21 B. There are hereby created and established in the Water Department
22 the following seven (7) bureaus which shall be responsible to the General Manager: (I)
23 Water and Sewer Field Operations, (II) Water Quality and Process, (III) Engineering, (IV)
24 Water Resources, (V) Finance (VI) Administration, and (VII) Government and Public
25 Affairs. Each of the bureaus shall be respectively under the immediate supervision and
26 control of the head of that bureau. In addition, the General Manager may appoint positions
27 including, but not limited, to Assistant General Manager, Assistant to the General Manager;
28 Deputy General Manager - Operations, Deputy General Manager - Business; Deputy

1 General Manager – Engineering; Special Projects Officer, Executive Assistant to the Board
2 of Water Commissioners, and Executive Assistant to the General Manager. The General
3 Manager may appoint the following positions under each bureau:

4 1. Water and Sewer Field Operations: Director of Operations;
5 Director of Water and Sewer Field Operations; Manager of Water Construction; Manager
6 of Water Services; Manager of Sewer Operations; Manager of Support Services; and
7 Procurement and Warehouse Officer.

8 2. Water Quality and Process: Director of Operations; Director of
9 Water Quality and Process; Manager of Water Treatment; Manager, Water Quality;
10 Manager, Water Quality and Process; Manager, Water Process; ;

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

13 4. Water Resources: Director of Water Resources; Director of
14 Planning and Water Conservation; Manager, Water Resources; Manager, Planning.

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

17 6. Administration: Director of Administration, Manager,
18 Administration, Administrative Officer - Water; Manager, Information Services; Network
19 Administrator; and Manager, Security and Emergency Preparedness.; and

20 7. Government and Public Affairs: Director of Government and
21 Public Affairs; and Manager, Government and Public Affairs; and Public Information
22 Officer.

23 Section 13. In accordance with City Charter Section 1403(3), the Board's
24 plan of succession is modified whereby the Assistant General Manager shall perform the
25 duties of the General Manager in the temporary absence of the General Manager, and the
26 Assistant General Manager - Operations will perform the duties of the General Manager in
27 the temporary absence of both the Assistant General Manager and the General Manager,
28 and whereby the Board will appoint a Manager as Acting General Manager in the

1 temporary absence of the General Manager, the Assistant General Manager and the
2 Assistant General Manager - Operations. In the case of such absence and during the time
3 that the employee is performing the duties of General Manager, the employee shall not be
4 entitled to receive the compensation of the General Manager.

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

17 Section 14. When an employee classified in one of the following positions
18 is assigned to perform and does perform the occupational skill described in the column
19 hereof designated "Skill", said employee shall be paid on a per diem, hourly rate or one-
20 time payment (bonus) basis, as indicated herein, the amount of additional compensation
21 set forth in the column designated "Additional Compensation" opposite the described skill.
22 The additional compensation shall be paid to the employee at an hourly rate only if said
23 employee is assigned to regularly perform said occupational skill on a daily basis. If an
24 employee is not regularly assigned to perform said occupational skill on a daily basis, then
25 the additional compensation shall be paid at a per diem rate, and said per diem skill pay
26 shall be paid only for each work day that the employee actually performs said occupational
27 skill, and the employee is not entitled to receive and shall not be paid per diem skill pay for
28 any date that the employee does not work or is absent from work on a permitted absence.

For purposes of this Section, any employee in a non-career position shall receive skill pay in the same manner as prescribed for a comparable employee in the classified career service and need not be specifically designated in the following table(s) unless there is no comparable classified position.

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

Possession of a Grade II Water Distribution Operator Certificate

(Issued by the State of California)

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

Possession of a Grade III Water Distribution Operator Certificate

(Issued by the State of California)

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

Possession of a Grade IV Water Distribution Operator Certificate

(Issued by the State of California)

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

(Issued by the State of California)

Water Utility Mechanic I-II; Water Treatment Operator I; Senior Equipment Operator	\$3.03/hr
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Water Utility Mechanic III; Water Treatment Operator II	\$0.83/hr
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Water Utility Supervisor I-II	\$0.75/hr
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Water Treatment Operator III-IV	\$0.55/hr
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Water Treatment Supervisor I-II	\$0.50/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	\$0.60/hr
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Possession of a Grade I Water Treatment Certificate

(Issued by the State of California)

Water Utility Mechanic I-III; Senior Equipment Mechanic; Electrician	\$0.22/hr
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Water Utility Supervisor I-II; Laboratory Analyst I-III; Laboratory Assistant I-III	\$0.20/hr
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Possession of a Grade II Water Treatment Certificate

(Issued by the State of California)

Water Utility Mechanic I-III; Senior Equipment Mechanic; Water Treatment Operator I; Electrician	\$0.39/hr
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Water Utility Supervisor I-II; Laboratory Analyst I-III; Laboratory Assistant I-III	\$0.35/hr
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Possession of a Grade III Water Treatment Certificate
(Issued by the State of California)

Water Treatment Operator I-II	\$0.50/hr
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Possession of a Grade IV Water Treatment Certificate
(Issued by the State of California)

Water Treatment Operator I-III	\$0.66/hr
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Possession of a Grade V Water Treatment Certificate
(Issued by the State of California)

Water Treatment Operator IV	\$0.83/hr
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Water Treatment Supervisor I-II	\$0.75/hr
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Possession of a Grade I California Water Environment Association Collection System Management (CWEACSM) Certificate

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

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

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

Water Utility Mechanic I-III; Senior Equipment Operator; Water Treatment Operator I-IV	\$0.66/hr
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Construction Inspector I-II; Principal Construction Inspector; Customer Service Representative I-III; Water Utility Supervisor I-II; Water Treatment Supervisor I-II	\$0.60/hr
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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
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Fleet Services Supervisor; Garage Supervisor I-II	\$0.20/hr
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Possession of a National Institute for Automotive Service Excellence American College Testing (ASE) – Any Master Certification

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

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

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

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

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

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

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

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

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

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

(When performing plan check duties)

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

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

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

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

Plumber	\$0.71/hr
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Water Department Machine Shop Operations

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

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

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

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

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

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

(For regular and frequent use of certified shorthand skills)

Clerk Typist I-IV	\$0.30/ hr
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Employees receiving a skill pay as a result of holding a certification beyond the requirements of the position must ensure currency of that certification. Lapse in possessing such certification while receiving skill pay compensation may result in refunding the City and potential disciplinary action.

Section 15. A. The method of computation of the amount of additional compensation to be paid to an employee for overtime worked shall be in accordance with and pursuant to the applicable definitions, conditions, and 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 possesses the necessary certifications and 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. The method of computation of the amount of additional compensation to be paid to an employee shall be the difference between a Water Utility

Supervisor I at step 7 and that of said employee at his or her base rate multiplied by the overtime hours worked.

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

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

Section 17. Each non-management represented employee in a classification or grade level below the level of division head, who is required in a calendar year to perform the full range of duties in a different classification or grade level with a higher Salary Range than the employee's current classification or grade level, shall be paid at a rate specified in their respective Memoranda of Understanding ("MOU") as additional compensation for each hour that the employee performs the duties. In no event shall the total compensation paid to the employee for regular salary and higher classification pay exceed the top step of the higher classification or grade level. The employee receiving higher classification pay will be required to record the title of the vacant higher classification or grade, and in the case of a temporary vacancy, the name of the employee who holds the higher classification position, and the reason for the temporary higher classification assignment. This documentation of the higher classification assignment information on the employee's time card is required for auditing purposes. The higher level duties performed must be those of a permanent budgeted position that is vacant, either temporarily, because of absence or reassignment of the regular employee, or vacant due to resignation, termination or other such action. The temporary appointment to the higher classification

1 must be approved by the Department head or his/her designee, in writing.

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

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

11 (i) Any Water Department employee whose official duties require
12 intermittent or routine transportation and who does not have access to a Water
13 Department vehicle, will be authorized to use his or her personal vehicle for the
14 performance of official duties and shall be reimbursed by the Water Department at
15 the rate established in the City Salary Resolution. Employees represented by the
16 Association of Long Beach Employees (ALBE), with approval from the General
17 Manager or designee, may be authorized to be reimbursed for public bus or taxi
18 transportation. Employees subject to emergency calls but who do not have access
19 to a Water Department vehicle during "off-duty" hours, may be authorized to be
20 reimbursed as specified above for the use of their own vehicles or for the actual cost
21 of public transportation. Mileage reimbursements shall be administered in
22 accordance with Administrative Regulation 4-2 Employee Transportation
23 Authorization and Control.

24 (ii) Any Water Department employee who drives 300 or more miles
25 in any calendar month in the performance of his or her duties shall be reimbursed
26 at the rate established in the City Salary Resolution plus an additional \$0.10 per
27 mile. If an employee's annual monthly mileage average in a calendar year is equal
28 to or over 300 miles per month, reimbursement of the additional \$0.10 per mile shall

1 be paid at the end of the calendar year for those months that were paid at the lower
2 rate. Employees will not receive additional compensation for those miles already
3 paid at the higher rate.

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

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

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

24 Section 21. Notwithstanding any other provision of this Resolution, the
25 General 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 Manager
28 determines that such additional compensation is required as a necessary inducement for

1 the acceptance of employment with the Water Department. Said additional compensation
2 must be provided within one year after the employee's appointment date.

3 Section 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 provided
8 in any applicable Memorandum of Understanding which has heretofore been approved and
9 adopted by the City Council, and in the event of any inconsistency or conflict between the
10 provisions of this Resolution and the applicable Memorandum of Understanding regarding
11 such adjustments in compensation due to any inadvertence, oversight, or clerical error, it
12 is intended that the provisions in such Memorandum of Understanding shall control and
13 shall supersede the provisions of this Resolution, and such adjustments to the
14 compensation shall be deemed to have been correctly included herein, effective as of the
15 applicable effective date, and such matters shall be subsequently corrected by appropriate
16 action.

17 Section 23. A. Each employee who qualifies under subsection "B" below
18 shall be compensated at the rate established in their respective Memorandum of
19 Understanding (MOU) for each full hour of standby duty.

20 B. Employees who are released from active duty but who are required
21 by the Water Department to leave notice where they can be reached and be available to
22 return to active duty when required by the Water Department shall be said to be on
23 standby duty. Standby duty shall, whenever possible, be assigned to employees on a
24 voluntary basis. When voluntary assumption of standby duty by employees is insufficient
25 to meet the needs of the Water Department, then such duty will be assigned upon a
26 rotational basis whenever possible within affected work units. Standby duty requires that
27 assigned employees must be reachable by telephone or other communicating device and
28 refrain from activities which might impair their ability to perform assigned duties. If a

standby call is missed, the employee has fifteen minutes to make contact with the supervisor. Employees shall then respond within thirty minutes (30 minutes) to their designated work location as assigned by a Water Department supervisor. Employees not obliged to remain on standby duty have no obligation to meet these requirements. Employees accepting standby duty who are not able to meet the above criteria due to distance must make prior arrangements with the General Manager or his/her designee before accepting the standby duty. For additional information please refer to the Long Beach Water Department's Policy and Procedures manual, Section II, Policy II.4, Standby Policy.

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

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

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

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

Section 27. In addition to other compensation described herein, there shall be presented to each employee upon completion of ten years' service, fifteen years'

1 service, twenty years' service, twenty-five years' service, thirty years' service, thirty-five
2 years' service, forty years' service, and upon retirement a suitable service award. The
3 Board shall also sponsor an annual luncheon honoring those employees who have
4 completed twenty years' service and who have received state, national and other awards.

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

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

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

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

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

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

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

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

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

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

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

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

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

25 Section 38. If the City Council, in its resolution approving the compensation
26 fixed herein, or in the City Salary Resolution, approves compensation (including skill pay)
27 for offices or positions listed herein at a compensation or skill pay different than that
28 indicated opposite the positions listed herein or approves classifications for offices or

positions not listed herein or approves compensation arising from various Memoranda of Understanding with the City's bargaining units, then the Board does hereby fix the compensation for said office or position at the compensation (including skill pay) so fixed by the City Council by resolution and the Board does hereby adopt the classification for offices and positions fixed by the City Council by resolution.

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

I hereby certify that the foregoing Resolution was adopted by the Board of Water Commissioners of the City of Long Beach at its meeting held on _____, 2021, by the following vote:

Ayes:	Commissioners:	_____

Noes:	Commissioners:	_____
Absent:	Commissioners:	_____

Secretary
BOARD OF WATER COMMISSIONERS