

RESOLUTION NO. 11-33 OF THE BOARD OF DIRECTORS OF HELIX WATER DISTRICT ESTABLISHING CLASSIFICATIONS AND MONTHLY RATES OF PAY FOR HELIX WATER DISTRICT EMPLOYEES EFFECTIVE JULY 1, 2011, AND RESCINDING RESOLUTION 10-52.

BE IT AND IT IS HEREBY RESOLVED by the Board of Directors of Helix Water District that for the period July 1, 2011, through June 30, 2012 and continuing thereafter at the pleasure of the Board of Directors of this Water District, the employment classifications required for the operation of the District, and the standard monthly rates of compensation therefore, be and they are established as follows, to wit:

SALARY RANGES

RANGE	A	B	C	D	E	F	G	H	I	J	K
01	2917	2990	3063	3140	3216	3297	3377	3461	3546	3635	3723
02	3063	3140	3216	3297	3377	3461	3546	3635	3723	3816	3909
03	3216	3297	3377	3461	3546	3635	3723	3816	3909	4007	4105
04	3377	3461	3546	3635	3723	3816	3909	4007	4105	4207	4310
05	3546	3635	3723	3816	3909	4007	4105	4207	4310	4418	4526
06	3723	3816	3909	4007	4105	4207	4310	4418	4526	4639	4752
07	3909	4007	4105	4207	4310	4418	4526	4639	4752	4871	4989
08	4105	4207	4310	4418	4526	4639	4752	4871	4989	5114	5239
09	4310	4418	4526	4639	4752	4871	4989	5114	5239	5370	5501
10	4526	4639	4752	4871	4989	5114	5239	5370	5501	5638	5776
11	4752	4871	4989	5114	5239	5370	5501	5638	5776	5920	6065
12	4989	5114	5239	5370	5501	5638	5776	5920	6065	6216	6368
13	5239	5370	5501	5638	5776	5920	6065	6216	6368	6527	6686
14	5501	5638	5776	5920	6065	6216	6368	6527	6686	6853	7021
15	5776	5920	6065	6216	6368	6527	6686	6853	7021	7196	7372
16	6065	6216	6368	6527	6686	6853	7021	7196	7372	7556	7740
17	6368	6527	6686	6853	7021	7196	7372	7556	7740	7934	8127
18	6686	6853	7021	7196	7372	7556	7740	7934	8127	8330	8534
19	7021	7196	7372	7556	7740	7934	8127	8330	8534	8747	8960
20	7372	7556	7740	7934	8127	8330	8534	8747	8960	9184	9408
21	7740	7934	8127	8330	8534	8747	8960	9184	9408	9643	9879
22	8127	8330	8534	8747	8960	9184	9408	9643	9879	10126	10373
23	8534	8747	8960	9184	9408	9643	9879	10126	10373	10632	10891
24	8960	9184	9408	9643	9879	10126	10373	10632	10891	11164	11436
25	9408	9643	9879	10126	10373	10632	10891	11164	11436	11722	12008
26	9879	10126	10373	10632	10891	11164	11436	11722	12008	12308	12608
27	10373	10632	10891	11164	11436	11722	12008	12308	12608	12923	13238

**HELIX WATER DISTRICT
PERSONNEL CLASSIFICATION SCHEDULE
JULY 1, 2011**

<u>CLASSIFICATION</u>	<u>SALARY RANGE</u>	<u>MONTHLY PAY RANGES</u>	
ACCOUNTANT	12	4989	6368
ACCOUNTANT, SENIOR	15	5776	7372
ACCOUNTING TECHNICIAN	08	4105	5239
ADMINISTRATIVE ASSISTANT I	06	3723	4752
ADMINISTRATIVE ASSISTANT II	08	4105	5239
BIOLOGIST	14	5501	7021
BOARD SECRETARY	17	6368	8127
BOARD SECRETARY, ASSISTANT	10	4526	5776
CATHODIC PROTECTION TECHNICIAN	10	4526	5776
CHEMIST, SENIOR	16	6065	7740
COMPUTER OPERATIONS TECHNICIAN	12	4989	6368
CONSTRUCTION MANAGER	21	7740	9879
CORROSION SPECIALIST	13	5239	6686
CROSS CONNECTION CONTROL COORDINATOR	12	4989	6368
CUSTOMER SERVICE MANAGER	20	7372	9408
CUSTOMER SERVICE REPRESENTATIVE I	05	3546	4526
CUSTOMER SERVICE REPRESENTATIVE II	08	4105	5239
CUSTOMER SERVICE SUPERVISOR	13	5239	6686
DIRECTOR OF ADMINISTRATIVE SERVICES	27	10373	13238
DIRECTOR OF ENGINEERING	27	10373	13238
DIRECTOR OF FIELD OPERATIONS/DISTRIB	27	10373	13238
DIRECTOR OF WATER QUALITY/SYSTEM OP	27	10373	13238
ENGINEER, ASSISTANT	15	5776	7372
ENGINEER, ASSOCIATE	17	6368	8127
ENGINEER, CIVIL	21	7740	9879
ENGINEER, PRINCIPAL	24	8960	11436
ENGINEERING AIDE	08	4105	5239
ENGINEERING DESIGN ASSOCIATE	15	5776	7372
ENGINEERING TECHNICIAN	10	4526	5776
ENGINEERING TECHNICIAN, SENIOR	12	4989	6368
EQUIPMENT MAINTENANCE COORDINATOR	11	4752	6065
EQUIPMENT OPERATOR I	05	3546	4526
EQUIPMENT OPERATOR II	08	4105	5239
EQUIPMENT OPERATOR III	10	4526	5776
EQUIPMENT REPAIR TECHNICIAN	09	4310	5501
FACILITY LOCATION/SURVEY TECHNICIAN	09	4310	5501
FACILITY MAINTENANCE TECHNICIAN	09	4310	5501
FIELD OPERATIONS & DISTRIBUTION MGR	21	7740	9879
FIELD SERVICES COORDINATOR	11	4752	6065
FIELD SUPERVISOR I	14	5501	7021
FIELD SUPERVISOR II	16	6065	7740
FINANCE MANAGER	21	7740	9879
GENERAL MANAGER	Z	BOARD TO DETERMINE--Currently \$203,714/year	
GIS PROGRAMMER/ANALYST	21	7740	9879
GIS SPECIALIST	13	5239	6686
GIS TECHNICIAN I	08	4105	5239

<u>CLASSIFICATION</u>	<u>SALARY RANGE</u>	<u>MONTHLY PAY RANGES</u>		
GIS TECHNICIAN II	10	4526	-	5776
HUMAN RESOURCES ANALYST	13	5239	-	6686
HUMAN RESOURCES ANALYST, SENIOR	16	6065	-	7740
HUMAN RESOURCES MANAGER	20	7372	-	9408
HUMAN RESOURCES TECHNICIAN I	06	3723	-	4752
HUMAN RESOURCES TECHNICIAN II	08	4105	-	5239
INFO & PROCESS SYSTEMS SUPERVISOR	20	7372	-	9408
INFORMATION SERVICES MANAGER	24	8960	-	11436
INSPECTOR I	10	4526	-	5776
INSPECTOR II	13	5239	-	6686
INSPECTOR III	15	5776	-	7372
INSTRU/ELECTRICAL TECHNICIAN	11	4752	-	6065
INSTRU/ELECTRICAL TECHNICIAN, SENIOR	15	5776	-	7372
MAINTENANCE RANGER	01	2917	-	3723
MAINTENANCE RANGER, SENIOR	03	3216	-	4105
MECHANICAL SYSTEM TECHNICIAN I	09	4310	-	5501
MECHANICAL SYSTEM TECHNICIAN II	12	4989	-	6368
METER MAINTENANCE TECHNICIAN, SENIOR	10	4526	-	5776
METER READER I	03	3216	-	4105
METER READER II	06	3723	-	4752
METER REPLACEMENT TECHNICIAN	03	3216	-	4105
METER SERVICES FIELD REPRESENTATIVE	07	3909	-	4989
NETWORK ADMINISTRATOR	14	5501	-	7021
NETWORK SUPPORT SPECIALIST	13	5239	-	6686
NETWORK SUPPORT TECHNICIAN	10	4526	-	5776
OPERATIONS CENTER COORDINATOR	10	4526	-	5776
OPERATIONS & MAINTENANCE TECHNICIAN	07	3909	-	4989
OPERATIONS AND CONSTRUCTION MANAGER	23	8534	-	10891
OPERATIONS SUPPORT SUPERVISOR	15	5776	-	7372
PLANT OPERATIONS SUPERVISOR	18	6686	-	8534
PLANT OPERATOR I	10	4526	-	5776
PLANT OPERATOR II	12	4989	-	6368
PLANT OPERATOR III	14	5501	-	7021
PLANT OPERATOR TRAINEE	08	4105	-	5239
PROGRAMMER ANALYST	21	7740	-	9879
PUBLIC AFFAIRS REP	11	4752	-	6065
PUBLIC AFFAIRS REP, SENIOR	14	5501	-	7021
PUBLIC AFFAIRS MANAGER	17	6368	-	8127
RESERVOIR RECREATION RANGER	13	5239	-	6686
ROW AGENT I	10	4526	-	5776
ROW AGENT II	12	4989	-	6368
ROW AGENT/ENVIRON ANALYST, SENIOR	15	5776	-	7372
SAFETY/RISK ADMINISTRATOR	18	6686	-	8534
SENIOR SYSTEMS ADMINISTRATOR	21	7740	-	9879
SURVEY PARTY CHIEF	15	5776	-	7372
SURVEY TECHNICIAN, SENIOR	12	4989	-	6368
SYSTEM OPERATIONS MANAGER	21	7740	-	9879
SYSTEM OPERATIONS SUPERVISOR	18	6686	-	8534
SYSTEM OPERATOR I	08	4105	-	5239
SYSTEM OPERATOR II	11	4752	-	6065
SYSTEM OPERATOR, SENIOR	13	5239	-	6686
UTILITY CREW CHIEF	13	5239	-	6686

<u>CLASSIFICATION</u>	<u>SALARY RANGE</u>	<u>MONTHLY PAY RANGES</u>		
UTILITY CREW MEMBER I	05	3546	-	4526
UTILITY CREW MEMBER II	07	3909	-	4989
UTILITY CREW MEMBER III	09	4310	-	5501
VALVE MAINTENANCE TECHNICIAN I	05	3546	-	4526
VALVE MAINTENANCE TECHNICIAN II	07	3909	-	4989
VALVE MAINTENANCE TECHNICIAN III	09	4310	-	5501
WAREHOUSE & MATERIALS COORDINATOR	10	4526	-	5776
WAREHOUSE ASSISTANT	06	3723	-	4752
WATER CONSERVATION SPECIALIST	13	5239	-	6686
WATER CONSERVATION TECHNICIAN	09	4310	-	5501
WATER TREATMENT PLANT MANAGER	21	7740	-	9879
WELDER	10	4526	-	5776

In addition to the above salary ranges, individuals who are assigned the following duties will receive the designated additional pay:

Standby Pay	216.15 / Week
Standby Holiday Pay	99.31 / Holiday
System Standby Pay	30.88 / Day
Shift Differential	5%
Car Allowance - General Manager	600.00 / Month in lieu of District vehicle
Car Allowance - Department Director	500.00 / Month in lieu of District vehicle

Out-of-Class Pay:

Where an employee is temporarily assigned tasks outside his/her classification for the convenience of the District for a period exceeding 80 hours, he/she shall be paid at least 5% above his/her regular job rate, but no more than 15%, at the discretion of the General Manager, or he/she shall be paid at the A step of the class in which he/she is working out-of-class, whichever is higher, and for that time and for the period he/she continues in the new assignment.

BE IT FURTHER RESOLVED that in addition to the foregoing standard rates of compensation, the District will contribute, in addition to those contributions required by CalPERS to be paid by the Employer, six (6.0) percent of an employee's salary on behalf of the employee to CalPERS during fiscal year 2011-12 and four (4.0) percent during fiscal year 2012-13 for employees hired before July 1, 2011. For employees hired after June 30, 2011, the District will contribute, in addition to those contributions required by CalPERS to be paid by the Employer, four (4.0) percent of an employee's salary on behalf of the employee to CalPERS during the 2011-12 and 2012-13 fiscal years. Such a contribution made by the District is what is normally referred to as "Employee Contribution" and is paid by the District in lieu of the employee's obligation to contribute the full eight percent of salary to CalPERS. Employee has no option to receive the contributed amounts directly instead of having them paid by the District to CalPERS, except as hereafter specifically provided. The employee must pay any increases in the employee contribution above the current eight percent level, as a result of action by CalPERS, the courts, or the state legislature.

PASSED, ADOPTED, AND APPROVED this 1st day of June 2011, by the following vote:

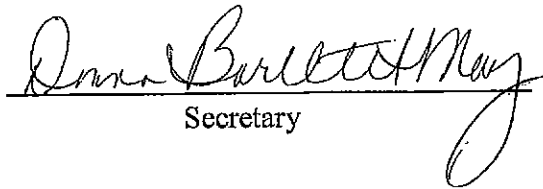
AYES: Directors Verbeke, Linden, Muse, and Smith

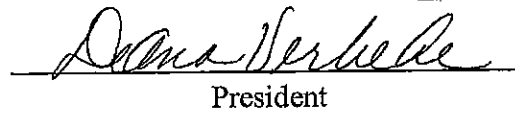
NOES: Director Hedberg

ABSENT: None



ATTEST:


Secretary


President

Post:

Administration Office, Operations Center, Treatment Plant

DC/DCManagers/DCStaff

Human Resources

Central Vault File

RESOLUTION NO. 11-60 OF THE BOARD OF DIRECTORS OF HELIX WATER DISTRICT AMENDING RESOLUTION 11-33 ADOPTED JUNE 1, 2011, ESTABLISHING CLASSIFICATIONS AND MONTHLY RATES OF PAY FOR HELIX WATER DISTRICT EMPLOYEES

BE IT AND IT IS HEREBY RESOLVED by the Board of Directors of Helix Water District that Resolution No. 11-33 adopted June 1, 2011, be amended as follows:

Modify:

Equipment Repair Technician	From:	Range 9	\$4,310 - \$5,501/month
	To:	Range 10	\$4,526 - \$5,776/month

PASSED, ADOPTED, AND APPROVED this 5th day of October 2011, by the following vote:

AYES: Directors Verbeke, Linden, Muse, and Smith

NOES: None

ABSENT: Director Hedberg

ATTEST:


Secretary


President

