



PALMDALE WATER DISTRICT
A CENTURY OF SERVICE

November 1, 2018

BOARD OF DIRECTORS

ROBERT E. ALVARADO
Division 1

JOE ESTES
Division 2

MARCO HENRIQUEZ
Division 3

KATHY MAC LAREN
Division 4

VINCENT DINO
Division 5

DENNIS LaMOREAUX
General Manager

ALESHIRE & WYNDER LLP
Attorneys



**AGENDA FOR A MEETING
OF THE PERSONNEL COMMITTEE
OF THE PALMDALE WATER DISTRICT**
Committee Members: Kathy Mac Laren-Chair, Vincent Dino
to be held at the District's office at 2029 East Avenue Q, Palmdale
THURSDAY, NOVEMBER 8, 2018

4:30 p.m.

NOTE: To comply with the Americans with Disabilities Act, to participate in any Board meeting please contact Dawn Deans at 661-947-4111 x1003 at least 48 hours prior to a Board meeting to inform us of your needs and to determine if accommodation is feasible.

Agenda item materials, as well as materials related to agenda items submitted after distribution of the agenda packets, are available for public review at the District's office located at 2029 East Avenue Q, Palmdale (Government Code Section 54957.5). Please call Dawn Deans at 661-947-4111 x1003 for public review of materials.

PUBLIC COMMENT GUIDELINES: The prescribed time limit per speaker is three-minutes. Please refrain from public displays or outbursts such as unsolicited applause, comments, or cheering. Any disruptive activities that substantially interfere with the ability of the District to carry out its meeting will not be permitted and offenders will be requested to leave the meeting. (PWD Rules and Regulations, Appendix DD, Sec. IV.A.)

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance to take action on any item.

- 1) Roll call.
- 2) Adoption of agenda.
- 3) Public comments for non-agenda items.
- 4) Action Items: (The public shall have an opportunity to comment on any action item as each item is considered by the Committee prior to action being taken.)

- 4.1) Consideration and possible action on approval of minutes of meeting held August 28, 2018.
- 4.2) Consideration and possible action on 2018 Salary Survey. (Included in 2019 Budget – Human Resources Director Emery/General Manager LaMoreaux)
- 4.3) Consideration and possible action on personnel-related changes for 2019. (Included in 2019 Budget – Human Resources Director Emery/General Manager LaMoreaux)
- 5) Information items.
 - 5.1) Other.
- 6) Board members' requests for future agenda items.
- 7) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd

P A L M D A L E W A T E R D I S T R I C T
B O A R D M E M O R A N D U M

DATE: November 1, 2018 **November 8, 2018**
TO: PERSONNEL COMMITTEE **Personnel Committee Meeting**
FROM: Jennifer Emery, Human Resources Director
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 4.2 – CONSIDERATION AND POSSIBLE ACTION
ON 2018 SALARY SURVEY. (INCLUDED IN 2019 BUDGET – HUMAN
RESOURCES DIRECTOR EMERY/GENERAL MANAGER
LaMOREAUX)***

Recommendation:

Staff recommends that the Committee approve the recommended salary range changes from our 2018 Salary Survey.

Alternative Options:

The alternative is to leave the salary ranges unchanged.

Impact of Taking No Action:

As the economy is improving, the business environment is becoming more competitive. If the District does not come to market with wages, we will have increased turnover.

Background:

The District has decided to do a market survey every three years in order to remain competitive in the marketplace thereby reducing costly turnover. In 2015, twelve water districts were chosen to compare to over time to create a stability in the data and allow our District to maintain a competitive space in the marketplace.

This year's survey uses the same twelve water districts all of whom are located in Southern California and are similar to our District either in facilities, size of organization, or number of connections.

Strategic Plan Initiative/Mission Statement:

This work is part of Strategic Plan Initiative No. 2 – Organizational Excellence. This item directly relates to the District's Mission Statement.

Budget:

This update is already a part of the submitted 2019 budget.

Supporting Documents:

- Salary Survey

Job Title	Current Range	Salary Survey	Recommended
Customer Care Representative I	19	20	
Field Customer Care Representative I	20	21	
Service Worker I	20	21	
Maintenance Worker I	16	21	
Customer Care Representative II	23	23	
Field Customer Care Representative II	23	23	
Accounting Technician II/Accounts Payable	23	23	
Maintenance Worker II		24	
Customer Account Technician	23	24	
Service Worker II	24	25	
Operations Technician I	24	25	
Administrative Assistant	24	25	
Payroll Specialist	24	25	
Electrician I		25	
Engineering Technician I	24	25	
Lab Analyst I	24	26	
Electronic Technician I		26	
Plant Operator I		26	
Water Use Efficiency Specialist I		27	
Engineering Technician II	27	27	
Public Affairs Specialist	23	27	
IT Specialist		27	
Purchasing Technician	26	27	
Electrician II	28	28	
Senior Field Customer Care Rep	27	28	
Operations Technician II	26	28	
Engineering Design Technician II	28	28	
Cross Connection Control Specialist	28	28	
Senior Customer Care Rep	29	29	
Safety and Training Technician	29	29	
Service Worker III - Crew Leader	27	29	
Construction Inspector II	27	29	

Plant Operator II	28	28	29
Lab Analyst II	27	29	
Operation Technician III - Fleet Lead	29	30	
Electronic Technician II	29	30	
Water Use Efficiency Specialist II	25	30	
Operation Technician III - Mechanical Lead	29	31	
Electrical/Electronic Technician III - Lead	30	31	
Management Analyst	30	31	
Plant Operator III- Lead	30	32	
Engineering Analyst	32	32	
GIS Coordinator	30	32	
Maintenance Supervisor	32	33	34
Construction Supervisor	32	34	
Executive Assistant	31	34	
Customer Finance Supervisor	34	35 Y Rated	
Project Manager	32	35	
Water Quality/Regulatory Affairs Supervisor	34	35	
Customer Care Supervisor	32	36	
Accounting Supervisor	34	36	
Public Affairs Director	37	38	
Deputy Water and Energy Resources Director	36	40	
Facilities Manager	41	41	
Operations Manager	37	39	41
Information Technology Manager	37	40	41
Human Resources Director	37	41	
Engineering/Grant Manager	40	44	
Water and Energy Resources Director	40	45	
Finance Manager / CFO	41	45	
Assistant General Manager/COO	47	48	

AGENDA ITEM NO. 4.2

Palmdale Water District	
Cucamonga Valley Water District	
Las Virgenes Municipal Water District	
Yorba Linda Water District	
Olivenhain Municipal Water District	
Western Municipal Water District	
Castaic Lake Water Agency	
Desert Water Agency	
Eastern Municipal Water District	
Mesa Consolidated Water District	
Rancho California Water District	
Walnut Valley Water District	
Padre Dam Municipal Water District	

		31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55
		6978.27	7127.19	7693.54	8078.22	8482.13	8906.24	9351.55	9819.13	10310.09	10825.59	11366.87	11935.21	12531.97	13158.57	13816.5	14507.33	15232.69	15994.33	16794.04	17633.75	18515.43	19441.2	20413.26	21433.93	22505.62
Human Resources Director	37							\$9351.55 - \$11366.87																		
								Human Resources Manager \$9199 - \$11959													\$ 11,959.00					
								Human Resources Manager \$9606.83 - \$13584.13													\$ 13,584.13					
								Human Resources and Risk Manager \$10502.27 - \$13445.47													\$ 13,445.47					
								Human Resources Manager \$9361.89 - \$14966.14													\$ 14,966.14					
																					\$ 17,127.75					
																					\$ 12,491.00					
								Human Resources Manager \$10481 - \$12768													\$ 12,768.00					
								Director of HR & Risk Management \$10722.4 - \$13317.20													\$ 13,317.20					
								Human Resource Manager \$10503 - \$14475													\$ 14,475.00					
								Director of Human Resources \$9615 - \$12500													\$ 12,500.00					
								No Equivalent Position																		
								Director of Human Resources \$9117 - \$14189													\$ 14,189.00					
																					\$ 150,822.69	\$ 13,711.15	Range 41			
Dep Water and Eng Res Dir	37							\$9351.55 - \$11366.87																		
								No Equivalent Position																		
								Resource Conservation Manager \$9140.56 - \$12796.85													\$ 12,796.85					
								No Equivalent Position																		
								No Equivalent Position																		
																					\$ 15,570.00					
																					\$ 13,115.00					
																					\$ 13,317.20					
								Water Resources Planner \$7113.08 - \$9389.12													\$ 9,389.12					
								No Equivalent Position																		
								No Equivalent Position																		
																					\$ 64,188.17	\$ 12,837.63	Salary Range 40			
IT Manager	37							\$9351.55 - \$11366.87																		
								Information Technology Manager \$9199 - \$11959													\$ 11,959.00					
								Information System Manager \$9606.83 - \$13449.45													\$ 13,449.45					
								Information Technology Manager \$10502.27 - \$13445.47													\$ 13,445.47					
								Information Technology Supervisor \$7326.17 - \$10978.44													\$ 10,978.44					
								Information Technology Manager \$8561.67 - \$12247.67													\$ 12,247.67					
																					\$ 16,459.00					
								Information Systems Administrator \$10229- \$12459													\$ 12,459.00					
																					\$ 15,390.27					
								Information Technology Coordinator \$7809 - \$10765													\$ 10,765.00					
								Information Technology (IT)/Customer Service Manager \$9532.29 - \$12582.61													\$ 12,582.61					
								No Equivalent Position																		
								Information Systems Manager \$8417 - \$13097													\$ 13,097.00					
																					\$ 142,832.91	\$ 12,984.81	Salary Range 40			
Public Affairs Director	37							\$9351.55 - \$11366.87																		
								Communication & Outreach Manager \$8007 - \$10410													\$ 10,410.00					
								Public Affairs and Communications Manager \$9140.56 - \$12796.85													\$ 12,796.85					
								Communications Manager \$10296 - \$13180.27													\$ 13,180.27					
								Customer Service and Public Affairs Supervisor \$6810.98 - \$10211.37													\$ 10,211.37					
								Communication Manager \$8561.67 - \$12247.67													\$ 12,247.67					
								Public Information Officer \$9788 - \$11897													\$ 11,897.00					
								Outreach and Conservation Manager \$8007 - \$9739													\$ 9,739.00					
								Public Affairs Manager \$9971.87 - \$12391.60													\$ 12,391.60					
								Public Affairs Manager \$10246- \$14125													\$ 14,125.00					
								Public Affairs Manager \$7469.11 - \$9859.20													\$ 9,859.20					
								No Equivalent Position																		
								Communications Manager \$6980 - \$10861													\$ 10,861.00					
																					\$ 117,507.59	\$ 11,750.76	Salary Range 38			
Water and Energy Resources Director	40							\$10825.59 - \$13158.57																		
								No Equivalent Position																		
								Director Resource Conservation and P.O. \$12033.32 - \$18362.59													\$ 18,362.59					
								No Equivalent Position																		
								No Equivalent Position													\$ 17,127.75					
																					\$ 15,942.00					
																					\$ 16,542.93					
								No Equivalent Position																		

		Water Resource Manager \$9582.29 - \$12582.61	\$ 12,582.61	
		No Equivalent Position		
		No Equivalent Position		
			\$ 80,557.88 \$ 16,111.58 Salary Range 45	
Assistant General Manager	47			
		\$15,232.69 - \$18,515.43		
		Assistant General Manager \$13943 - \$18127		\$ 18,127.00
		No Equivalent Position		
		No Equivalent Position		
		Assistant General Manager \$13106.99 - \$18349.80		\$ 18,349.80
		Deputy General Manager \$15937.50 - \$22799.42		\$ 22,799.42
		No Equivalent Position		
		Assistant General Manager \$15911 - \$19340		\$ 19,340.00
		Deputy General Manager \$18869.07 - \$21699.60		\$ 21,699.60
		Assistant General Manager \$14478 - \$19958		\$ 19,958.00
		Assistant General Manager \$13462 - \$17500		\$ 17,500.00
		Assistant General Manager \$13407 - \$20865		\$ 20,865.00
		No Equivalent Position		
			\$ 135,839.40 \$ 19,405.63 Range 48	

[illegible]

[illegible]

[illegible]

[illegible]

Job Title	Min	Max
Engineering Design Technician II	\$34.7775	\$42.2722
CADD Analyst	\$33.66	\$43.75
No Equivalent Position		
Engineering Technician II	\$32.13	\$41.13
No Equivalent Position		
No Equivalent Position		
GIS/CAD Technician II	\$32.37	\$39.46
Engineering Technician II	\$31.14	\$37.93
Mapping Technician II	\$29.97	\$37.29
No Equivalent Position		
Engineering Technician II	\$30.75	\$36.90
Engineering Technician II	\$26.38	\$41.18
GIS/CAD Specialist	\$29.65	\$46.12
Cross Connection Control Specialist	\$34.7775	\$42.2722
Cross Connection Coordinator	\$36.43	\$47.36
Cross Connection Inspector	\$29.77	\$41.04
No Equivalent Position		
Backflow and Cross Connection Coordinator II	\$29.72	\$41.61
No Equivalent Position		
Cross Connection Control Specialist I	\$24.16	\$29.44
No Equivalent Position		
Cross Connection Control Coordinator II	\$29.97	\$37.29
No Equivalent Position		
Cross Connection Control Technician II	\$33.90	\$40.69
Cross Connection Specialist	\$33.93	\$52.98
No Equivalent Position		

[illegible]

		16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	
		19.3654	20.3337	21.3503	22.4179	23.5388	24.7157	25.9515	27.2491	28.6115	30.0421	31.5442	33.1214	34.7775	36.5163	38.3422	40.2593	42.2722	44.3858	46.6051	48.9354	51.3822	
Maintenance Worker I	16	\$19.3654 - \$23.5388																					
		Facility Maint Specialist I \$21.35 - \$27.74										\$ 27.74											
		Facilities Maintenance Worker \$21.23 - \$29.27										\$ 29.27											
		No Equivalent Position																					
		No Equivalent Position																					
		No Equivalent Position																					
		Facilities Maintenance Technician I \$24.16 - \$29.44										\$ 29.44											
		No Equivalent Position																					
		Building and Facilities Technician I \$24.05 - \$29.97										\$ 29.97											
		Facility Maintenance Worker I \$23.13 - \$24.98																					
Building and Grounds Worker \$20.82 - \$24.98										\$ 24.98													
Fac Maintenance Wkr I \$21.73 - \$33.95										\$ 33.95													
Facilities Maint Wrk I \$18.56 - \$28.87										\$ 28.87													
										\$ 204.22 \$ 29.17 Salary Range 21													
Service Worker I	20	\$23.5388 - \$28.6115																					
		Water Utility Worker I \$21.77- \$28.30										\$28.30											
		Water Worker I \$21.23 - \$29.27										\$29.27											
		Maintenance Worker I \$23.07 - \$29.52										\$29.52											
		Utility Worker I \$20.80 - \$28.08										\$28.08											
		Operations Technician Prod I \$23.84 - \$29.44																					
		Utility Worker I \$24.16 - \$29.44										\$29.44											
		Water Service Worker I \$23.18- \$28.22										\$28.22											
		Pipeline Construction Utility Worker I \$24.05 - \$29.97										\$29.97											
		Water Maintenance Worker I \$23.01 - \$24.98																					
Field Distribution Operator I - Construction \$20.82 - \$24.98										\$24.98													
Utility Service Worker I \$23.90 - \$37.32										\$37.32													
Utility Worker I \$20.39 - \$31.72										\$31.72													
										\$296.82 \$29.68 Salary Range 21													
Maintenance Worker II																							
		Facility Maint Specialist II \$25.01 - \$32.50										\$ 32.50											
		No Equivaent Position																					
		Facilities Maintenance Worker \$28.04 - \$35.89										\$ 35.89											
		No Equivalent Position																					
		No Equivalent Position																					
		Facilities Maintenance Technician II \$27.98 - \$34.08										\$ 34.08											
		No Equivalent Position																					
		Building and Facilities Technician II \$26.52 - \$33.03										\$ 33.03											
		Facility Maintenance Worker II \$ - \$35.19										\$ 35.19											
Building and Grounds Worker II \$24.10 - \$28.91										\$ 28.91													
Facility Maintenance Wkr II \$23.90 - \$37.32										\$ 37.32													
Facilities Maint Wkr II \$24.56 - \$38.23										\$ 38.23													
										\$ 275.15 \$ 34.39 Salary Range 24													
Service Worker II	24	\$28.6115 - \$34.7775																					
		Water Utility Worker II \$25.51 - \$33.16										\$33.16											
		Water Worker II \$23.45 - \$32.33										\$32.33											
		Maintenance Worker II \$26.70 - \$34.18										\$34.18											
		Utility Worker II \$22.68 - \$31.74										\$31.74											
										Operations Technician Prod II \$- \$45.81 \$45.81													
										Utility Worker II \$27.98 - \$34.08 \$34.08													

		Water Service Worker II \$26.18 - \$31.90		\$31.90		
		Pipeline Construction Utility Worker II \$26.52 - \$33.03		\$33.03		
		Water Maintenance Worker II \$ - \$36.79		\$36.79		
		Field Dist Op II - Construction \$25.30 - \$30.36		\$30.36		
		Utility Service Worker II \$26.19 - \$40.88		\$40.88		
		Utility Worker II \$23.39 - \$36.41		\$36.41		
			\$420.67	\$35.06	Salary Range 25	
Operations Technician I	24	\$28.6115 - \$34.7775				
		Instrument/Electrical Technician I \$26.54 - \$34.50	\$	34.50		
		Maintenance Mechanic I \$25.90- \$35.71	\$	35.71		
		Mechanic I \$23.07 - \$29.52	\$	29.52		
		Pump/Motor Technician I \$25.84 - \$36.17	\$	36.17		
		Operations Technician I \$23.84 - \$				
		Distribution/Mechanical Technician I \$29.38 - \$35.79	\$	35.79		
		Operations Technician I \$29.67 - \$36.11	\$	36.11		
		Mechanical Maintenance Technician I \$26.52 - \$33.03	\$	33.03		
		Water Systems Operator I \$24.78- \$				
		Well & Pump Technician I \$24.10 - \$28.91	\$	28.91		
		Pump Operator I \$26.19- \$40.88	\$	40.88		
		Systems Operator/Technician I \$24.43 - \$38.02	\$	38.02		
			\$ 348.64	\$ 34.86	Salary Range 25	
Electrician I						
		Instrumentation/Electrical Technician I \$26.54 - \$34.50	\$	34.50		
		Electrical/Instrumentation Technician I \$28.05 - \$38.67	\$	38.67		
		Mechanic 1 \$23.07 - \$29.52	\$	29.52		
		No equivalent position				
		Operations Technician Electrical \$23.84 - \$				
		No Equivalent Position				
		Operations Technician I \$29.67 - \$36.11	\$	36.11		
		No Equivalent Position				
		Water Systems Operator I \$24.78- \$				
		Elect Controls/Inst Tech I \$27.89 - \$33.47	\$	33.47		
		No Equivalent Position				
		Electrician/Instrumentation & Controls Tech \$24.43- \$38.02	\$	38.02		
			\$ 210.29	\$ 35.05	Salary Range 25	
Electronic Technician I						
		Instrumentation/Electrical Technician I \$26.54 - \$34.50		\$ 34.50		
		Electrical/Instrumentation Technician I \$28.05 - \$38.67		\$ 38.67		
		No Equivalent Position				
		Instrument Control Technician \$25.84 - \$36.17		\$ 36.17		
		Operations Technician Electrical \$23.84 - \$				
		No Equivalent Position				
		Operations Technician I \$29.67 - \$36.11	\$	36.11		
		Control and Communication Analyst I \$32.23 - \$40.08	\$	40.08		
		Water Systems Operator I \$24.78- \$				
		Elect Controls/Inst Tech I \$27.89 - \$33.47	\$	33.47		
		No Equivalent Position				
		Electrician/Instrumentation & Controls Tech \$24.43- \$38.02	\$	38.02		
			\$ 257.02	\$ 36.72		
Purchasing Technician	26	\$31.5442 - \$38.3422				
		Warehouse and Supply Coordinator \$30.48 - \$39.63		\$ 39.63		
		Buyer \$28.61 - \$39.45		\$ 39.45		

		No Equivalent Position			
	Purchasing/Warehouse Clerk \$22.68 - \$31.74			\$ 31.74	
			Purchasing Specialist \$36.99 - \$52.91	\$ 52.91	
	Purchasing Technician \$26.65 - \$32.46			\$ 32.46	
		No Equivalent Position			
			Senior Buyer \$37.29 - \$46.31	\$ 46.31	
		Buyer \$32.68 - \$45.05		\$ 45.05	
	Warehouse Tech II \$24.10 - \$28.91			\$ 28.91	
		No Equivalent Position			
	Warehouse Specialist \$26.38 - \$41.03			\$ 41.03	
				\$ 357.49	\$ 39.72
Operations Technician II	26		\$31.5442 - \$38.3422		
		Instrumentation/Electrical Technician II \$31.10 - \$40.49		\$ 40.49	
		Maintenance Mechanic II \$30.37 - \$41.87		\$ 41.87	
		Mechanic II \$28.04 - \$35.89		\$ 35.89	
			Pump/Motor Technician II \$34.37 - \$48.26	\$ 48.26	
			Operations Technician Mechanical II \$ - \$45.81	\$ 45.81	
			Distribution/Mechanical Technician II \$33.99 - \$41.42	\$ 41.42	
			Operations Technician II \$32.72 - \$39.86	\$ 39.86	
		Mechanical Maintenance Technician II \$29.97 - \$37.29		\$ 37.29	
		Water Systems Operator II \$ - \$39.62		\$ 39.62	
		Well & Pump Technician II \$29.29 - \$35.15		\$ 35.15	
		Pump Operator II \$28.25 - \$44.11		\$ 44.11	
		Systems Operator/Technician \$25.01 - \$38.92		\$ 38.92	
				\$ 488.69	\$ 40.72
Service Worker III Crew Leader	27		\$33.1214 - \$40.2593		
		Lead Water Utility Worker \$29.88 - \$38.84		\$38.84	
		Senior Water Worker \$29.19 - \$40.24		\$40.24	
			Senior Maintenance Worker \$35.78 - \$45.08	\$45.08	
		Utility III \$25.84 - \$36.17		\$36.17	
			Senior Operations Technician Prod \$35.23 - \$52.91	\$52.91	
			Senior Utility Worker \$32.38 - \$39.46	\$39.46	
			Water Service Foreman \$36.98 - \$45.10	\$45.10	
		Pipeline Construction Crew Leader \$29.97 - \$37.29		\$37.29	
			Water Maintenance Crew Leader \$32.52 - \$44.83	\$44.83	
			Field Dist Oper Foreman- Construction \$32.29 - \$38.75	\$38.75	
		Utility/Field Services Lead \$30.31 - \$47.32		\$47.32	
		No Equivalent Position			
				\$465.99	\$42.36
Electrician II	28		\$34.7775 - \$42.2722		
		Instrumentation/Electrical Technician II \$31.10 - \$40.49		\$ 40.49	
		Electrical/Instrumentation Tech II \$32.88 - \$45.34		\$ 45.34	
		Mechanic II \$28.04 - \$35.89		\$ 35.89	
		No equivalent position			
		Operations Technician Electrical II \$ - \$45.81		\$ 45.81	
			Electrical/Instrumentation Technician \$33.99 - \$41.42	\$ 41.42	
			Operations Technician II \$32.72 - \$39.86	\$ 39.86	
	Electrician \$26.52 - \$33.03			\$ 33.03	
		Water Systems Operator II \$ - \$39.62		\$ 39.62	
		Electrical Controls/Instrument Tech II \$33.90 - \$40.69		\$ 40.69	
		No equivalent position			

		Electrician/Instrumentation & Controls Tech \$27.47- \$42.74		\$ 42.74
				\$ 404.89
Electronic Tech II	29		\$36.5163 - \$44.3858	
			Controls Analyst \$36.43 - \$47.36	\$ 47.36
		Electrical/Instrumentation Technician II \$32.88 - \$45.34		\$ 45.34
			Senior SCADA Technician \$37.57 - \$48.10	\$ 48.10
			Instrument Control Technician II \$34.47 - \$48.26	\$ 48.26
			Operations Technician - Electrical Services \$ - \$45.81	\$ 45.81
		Electrical/Instrumentation Technician \$33.99 - \$41.42		\$ 41.42
		Operations Technician II \$32.72 - \$39.86		\$ 39.86
			Control and Communication Analyst II \$37.29 - \$46.31	\$ 46.31
			No Equivalent Position	
		Electrical Controls/Instrument Tech II \$33.90 - \$40.69		\$ 40.69
			No Equivalent Position	
		Electrician/Instrumentation & Controls Tech \$27.47- \$42.74		\$ 42.74
				\$ 445.89
Operations Technician III - Fleet	29		\$36.5163 - \$44.3858	
		Lead Fleet and Equipment Mechanic \$31.10 - \$40.49		\$ 40.49
		Senior Maintenance Mechanic \$32.88 - \$45.34		\$ 45.34
		Senior Fleet Mechanic \$35.78 - \$45.80		\$ 45.80
			No Equivalent Position	
			Senior Operations Technician Mech \$35.23 - \$52.91	\$ 52.91
			Senior Distribution/Mechanical Technician \$39.36 - \$47.95	\$ 47.95
			Operations Technician Foreman \$41.88 - \$50.92	\$ 50.92
		Senior Mechanical Maintenance Technician \$34.68 - \$43.06		\$ 43.06
			No Equivalent Position	
		Field Services Foreman - Fleet/Facilities \$35.60 - \$42.72		\$ 42.72
			No Equivalent Position	
			No Equivalent Position	
				\$ 369.19
Operations Technian III - Mechanical	29		\$36.5163 - \$44.3858	
			Lead Instrumentation Electrical Technician \$36.43 - \$47.36	\$ 47.36
		Senior Maintenance Mechanic \$32.88 - \$45.34		\$ 45.34
		Senior Fleet Mechanic \$35.78 - \$45.80		\$ 45.80
			No Equivalent Position	
			Senior Operations Technician Mech \$35.23 - \$52.91	\$ 52.91
			Senior Distribution/Mechanical Technician \$39.36 - \$47.95	\$ 47.95
			Operations Technician Foreman \$41.88 - \$50.92	\$ 50.92
		Senior Heavy Fleet Technician \$34.68 - \$43.06		\$ 43.06
			No Equivalent Position	
		Field Service Foreman - Fleet/Facilities \$35.60 - \$42.72		\$ 42.72
		Senior Fleet Mechanic \$27.44 - \$42.85		\$ 42.85
			System Operator/Technician \$30.43 - \$47.33	\$ 47.33
				\$ 466.24
Electrical /Instrument Technician III	30		\$38.3422 - \$46.6051	
			Lead Instrumentation/Electrical Technician \$36.43 - \$47.36	\$47.36
		Senior Electrical/Instrument Technician \$35.61 - \$49.10		\$49.10
			Senior SCADA Technician \$37.57 - \$48.10	\$48.10
			No Equivalent Position	
			Senior Operations Technician Electrical \$35.23 - \$52.91	\$52.91

Senior Electrical Technician \$39.36 - \$47.95	\$47.95
Operations Technician Foreman \$41.88 - \$50.92	\$41.88
Senior Controls Technician \$37.29 - \$46.31	\$46.31
No Equivalent Position	
Field Service Foreman - Fleet/Facilities \$35.60 - \$42.72	\$42.72
No Equivalent Position	
No Equivalent Position	
	\$376.33

		31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46
Water Quality/Regulatory Affairs Supervisor	34	6978.27	7327.19	7693.54	8078.22	8482.13	8906.24	9351.55	9819.13	10310.09	10825.59	11366.87	11935.21	12531.97	13158.57	13816.5	14507.33
					\$8078.22 - \$9819.13												
					No Equivalent Position												
					Laboratory Supervisor \$7873.67 - \$10235.68												\$ 10,235.68
					Water Quality Engineer \$8318.27 - \$10647.87												\$ 10,647.87
					No Equivalent Position												
					No Equivalent Position												
							Laboratory and Regulatory Affairs Supervisor \$9144 - \$11139										\$ 11,139.00
					Laboratory Director \$7259 - \$8826												\$ 8,826.00
							Manager of Laboratory and Water Quality Services \$8027.07 - \$9971.87										\$ 9,971.87
						Water Quality & Compliance Supervisor \$7619 - \$10503											\$ 10,503.00
					Water Quality Supervisor \$7499.61 - \$8999.64												\$ 8,999.64
					No Equivalent Position												
					No Equivalent Position												
																	\$ 70,323.06 \$ 10,046.15 Salary Range
Operations Manager	37								\$9351.55 - \$11366.87								
									Water Treatment Plant Manager \$9199 - \$11959								\$ 11,959.00
									No Equivalent Position								
									Water Production Superintendent \$8318.27 - \$10647.87								\$ 10,647.87
					Water Treatment Facilities Supervisor \$7326.17 - \$10978.44												\$ 10,978.44
					No Equivalent Position												
							Operations Superintendent \$9601 - \$11696										\$ 11,696.00
							Water Operations Supervisor \$9055 - \$11004										\$ 11,004.00
							Director of Water Operations \$10722.4 - \$13317.20										\$ 13,317.20
							Water Operations Manager \$12180 - \$16790										\$ 16,790.00
									Water Operations Manager \$10008.79 - \$13211.64								\$ 13,211.64
					Production Manager \$7021 - \$10925												\$ 10,925.00
					Plant Manager \$6980 - \$10861												\$ 10,861.00
																	\$ 121,390.15 \$ 12,139.02 Salary Range

35

39

		22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43			
		25.9515	27.2491	28.6115	30.0421	31.5442	33.1214	34.7775	36.5163	38.3422	40.2593	42.2722	44.3858	46.6051	48.9354	51.3822	53.9513	56.6488	59.4813	62.4553	65.5781	68.857	72.2998			
Lab Analyst I	24			\$28.6115 - \$34.7775																						
				No Equivalent																						
				Laboratory Technician I \$25.90 - \$35.71																					\$ 35.71	
				Water Quality Technician I \$26.70 - \$34.18																					\$ 34.18	
				No equivalent position																						
				Operations Technician II \$																						
								Water Quality Scientist I \$35.71 - \$43.51																\$ 43.51		
					No Equivalent Position																					
					Laboratory Analyst I \$25.26 - \$31.46																			\$ 31.46		
					Water Quality Technician I \$20.89 - \$																					
					No equivalent position																					
					Water Quality Tech I \$28.25 - \$44.11																		\$ 44.11			
				Laboratory Analyst \$20.39 - \$31.72																	\$ 31.72					
																					\$ 220.69	\$ 36.78				
Plant Operator I																										
				Water Treatment Plant Operator I \$26.02 - \$33.83																				\$ 33.83		
				Water Treatment Plant Operator II \$26.95 - \$37.16																				\$ 37.16		
				Plant Operator I \$23.07 - \$29.52																				\$ 29.52		
				Water Treatment Plant Operator II/ \$25.84 - \$36.17																				\$ 36.17		
				Operations Technician II \$																						
													Treatment Plant Operator I \$45.58- \$55.53												\$ 55.53	
					System Operator I \$28.22 - \$34.37																			\$ 34.37		
					Potable Water Treatment Operator II \$27.84 - \$34.68																			\$ 34.68		
					Water Systems Operator I \$24.78 - \$																					
						Water Treatment Operator II \$30.75 - \$36.90																	\$ 36.90			
						No equivalent position																				
				Systems Operator/Technician \$24.43 - \$38.02																	\$ 38.02					
																					\$ 336.18	\$ 37.35				
Laboratory Analyst II	27						\$33.1214 - \$40.2593																			
							Water Quality Coordinator \$33.66 - \$43.75																		\$ 43.75	
					Laboratory Technician II \$30.37 - \$41.87																			\$ 41.87		
					Water Quality Technician II \$29.44 - \$37.68																			\$ 37.68		
					No equivalent position																					
					Operations Technician III \$ - \$																					
												Water Quality Scientist II \$41.33 - \$50.36												\$ 50.36		
					No equivalent position																					
					Laboratory Analyst II \$27.84 - \$34.86																		\$ 34.86			
						Water Quality Technician II \$ - \$46.18																	\$ 46.18			
						No Equivalent Position																	\$ 36.90			
						Water Quality Specialist \$33.94 - \$52.98																\$ 52.98				
				Laboratory Analyst \$27.47 - \$42.74																\$ 42.74						
																					\$ 387.32	\$ 43.04				
Plant Operator II	28						\$34.7775 - \$42.2722																			
					Water Treatment Plant Operator II \$30.48 - \$39.63																			\$ 39.63		
					Water Treatment Plant Operator III \$30.98- \$42.72																		\$ 42.72			
					Plant Operator II \$30.91 - \$39.57																		\$ 39.57			
					Water Treatment Plant Operator III \$29.72 - \$41.61																	\$ 41.61				

	Operations Technician IV(Plant Operator) \$ - \$45.81		\$ 45.81
		Treatment Plant Operator II \$40.11 - \$48.76	\$ 48.76
	System Operator III \$ 32.72 - \$39.86		\$ 39.86
	Potable Water Treatment Operator III \$32.23 - \$40.08		\$ 40.08
	Water Systems Operator II \$ - \$39.62		\$ 39.62
	Senior Water Systems Operator \$33.90 - \$40.69		\$ 40.69
	No equivalent position	Anaheim - 37.87 - 46.08	
Systems Operator/Technician \$26.95 - \$41.92			\$ 41.92
			\$ 460.27 \$ 41.84

		30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52
Accounting Supervisor	34	6645.97	6978.27	7327.19	7693.54	8078.22	8482.13	8906.24	9351.55	9819.13	10310.09	10825.59	11366.87	11935.21	12531.97	13158.57	13816.5	14507.33	15232.69	15994.33	16794.04	17633.75	18515.43	19441.2
						\$8078.22 - \$9819.13																		
						Accounting Supervisor \$7111 - \$9244											9244							
						Financial Analyst \$7491.81 - \$9739.25											9739.25							
						Senior Accountant \$7921.33 - \$10140											10140							
						Accounting Supervisor \$6329.03 - \$9498.06											9498.06							
						Accounting Supervisor \$7964.67 - \$11393.58											11393.58							
						Senior Financial Analyst \$8293- \$10104											10104							
						Accounting Supervisor \$7629 - \$9273											9273							
						Controller \$9971.87 - \$12391.60											12391.6							
						Controler \$8410 - \$11593											11593							
						Accounting Supervisor \$7469.11 - \$9859.20											9859.2							
						Accounting Manager \$7021 - \$10925											10925							
						Accounting Manager \$7438 - \$11572											11572							
																	125732.69	\$	10,477.72		Salary Range 36			
Customer Finance Supervisor	34					\$8078.22 - \$9819.13																		
						Accounting Supervisor \$7111 - \$9244											\$9,244.00							
						Financial Analyst \$7491.81 - \$9739.25											\$9,739.25							
						Customer Service Supervisor \$6843.20 - \$8758.53											\$8,758.53							
						Customer Service and Public Affairs Supervisor \$7326.17 - \$10978.44											\$10,978.44							
						Customer Service Manager \$8561.67 - \$12247.67											\$12,247.67							
						Customer Service Supervisor \$6497 - \$7916											\$7,916.00							
						Customer Service Supervisor \$7629 - \$9273											\$9,273.00							
						Customer Service Billing Manager \$7463.73 - \$9276.80											\$9,276.80							
						No Equivalent Position																		
						Customer Service Supervisor \$6478.51 - \$7774.35											\$7,774.35							
						Customer Service Manager \$7021 - \$10925											\$10,925.00							
						Customer Service Manager \$7438- \$11572											\$11,572.00							
																	\$107,705.04		\$9,791.37		Salary Range 35			

	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39
	23.5388	24.7157	25.9515	27.2491	28.6115	30.0421	31.5442	33.1214	34.7775	36.5163	38.3422	40.2593	42.2722	44.3858	46.6051	48.9354	51.3822	53.9513	56.6488	59.4813
Accounting Technician requesting to change to Accounts Payable	23	\$27.2491 - \$33.1214																		
		Accounting Clerk II \$23.33 - \$30.33											\$ 30.33							
		Accounting Clerk II \$22.31- \$30.76											\$ 30.76							
		Accounting Assistant I \$23.07 - \$29.52											\$ 29.52							
		Accountant I \$25.84 - \$36.17											\$ 36.17							
		Accounting Technician III \$22.70-\$39.57											\$ 39.57							
		Accounting Technician II \$26.65 - \$32.46											\$ 32.46							
		Account Clerk III \$26.87- \$32.72											\$ 32.72							
		Finance Technician II \$25.26 - \$31.46											\$ 31.46							
		Accounting Technician II \$24.91 - \$34.34											\$ 34.34							
		Accounting Clerk II \$22.95 - \$27.54											\$ 27.54							
		Accounts Clerk II \$23.90 - \$37.32											\$ 37.32							
		Accounting Specialist 2 \$21.55 - \$33.52											\$ 33.52							
													\$ 395.71	\$ 32.98	Salary Range 23 No Change					
Customer Account Technician	23	\$27.2491 - \$33.1214																		
		Accounting Clerk II \$23.33 - \$30.33														\$ 30.33				
		Customer Service Representative \$23.66 - \$32.62														\$ 32.62				
		Customer Service Representative III \$25.43 - \$32.55														\$ 32.55				
		Customer Service Representative II \$22.68 - \$31.74														\$ 31.74				
		Customer Service Representative II \$22.70 - \$45.81														\$ 45.81				
		Accounting Technician II \$26.65 - \$32.46														\$ 32.46				
		Customer Service Representative II \$29.67 - \$36.10														\$ 36.10				
		Collections Representative II \$27.84 - \$34.68														\$ 34.68				
		Customer Service Representative I/II \$21.48 - \$34.34														\$ 34.34				
		Accounting Clerk II \$22.95 - \$27.54														\$ 27.54				
		Accounts Clerk II \$23.90 - \$37.32														\$ 37.32				
		Customer Service Representative III \$21.55 - \$33.52														\$ 33.52				
														\$ 409.01	\$ 34.08	Salary Range 24				
Payroll Specialist	24	\$28.6115 - \$34.7775																		
		Accounting Clerk II \$23.33 - \$30.33														\$30.33				
		Senior Accounting Clerk \$23.68 - \$32.65														\$32.65				
		Accounting Assistant II \$29.46 - \$37.71														\$37.71				
		Accountant I \$25.84 - \$36.17														\$36.17				
		Customer Service Representative II \$22.70 - \$45.81														\$45.81				
		Senior Accounting Technician \$30.85- \$37.59														\$37.59				
		Senior Account Clerk \$31.90 - \$38.90														\$38.90				

Finance Technician III \$27.84 - \$34.68	\$34.68		
Financial Services Assistant \$31.11 - \$42.88	\$42.88		
Accounting Clerk II \$22.95 - \$27.54	\$27.54		
Accounts Clerk II \$23.90 - \$37.32	\$37.32		
Accounting Specialist 3 \$23.39 - \$36.41	\$36.41		
	\$437.99	\$36.50	Salary Range 25

[illegible]

		15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		32	33	34	35	36	37	38	39	40
		18.4432	19.3654	20.3337	21.3503	22.4179	23.5388	24.7157	25.9515	27.2491	28.6115	30.0421	31.5442	33.1214	34.7775	36.5163	38.3422	40.2593		42.2722	44.3858	46.6051	48.9354	51.3822	53.9513	56.6488	59.4813	62.4553
Customer Care Rep I	19					\$22.4179 - \$27.2491																						
						Customer Service Rep I \$19.34 - \$25.13														\$	25.13							
										Customer Service Rep \$23.66 - \$32.62										\$	32.62							
										Customer Service Rep I \$21.44 - \$26.79										\$	26.79							
										Customer Service Rep 1 \$20.08 - \$28.08										\$	28.08							
										Customer Service Representative I \$22.70 - \$																		
																				\$	29.44							
																				\$	33.55							
																				\$	25.89							
																				\$	26.22							
																				\$	33.95							
																				\$	27.16							
																				\$	288.83	\$ 28.88				Salary Range 20		
Field Customer Care Rep I	20						\$23.5388 - \$28.6115																					
																				\$	28.30							
																				\$	29.27							
																				\$	28.12							
																				\$	28.08							
																				\$	29.44							
																				\$	28.22							
																				\$	28.55							
																				\$	31.89							
																				\$	26.22							
																				\$	33.95							
																				\$	31.72							
																				\$	323.76	\$ 29.43				Salary Range 21		
Customer Care Rep II	23									\$27.2491 - \$33.1214																		
																				\$	29.44							
																				\$	32.62							
																				\$	29.52							
																				\$	31.74							
																				\$	34.08							
																				\$	36.11							
																				\$	28.55							
																				\$	34.34							
																				\$	30.36							
																				\$	37.32							
																				\$	30.10							
																				\$	354.18	\$ 32.20				Salary Range 23		
Field Customer Care Rep II	23									\$27.2491 - \$33.1214																		
																				\$	31.25							
																				\$	32.33							

Job Title	Salary Range	Current Salary	Target Salary	Performance Rating
Field Services Technician II	\$22.68 - \$31.74	\$31.01	\$31.74	3.0
Meter Service Operations Technician III	\$ - \$			3.0
Field Customer Service Representative II	\$27.98 - \$34.08	\$34.08	\$34.08	3.0
Meter Reader II	\$24.95 - \$30.38	\$30.38	\$30.38	3.0
Customer Service Field Representative II	\$24.05 - \$29.97	\$29.97	\$29.97	3.0
Field Customer Service Rep I/II	\$22.56 - \$35.19	\$35.19	\$35.19	3.0
Customer Serv Rep II	\$25.30 - \$30.36	\$30.36	\$30.36	3.0
Customer Service Rep II	\$23.90 - \$37.32	\$37.32	\$37.32	3.0
Field Services Technician II	\$22.26 - \$34.64	\$34.64	\$34.64	3.0
	\$358.27	\$32.57		Salary Range 23
Senior Field Customer Care Representative				27
Field Service Supervisor	\$37.15 - \$48.31	\$40.2593	\$48.31	3.0
Senior Field Customer Service Rep	\$29.19 - \$40.24	\$40.24	\$40.24	3.0
Meter Services Lead	\$30.91 - \$39.57	\$39.57	\$39.57	3.0
Field Services Supervisor	\$36.51 - \$54.80	\$54.80	\$54.80	3.0
Meter Service Operations Technician IV	\$33.55 - \$45.81	\$45.81	\$45.81	3.0
Senior Field Customer Service Rep	\$32.38 - \$39.46	\$39.46	\$39.46	3.0
Meter Reader III	\$29.67 - \$36.11	\$36.11	\$36.11	3.0
Senior Customer Service Field Representative	\$26.52 - \$33.03	\$33.03	\$33.03	3.0
No Equivalent Position				3.0
Snr Field Cust Serv Rep	\$27.89 - \$33.47	\$33.47	\$33.47	3.0
Senior Customer Service Rep	\$26.19 - \$40.88	\$40.88	\$40.88	3.0
Field Services Technician III	\$25.65 - \$39.92	\$39.92	\$39.92	3.0
Senior Customer Care Rep				29
Customer Service Supervisor	\$37.15 - \$48.31	\$44.3858	\$48.31	3.0
Customer Service Operations Supervisor	\$43.22 - \$56.19	\$56.19	\$56.19	3.0
Customer Service Rep III	\$25.43 - \$32.55	\$32.55	\$32.55	3.0
Customer Service and Public Affairs Supervisor	\$42.27 - \$63.34	\$63.34	\$63.34	3.0
Senior Customer Service Representative	\$33.55 - \$45.81	\$45.81	\$45.81	3.0
Assistant Customer Service Supervisor	\$32.38 - \$39.46	\$39.46	\$39.46	3.0
No Equivalent Position				3.0
Senior Customer Service Representative	\$27.84 - \$34.68	\$34.68	\$34.68	3.0
No Equivalent Position				3.0
Snr Cust Serv Rep	\$27.89 - \$33.47	\$33.47	\$33.47	3.0
Senior Customer Service Rep	\$26.19 - \$40.88	\$40.88	\$40.88	3.0
Customer Service Rep III	\$22.63 - \$35.20	\$35.20	\$35.20	3.0

P A L M D A L E W A T E R D I S T R I C T
B O A R D M E M O R A N D U M

DATE: November 1, 2018 **November 8, 2018**
TO: PERSONNEL COMMITTEE **Personnel Committee Meeting**
FROM: Jennifer Emery, Human Resources Director
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 4.3 – CONSIDERATION AND POSSIBLE ACTION
ON PERSONNEL-RELATED CHANGES FOR 2019. (INCLUDED IN
2019 BUDGET – HUMAN RESOURCES DIRECTOR EMERY/GENERAL
MANAGER LaMOREAUX)***

Recommendation:

Staff recommends that the Committee approve the recommended personnel-related changes for 2019.

Alternative Options:

The alternative is to leave the personnel as is.

Impact of Taking No Action:

The impact of not making personnel changes is that job titles and duties do not change as the industry and District needs change.

Background:

The IT department responsibilities have been growing exponentially over the last three years, and the District has encouraged staff to obtain certifications related to the needs of the District. We are recommending that the IT Help Desk position be renamed to IT Specialist. This position reflects the current job duties of the department.

The Water Conservation Department is recommending a change from Field Customer Care Representative II to Water Use Efficiency Specialist I and from Water Conservation Aide to Water Use Efficiency Specialist II. Water Conservation is transforming from a straight conservation perspective to an integrated concept of efficiency and best use of resources. As such, we would like to update our position titles.

Strategic Plan Initiative/Mission Statement:

This work is part of Strategic Plan Initiative No. 2 – Organizational Excellence.
This item directly relates to the District's Mission Statement.

Budget:

This update is already a part of the submitted 2019 budget.

Supporting Documents:

- Salary Survey