

RESOLUTION 16-17
OF THE BOARD OF DIRECTORS OF HELIX WATER DISTRICT
ESTABLISHING CLASSIFICATIONS AND MONTHLY RATES OF PAY FOR
HELIX WATER DISTRICT EMPLOYEES EFFECTIVE JULY 1, 2016

BE IT AND IT IS HEREBY RESOLVED by the Helix Water District Board of Directors that for the period of July 1, 2016 through June 30, 2017 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	3217	3298	3378	3463	3547	3636	3725	3818	3911	4009	4106
02	3378	3463	3547	3636	3725	3818	3911	4009	4106	4209	4312
03	3547	3636	3725	3818	3911	4009	4106	4209	4312	4419	4527
04	3725	3818	3911	4009	4106	4209	4312	4419	4527	4640	4754
05	3911	4009	4106	4209	4312	4419	4527	4640	4754	4872	4991
06	4106	4209	4312	4419	4527	4640	4754	4872	4991	5116	5241
07	4312	4419	4527	4640	4754	4872	4991	5116	5241	5372	5503
08	4527	4640	4754	4872	4991	5116	5241	5372	5503	5640	5778
09	4754	4872	4991	5116	5241	5372	5503	5640	5778	5922	6067
10	4991	5116	5241	5372	5503	5640	5778	5922	6067	6218	6370
11	5241	5372	5503	5640	5778	5922	6067	6218	6370	6529	6689
12	5503	5640	5778	5922	6067	6218	6370	6529	6689	6856	7023
13	5778	5922	6067	6218	6370	6529	6689	6856	7023	7199	7374
14	6067	6218	6370	6529	6689	6856	7023	7199	7374	7559	7743
15	6370	6529	6689	6856	7023	7199	7374	7559	7743	7937	8130
16	6689	6856	7023	7199	7374	7559	7743	7937	8130	8333	8537
17	7023	7199	7374	7559	7743	7937	8130	8333	8537	8750	8963
18	7374	7559	7743	7937	8130	8333	8537	8750	8963	9188	9412
19	7743	7937	8130	8333	8537	8750	8963	9188	9412	9647	9882
20	8130	8333	8537	8750	8963	9188	9412	9647	9882	10129	10376
21	8537	8750	8963	9188	9412	9647	9882	10129	10376	10636	10895
22	8963	9188	9412	9647	9882	10129	10376	10636	10895	11168	11440
23	9412	9647	9882	10129	10376	10636	10895	11168	11440	11726	12012
24	9882	10129	10376	10636	10895	11168	11440	11726	12012	12312	12612
25	10376	10636	10895	11168	11440	11726	12012	12312	12612	12928	13243
26	10895	11168	11440	11726	12012	12312	12612	12928	13243	13574	13905
27	11440	11726	12012	12312	12612	12928	13243	13574	13905	14253	14601
28	12012	12312	12612	12928	13243	13574	13905	14253	14601	14966	15331

**HELIX WATER DISTRICT
PERSONNEL CLASSIFICATION SCHEDULE
JULY 1, 2016**

CLASSIFICATION	SALARY RANGE	MONTHLY PAY RANGES	
ACCOUNTANT	12	5503	7023
ACCOUNTANT, SENIOR	15	6370	8130
ACCOUNTING TECHNICIAN	08	4527	5778
ADMINISTRATIVE ASSISTANT I	06	4106	5241
ADMINISTRATIVE ASSISTANT II	08	4527	5778
ASST DIRECTOR OF ADMIN SERVICES/FINANCE MANAGER	25	10376	13243
BIOLOGIST	14	6067	7743
BOARD SECRETARY	18	7374	9412
BOARD SECRETARY, ASSISTANT	10	4991	6370
CATHODIC PROTECTION TECHNICIAN	10	4991	6370
CHEMIST, SENIOR	16	6689	8537
CONSTRUCTION SERVICES COORDINATOR	15	6370	8130
CONSTRUCTION SUPERVISOR	18	7374	9412
CORROSION SPECIALIST	13	5778	7374
CROSS CONNECTION CONTROL COORDINATOR	12	5503	7023
CUSTOMER SERVICE MANAGER	21	8537	10895
CUSTOMER SERVICE REPRESENTATIVE I	05	3911	4991
CUSTOMER SERVICE REPRESENTATIVE II	08	4527	5778
CUSTOMER SERVICE SPECIALIST	10	4991	6370
CUSTOMER SERVICE SUPERVISOR	13	5778	7374
DIRECTOR OF ADMINISTRATIVE SERVICES	28	12012	15331
DIRECTOR OF ENGINEERING	28	12012	15331
DIRECTOR OF OPERATIONS	28	12012	15331
DIRECTOR OF WATER QUALITY/SYSTEM OPERATIONS	28	12012	15331
ENGINEER, ASSISTANT	15	6370	8130
ENGINEER, ASSOCIATE	18	7374	9412
ENGINEER, CIVIL	21	8537	10895
ENGINEERING AIDE	08	4527	5778
ENGINEERING DESIGN ASSOCIATE	15	6370	8130
ENGINEERING MANAGER	25	10376	13243
ENGINEERING TECHNICIAN	10	4991	6370
ENGINEERING TECHNICIAN, SENIOR	13	5778	7374
ENTERPRISE APPLICATIONS MANAGER	23	9412	12012
ENTERPRISE ARCHITECTURE MANAGER	23	9412	12012
EQUIPMENT MAINTENANCE COORDINATOR	11	5241	6689
EQUIPMENT OPERATOR I	05	3911	4991
EQUIPMENT OPERATOR II	08	4527	5778
EQUIPMENT OPERATOR III	10	4991	6370
EQUIPMENT REPAIR TECHNICIAN	10	4991	6370
FACILITIES MANAGER	21	8537	10895
FACILITIES SUPERVISOR	16	6689	8537
FACILITY LOCATION/SURVEY TECHNICIAN	09	4754	6067

FACILITY MAINTENANCE TECHNICIAN	09	4754	-	6067
FIELD OPERATIONS MANAGER	21	8537	-	10895
FIELD SERVICES COORDINATOR	11	5241	-	6689
FIELD SUPERVISOR I	14	6067	-	7743
FIELD SUPERVISOR II	17	7023	-	8963
FINANCE MANAGER	23	9412	-	12012
GENERAL MANAGER --currently \$223,234.99 per year	Z	BOARD TO DETERMINE		
GIS ANALYST	15	6370	-	8130
GIS SPECIALIST	13	5778	-	7374
GIS TECHNICIAN I	08	4527	-	5778
GIS TECHNICIAN II	10	4991	-	6370
HUMAN RESOURCES ANALYST	13	5778	-	7374
HUMAN RESOURCES ANALYST, SENIOR	16	6689	-	8537
HUMAN RESOURCES MANAGER	23	9412	-	12012
HUMAN RESOURCES TECHNICIAN I	06	4106	-	5241
HUMAN RESOURCES TECHNICIAN II	08	4527	-	5778
INFORMATION AND PROCESS SYSTEMS SUPERVISOR	21	8537	-	10895
INFORMATION SYSTEMS ANALYST I	12	5503	-	7023
INFORMATION SYSTEMS ANALYST II	14	6067	-	7743
INSPECTOR I	10	4991	-	6370
INSPECTOR II	13	5778	-	7374
INSPECTOR III	15	6370	-	8130
MAINTENANCE RANGER	01	3217	-	4106
MAINTENANCE RANGER, SENIOR	03	3547	-	4527
MANAGEMENT ANALYST	10	4991	-	6370
MECHANICAL SYSTEM TECHNICIAN I	09	4754	-	6067
MECHANICAL SYSTEM TECHNICIAN II	12	5503	-	7023
MECHANICAL SYSTEM TECHNICIAN III	13	5778	-	7374
METER MAINTENANCE TECHNICIAN, SENIOR	10	4991	-	6370
METER READER I	03	3547	-	4527
METER READER II	06	4106	-	5241
METER SERVICES FIELD REPRESENTATIVE	07	4312	-	5503
NETWORK ADMINISTRATOR	16	6689	-	8537
NETWORK SUPPORT SPECIALIST	13	5778	-	7374
NETWORK SUPPORT TECHNICIAN	10	4991	-	6370
OPERATIONS AND MAINTENANCE TECHNICIAN	07	4312	-	5503
OPERATIONS AND CONSTRUCTION MANAGER	23	9412	-	12012
PLANT OPERATIONS SUPERVISOR	18	7374	-	9412
PLANT OPERATOR I	10	4991	-	6370
PLANT OPERATOR II	12	5503	-	7023
PLANT OPERATOR III	14	6067	-	7743
PLANT OPERATOR TRAINEE	08	4527	-	5778
PROGRAMMER ANALYST	21	8537	-	10895
PUBLIC AFFAIRS REPRESENTATIVE	11	5241	-	6689
PUBLIC AFFAIRS REPRESENTATIVE, SENIOR	14	6067	-	7743
RESERVOIR RECREATION RANGER	13	5778	-	7374
ROW AGENT I	10	4991	-	6370
ROW AGENT II	12	5503	-	7023
ROW AGENT/ENVIRON ANALYST, SENIOR	15	6370	-	8130
SAFETY/RISK ADMINISTRATOR	19	7743	-	9882

SCADA/INSTRUMENTATION/ELECTRICAL TECHNICIAN I	11	5241	-	6689
SCADA/INSTRUMENTATION/ELECTRICAL TECHNICIAN II	15	6370	-	8130
SCADA/INSTRUMENTATION/ELECTRICAL TECHNICIAN III	16	6689	-	8537
SCADA PROGRAMMING AND WIRELESS NETWORK ADMINISTRATOR	19	7743	-	9882
SENIOR SYSTEMS ADMINISTRATOR	21	8537	-	10895
SURVEY AND LOCATIONS SUPERVISOR	16	6689	-	8537
SURVEY TECHNICIAN, SENIOR	12	5503	-	7023
SYSTEM OPERATIONS MANAGER	23	9412	-	12012
SYSTEM OPERATIONS SUPERVISOR	18	7374	-	9412
SYSTEM OPERATOR I	08	4527	-	5778
SYSTEM OPERATOR II	11	5241	-	6689
SYSTEM OPERATOR III	13	5778	-	7374
UTILITY CREW MEMBER I	05	3911	-	4991
UTILITY CREW MEMBER II	07	4312	-	5503
UTILITY CREW MEMBER III	09	4754	-	6067
UTILITY CREW SUPERVISOR	13	5778	-	7374
VALVE MAINTENANCE TECHNICIAN I	05	3911	-	4991
VALVE MAINTENANCE TECHNICIAN II	07	4312	-	5503
VALVE MAINTENANCE TECHNICIAN III	09	4754	-	6067
WAREHOUSE COORDINATOR I	06	4106	-	5241
WAREHOUSE COORDINATOR II	09	4754	-	6067
WATER CONSERVATION SPECIALIST	13	5778	-	7374
WATER CONSERVATION TECHNICIAN	09	4754	-	6067
WATER TREATMENT PLANT MANAGER	23	9412	-	12012

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

Standby Pay	34.06 / Day
Duty Response Pay	48.63 / Day
Standby/Duty Response Holiday Pay	109.54 / Holiday
Special Assignment Pay (e.g. Shift Differential, Heavy/Special Equipment Operator)	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

PASSED, ADOPTED, AND APPROVED this 1st day of June 2016, by the following vote:

AYES: Directors Verbeke, Muse and Linden

NOES: Director Scalzitti

ABSENT: Director Hedberg

ATTEST:


Sandra L. Janzen, Board Secretary


DeAna R. Verbeke, President

