

RESOLUTION 21-48
OF THE BOARD OF DIRECTORS OF HELIX WATER DISTRICT
ESTABLISHING CLASSIFICATIONS AND MONTHLY RATES OF PAY FOR
HELIX WATER DISTRICT EMPLOYEES EFFECTIVE OCTOBER 20, 2021

BE IT AND IT IS HEREBY RESOLVED by the Helix Water District Board of Directors that for the period of October 20, 2021 through June 30, 2022 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	0	1	2	3	4	5	6	7	8	9	10
01	3758	3852	3946	4045	4143	4247	4350	4459	4568	4682	4796
02	3946	4045	4143	4247	4350	4459	4568	4682	4796	4916	5036
03	4143	4247	4350	4459	4568	4682	4796	4916	5036	5162	5288
04	4350	4459	4568	4682	4796	4916	5036	5162	5288	5420	5552
05	4568	4682	4796	4916	5036	5162	5288	5420	5552	5691	5830
06	4796	4916	5036	5162	5288	5420	5552	5691	5830	5976	6121
07	5036	5162	5288	5420	5552	5691	5830	5976	6121	6274	6427
08	5288	5420	5552	5691	5830	5976	6121	6274	6427	6588	6749
09	5552	5691	5830	5976	6121	6274	6427	6588	6749	6918	7086
10	5830	5976	6121	6274	6427	6588	6749	6918	7086	7263	7441
11	6121	6274	6427	6588	6749	6918	7086	7263	7441	7627	7813
12	6427	6588	6749	6918	7086	7263	7441	7627	7813	8008	8203
13	6749	6918	7086	7263	7441	7627	7813	8008	8203	8408	8613
14	7086	7263	7441	7627	7813	8008	8203	8408	8613	8829	9044
15	7441	7627	7813	8008	8203	8408	8613	8829	9044	9270	9496
16	7813	8008	8203	8408	8613	8829	9044	9270	9496	9734	9971
17	8203	8408	8613	8829	9044	9270	9496	9734	9971	10220	10470
18	8613	8829	9044	9270	9496	9734	9971	10220	10470	10731	10993
19	9044	9270	9496	9734	9971	10220	10470	10731	10993	11268	11543
20	9496	9734	9971	10220	10470	10731	10993	11268	11543	11831	12120
21	9971	10220	10470	10731	10993	11268	11543	11831	12120	12423	12726
22	10470	10731	10993	11268	11543	11831	12120	12423	12726	13044	13362
23	10993	11268	11543	11831	12120	12423	12726	13044	13362	13696	14030
24	11543	11831	12120	12423	12726	13044	13362	13696	14030	14381	14732
25	12120	12423	12726	13044	13362	13696	14030	14381	14732	15100	15468
26	12726	13044	13362	13696	14030	14381	14732	15100	15468	15855	16242
27	13362	13696	14030	14381	14732	15100	15468	15855	16242	16648	17054
28	14030	14381	14732	15100	15468	15855	16242	16648	17054	17480	17907
29	14732	15100	15468	15855	16242	16648	17054	17480	17907	18354	18802

**HELIX WATER DISTRICT
PERSONNEL CLASSIFICATION SCHEDULE
OCTOBER 20, 2021**

FULL-TIME CLASSIFICATION	SALARY RANGE	MONTHLY PAY RANGES	
ACCOUNTANT	12	6427	8203
ACCOUNTANT, SENIOR	15	7441	9496
ACCOUNTING TECHNICIAN	08	5288	6749
ADMINISTRATIVE ASSISTANT I	05	4568	5830
ADMINISTRATIVE ASSISTANT II	08	5288	6749
BIOLOGIST	14	7086	9044
BOARD SECRETARY	18	8613	10993
BOARD SECRETARY, ASSISTANT	10	5830	7441
CATHODIC PROTECTION TECHNICIAN	10	5830	7441
CONSTRUCTION SERVICES COORDINATOR	15	7441	9496
CONSTRUCTION SUPERVISOR	18	8613	10993
CORROSION SPECIALIST	13	6749	8613
CROSS-CONNECTION CONTROL COORDINATOR	12	6427	8203
CUSTOMER SERVICE MANAGER	21	9971	12726
CUSTOMER SERVICE REPRESENTATIVE I	05	4568	5830
CUSTOMER SERVICE REPRESENTATIVE II	08	5288	6749
CUSTOMER SERVICE SPECIALIST	10	5830	7441
CUSTOMER SERVICE SUPERVISOR	14	7086	9044
DIRECTOR OF ADMINISTRATIVE SERVICES	28	14030	17907
DIRECTOR OF ENGINEERING	28	14030	17907
DIRECTOR OF ENGINEERING, ASSISTANT	26	12726	16242
DIRECTOR OF OPERATIONS	28	14030	17907
DIRECTOR OF WATER QUALITY/SYSTEM OPERATIONS	28	14030	17907
ENGINEER, ASSISTANT	15	7441	9496
ENGINEER, ASSOCIATE	18	8613	10993
ENGINEER, CIVIL	21	9971	12726
ENGINEERING AIDE	08	5288	6749
ENGINEERING DESIGN ASSOCIATE	15	7441	9496
ENGINEERING MANAGER	25	12120	15468
ENGINEERING TECHNICIAN	10	5830	7441
ENGINEERING TECHNICIAN, SENIOR	13	6749	8613
ENTERPRISE APPLICATIONS MANAGER	23	10993	14030
ENTERPRISE ARCHITECTURE MANAGER	23	10993	14030
EQUIPMENT MAINTENANCE COORDINATOR	11	6121	7813
EQUIPMENT OPERATOR I	06	4796	6121
EQUIPMENT OPERATOR II	08	5288	6749
EQUIPMENT OPERATOR III	10	5830	7441
EQUIPMENT REPAIR TECHNICIAN	10	5830	7441
FACILITIES MANAGER	21	9971	12726
FACILITIES SUPERVISOR	16	7813	9971

FACILITY LOCATION/SURVEY TECHNICIAN	09	5552	-	7086
FACILITY MAINTENANCE TECHNICIAN	09	5552	-	7086
FIELD OPERATIONS MANAGER	21	9971	-	12726
FIELD SERVICES COORDINATOR	11	6121	-	7813
FIELD SUPERVISOR I	14	7086	-	9044
FIELD SUPERVISOR II	17	8203	-	10470
FINANCE MANAGER	23	10993	-	14030
GENERAL MANAGER				

PURSUANT TO CONTRACT

Effective 2/1/21: 271,344/annual

2/1/22: 284,911/annual

GENERAL MANAGER, ASSISTANT	29	14732	-	18802
GIS ANALYST	16	7813	-	9971
GIS SPECIALIST	13	6749	-	8613
GIS TECHNICIAN I	08	5288	-	6749
GIS TECHNICIAN II	10	5830	-	7441
HUMAN RESOURCES ANALYST	13	6749	-	8613
HUMAN RESOURCES ANALYST, SENIOR	16	7813	-	9971
HUMAN RESOURCES MANAGER	23	10993	-	14030
HUMAN RESOURCES TECHNICIAN I	05	4568	-	5830
HUMAN RESOURCES TECHNICIAN II	08	5288	-	6749
INFORMATION AND PROCESS SYSTEMS SUPERVISOR	21	9971	-	12726
INFORMATION SYSTEMS ANALYST I	12	6427	-	8203
INFORMATION SYSTEMS ANALYST II	15	7441	-	9496
INSPECTOR I	10	5830	-	7441
INSPECTOR II	13	6749	-	8613
INSPECTOR III	15	7441	-	9496
MAINTENANCE RANGER	03	4143	-	5288
MANAGEMENT ANALYST	11	6121	-	7813
MECHANICAL SYSTEM TECHNICIAN I	09	5552	-	7086
MECHANICAL SYSTEM TECHNICIAN II	12	6427	-	8203
MECHANICAL SYSTEM TECHNICIAN III	13	6749	-	8613
METER MAINTENANCE TECHNICIAN, SENIOR	10	5830	-	7441
METER READER I	03	4143	-	5288
METER READER II	06	4796	-	6121
METER SERVICES FIELD REPRESENTATIVE	07	5036	-	6427
NETWORK ADMINISTRATOR	17	8203	-	10470
NETWORK SUPPORT SPECIALIST	13	6749	-	8613
NETWORK SUPPORT TECHNICIAN	10	5830	-	7441
OPERATIONS AND CONSTRUCTION MANAGER	23	10993	-	14030
OPERATIONS AND MAINTENANCE TECHNICIAN	07	5036	-	6427
PAYROLL TECHNICIAN	10	5830	-	7441
PLANT OPERATIONS SUPERVISOR	18	8613	-	10993
PLANT OPERATOR I	10	5830	-	7441
PLANT OPERATOR II	12	6427	-	8203
PLANT OPERATOR III	14	7086	-	9044
PLANT OPERATOR TRAINEE	08	5288	-	6749
PROGRAMMER ANALYST	21	9971	-	12726

PUBLIC AFFAIRS REPRESENTATIVE	11	6121	-	7813
PUBLIC AFFAIRS REPRESENTATIVE, SENIOR	14	7086	-	9044
PUBLIC AFFAIRS SUPERVISOR	17	8203	-	10470
RECREATION COORDINATOR	06	4796	-	6121
RESERVOIR RECREATION RANGER	14	7086	-	9044
RIGHT OF WAY AGENT I	10	5830	-	7441
RIGHT OF WAY AGENT II	12	6427	-	8203
RIGHT OF WAY AGENT/ENVIRONMENTAL ANALYST, SENIOR	16	7813	-	9971
SAFETY/RISK ADMINISTRATOR	19	9044	-	11543
SCADA/INSTRUMENTATION/ELECTRICAL TECHNICIAN I	11	6121	-	7813
SCADA/INSTRUMENTATION/ELECTRICAL TECHNICIAN II	15	7441	-	9496
SCADA/INSTRUMENTATION/ELECTRICAL TECHNICIAN III	16	7813	-	9971
SCADA PROGRAMMING AND WIRELESS NETWORK ADMINISTRATOR	19	9044	-	11543
SENIOR CHEMIST/LAB COMPLIANCE ADMINISTRATOR	17	8203	-	10470
SENIOR SYSTEMS ADMINISTRATOR	21	9971	-	12726
SURVEY AND LOCATIONS SUPERVISOR	18	8613	-	10993
SURVEY TECHNICIAN, SENIOR	13	6749	-	8613
SYSTEM OPERATIONS MANAGER	23	10993	-	14030
SYSTEM OPERATIONS SUPERVISOR	18	8613	-	10993
SYSTEM OPERATOR I	09	5552	-	7086
SYSTEM OPERATOR II	11	6121	-	7813
SYSTEM OPERATOR III	13	6749	-	8613
UTILITY CREW MEMBER I	05	4568	-	5830
UTILITY CREW MEMBER II	07	5036	-	6427
UTILITY CREW MEMBER III	09	5552	-	7086
UTILITY CREW SUPERVISOR	13	6749	-	8613
VALVE MAINTENANCE TECHNICIAN I	05	4568	-	5830
VALVE MAINTENANCE TECHNICIAN II	07	5036	-	6427
VALVE MAINTENANCE TECHNICIAN III	09	5552	-	7086
WAREHOUSE COORDINATOR I	05	4568	-	5830
WAREHOUSE COORDINATOR II	09	5552	-	7086
WATER CONSERVATION SPECIALIST	13	6749	-	8613
WATER CONSERVATION TECHNICIAN	09	5552	-	7086
WATER TREATMENT PLANT MANAGER	23	10993	-	14030

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

Standby Pay	\$38.65 / Day
Duty Pay	\$55.18 / Day
Standby/Duty Holiday Pay	\$124.30 / Holiday
Special Assignment Pay (e.g., Shift Differential, Heavy/Special Equipment Operator Premium, Computer Operations Premium, Lead Worker/Supervisor Premium)	5-15%
Temporary Upgrade Pay	5-15%
Car Allowance - Department Director	\$500.00 / Month in lieu of district vehicle
Car Allowance - General Manager, Assistant	\$500.00 / Month in lieu of district vehicle
Car Allowance - General Manager	\$600.00 / Month in lieu of district vehicle

PART-TIME / TEMPORARY CATEGORY AND CLASSIFICATION

**HOURLY PAY
RANGES**

ADMINISTRATIVE

ADMINISTRATIVE ASSISTANT	24.00	-	35.00
CUSTOMER SERVICE REPRESENTATIVE	23.00	-	30.00
OFFICE ASSISTANT	15.00	-	23.00
PUBLIC AFFAIRS EDUCATION ASSISTANT	17.00	-	26.00
TREATMENT PLANT TOUR GUIDE	15.00	-	23.00

STUDENT WORKER

INTERN	15.00	-	23.00
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FIELD

EQUIPMENT OPERATOR	23.00	-	38.00
METER READER	21.00	-	28.00
METER READER ASSISTANT	15.00	-	22.00
UTILITY CREW MEMBER	23.00	-	36.00

RECREATION

ASSISTANT MAINTENANCE RANGER	16.00	-	23.00
ASSISTANT RECREATION RANGER	15.00	-	21.00
DOCKHAND	15.00	-	19.00

TECHNICAL/PARAPROFESSIONAL

TECHNICAL ASSISTANT	24.00	-	35.00
WATER CONSERVATION REPRESENTATIVE	17.00	-	26.00

PROFESSIONAL

TEMPORARY PROFESSIONAL	25.00	-	80.00
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PASSED, ADOPTED AND APPROVED this 20th day of October 2021, by the following vote:

AYES: Scalzitti, McMillan, Gracyk, Verbeke

NOES: None

ABSENT: Hedberg



Joel A. Scalzitti, President



ATTEST:



Sandra L. Janzen, Secretary of the Board