

**BOARD OF UTILITIES COMMISSIONERS**

1800 E. Wardlow Road, Long Beach, CA 90807
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June 6, 2024

Recommendation

Adopt Resolution UT-1514 amending Resolution UT-1483 for Fiscal Year (FY) 24 to add and adjust offices and positions and corresponding salary ranges in the permanent service of the Long Beach Utilities Department for compatibility with unclassified management position descriptions; authorize the General Manager to retroactively establish updated unclassified positions and salary range as described to align utility-specific management roles; retroactively affirm the Board's FY 24 authority over General Manager salary; and adopt FY 25 Resolution UT-1516 amending Resolution UT-1514, inclusive of the FY 24 updates.

Executive Summary

On June 23, 2023, the Board of Utilities Commissioners (Board) approved Resolution No. UT-1483 creating offices and positions in the permanent service of the Long Beach Utilities Department (LBUD). UT-1483 combined existing offices and positions of the City's natural gas utility and the former Long Beach Water Department to support the combined utility. The resolution was approved by City Council on September 23, 2023.

On December 19, 2023, the City Council adopted a resolution approving a Memorandum of Understanding (MOU) with the Long Beach Management Association (LBMA), which represents all LBUD represented management. The City proposed an MOU that included provisions for salary groupings of LBMA-represented classifications, including utility-specific salary ranges which is a new requirement of CalPERS. While the City sought feedback from the LBUD, timing considerations precluded new utility titles to be added into the 2023 LBMA MOU.

The revised salary groupings and corresponding salary ranges for each management position proposed herein is based on scope, complexity of work, and internal equity amongst the newly-merged utilities department. Adjustments to titles and compensation reflect evolved duties from the merger and align with industry titles and LBUD organizational structure.

Management classification titles are proposed to be revised in the chart as follows. These revised titles are already specific to Utilities, exist within the current LBUD Salary Resolution, and will continue to be identified with the existing occupational codes. The exception is the Public Information Officer which is not specific to Utilities and uses the city-wide occupational code.

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CURRENT POSITION TITLE	CURRENT OCC CODE	REVISED POSITION TITLE
GENERAL MANAGER – WATER	M56NN	GENERAL MANAGER – UTILITIES
ASST GENERAL MANAGER – WATER	M60NN	ASST GENERAL MANAGER - UTILITIES
DIRECTOR – ADMINISTRATION	MF5NN	SENIOR DIRECTOR OF ADMINISTRATION
DIRECTOR – OPERATIONS	M58NN	SENIOR DIRECTOR OF FINANCE
DIRECTOR – WATER/QUALITY/PROCESS	MF7NN	SENIOR DIRECTOR OF WATER QUALITY AND PROCESS
DIRECTOR – WATER/SEWER FIELD OPS	MF6NN	SENIOR DIRECTOR OF FIELD CUSTOMER SERVICE OPERATIONS
DIRECTOR – WATER RESOURCES	M72NN	DIRECTOR – UTILITIES RESOURCES
MANAGER – WATER RESOURCES	M98NN	MANAGER OF UTILITIES RESOURCES
MANAGER – GAS SERVICES	B55NN	DIRECTOR OF GAS SERVICES
MANAGER – ENG AND CONSTRUCTION	L51NN	DIRECTOR OF GAS PIPELINE, ENGINEERING AND COMPLIANCE
SUPT – ENGINEERING	L61NN	MANAGER OF GAS ENGINEERING
SUPT – OPERATIONS	AG8NN	MANAGER OF GAS SERVICES
SUPT – PIPELINE MAINTENANCE	L46NN	MANAGER OF GAS PIPELINE CONSTRUCTION
UTILITY SERVICES OFFICER	BG9NN	UTILITY BILLING OFFICER

New utility-specific management classification titles need to be created. These have been identified according to the scope of work and responsibilities, and currently do not exist. These new LBUD management positions will require new occupational codes to be assigned.

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NEW MANAGEMENT TITLE	EXPLANATION
Director of Gas Construction	Position organizes and directs the activities and staff of the Long Beach Utilities Department's Gas Construction Bureau.
Director of Government and Public Affairs	Position serves as the principal liaison for tracking and collaborating on water and natural gas industry interest groups at the local, State, and Federal levels and reporting to the Board of Commissioners.
Director of Management Information Systems	Position plans, organizes, and directs the operations and activities of the Management Information Technology Systems Bureau including network technology and infrastructure for the department, managing access to data, hardware and software deployment and overall performance of data acquisition (SCADA) servers.
Manager of Laboratory Services	Position plans, organizes, and directs the department's water quality laboratory to ensure the implementation of water quality monitoring programs for compliance with federal and state regulatory requirements and public health protection.
Manager of Occupational Safety	Position plans, organizes, and administers occupational safety programs in following Federal, State, and City requirements/policies and best industry work practices and standards for the Long Beach Utilities Department.
Manager of Personnel Operations - Utilities	Position manages day-to-day human resources work of the department, supporting water, natural gas and sewer operations, dedicated to talent development and acquisition in collaboration with local education and community partners, labor relations, employee performance management, payroll, and classification and compensation updates to ensure positions remain relevant and meet the needs of the community.
Public Affairs Officer – Utilities	Position plans and coordinates the communication activities of the Government and Public Affairs Bureau specific to the Utilities Department.
Senior Director of Business Services	Position is responsible for planning, organizing and directing the activities of the Gas Business Services Bureau which consists of the Gas Procurement, Utility Billing, and Utility Call Center Divisions, directing functions for City utility customers including Natural Gas, Refuse, Sewer, and Water.

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NEW MANAGEMENT TITLE	EXPLANATION
Strategic Policy Officer	Position supports the departmentwide rollout, maintenance, and revisions of policies and procedures, promoting the use of the new processes, and developing appropriate communication strategies to promote awareness, understanding, and support for Human Resources practices across management and staff.
Utility Call Center Officer	Position manages Utility Call Center operations involving direct contact with the City's utility (including refuse) customers.

The coordinating salary ranges are proposed for the following management titles:

LONG BEACH UTILITIES			
Utilities Director (Schedule I) \$164,000-\$225,000 \$167,000.652-\$250,000.064			
MF5NN	DIRECTOR— ADMINISTRATION SENIOR DIR – ADMINISTRATION	MF7NN	DIR—WATER QUALITY/PROCESS SENIOR DIR – WATER QUALITY & PROCESS
M46NN	DIR – ENGINEERING	MF6NN	DIRECTOR-WATER/SEWER FIELD OPS SENIOR DIR – FIELD CUSTOMER SERVICE OPERATIONS
M58NN	DIRECTOR OF OPERATIONS SENIOR DIR – FINANCE	L51NN	MGR—ENGINEERING AND CONSTRUCTION DIR – GAS PIPELINE, ENGINEERING AND COMPLIANCE
M72NN	DIR—WATER RESOURCES DIR – UTILITIES RESOURCES	B28NN	MGR INFORMATION SERVICES
M88NN	MGR – ENGINEERING	L61NN	MGR – GAS ENGINEERING
TBD	SENIOR DIR – BUSINESS SERVICES		

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Utilities Director Manager (Schedule II I) \$145,000-\$192,000 \$150,000.873-\$205,000.176			
MF2NN	DIR – FINANCE	L61NN	SUPT-ENGINEERING
M88NN	MGR – ENGINEERING	TBD	DIR – GAS CONSTRUCTION
MC1NN	DIR – GOVERNMENT AND PUBLIC AFFAIRS	MG3NN	MGR – WATER CONSTRUCTION
M78NN	MGR – SEWER OPERATIONS	M49NN	MGR – WATER SERVICES
B55NN	DIR – GAS SERVICES	TBD	DIR – MANAGEMENT INFORMATION SYSTEMS
M50NN	MGR – WATER TREATMENT		
Utilities Manager (Schedule I II) \$120,000-\$168,000 \$126,000.817-\$175,000.671			
B30NN TBD	LABORATORY SERVICES OFFICER MANAGER OF LABORATORY SERVICES	M78NN	MGR – SEWER OPERATIONS
MF9NN	MGR - BUDGET AND RATES	MG2NN	MGR - SUPPORT SERVICES
B55NN	MGR – GAS SERVICES	MG3NN	MGR – WATER CONSTRUCTION
MF1NN	MGR - SEC & EMERGENCY PREP	M49NN	MGR – WATER SERVICES
L46NN	MGR – GAS PIPELINE CONSTRUCTION	TBD	MGR – PERSONNEL OPERATIONS - UTILITIES
AG8NN	MGR – GAS SERVICES	M98NN	MGR – UTILITIES RESOURCES
TBD	MGR - OCCUPATIONAL SAFETY	BI9NN	ENERGY SERVICES OFFICER

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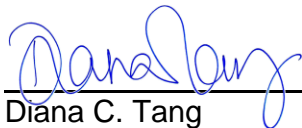
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Utilities Superintendent/Officer \$103,000-\$135,000 \$115,000.487-\$160,000.375			
BI9NN	ENERGY SERVICES OFFICER	L46NN	SUPT — PIPELINE MAINTENANCE
EG1NN	GAS PIPELINE COMPLIANCE OFCR	BG9NN	UTILITY SERVICES OFFICER UTILITY BILLING OFFICER
AG8NN	SUPT — OPERATIONS	M08NN	ADMINISTRATIVE OFFICER — UTILITIES
TBD	UTILITY CALL CENTER OFFICER	TBD	STRATEGIC POLICY OFFICER
TBD	PUBLIC AFFAIRS OFFICER - UTILITIES		
Executive Support \$90,000.689-\$128,000.300			
MG7NN	EXEC ASST - BOARD OF UTILITIES COMMISSIONERS AND GM	MG5NN	EXECUTIVE SECRETARY - UTILITIES

Fiscal Impact

There is no additional fiscal impact associated with the recommendation as these costs are reflected in the FY 24 Budget and financial projections.



Diana C. Tang
Assistant General Manager



Christopher J. Garner
General Manager

Attachments