

**RESOLUTION NO. 2018-38**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELL GARDENS, CALIFORNIA ADOPTING THE 2018-2019 ANNUAL BUDGET AND ESTABLISHING EMPLOYEE CLASSIFICATIONS AND COMPENSATION FOR ALL POSITIONS AS OF JULY 1, 2018**

**WHEREAS**, this resolution sets forth employee classifications and compensation levels for budgeted positions at the commencement of fiscal year 2018-2019; and

**WHEREAS**, positions budgeted for the fiscal year 2018-2019 budget are authorized; and

**WHEREAS**, any adjustments to employee classification and compensation should remain within the threshold of the adopted budget for fiscal year 2018-2019.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Bell Gardens as follows:

**SECTION 1.** The City Council of the City of Bell Gardens hereby adopts the 2018-2019 annual budget as presented on June 25, 2018.

**SECTION 2.** The following classifications for regular full-time personnel and monthly compensation rates are authorized for fiscal year 2018-2019 as of July 1, 2018.

<u>CLASSIFICATION TITLE</u>	<u>SALARY SCHEDULE</u>	<u>MONTHLY SALARY RANGE</u>
Executive Assistant to the City Council	G1-70	\$4,943-6,009
Executive Assistant to the City Manager	G1-70	\$4,943-6,009
Management Analyst	G1-62	\$4,821-5,860
Senior Management Analyst	M1-73	\$6,204-7,541
Secretary – City Clerk’s Office	G2-47	\$3,605-4,382
Senior Secretary	G1-54	\$4,156-5,052
Clerk Typist – Finance	G2-40	\$3,033-3,687
Account Clerk I	G2-42	\$3,245-3,944
Account Technician	G2-47	\$3,605-4,382
Human Resources Technician	G2-47	\$3,605-4,382
Accountant	G2-61	\$5,880-7,147
Senior Accountant	M1-73	\$6,204-7,541
Payroll Analyst	G1-62	\$4,821-5,860
Personnel Analyst	H1-54	\$4,821-5,860

Senior Secretary – Comm. Dev.	G1-54	\$4,156-5,052
Secretary – Planning	G2-47	\$3,605-4,382
Assistant Planner	G2-54	\$4,978-6,050
Redevelopment Analyst	G2-54	\$4,978-6,050
Associate Planner	G2-59	\$5,656-6,875
Sr. Redevelopment Project Manager	G2-77	\$7,023-8,537
City Planner	G2-76	\$8,760-10,648
Building Services Supervisor	G2-75	\$7,003-8,512
Business License Clerk	G2-46	\$3,604-4,381
Code Enforcement Officer	G2-53	\$4,680-5,689

<u>CLASSIFICATION TITLE</u>	<u>SALARY SCHEDULE</u>	<u>MONTHLY SALARY RANGE</u>
Code Enforcement Officer/Building Inspector	G2-55	\$4,915-5,975
Housing Rehabilitation Specialist	J1-60	\$4,821-5,860
Leadworker	C1-57	\$4,562-5,546
Public Works Supervisor	C1-58	\$5,273-6,409
Public Works Supervisor II	C1-59	\$7,037
Maintenance Worker I	C2-47	\$3,530-4,291
Senior Maintenance Worker	C2-49	\$3,711-4,512
Transportation Dispatcher	G1-40	\$2,940-3,573
Senior Transportation Dispatcher	G1-50	\$3,766-4,578
Sr. Secretary - Public Works	G1-54	\$4,156-5,052
Clerk Typist	G2-40	\$3,033-3,687
Secretary	G2-47	\$3,605-4,382
Administrative Specialist	G2-51	\$4,562-5,546
Secretary – Police Administration	G2-47	\$3,605-4,382
Secretary to Chief of Police	P1-54	\$4,156-5,052
Records/Gaming Clerk	P2-46	\$3,467-4,214
Records Supervisor	P2-47	\$4,437-5,394
Police Communications Supervisor	P2-48	\$6,198-7,534
Community Services Officer	P2-50	\$3,829-4,654
Park Ranger	P2-50	\$3,829-4,654
Clerk/ Dispatch	P2-51	\$4,733-5,754
Neighborhood Watch Coordinator	P2-52	\$4,438-5,395
Lead Dispatcher	P2-53	\$5,204-6,325
Public Safety Communication & Information Systems Specialist	P2-55	\$7,289-8,860
Officer	P3-63	\$6,505-7,908
Special Assignment Officer	P3-64	\$6,829-8,300
Special Assignment Officer - 5%	P3-64	\$8,300
Special Assignment Officer - 5.5%	P3-66	\$8,499
Detective-Police	P3-65	\$7,151-8,692
Police Sergeants	PM-74	\$8,064-9,802

Detective Sergeant	PM-76	\$8,475-10,302
Sergeant – Administrative	PM-77	\$8,475-10,302
Lieutenants	PM-81	\$9,586-11,651
Police Captain	PM-84	\$11,647-14,156
Administrative Specialist	G2-51	\$4,562-5,546
Recreation Coordinator	J1-53	\$4,059-4,934
Recreation Supervisor	J1-61	\$4,943-6,009
Recreation Senior Secretary	R1-54	\$4,156-5,052

**SECTION 3.** The following classifications for all management full-time personnel are authorized.

<u>CLASSIFICATION TITLE</u>	<u>SALARY SCHEDULE</u>	<u>MONTHLY SALARY RANGE</u>
Accounting Manager	M2-82	\$7,023-8,537
Human Resources Manager	M2-82	\$7,023-8,537
Public Works Manager	M2-82	\$7,023-8,537
Recreation Manager	M2-82	\$7,023-8,537
Administrative Services Manager	M2-82	\$7,023-8,537

<u>CLASSIFICATION TITLE</u>	<u>SALARY SCHEDULE</u>	<u>MONTHLY SALARY RANGE</u>
City Clerk	M2-83	\$8,137-9,891
Director of Community Development	M2-85	\$11,073-13,459
Director of Recreation & Community Services	M1-75	\$9,892-12,024
Director of Public Works/ Facilities	M2-81	\$9,892-12,024
Director of Finance & Admin Services	M2-86	\$10,928-13,284
Chief of Police	M2-94	\$15,314-18,615
Assistant City Manager	M2-87	\$14,320-17,406
City Manager	EO-8	\$20,296

Management employees serve at will and are not covered by City Personnel Rules and Regulations except Sections (8), (9), (10), (11), (12), (17), and (18).

**SECTION 4.** Subject to the restrictions contained in other City policies, all exempt full-time management personnel and governing officers shall receive the same salary adjustments and benefits that general employees receive. City Manager shall receive the same salary adjustments and benefits that general employees receive, those specified in a labor contract, and City Council action.

**SECTION 5.** As a condition of employment, certain administrative positions require the use of a personal automobile in order to carry out the duties of the position. To cover the cost of transportation within a 50-mile radius of the City of Bell Gardens, all

exempt full-time management personnel as defined in Section 3 above and governing officers of the City shall be entitled to a monthly automobile allowance as defined by the City Manager consistent with the administrative practices of the City. The Chief of Police shall not be entitled to such benefit, but shall be furnished an automobile as defined below.

Certain employees from time to time are required to use their personal vehicles for attendance at City required meetings or other general City business. These employees shall be reimbursed at the rate designated by the IRS for use approved by the City Manager.

**SECTION 6.** The following position shall be furnished an automobile:

Chief of Police

In addition, the City Council grants permission to the employee in the above named position to use said automobiles as prescribed in their respective contract, or special agreement. The City assumes responsibility to insure the above employee with respect to the use of the vehicle so provided.

**SECTION 7.** In order to recruit Police Officers during their attendance at the Police Academy to fill vacant Police Officer positions, a Police Trainee position is authorized.

SALARY AUTHORIZED (PTRN) \$3,250 Per Month

The number of positions authorized by this resolution is the number of vacancies then existing or pending as determined by the Personnel Officer.

**SECTION 8.** Certain part-time positions with the City service are compensated on an hourly basis in the interest of efficient administration of the City Government and to serve the public welfare. The following hourly positions and salary ranges are authorized:

Range Step	A	B	C	D	E
PT-03		11.00	11.54	12.00	12.60
PT-04	12.72	13.00	13.36	14.03	14.73
PT-05	15.00	15.47	16.24	16.59	17.42
PT-06	18.29	19.20	20.16	21.17	

The following positions will utilize one of the above salary ranges as designated by the appointing authority. The number of positions is determined by the current budget.


1. Maintenance Worker
2. Recreation Leader I
3. Recreation Leader II
4. Recreation Leader III
5. Recreation Leader IV
6. Intern
7. Police Cadet
8. Transportation Dispatcher
9. Jailer

**SECTION 9.** The City Clerk shall attest and certify to the passage and adoption of this Resolution, and enter it into the book of original resolutions, and it shall become effective immediately upon its approval.

**PASSED, APPROVED and ADOPTED** this 25<sup>th</sup> day of June 2018.


*[Signatures on the following page]*


THE CITY OF BELL GARDENS

  
\_\_\_\_\_  
Maria Pulido, Mayor

APPROVED AS TO FORM:


ATTEST:

  
\_\_\_\_\_  
Arnold Alvarez-Glasman  
City Attorney

  
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Kristina Santana  
City Clerk

I, KRISTINA SANTANA, City Clerk of the City of Bell Gardens, hereby CERTIFY that **City Council Resolution No. 2018-38** was adopted by the Bell Gardens City Council at a **regular** meeting of the City Council held on **Monday, June 25, 2018** and was approved and passed by the following vote:

- AYES: Council Members Flores, Rodriguez; Mayor Pro Tem Mendoza; Mayor Pulido
- NOES: None
- ABSTAIN: None
- ABSENT: Council Member Aceituno

  
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Kristina Santana, City Clerk