

**GCEA/CONFIDENTIAL/HOURLY**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY OF GLENDALE PROVIDING FOR THE ESTABLISHMENT OF CLASSIFICATION TITLES AND COMPENSATION FOR EMPLOYEES OF THE CITY OF GLENDALE COVERED BY THE GLENDALE CITY EMPLOYEES' ASSOCIATION MEMORANDUM OF UNDERSTANDING, INCLUDING CONFIDENTIAL AND HOURLY CLASSIFICATIONS**

**WHEREAS**, the City of Glendale (hereinafter referred to as "City") has established a system of classification for all positions within the City service with descriptive occupational titles used to identify and distinguish positions from one another based on job duties, essential functions, knowledge, skills, abilities and minimum requirements; and

**WHEREAS**, it is in the City's best interest to periodically add and delete classification titles to ensure that the City's classification plan and organizational structure is contemporary and best meets the needs of its operating departments; and

**WHEREAS**, the City has established a system of compensation for the classification titles listed herein, based on collective bargaining agreements, resolutions and agreements as approved and adopted by the City Council.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLENDALE:**

**Section 1.** The classification titles hereinafter designated in this resolution, except insofar as they are

specifically provided for in The Charter of the City of Glendale, are hereby created.

**Section 2.** As to the persons in the various classification titles herein mentioned subsequent to the effective date of this resolution, the increases or decreases in rates of compensation set forth herein shall be effective on the date of the adoption of this resolution.

**Section 3.** The following schedule of compensation rates, attached hereto and incorporated herein as Exhibit "A" and labeled "Salary Range Amounts", shows standard salary range numbers, the salary steps designated by number, and unless otherwise specified, the full-time monthly rates and special rates (in dollars) for all classification titles.

**Section 4.** The salary range number assigned to each classification are set forth alphabetically in Sections 4.1 through 4.3, inclusive, of this resolution.

**SECTION 4.1. General Service**

Salary Range	Classification Title
3000	ACCOUNTANT I
3001	ACCOUNTANT II
2500	ACCOUNTANT III
3002	ACCOUNTING SERVICES SPECIALIST
3003	ACCOUNTING TECHNICIAN
3004	ACCOUNTS PAYABLE TECH I
3005	ACCOUNTS PAYABLE TECH II
3006	ACCOUNTS PAYABLE TECH III
3008	ADMINISTRATIVE ASSISTANT
3010	ADMINISTRATIVE ASSOCIATE

3289		ADMINISTRATIVE SPCLIST I CDD
3290		ADMINISTRATIVE SPCLIST II CDD
3011		ARBORIST CREW SUPERVISOR
3012		ARBORIST TECHNICIAN
3013		ASSOC CODE COMPLIANCE INSP
3014		ASSOC PERMIT SERVICES TECH
3015		ASST CODE COMPLIANCE INSPECTOR
3016		ASST CONSTRUCTION INSPECTOR
3017		ASST ENGINEERING TECHNICIAN
3018		ASST ENVIRONMENTAL TECHNICIAN
3019		ASST IT APPLICATIONS SPEC
3020		ASST PARKING MANAGER
3021		ASST PERMIT SVCS TECHNICIAN
3022		ASST PROGRAMMER ANALYST
3023		ASST PROJECT MANAGER
3025		BENEFITS ASSISTANT
3026		BENEFITS TECHNICIAN
3027		BILLING & COLL SPECIALIST
3028		BILLING & COLL TECHNICIAN
3029		BROADCAST PRODUCTION ASSISTANT
3030		BROADCAST PRODUCTION ASSOCIATE
3031		BUDGET ASSISTANT
3033		BUILDING CODE SPECIALIST I
3034		BUILDING CODE SPECIALIST II
3035		BUILDING CODE SPECIALIST III
3036		BUILDING INSPECTOR
3037		BUILDING REPAIR CREW SUPVR
3038		BUILDING REPAIRER
3039		BUSINESS ACCOUNT REP
3040		BUSINESS TRANSFRM ASSOCIATE
3041		BUYER I
3042		BUYER II
3043		CARPENTER
3044		CASE WORKER I
3045		CEMENT WORKER FINISHER
3046		CIVIL ENGINEER I
3047		CIVIL ENGINEERING ASSISTANT
3048		CIVIL ENGINEERING ASSOCIATE
3049		CODE COMPLIANCE INSPECTOR
3050		COLLECTIONS SPECIALIST
3306		COMMUNITY BEAUTIFICATION COORD.
3051		COMMUNITY OUTREACH ASSISTANT
3052		COMMUNITY OUTREACH ASSOCIATE

3053		COMMUNITY SERVICE OFFICER
3054		COMMUNITY SERVICES COORDINATOR
3055		COMMUNITY SERVICES SPECIALIST
3056		CONSTRUCTION INSPECTOR
<u>3313</u>		<u>CRIMINALIST TECHNICIAN</u>
<u>3314</u>		<u>CRIMINALIST I</u>
<u>3315</u>		<u>CRIMINALIST II</u>
3057		CUSTODIAL WORKER
3058		CUSTOMER SVC ASSISTANT
3059		CUSTOMER SVC FIELD TECHNICIAN
3060		CUSTOMER SVC LIBRARY REP
3061		CUSTOMER SVC REP
3062		CUSTOMER SVC UTILITY REP
3064		DEPARTMENTAL BUDGET SPECIALIST
3065		DNA SPECIALIST
3066		DUPLICATING MACHINE OPERATOR
3067		DUPLICATING SHOP OPERATOR
3309		ECONOMIC DEVELOPMENT ADMIN ASSOC
3068		ECONOMIC DEVELOPMENT ADMN ASST
3069		ELECTRICAL ENGINEER I
3070		ELECTRICAL ENGINEERING ASSOC
3071		ELECTRICAL ENGINEERING ASST
3072		ELECTRICAL INSPECTOR
3075		ELECTRICAL SERVICE PLANNER
3076		ELECTRICIAN
3078		ENGINEERING AIDE
3079		ENGINEERING PROJECT SPECIALIST
3080		ENGINEERING TECHNICIAN
3081		ENVIRONMENTAL INSPECTOR
3082		ENVIRONMENTAL TECHNICIAN
3083		EQUIPMENT MECHANIC HELPER
3084		EQUIPMENT MECHANIC I
3085		EQUIPMENT MECHANIC II
3086		EQUIPMENT OPERATOR I
3087		EQUIPMENT OPERATOR II
3088		EQUIPMENT PAINTER/BODY REPAIR
3089		EQUIPMENT SERVICE WORKER
3090		EQUIPMENT WELDER
3091		EXECUTIVE SECRETARY
3093		EXECUTIVE SECRETARY (STENO)
3310		FINANCIAL APPLICATIONS SPECIALIST
3094		FIRE COMM OPERATOR 40 HR

3095		FIRE COMM OPERATOR 42 HR
3096		FIRE COMM SHIFT SUPERVISOR
3098		FIRE PREVENTION INSPECTOR
3099		FIRE PROTECTION ENGINEER I
3100		FIRE PROTECTION ENGRG ASSOC
3101		FIRE PROTECTION ENGRG ASST
3102		FIRE PROTECTION SPECIALIST I
3097		FIRE/ENVIRONMENTAL SAFETY SPEC
3103		FORENSIC SPECIALIST
3104		GARDENER
3105		GRAPHICS ILLUSTRATOR
3106		GROUNDSKEEPER I
3107		GROUNDSKEEPER II
3108		HAZARDOUS MATERIALS SPECIALIST
3109		HELICOPTER MECHANIC
3110		HOUSING ADVISOR
3111		HOUSING ASSISTANT
3112		HOUSING ASSOCIATE
3113		HOUSING PROGRAM ASSISTANT
3114		HOUSING PROGRAM SPECIALIST
3115		HOUSING TECHNICIAN
3118		HUMAN RESOURCES CERT SPEC
3119		HUMAN RESOURCES TECHNICIAN
3120		HVAC CONTROL TECHNICIAN
3121		HVAC INSPECTOR
3122		HVAC MECHANIC
3123		INFO SERVICES ASSOCIATE
3124		INSPECTOR I
3125		INSPECTOR II
3126		INSURANCE SERVICES TECHNICIAN
3127		INTEGRATED WASTE TRUCK OPER
3128		INTEGRATED WASTE WORKER
3129		INTERNAL AUDIT ASSOCIATE
3291		IRRIGATION TECHNICIAN
3130		IT APPLICATIONS SPECIALIST
3131		LABORER
3132		LEGAL EXECUTIVE SECRETARY
3133		LEGAL SECRETARY
3134		LEGAL SYSTEMS ASSOCIATE
3135		LIBRARIAN
3136		LIBRARIAN SPECIALIST
3137		LIBRARY ASSISTANT
3138		LIBRARY TECHNICIAN

3139		LICENSE INVESTIGATOR
3140		LITERACY SERVICES COORDINATOR
3141		MACHINIST
3142		MAIL SERVICES SPECIALIST
3143		MAINTENANCE WORKER
3144		MECHANICAL ENGINEER I
3145		MECHANICAL ENGINEERING ASSOC
3146		MECHANICAL ENGINEERING ASST
3147		METER READER
3148		MOTION GRAPHICS DESIGNER
3149		MOTOR SWEEPER OPERATOR
3150		NEIGHBORHOOD SVCS FIELD REP
3151		NEIGHBORHOOD SVCS FIELD TECH
3152		NEIGHBORHOOD SVCS INSPECTOR
3153		NETWORK SPECIALIST
3154		NETWORK SPECIALIST ASSISTANT
3155		OFFICE OPERATIONS SUPERVISOR
3156		OFFICE SERVICES SECRETARY
3157		OFFICE SERVICES SECRETARY STNO
3158		OFFICE SERVICES SPECIALIST I
3159		OFFICE SERVICES SPECIALIST II
3160		OFFICE SPECIALIST I
3161		OFFICE SPECIALIST II
3162		PAINTER
3163		PARK MAINTENANCE SUPERVISOR
3292		PARK OPERATIONS SUPERVISOR
3164		PARKING ASSISTANT
3165		PARKING METER COLLECTOR/REPAIR
3293		PARKING SERVICES SUPERVISOR
3166		PAYROLL SPECIALIST I
3169		PC SPECIALIST
3170		PC SPECIALIST ASSISTANT
3171		PERMIT SERVICES TECHNICIAN
3172		PERMIT SPECIALIST/FILMING
3173		PESTICIDE APPLICATOR
3174		PLAN CHECK SUPERVISOR
3175		PLAN CHECKER
3176		PLANNING ASSISTANT
3177		PLANNING ASSOCIATE
3178		PLUMBER
3179		PLUMBING INSPECTOR
3180		POLICE BUDGET & PROPERTY SUPVR
3181		POLICE COMM OPERATOR

<b><u>3312</u></b>		<b><u>POLICE CHIEF'S ADJUTANT ASSISTANT</u></b>
<b>3305</b>		<b>POLICE COMM OPERATOR TRAINEE</b>
<b>3182</b>		<b>POLICE COMM SHIFT SUPERVISOR</b>
<b>3183</b>		<b>POLICE CUSTODY OFFICER</b>
<b>3184</b>		<b>POLICE CUSTODY SHIFT SUPVR</b>
<b>3185</b>		<b>POLICE PRKG ENFORCEMENT SUPVR</b>
<b>3304</b>		<b>POLICE PROPERTY SUPERVISOR</b>
<b>3186</b>		<b>POLICE RECORDS SHIFT SUPVR</b>
<b>3187</b>		<b>POLICE RECORDS SPECIALIST</b>
<b>3188</b>		<b>POLICE SERVICES ASSISTANT</b>
<b>3295</b>		<b>POLICE SERVICES OFFICER</b>
<b>3294</b>		<b>POLICE SERVICES SUP PRKG ENFRC</b>
<b>3296</b>		<b>POLICE SUPPORT SERVICES SPCLST</b>
<b>3190</b>		<b>POWER SCHEDULER</b>
<b>3191</b>		<b>POWER SYSTEMS ASSOCIATE</b>
<b>3192</b>		<b>PRINCIPAL ACCOUNTING TECHNICAN</b>
<b>3193</b>		<b>PRINCIPAL ENGINEERING TECH</b>
<b>3303</b>		<b>PRODUCTION ARTIST</b>
<b>3194</b>		<b>PROGRAM COORDINATOR</b>
<b>3195</b>		<b>PROGRAM SPECIALIST</b>
<b>3196</b>		<b>PROGRAMMER ANALYST</b>
<b>3197</b>		<b>PUBLIC EDUCATION COORDINATOR</b>
<b>3198</b>		<b>PUBLIC SAFETY BUSINESS ASST I</b>
<b>3199</b>		<b>PUBLIC SAFETY BUSINESS ASST II</b>
<b>3311</b>		<b>PUBLIC SAFETY BUSINESS ASST III</b>
<b>3287</b>		<b>PUBLIC WORKS ASSISTANT</b>
<b>3288</b>		<b>PUBLIC WORKS ASSOCIATE</b>
<b>3200</b>		<b>REAL PROPERTY AGENT</b>
<b>3201</b>		<b>REC &amp; CMNTY SRVCS COORDINATOR</b>
<b>3202</b>		<b>RESOURCE EFFICIENCY ADVISOR</b>
<b>3204</b>		<b>REVENUE PROTECTION COORDINATOR</b>
<b>3205</b>		<b>SAFETY TECHNICIAN</b>
<b>3206</b>		<b>SECRETARY TO CITY CLERK</b>
<b>3207</b>		<b>SIGN PAINTER</b>
<b>3208</b>		<b>SR ACCOUNTING SVCS SPECIALIST</b>
<b>3209</b>		<b>SR ACCOUNTING TECHNICIAN</b>
<b>3297</b>		<b>SR ADMINISTRATIVE SPCLST CDD</b>
<b>3308</b>		<b>SR BENEFITS SPECIALIST</b>
<b>3211</b>		<b>SR BILLING &amp; COLL SPECIALIST</b>
<b>3212</b>		<b>SR BUILDING INSPECTOR</b>
<b>3213</b>		<b>SR BUILDING REPAIRER</b>
<b>3214</b>		<b>SR CONSTRUCTION INSPECTOR</b>
<b>3215</b>		<b>SR CUSTODIAL WORKER</b>

3216		SR CUSTOMER SVC FIELD TECH
3217		SR CUSTOMER SVC LIBRARY REP
3218		SR CUSTOMER SVC REPRESENTATIVE
3219		SR CUSTOMER SVC UTILITY REP
3252		SR DATA ENTRY OPERATOR
3220		SR DNA SPECIALIST
3221		SR ELECTRICAL SERVICE PLANNER
3222		SR ENGINEERING TECHNICIAN
3223		SR ENVIRONMENTAL TECHNICIAN
3224		SR EQUIPMENT MECHANIC
3225		SR FIRE COMM OPERATOR
3226		SR FIRE ENVIRONMENTAL SPEC
3227		SR FIRE PREVENTION INSPECTOR
3228		SR FORENSIC SPECIALIST
3253		SR GARDENER
3229		SR GROUNDSKEEPER
3230		SR HOUSING PROGRAM SPECIALIST
3231		SR HUMAN RESOURCES CERT SPEC
3232		SR HUMAN RESOURCES TECHNICIAN
3233		SR INFORMATION SVC ASSOCIATE
3298		SR IRRIGATION TECHNICIAN
3307		SR INTEGRATED WASTE TRUCK OPERATOR
3234		SR IT APPLICATIONS SPECIALIST
3235		SR NEIGHBORHOOD SERVICES INSP
3236		SR NETWORK SPECIALIST
3237		SR OFFICE SERVICES SPECIALIST
3238		SR OFFICE SPECIALIST
3239		SR PC SPECIALIST
3240		SR PERMIT SERVICES TECHNICIAN
3241		SR PRKG METER COLLECTOR/REPAIR
3242		SR STOREKEEPER
3243		SR SURVEY TECHNICIAN
3244		SR TELECOMMUNICATIONS TECH
3245		SR TRAFFIC PAINTER
3246		SR TREE TRIMMER
3247		SR UTILITY LOCATOR
3248		SR WASTEWATER MAINT WORKER
3249		SR WASTEWATER TECHNICIAN
3250		SR WIRELESS SYSTEM TECHNICIAN
3251		SR WORKERS COMP TECHNICIAN
3254		STOREKEEPER
3255		STORES CLERK



3256		STREET CREW SUPERVISOR
3257		STREET MAINTENANCE WORKER
3258		SURVEY PARTY CHIEF
3259		SURVEY PARTY CHIEF (LICENSED)
3260		SURVEY TECHNICIAN
3261		SYSTEMS SPECIALIST
3262		TECHNICAL STAFF ASSISTANT
3263		TECHNICAL STAFF ASSOCIATE
3264		TELECOMMUNICATIONS TECHNICIAN
3265		TRAFFIC ENGINEER I
3266		TRAFFIC ENGINEERING ASSISTANT
3267		TRAFFIC ENGINEERING ASSOCIATE
3268		TRAFFIC PAINTER
3269		TRANSIT ASSISTANT
3270		TRANSIT ASSOCIATE
3271		TRANSIT FIELD INSPECTOR
3272		TREAS & INVESTMT SVCS OPS SPEC
3273		TREAS & INVESTMT SVCS OPS TECH
3274		TREASURY SERVICES TECH I
3275		TREASURY SERVICES TECH II
3276		TREE TRIMMER
3277		UTILITY CONSTRUCTION INSPECTOR
3278		UTILITY LOCATOR
3279		WASTEWATER MAINT CREW SUPVR
3280		WASTEWATER MAINT TRAINEE
3281		WASTEWATER MAINT WORKER
3282		WIRELESS SYSTEMS TECHNICIAN
3283		WIRELESS SYSTEMS TECHNOLOGIST
3284		WORKERS COMP ADJUSTOR I
3285		WORKERS COMP TECHNICIAN
3286		YARD ATTENDANT
3299		YOUTH SERVICES COORDINATOR
3300		YOUTH SERVICES FIELD COORD
3301		YOUTH SERVICES FINANCIAL COORD
3302		YOUTH SERVICES SPECIALIST

#### SECTION 4.2. Employee Relations/Confidential

Salary Range	Classification Title
3009	ADMINISTRATIVE ASSISTANT/HR

3007		ADMINISTRATIVE ASSOC/HR/CONF
3024		ASST TO CITY COUNCIL
3032		BUDGET ASSOCIATE
3116		HUMAN RESOURCES ASSISTANT
3117		HUMAN RESOURCES ASSOCIATE
3167		PAYROLL SPECIALIST II
3168		PAYROLL SPECIALIST III
3203		REVENUE ASSOCIATE
3210		SR ASSISTANT TO CITY COUNCIL

#### SECTION 4.3 Hourly

Salary Range		Classification Title
8000	*	ADMINISTRATIVE INTERN
8001		AMBULANCE OPERATOR
8002	*	ASST POOL MANAGER
8003		CITY RESOURCE SPECIALIST
8004		CIVIC AUD EVENT ATTENDANT
8005		CIVIC AUD EVENT FACILITATOR
8006		FACILITY ATTENDANT I
8007		FACILITY ATTENDANT II
8008		FIRE CADET
8009		HOURLY CITY WORKER
8039		HOURLY CITY WORKER 2
8012		LIBRARY MONITOR
8013		LIBRARY PAGE
8014	*	LIFEGUARD I
8015	*	LIFEGUARD II
8016	*	LIFEGUARD III
8017		MEAL COORDINATOR
8018		POLICE CADET
8019	*	POOL MANAGER
8021	*	RECREATION LEADER I
8022	*	RECREATION LEADER II
8023	*	RECREATION LEADER III
8024		RECREATION PROGRAM SPECIALIST
8026		RESERVE POLICE OFFICER
8027		SEASONAL LABORER
8028		SKATE PARK ATTENDANT I
8029		SKATE PARK ATTENDANT II

<b>8031</b>		<b>YOUTH EMPLOYMENT APPRENTICE</b>
<b>8033</b>		<b>YOUTH EMPLOYMENT TEAM SUPVR</b>

*\* Exempt from Fair Labor Standards Act*

**Section 5.** The base salaries stated herein include the employees' portion of the contributions made to the PERS retirement system and a portion of the employer's portion of the contributions made to the PERS retirement system. The City does not reimburse employees for their PERS contributions, therefore their effective salaries are reduced by this amount from the amounts stated in this resolution.

**Section 6.** The provisions of this resolution so far as they are substantially the same as the provisions of previous classification/compensation resolutions and/or ordinances, and any amendment thereto, must be construed as continuations thereof and not as original enactments.

**Section 7.** It is hereby declared to be the intention of the Council that the sections, paragraphs, lines, sentences, clauses and phrases of this resolution are severable, and if any phrase, clause, sentence, line, paragraph or section of this resolution shall be declared unconstitutional by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, lines, paragraphs and sections of this resolution.

**SECTION 8. EFFECTIVE DATE.** This Resolution shall take effect and be in force effective the pay period beginning

February 28, 2021.

The City is authorized to adjust the salary ranges of classifications and related occupational series contained within Sections 4.1 through 4.3, inclusive, which are affected by legislative action by any governmental entity that increases the minimum wage of jurisdictions within the City of Glendale.

Adopted this 2<sup>nd</sup> day of March, 2021.

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Mayor

ATTEST:

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City Clerk

STATE OF CALIFORNIA     )  
                                  ) ss:  
COUNTY OF LOS ANGELES   )

I, ARAM ADJEMIAN, City Clerk of the City of Glendale, certify that the foregoing resolution number \_\_\_\_\_ was adopted by the Council of the City of Glendale, California, at a regular meeting held on the 2<sup>nd</sup> day of March, 2021, and that the same was passed by the following vote:

Ayes:

Noes:

Absent:

Abstain:

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City Clerk

