

**RESOLUTION NO. 7690**

**CITY OF SOUTH GATE  
LOS ANGELES COUNTY, CALIFORNIA**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE AMENDING THE HOURLY PAY TABLE TO CONFORM TO THE NEW MINIMUM WAGE LAW EFFECTIVE JANUARY 1, 2016, AND TO CREATE THE GENERAL ELECTRICIAN - HOURLY POSITION IN THE PUBLIC WORKS DEPARTMENT AND APPROVE THE JOB SPECIFICATION FOR THAT POSITION**

**WHEREAS**, on September 25, 2013, California Governor Jerry Brown signed into law a bill that increased California's minimum wage from \$8.00 to \$10.00 per hour over the subsequent three years; and

**WHEREAS**, Assembly Bill 10 increased California's minimum wage from \$8.00 to \$9.00 per hour effective July 1, 2014, and from \$9.00 to \$10.00 per hour effective January 1, 2016; and

**WHEREAS**, some of the City's hourly pay ranges are currently below the new hourly minimum wage and must be increased to comply with state law; and

**WHEREAS**, to maintain existing separation between various hourly classifications and the minimum wage, staff recommends that a proportional hourly increase be applied to all current hourly classifications that fall under \$16.00 per hour; and

**WHEREAS**, the General Electrician - Hourly position in the Public Works Department was approved in the FY 2015/16 budget; and

**WHEREAS**, the Human Resources staff worked with Public Works Department staff to create the General Electrician – Hourly job specification; and

**WHEREAS**, the job specification includes relevant duties and educational and experience level requirements;

[Remainder of page left blank intentionally]

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH GATE DOES HEREBY RESOLVE AS FOLLOWS:**

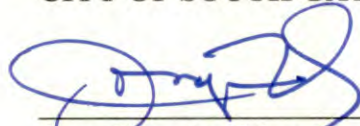
**SECTION 1.** The City Council hereby approves and adopts the proposed amended Hourly Pay Table, attached hereto as Exhibit "A."

**SECTION 2.** The City Council hereby approves and adopts the proposed Job Specification for the General Electrician – Hourly position, attached hereto as Exhibit "B."

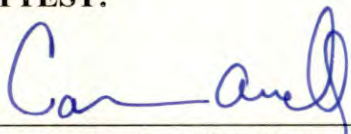
**SECTION 3.** The City Clerk shall certify to the adoption of this Resolution which shall be effective upon its adoption.

**PASSED, APPROVED and ADOPTED** this 24<sup>th</sup> of November 2015.

**CITY OF SOUTH GATE:**

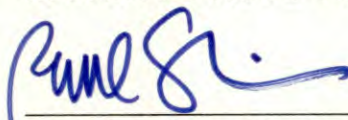
  
\_\_\_\_\_  
Jorge Morales, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Carmen Avalos, City Clerk

(SEAL)

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Raul F. Salinas, City Attorney

**Pay Plan Category L - Unclassified Hourly Employees (Flat Rated)**

Effective 12/27/2015

\*\*Minimum Wage Increase 01/01/2016\*\*

<u>Range</u>	<u>Hourly Rate</u>	<u>Hourly Position</u>
999		Administrative Aide (Hourly)
	\$ 26.02	Administrative Assistant - Confidential (Advanced)
	\$ 21.41	Administrative Assistant - Confidential (Entry Level)
		Clerical Assistant I
		Clerical Assistant II
		Clerical Assistant III
		Community Development Intern
		Computer Information Systems (CIS) Aide
	\$ 16.08	Court Officer
		Engineering Aide
		Maintenance Helper (Public Works)
	\$ 17.53	Maintenance Service Worker (Public Works)
		Mechanic Helper (Public Works)
	\$ 16.97	Police Cadet
	\$ 19.41	Police Custodian of Records
		Police Vehicle Service Attendant
	\$ 16.97	Program Assistant (Police)
		Public Safety Officer
		Receptionist
		Research Aide (Hourly)
	\$ 70.00	Temp. Personnel Management Representative (Extra Help)
998		Student Worker

<u>Range</u>	<u>Hourly Rate Equivalent</u>	<u>Full-Time Classification - Hourly Equivalent</u>
999	Step A 07/01/12 Monthly Salary / 173.33 Hours	Municipal Employees' Association (MEA) Positions
999	Step E 07/01/12 Monthly Salary / 173.33 Hours	Municipal Employees' Association (MEA) Positions

<u>Range</u>	<u>Hourly Rate</u>	<u>Sworn Hourly Position</u>
999	\$ 31.84	Police Officer (Hourly) <i>Equiv. to C Step rate per Council Action 06/12/07</i>

<u>Range</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Hourly Position</u>
997						Recreation Leader I (Rec Aide, Maint Aide I, Tutor Asst)
996						Recreation Leader II (Rec Attendent, Maint Aide II, Tutor)
995						Recreation Leader III (Cashier, Golf Starter) Swim Instructor
994						Recreation Leader IV (Recreation Leader, Sr. Golf Starter)
993						Lifeguard
992						Senior Lifeguard

# *City of South Gate*

## CLASS SPECIFICATIONS AND ATTRIBUTES

### **GENERAL ELECTRICIAN - HOURLY**

#### **DESCRIPTION**

Under direction and general supervision, installs, maintains and repairs a variety of electrical systems and equipment; works on heating and air conditioning systems; performs related duties as required.

#### **CLASS CHARACTERISTICS**

The General Electrician – Hourly is a classification which assists journey level electricians and performs the more routine electrical maintenance functions.

#### **SUPERVISION RECEIVED**

Works under the direct and general supervision of the Journey Electrician, Lead Electrician or Superintendent.

#### **SUPERVISION EXERCISED**

Does not supervise.

#### **ESSENTIAL FUNCTIONS**

Essential functions include, but are not limited to, the following:

Installs and repairs conduits, lighting circuits, panels, regulators, generators, relays, circuit breakers, switch boxes and electrical fixtures according to codes; inspects wiring and equipment for safe condition and need for replacement.

Installs and repairs public address and intercommunications systems, instrumentations systems, electronic supervisory systems, control apparatus for electrical installations and associated electrical equipment.

Installs, repairs and maintains street lighting systems, flood lighting systems and traffic control equipment; replaces light poles; uses highlift to repair and replace components.

Tests circuits for shorts, grounds, open conditions and proper insulation; operates electrical test equipment such as meggers, voltmeters, ammeters and ohmmeters.

Maintains and repairs heating and air conditioning systems; installs and maintains thermostat controls, ducts, compressors and electric furnaces.

Maintains and repairs electric devices, motors, small generators, controls and panels; repairs portable electrical tools and other small or portable electric equipment.

Prepares work estimates for time, materials and labor; reads and interprets wiring diagrams, plans and sketches; completes related records on work performed.

Must be available to work non-regular hours, including nights, holidays, weekends and emergency calls.

Perform related duties as required.

**QUALIFICATIONS****Training and Experience**

Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary. A typical way of obtaining the knowledge and abilities would be: graduation from high school or equivalent AND two years of recent responsible experience with installing and repairing electrical systems and equipment.

**License Requirement**

Possession of a valid California Class C Driver's License and a satisfactory driving record is required at time of appointment and throughout employment in this position. Possession of, or ability to obtain a valid California Class B Driver's License within one year of appointment and maintain throughout employment in this position.

**Training/Certification/Special Requirements**

Possession of, or ability to obtain, Work Zone Safety Certification, First Aid, CPR, Aerial Boom Lift Operator Certification, and IMSA Level I Traffic Signal Technician Certification within six (6) months of appointment and maintain throughout employment in this position. Possession of or ability to obtain, NCCCO Mobile Crane-Telescopic Boom Fixed Cab Certification within one (1) year of appointment.

This classification is subject to random drug/alcohol testing pursuant to Department of Transportation guidelines/requirements.

**Knowledge, Skills, and Abilities**

Knowledge of: methods, materials, tools and equipment used in general construction and maintenance electrical work; operation, maintenance and repair of electrical components of traffic signals; applicable building and electrical codes; safety laws and regulations related to electrical work and traffic signals.

Skill and Ability to: interpret blueprints, schematic diagrams and sketches; prepare cost and material estimates; operate power tools and equipment; perform mathematical calculations, communicate effectively orally and in writing; understand and follow oral and written directions; work at heights; keep accurate records; establish and maintain cooperative working relationships.

**PHYSICAL DEMANDS AND WORK ENVIRONMENT**

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to walk, stand, bend, crouch, talk or hear. The employee is frequently required to use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. Incumbents are frequently exposed to hazardous conditions and must occasionally work at heights of 40 to 90 feet. The employee must occasionally lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision, color perception and the ability to adjust focus. The noise level in the work environment is usually noisy. Incumbents are occasionally exposed to adverse environmental conditions.

**RESOLUTION CERTIFICATION PAGE**

**STATE OF CALIFORNIA            )**

**COUNTY OF LOS ANGELES    )     SS**

**CITY OF SOUTH GATE         )**

I, Carmen Avalos, City Clerk of the City of South Gate, California, hereby certify that the whole number of Members of the City Council of said City is five; that Resolution No. 7690 was adopted by the City Council at their Regular Meeting held on November 24, 2015, by the following vote:

Ayes:            Council Members:    Morales, De Witt, Davila, Bernal and Hurtado

Noes:            Council Members:    None

Absent:          Council Members:    None

Abstain:         Council Members:    None

Witness my hand and the seal of said City on December 1, 2015.



Carmen Avalos, City Clerk  
City of South Gate, California