



**CITY OF LATHROP
CITY COUNCIL SPECIAL MEETING
TUESDAY, JUNE 13, 2023 AND WEDNESDAY, JUNE 14, 2023
5:30 P.M.
COUNCIL CHAMBER, CITY HALL
390 Towne Centre Drive, Lathrop, CA 95330**

AGENDA

PLEASE NOTE: The City Council will be meeting, June 13 and June 14, 2023, at 5:30 p.m., to discuss the Fiscal Years 2023-2024 and 2024-2025 Budgets until their review and discussions have concluded.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the office of the City Clerk (209) 941-7230. Notification 48 hours prior to a meeting will enable the City to make reasonable arrangements to ensure accessibility to that meeting [28 CFR 35 .102.35.104 ADA Title II].

IMPORTANT NOTICE REGARDING THIS MEETING

This public meeting will be conducted in person; all members of the City Council will attend in person. Members of the public are welcomed in person. This meeting will also be available for public participation by teleconference via ZoomGov at the following link:

Link for Tuesday, June 13, 2023

<https://www.zoomgov.com/j/1603177632?pwd=S2FOUzNEVOJ6c3BkTUIyaXYzTWZrdz09>

- ✚ For audio / calling in only, dial: +1 (669) 254-5252 or +1 (669) 216-1590
 - To request to speak (same as the "raise hand" feature) press *9 / When the City Clerk calls your name, press *6 to unmute.
- ✚ Meeting Webinar ID: 160 317 7632 / Passcode: 469629

Link for Wednesday, June 14, 2023

<https://www.zoomgov.com/j/1619682202?pwd=OEIMbEEExZ2dvZktQajAwNFICYktDUT09>

- ✚ For audio / calling in only, dial: +1 (669) 254-5252 or +1 (669) 216-1590
 - To request to speak (same as the "raise hand" feature) press *9 / When the City Clerk calls your name, press *6 to unmute.
- ✚ Meeting Webinar ID: 161 968 2202 / Passcode: 396139

- ✦ During the meeting, those joining by ZoomGov, will be allowed to speak prior to the close of public comment on the each agenda item. If you are using this method, please “raise the hand” feature to inform the City Clerk (meeting host) you wish to speak on the matter. Please ensure your computer speaker and microphone are fully functional.
- ✦ If you are not able to attend the meeting in person or virtually - Public comment/questions will be accepted by email to City Clerk Teresa Vargas at website_cco@ci.lathrop.ca.us or by calling (209) 941-7230
- ✦ Questions or comments must be submitted by 4:00 p.m., on the day of the meeting.
- ✦ To address City Council in person, please submit a purple card to the City Clerk indicating name, address, and number of the item upon which a person wishes to speak.

Council Meetings are live-streamed (with Closed Captioning) on Comcast Cable Channel 97, and on the City Council Webpage: <https://www.ci.lathrop.ca.us/citycouncil/page/live-stream>

Addressing the Council

Any person may speak once on any item under discussion by the City Council after receiving recognition by the Mayor. Purple speaker cards will be available prior to and during the meeting. To address City Council, a card must be submitted to the City Clerk indicating name, address and number of the item upon which a person wishes to speak. When addressing the City Council, please walk to the lectern located in front of the City Council. State your name and address. In order to ensure all persons have the opportunity to speak, a time limit will be set by the Mayor for each speaker (see instructions on speaker form). In the interest of time, each speaker may only speak once on each individual agenda item; please limit your comments to new material; do not repeat what a prior speaker has said. If you challenge the nature of a proposed action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing.

General Information

For reports citing supplemental documents relating to specific agenda items, these are available for review in the City Clerk’s Office. This agenda was posted at the following locations: City Hall, Community Center, Generations Center, Senior Center, and the Lathrop-Manteca Fire District “J” Street and Somerston Parkway Offices. The meetings of the Lathrop City Council are broadcast on Lathrop Comcast Cable Television Channel 97 and live streamed on the City’s website.

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility and/or accommodations to this meeting. [28 CFR 35.102-35.104 ADA Title II] Interested persons must request the accommodation at least 2 working days in advance of the meeting by contacting the City Clerk at (209) 941-7230. Information about the City or items scheduled on the Agenda may be referred to:

Teresa Vargas, MMC
Government Services Director / City Clerk
390 Towne Centre Drive, Lathrop, CA 95330
Telephone: (209) 941-7230



**CITY OF LATHROP
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PLEASE NOTE: The City Council will be meeting, June 13 and June 14, 2023, at 5:30 p.m., to discuss the Fiscal Years 2023-2024 and 2024-2025 Budgets until their review and discussions have concluded.

1. PRELIMINARY

- 1.1 CALL TO ORDER
- 1.2 ROLL CALL
- 1.3 PLEDGE OF ALLEGIANCE

2. SCHEDULED ITEMS

- 2.1 FISCAL YEARS 2023-24 AND 2024-25 BIENNIAL BUDGET REVIEW AND APPROVAL

2.1.1 Council to Consider the Following Sections of the Budget:

A. Overview

B. General Government

- 1. City Council
- 2. City Manager
- 3. Government Services / City Clerk
- 4. Economic Development
- 5. City Attorney
- 6. Human Resources
- 7. Finance
- 8. Information Systems

- Recommendation: Approve General Government section of the budget
- Vote

C. Building Safety and Inspections

- Recommendation: Approve Building Safety and Inspections section of the budget
- Vote

- D. Public Works
 - Recommendation: Approve Public Works section of the budget
 - Vote
- E. Community Development
 - Recommendation: Approve Community Development section of the budget
 - Vote
- F. Public Safety
 - Recommendation: Approve Public Safety section of the budget
 - Vote
- G. Parks, Recreation and Maintenance Services
 - Recommendation: Approve Parks, Recreation and Maintenance Services section of the budget
 - Vote
- H. Measure C
 - Recommendation: Measure C section of the budget
 - Vote
- I. Developer Projects
 - Recommendation: Approve Developer Projects section of the budget
 - Vote

2.1.2 Council to Consider the Following:

- a. Adopt Resolution Approving the Biennial Budget for Fiscal Years 2023-2024 and 2024-2025, the Authorized Positions by Department, and the Final Gann Limit for Fiscal Year Beginning July 1, 2023, and Ending June 30, 2024

Website Link to Budget Reports: <https://www.ci.lathrop.ca.us/finance/page/budget>

3. ADJOURNMENT

/Teresa Vargas/

Teresa Vargas, MMC
Government Services Director / City Clerk

This meeting was called by a majority of the City Council per Government Code Section 54956.5. Members of the public interested in addressing the City Council during this Special Meeting may address the item(s), which have been described in the notice of this Special Meeting in accordance with Government Code Section 54954.3(a).

RESOLUTION NO. 23-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LATHROP ADOPTING THE BIENNIAL BUDGET FOR FISCAL YEARS 2023/24 AND 2024/25, THE AUTHORIZED POSITIONS BY DEPARTMENT, AND THE FINAL GANN LIMIT FOR FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024

WHEREAS, the City Council of the City of Lathrop has duly considered the financial needs of the City of Lathrop; and

WHEREAS, the City of Lathrop proposed biennial budget has been posted on the City's website for public viewing and download at https://www.ci.lathrop.ca.us/sites/default/files/fileattachments/finance/page/5573/fy2023_2025_proposed_budget_web.pdf; and

WHEREAS, the proposed Fiscal Years 2023/24 and 2024/25 Budget was prepared by the individual departments and reviewed by the Sr. Management Analyst, Deputy Finance Director, Director of Finance and the City Manager; and

WHEREAS, the two year Operating Budget aligns with the City Council's Goals, meets the 10-50% of General Fund reserve policy established by Council and is balanced in both Fiscal Years 2023/24 and 2024/25; and

WHEREAS, the City Council has caused a budget to be prepared which establishes the total number of Authorized Positions by Department (Exhibit "A") which includes 178.45 funded positions for Fiscal Year 2023/24 and 181.45 funded positions for Fiscal Year 2024/25; and

WHEREAS, the proposed Fiscal Year 2023/24 and 2024/25 Budget included new, amended, retitled, unfunded position classifications and grade step table changes as outlined in the following list:

1. Unfund Assistant Community Development Director 80
2. Reclass Permit Technician III Grade 55 to Management Analyst I Grade 56
3. Reclass Maintenance Worker III Grade 48 to Parks & Recreation Supervisor Grade 57
4. Add Administrative Assistant III Grade 47
5. Create Electrician / Instrument Technician Grade 58
6. Create Compliance Engineer Grade 64
7. Create Animal Center Assistant Grade 37
8. Create Forensic Analyst I/II Grade 56/60
9. Add Property & Evidence Technician Grade 49
10. Add 2 Police Officers Grade 65

WHEREAS, the Final Gann Limit has been calculated for Fiscal Year 2023/24 to be \$418,873,057 (see Exhibit "B"); and

WHEREAS, the budget document has been filed with the Director of Government Services/City Clerk of the City of Lathrop; and

WHEREAS, the appropriations are approved as the budget for Fiscal Years 2023/24 and 2024/25 and the City Manager is hereby authorized to transfer appropriations within the department budgets provided no change is made in the amount provided for any one department.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lathrop:

1. Adopts the City of Lathrop 2023/24 and 2024/25 budget and approves the listed appropriations, as follows:

Fund Category	FY 2023/24		FY 2024/25	
	Revenue	Expenditure	Revenue	Expenditure
General Fund	\$32,991,424	\$32,720,461	\$34,192,204	\$34,173,549
Special Revenue Funds	96,906,690	81,017,445	79,950,110	40,400,508
Capital Improvement Projects	25,157,433	55,034,613	5,241,812	5,241,812
Enterprise Funds	60,344,634	71,006,028	38,104,579	28,248,440

2. Approve the Authorized Positions by Department (Exhibit "A") totaling 178.45 positions for FY 2023/24 and 181.45 positions for FY 2023/24.
3. Approve the Final Gann Limit for Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024 (Exhibit "B").
4. Approve the Electrician/Instrument Technician (Grade 58) job description (Exhibit "C").
5. Approve the Compliance Engineer (Grade 64) job description (Exhibit "D").
6. Approve the Animal Center Assistant (Grade 37) job description (Exhibit "E").
7. Approve the Forensic Analyst I/II (Grade 56/60) job description (Exhibit "F").
8. Approve the Amended 07/08/2023 Grade Step Table (Exhibit "G").

The foregoing resolution was passed, and adopted this 13th day of June 2023, by the following vote of the City Council, to wit:

AYES:

NOES:

ABSENT:

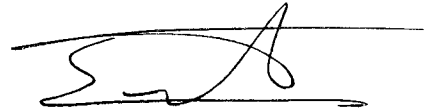
ABSTAIN:

Sonny Dhaliwal, Mayor

ATTEST:

APPROVED AS TO FORM:

Teresa Vargas, City Clerk



Salvador Navarrete, City Attorney

AUTHORIZED POSITIONS BY DEPARTMENT

Summary by Department

	2022/23 Adopted	2022/23 Amended 03/13/23	2023/24 Proposed Budget	2024/25 Proposed Budget
CITY MANAGER				
City Manager				
Assistant City Manager	0.00	0.25	0.25	0.25
City Engineer	0.15	0.00	0.00	0.00
City Manager	1.00	1.00	1.00	1.00
Director of Government Services/City Clerk	0.50	0.50	0.50	0.50
Economic Development Administrator	1.00	1.00	1.00	1.00
Total	2.65	2.75	2.75	2.75
CITY MANAGER - Total	2.65	2.75	2.75	2.75
CITY CLERK				
City Clerk				
Deputy City Clerk	1.00	1.00	1.00	1.00
Director of Government Services/City Clerk	0.50	0.50	0.50	0.50
Total	1.50	1.50	1.50	1.50
CITY CLERK - Total	1.50	1.50	1.50	1.50
CITY ATTORNEY				
City Attorney				
Administrative Assistant I/II/III	1.00	1.00	1.00	1.00
City Attorney	1.00	1.00	1.00	1.00
Legal Secretary	0.00	1.00	1.00	1.00
Senior Administrative Assistant	1.00	0.00	0.00	0.00
Total	3.00	3.00	3.00	3.00
CITY ATTORNEY - Total	3.00	3.00	3.00	3.00
HUMAN RESOURCES				
Human Resources				
Human Resources Director	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00
HR Analyst I/II	0.00	1.00	1.00	1.00
HR Technician	0.00	1.00	1.00	1.00
Total	2.00	4.00	4.00	4.00
HUMAN RESOURCES - Total	2.00	4.00	4.00	4.00

AUTHORIZED POSITIONS BY DEPARTMENT

Summary by Department

	2022/23 Adopted	2022/23 Amended 03/13/23	2023/24 Proposed Budget	2024/25 Proposed Budget
FINANCE				
Finance				
Accountant I/II	1.00	0.00	0.00	0.00
Accounting Manager	1.00	0.00	0.00	0.00
Accounting Specialist I/II/Technician	5.00	0.00	0.00	0.00
Administrative Technician I/II	1.00	1.00	1.00	1.00
Customer Service Representatives I/II	0.00	5.00	5.00	5.00
Customer Service Supervisor	0.00	1.00	1.00	1.00
Deputy Finance Director	1.00	1.00	1.00	1.00
Director of Finance	1.00	1.00	1.00	1.00
Finance Manager	1.00	1.00	1.00	1.00
Management Analyst I/II	0.50	2.00	2.00	2.00
Senior Administrative Assistant	1.00	0.00	0.00	0.00
Senior Customer Service Representative	0.00	1.00	1.00	1.00
Senior Accountant	0.00	0.50	1.00	1.00
Senior Management Analyst	1.00	1.00	1.00	1.00
Total	13.50	14.50	15.00	15.00
FINANCE - Total	13.50	14.50	15.00	15.00
INFORMATION SYSTEMS				
Information Systems				
Administrative Assistant I/II/III	0.50	0.00	0.00	0.00
Director of Information Systems	0.00	1.00	1.00	1.00
Chief Information Officer	1.00	1.00	1.00	1.00
Information Technology Technician	0.00	1.00	0.00	0.00
Information Technology Engineer I/II/III	3.00	5.00	6.00	6.00
Management Analyst I/II	0.00	1.00	1.00	1.00
Total	4.50	9.00	9.00	9.00
INFORMATION SYSTEMS - Total	4.50	9.00	9.00	9.00
COMMUNITY DEVELOPMENT				
Planning				
Administrative Assistant I/II/III	0.33	0.33	0.33	0.33
Assistant Community Development Director	0.00	1.00	0.00	0.00
Associate Planner	1.00	1.00	1.00	1.00
Director of Community Development	1.00	1.00	1.00	1.00
Executive Assistant	0.00	1.00	1.00	1.00
Principal Planner	1.00	0.00	0.00	0.00
Senior Administrative Assistant	1.00	0.00	0.00	0.00
Senior Planner	0.00	1.00	1.00	1.00
Total	4.33	5.33	4.33	4.33
COMMUNITY DEVELOPMENT - Total	4.33	5.33	4.33	4.33

AUTHORIZED POSITIONS BY DEPARTMENT

Summary by Department

	2022/23 Adopted	2022/23 Amended 03/13/23	2023/24 Proposed Budget	2024/25 Proposed Budget
PUBLIC SAFETY				
Police				
Sworn				
Police Chief	1.00	1.00	1.00	1.00
Police Commander	2.00	2.00	2.00	2.00
Police Lieutenant	0.00	1.00	1.00	1.00
Police Officer	24.00	32.00	32.00	34.00
Police Sergeant	6.00	6.00	6.00	6.00
Total	33.00	42.00	42.00	44.00
Non-Sworn				
Police Forensic Analyst I/II	0.00	0.00	1.00	1.00
Police Records Assistant I/II	0.00	2.00	2.00	2.00
Police Records Supervisor	0.00	1.00	1.00	1.00
Property & Evidence Technician	0.00	1.00	1.00	2.00
Total	0.00	4.00	5.00	6.00
Administration				
Management Analyst I/II	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Senior Administrative Assistant	1.00	0.00	0.00	0.00
Total	3.00	2.00	2.00	2.00
Community Services Division				
Community Services Supervisor	1.00	1.00	1.00	1.00
Community Services Officer I/II/III	3.00	5.00	5.00	5.00
Administrative Assistant I/II/III	0.50	1.00	1.00	1.00
Animal Center Assistant	0.00	0.00	1.00	1.00
Animal Shelter Supervisor	0.00	1.00	1.00	1.00
Animal Services Assistant	1.00	0.00	0.00	0.00
Total	5.50	8.00	9.00	9.00
PUBLIC SAFETY - Total	41.50	56.00	58.00	61.00
PARKS, RECREATION AND MAINTENANCE SERVICES				
Parks and Recreation				
Administrative Assistant I/II/III	2.00	3.00	3.00	3.00
Director of Parks, Recreation and Maintenance	1.00	1.00	1.00	1.00
Deputy Director of Parks, Recreation and Maintenance	1.00	0.00	0.00	0.00
Management Analyst I/II	1.25	1.00	1.00	1.00
Recreation Coordinator	3.00	3.00	3.00	3.00
Recreation Leaders	9.45	9.45	9.45	9.45
Recreation Manager	0.00	1.00	1.00	1.00
Recreation Supervisor	1.00	2.00	2.00	2.00
Senior Accountant	0.00	0.25	0.00	0.00
Senior Administrative Assistant	0.00	1.00	1.00	1.00
Senior Recreation Leaders	5.35	7.00	5.00	5.00
Total	24.05	28.70	26.45	26.45

AUTHORIZED POSITIONS BY DEPARTMENT

Summary by Department

	2022/23 Adopted	2022/23 Amended 03/13/23	2023/24 Proposed Budget	2024/25 Proposed Budget
Maintenance Services				
Landscape and Irrigation Specialist	0.00	1.00	1.00	1.00
Maintenance Services Supervisor	1.00	1.00	1.00	1.00
Maintenance Worker I/II/III	9.00	9.00	5.00	5.00
Parks and Facilities Manager	0.00	0.00	0.00	0.00
Parks and Recreation Supervisor	0.00	0.00	1.00	1.00
Senior Recreation Leaders	0.00	0.00	2.00	2.00
Total	10.00	11.00	10.00	10.00
PARKS, RECREATION AND MAINTENANCE - Total	34.05	39.70	36.45	36.45
BUILDING SAFETY AND INSPECTIONS				
Building				
Administrative Assistant I/II/III	0.33	0.33	0.33	0.33
Assistant City Manager	0.00	0.32	0.32	0.32
Building Inspector I/II/III	2.00	3.00	3.00	3.00
Chief Building Official	1.00	1.00	1.00	1.00
Management Analyst I/II	0.00	0.00	1.00	1.00
Permit and Plan Check Supervisor	1.00	1.00	1.00	1.00
Permit Technician I/II/III	2.00	4.00	3.00	3.00
Total	6.33	9.65	9.65	9.65
BUILDING SAFETY AND INSPECTIONS - Total	6.33	9.65	9.65	9.65
PUBLIC WORKS				
Public Works				
Administrative Assistant I/II/III	2.34	2.34	3.34	3.34
Assistant City Manager	0.00	0.43	0.43	0.43
Assistant Engineer	1.00	3.00	3.00	3.00
Associate Engineer	1.00	1.00	1.00	1.00
City Engineer	0.85	1.00	1.00	1.00
Compliance Engineer	0.00	0.00	1.00	1.00
Construction Inspector I/II/III	3.00	3.00	3.00	3.00
Construction Superintendent	1.00	1.00	1.00	1.00
Director of Public Works	1.00	0.00	0.00	0.00
Electrician / Instrument Technician	0.00	0.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Maintenance Worker I/II/III	0.00	0.00	3.00	3.00
Management Analyst I/II	0.25	1.00	1.00	1.00
Meter Reader I/II	1.00	2.00	2.00	2.00
Senior Accountant	0.00	0.25	0.00	0.00
Senior Administrative Assistant	1.00	0.00	0.00	0.00
Senior Civil Engineer	1.00	2.00	2.00	2.00

AUTHORIZED POSITIONS BY DEPARTMENT

Summary by Department

	2022/23 Adopted	2022/23 Amended 03/13/23	2023/24 Proposed Budget	2024/25 Proposed Budget
Senior Construction Manager	1.00	1.00	1.00	1.00
Streets and Maintenance Operation Manager	0.00	1.00	1.00	1.00
Utility Operations Superintendent	1.00	1.00	1.00	1.00
Utility Operator I/II/III	6.00	6.00	7.00	7.00
Utility Plant Supervisor	1.00	1.00	1.00	1.00
Total	24.44	28.02	34.77	34.77
PUBLIC WORKS - Total	24.44	28.02	34.77	34.77
Grand Total	137.8	173.45	178.45	181.45

CITY OF LATHROP
PROPOSITION 4 APPROPRIATION GANN LIMIT CALCULATIONS

2003-04 GANN LIMIT	46,340,935
2004-05 GANN LIMIT	49,037,977
2005-06 GANN LIMIT	51,774,296
2006-07 GANN LIMIT	61,109,202
2007-08 GANN LIMIT	71,980,529
2008-09 GANN LIMIT	80,085,537
2009-10 GANN LIMIT	82,111,701
2010-11 GANN LIMIT	81,627,242
2011-12 GANN LIMIT	87,006,477
2012-13 GANN LIMIT	91,800,534
2013-14 GANN LIMIT	98,612,134
2014-15 GANN LIMIT	101,077,437
2015-16 GANN LIMIT	108,061,888
2016-17 GANN LIMIT	121,072,539
2017-18 GANN LIMIT	130,843,093
2018-19 GANN LIMIT	150,652,737
2019-20 GANN LIMIT	202,160,908
2020-21 GANN LIMIT	235,194,000
2021-22 GANN LIMIT	264,405,095
2022-23 GANN LIMIT	303,219,763
2023-24 GANN LIMIT	418,873,057

2023-24 FINAL CALCULATION

The City will use the percentage change in Non Residential New Construction
to calculate the Final Gann Limit.

ADJUST FOR CHANGE IN POPULATION

Based on California Department of Finance Information

Increase 11.10%

Adjust for Change in California Per Capita Income

Per Capita in Non Residential New Construction: 24.34%

Adjust by the Above Factors:

Population 1.1110 x Per Capita 1.2434 = 1.3814

\$303,219,763 x 1.3814 = \$418,873,057

If you have any questions, contact Cari James in the Finance Department.

CITY OF LATHROP
ELECTRICIAN / INSTRUMENT
TECHNICIAN

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

DEFINITION

Under general supervision, performs skilled electrical work in the inspection, repair, alteration, construction, installation and maintenance of electrical and electronic systems, wiring, instruments and equipment for wastewater, storm water, drinking water and recycled water facilities.

DISTINGUISHING CHARACTERISTICS

The **Electrician/Instrument Technician** is a journey-level position responsible for maintaining all electrical/instrumentation and controls throughout the city facilities to ensure safe operating practices. Incumbents perform the full range of duties related to electrical, wiring, instruments and equipment for city facilities.

SUPERVISION RECEIVED/EXERCISED:

Receives direction from the Utility Operations Superintendent or higher-level Public Works staff.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Perform skilled electrical work in the inspection, repair, alteration, construction, installation and maintenance of electrical and electronic systems, wiring, instruments and equipment at wastewater, storm water and well water facilities; inspect and troubleshoot electrical systems, motors, controls and wiring.
- Install, maintain, repair, calibrate and test a variety of pneumatic, hydraulic, electric, electromechanical and electronic recording, indicating, controlling, analyzing and metering instruments.
- Assure proper operation of digital and analog computers, circuits, flow meters, pressure recorders, level indicators, pressure and temperature regulators, gauges, chemical feed controllers, pneumatic regulators, metering receivers, transmitters, analyzers and various other equipment.
- Install, maintain and repair conduit systems, light and power circuits, circuit breakers, generators, switches, switchboards, motors and relays.
- Perform periodic inspections of metering and control systems to assure proper operation; perform preventive maintenance on systems as necessary.
- Troubleshoot electrical malfunctions; trace out wiring, perform diagnostic tests on system components and replace defective wires and parts, including switches, receptacles and fuses.
- Operate a variety of specialized equipment, including meters, gauges, probes, testers, conduit benders, pipe threaders, wire pullers, signal tracers, generators and various hand and power tools; operate a computer and assigned software; drive a vehicle to conduct work.
- Estimate time, material and supply needs to complete assigned jobs; monitor inventory levels of electronic parts and supplies; order, receive and maintain inventory of parts and supplies.

- Work from verbal and written instructions, blueprints, sketches, manuals and work orders; respond to emergency needs as requested; remain on-call as directed.
- Maintain records related to meter and calibration readings, work orders and assigned activities; prepare reports of work completed and material used.
- Communicate with City personnel and various outside agencies to exchange information and resolve issues or concerns.
- Assure compliance with City policies and building, health and safety codes applicable to the electrical trade; assure activities comply with established safety guidelines and procedures.

EDUCATION AND/OR EXPERIENCE

Any combination equivalent to: graduation from high school supplemented by completion of an approved apprenticeship program in electrical work and two years journey-level experience in the electrician trade.

KNOWLEDGE/ABILITIES/SKILLS *(The following are a representative sample of the KAS's necessary to perform essential duties of the position.)*

- Materials, methods and tools used in the installation, maintenance, repair and operation of electrical and electronic systems, wiring, instruments and equipment.
- Electrical and electronic theory.
- Building, health and safety codes related to the electrical trade.
- Design, construction, installation and maintenance of electrical apparatus.
- Oral and written communication skills.
- Operation of hand and machine tools used in the electrical trade.
- Operation of a computer and assigned software.
- Health and safety regulations and procedures.
- Record-keeping techniques.
- Work from plans, blue prints, sketches, specifications, and diagrams of electrical work.
- Estimate material requirements and order parts and supplies according to established guidelines.

LICENSE/CERTIFICATES

License/Certificate

Must possess a valid California driver's license and have a satisfactory driving record.

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:

Functions require dexterity of hands and fingers to operate tools and machines utilized in the electronics trade; reaching overhead, above the shoulders and horizontally; bending or stooping to perform repair and maintenance tasks; lifting, carrying, pushing or pulling heavy objects as assigned by the position; hearing and speaking to exchange information; seeing to perform detailed electrical work; kneeling, crouching and crawling on floors to install equipment or make repairs; standing for extended periods of time; climbing ladders; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; to verbally communicate to exchange information; exposure to electrical power supply and high voltage; working around and with machinery having moving parts; working in a cramped or restrictive work chamber; working at heights.

Environmental Conditions

May be required to work indoor and outdoor environments, will be required to drive a vehicle to conduct work and will be exposed to fumes, dust and odors.

Additional Working

May be required to be on call and respond to emergency call outs.

Disaster Service Worker

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CITY OF LATHROP
COMPLIANCE ENGINEER

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DEFINITION

Under general supervision, assists and coordinate assigned environmental compliance programs and regulatory permits including the National Pollutant Discharge Elimination System (NPDES) stormwater discharge permit, and NPDES permit for discharge of treated wastewater to surface water, Sanitary Sewer Systems General Order, General Order for Recycled Water Use, Fats, Oils and Grease and Industrial Pretreatment Program source control programs, and Drinking Water permit. Performs and oversees a variety of complex tasks in the areas of environmental compliance monitoring reports and studies, water quality and environmental compliance activities, budget development, oversight of various consulting service contracts and agreements, environmental analysis, CEQA compliance and other related duties.

DISTINGUISHING CHARACTERISTICS

The **Compliance Engineer** is a journey level classification responsible for independently performing the full scope of assigned duties. Incumbents perform the full range of duties related to water quality and environmental regulatory compliance activities and coordination with regional, State, and Federal regulatory agencies regarding a variety of permits, regulations, studies and other requirements and statutes.

SUPERVISION RECEIVED/EXERCISED

Receives direction from the Public Works Director, City Engineer or other senior level Public Works staff.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Performs and oversees a variety of complex tasks in the areas of environmental engineering reports and studies, water quality and environmental compliance activities, budget development, oversight of various consulting service contracts and agreements, environmental analysis and impacts, and other related duties;
- Completes a variety of complex water quality and environmental regulatory compliance activities; establishes and implements water quality control programs;
- Ensures regulatory compliance for the City's NPDES MS4 Phase 2 Stormwater Discharge permit; develops and implements Storm Water Management programs;
- Participates in the coordination with regional, State, and Federal regulatory agencies regarding a variety of permits, regulations, studies and other requirements and statutes;
- Plans, organizes, schedules and reviews the work of staff supporting regulatory efforts, coordinates staff training;
- Coordinates between City departments, divisions and consultants on various studies and projects; provides assistance in developing, gathering, and reviewing data for assessment of current and future infrastructure needs;

- Assists in the development of goals, objectives, policies and procedures; investigates, interprets, analyzes and prepares recommendations in relation to proposals for new programs, grants and/or services; analyzes, interprets and explains City policies and procedures; confers with members of the public to explain procedures and policies;
- Answers questions and provides information to the public, outside agencies and City staff;
- Investigates complaints and recommends corrective action to resolve complaints;
- Researches and prepares grant applications including monitoring existing programs for compliance with regulations;
- Performs other duties related to the operation of the department and the City including additional duties that enable the department and City to meet the diverse needs of its community.

EDUCATION AND/OR EXPERIENCE

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities are:

Education: Possession of a Bachelor's Degree in environmental science, biology, civil engineering, public administration or a related field.

Experience: Three years' experience involving storm water quality program compliance with National Pollution Discharge Elimination System (NPDES) regulations

KNOWLEDGE/ABILITIES/SKILLS *(The following are a representative sample of the KAS's necessary to perform essential duties of the position.)*

- Applicable laws and regulatory codes related to water quality and environmental compliance, including the Federal Clean Water Act (CWA) and California Water Code; the National Pollution Discharge Elimination System (NPDES) permit program; municipal, construction, and industrial storm water permit requirements and processes as regulated by the State Water Resources Control Board and the Regional Water Quality Control Board.
- Storm water hydrology, civil construction and land use planning; and geographic information systems, particularly ArcGIS;
- Principles of water and wastewater treatment plant processes and water quality control methods; principles and methods of conducting and analyzing complex water quality environmental studies; compile, interpret, and evaluate numerical data;
- Principles and practices of organization, administration, and management; administrative principles and methods, including goal setting, program and budget development, work planning and organization; technical report writing procedures and grant proposal development;
- Computers and computer software and programs;
- Monitor and track multiple permits and storm water activities and ability to conduct field inspections and investigations;
- Perform comprehensive research, statistical and other analytical work for a City department; collaborates with management and co-workers in providing consultation services in areas of expertise;
- Plan, initiate and complete work assignments with minimum direction; analyze problems, evaluate alternatives, and make creative recommendations; assume control of a project and make sound recommendations; properly interpret and make decisions in accordance with laws, regulations and policies; prepare and write complete and accurate reports;
- Act as a liaison representing the City in meetings with regulatory, governmental and professional groups;

- Analyze, interpret and provide assistance regarding pending legislation;
- Communicate clearly and concisely, both orally and in writing with a broad spectrum of audiences, including the general public, construction contractors, and state and federal regulators; identify and respond to public and City Council issues and concerns;
- Work with and control sensitive, confidential information;
- Establish and maintain cooperative and effective relationships with those contacted during the course of work.
- Performs other duties as assigned.

LICENSE/CERTIFICATES

License/Certificate

Possession of or ability to obtain a valid Driver's License (Class C) issued from the California Department of Motor Vehicles prior to employment.

Possession of a valid Qualified Stormwater Pollution Prevention Plans (SWPP) Practitioner (QSP) or, a valid Qualified Stormwater Pollution Prevention Plans (SWPP) Designer (QSD) certification within 24 months of appointment.

Possession of a valid Certified Erosion, Sediment and Stormwater Inspector (CESSWI) within 24 months of appointment.

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:

Functions may require maintaining physical condition necessary to see well enough to read, write and make observations, operate hand tools, vehicles and equipment; hear well enough to converse on the radio, telephone and in person; bodily mobility to occasionally walk, bend, kneel, reach, stand, crouch or climb; operate assigned equipment and vehicles and perform manual labor for occasional periods; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; to verbally communicate to exchange information; ability to tolerate extreme fluctuations in temperature, noise, dust, and all types of weather and temperature conditions; while performing essential functions and be able to lift equipment as necessary.

Environmental Conditions

May be required to work indoor and outdoor environments, will be required to drive a vehicle to conduct work and will be exposed to fumes, dust and odors.

Disaster Service Worker

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Historical Data

Position Adopted _____ by Resolution: 23-_____
SEIU Local 1021 Bargaining Unit

CITY OF LATHROP

ANIMAL CENTER ASSISTANT

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

DEFINITION:

Under supervision from the Animal Center Supervisor, or designee, the **Animal Center Assistant** learns to perform and performs a variety of tasks and duties in support of the day-to-day operations of the City of Lathrop temporary and permanent Animal Center(s), including the compliance, under the supervision of the Animal Center Supervisor, with applicable laws, regulations and policies related to the operation of a city maintained animal center; ensures compliance with humane animal care, protection and related services; performs other related duties as assigned.

DISTINGUISHING CHARACTERISTICS:

The **Animal Center Assistant** is an entry-level and single position class, in which the incumbent is responsible for a wide variety of animal care responsibilities in an animal center environment. Incumbents are expected to perform the more routine duties while learning State and local government laws, policies and procedures as it pertains to the proper care of animals in a municipal animal center. As experience is gained, there is greater independence of action within established guidelines. This classification is alternatively staffed with the Animal Center Supervisor, in that the latter is a supervisory level position responsible for the entire administration of the City's Animal Center services and programs.

SUPERVISION RECEIVED AND EXERCISED:

This position is part of the Community Services Division, within the Lathrop Police Department. Incumbent receives immediate direction and supervision from the Animal Center Supervisor, or designee. Incumbents do not routinely exercise supervision over other animal center staff or volunteers.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Performs general office duties; answers inquiries from the public, over the counter, by email and telephone, on law, rules, and regulations pertaining to animal care and control, and the animal center; assists the public in retrieving, reclaiming, or adopting animals; receives lost and found reports, provides public education on ordinances relating to the keeping and care of animals.
- Assists with the gathering of data related to the day-to-day functions of the Animal Center(s); maintains reports and logs; records animals claimed, adopted, released, and impounded; completes forms related to the behavior and disposition of animals for health and adoptability assessment purposes; maintains computer records as assigned; assists with collection of fees and the issuance of animal licensing; and maintains related records.
- Receives, unloads, and impounds unwanted, wild, and domestic animals from citizens and other Community Services staff; coordinates transfers to rescue organizations; assists the Animal Center Supervisor with euthanasia; unloads dead animals and disposes carcasses accordingly.
- Submits referrals for enforcement to Community Services Officer related to the non-compliance of animal related laws and ordinances.

ANIMAL CENTER ASSISTANT

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- Cleans and disinfects kennels, cages, livestock corrals, food and water containers, toys, bedding, blankets, animal transport vehicles and related equipment; maintain all center areas clean, including sweeping, washing and mopping as needed.
- Proper use of center equipment, including but not limited to cleaning tools, disinfecting sprayer, ladders, and catch poles.
- Performs assessment of animal safety, health and temperament on arrival; monitors and observes animals for signs of illness or injury; reports symptoms to Animal Center Supervisor; remove animal waste products throughout the day; ensures proper and timely exercise and grooming of all animal; secures animals from inside to outside runs and agility courses.
- Feeds and provides water for animals as scheduled on a daily basis; stocks food and supplies; and maintain adequate inventory of all related food, medicine and cleaning supplies.
- Assists the Animal Center Supervisor with vaccinations of animals, administration of prescribed medications and injections as necessary; schedule veterinarian appointments as needed.
- Assist the public with locating of lost pets, including the viewing of animals dead on arrival as needed for identification; assist with handling of vicious animals by utilizing proper safety procedures and techniques; greet and escort the public to areas of the center, and coordinate animal meet and greet appointments for potential adoptions.
- Educates on quality pet care, animal abuse, dog attacks and bites, animal centers and animal control as and during special events; maintains city's website with information related to the Animal Center operations and events, including information on animal care.
- May work overtime, standby, weekend, holiday, shift and call-back assignments; provides back-up to the Animal Center Supervisor as needed.
- Performs other duties as required, or as assigned.

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:

Tasks require the regular and, at times, sustained performance of moderately physically demanding work. Position requires prolonged sitting, running, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping, repetitive hand movement, climbing fences, and crawling under houses in the performance of daily duties. The position also requires both near and far vision when performing investigations, operating assigned equipment and reading correspondence, statistical data and using a computer. The need to lift, carry and push animals and supplies weighing 100 pounds or more, with the proper lifting carrying, pushing and/or pulling techniques to minimize risk, may also be required. Some tasks require the ability to perceive and discriminate sounds, depth, texture, and visual cues or signals. Additionally, the incumbent may be required to work outdoors in all weather conditions, including adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, weather, temperature and noise extremes, hazardous materials, bright/dim lights, toxic agents, disease, or pathogenic substances. The incumbent may be exposed to waste and infectious materials, and use cleaning chemicals, which may expose the employee to fumes, dust and air contaminants. The nature of the work also requires the incumbent to handle aggressive and biting animals/wildlife attacks; handle and move dead animals; drive motorized vehicles, work in heavy vehicle traffic conditions, and often work with constant interruptions.

Working Conditions

Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures; employees will wear a uniform. May be required to work night and/or weekend hours and holidays.

Disaster Service Worker

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Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

QUALIFICATIONS: *(The following are minimal qualifications necessary for entry into the classification.)*

Education and/or Experience:

High school diploma or general education degree (GED); one year related experience and/or training in the handling and or care of animals; equivalent combination of education and experience; or training and related experience that is acceptable to the City as animal handling or care experience.

License/Certificate:

Possession of, or ability to obtain, a valid Class C California driver's license. Possession of, or the ability to obtain, a Euthanasia Certificate.

KNOWLEDGE/ABILITIES: *(The following are a representative sample of the KSA's necessary to perform essential duties of the position.)*

Knowledge of:

Modern principles and practice of management relating to animal services operations; various breeds of dogs, cats, and other domestic animals; safe and efficient methods of handling dogs and other small animals; principles and practices of program and budget development, administration and evaluation; methods of animal collection and impoundment; animal control laws and ordinances; common animal injuries, diseases and methods of control; techniques and methods for the treatment and euthanasia of animals; basic knowledge of child abuse reporting procedures and requirements; basic knowledge of court procedures as they relate to providing testimony regarding animal control cases; methods and techniques of supervision, training and motivation; basic principles of mathematics; applicable federal, state and local laws, codes and regulations; methods and techniques of scheduling work assignments; standard office procedures, practices and equipment; modern office practices, methods and equipment, including a computer and applicable software; methods and techniques for record keeping and report preparation and writing; proper English, spelling and grammar; occupational hazards and standard safety practices.

Ability to:

Plan, organize, direct and evaluate the work of subordinate staff; read, understand, interpret and explain ordinances, policies, and enforcement procedures; enforce animal control laws and regulations; recognize normal and abnormal animal behavior; utilize proper capturing, handling and muzzling techniques; administer first aid and lethal injections to animals; deal effectively with aggressive pet owners and others in the issuance of citations and impounding of animals; work cooperatively with other departments, outside agencies, and the general public; meet appropriate physical demands necessary for adequate job performance; perform a variety of animal control activities; plan, organize, train, evaluate and direct work of assigned staff; perform mathematical calculations quickly and accurately; interpret, explain and apply applicable laws, codes and regulations; read, interpret and record data accurately; organize, prioritize and follow-up on work assignments; work independently and as part of a team; make sound decisions within established guidelines; analyze a complex issue, and develop and implement an appropriate response; follow written and oral directions; observe safety principles and work in a safe manner; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.

Historical Data

Position Adopted _____ by Resolution: 23-_____
SEIU Local 1021 Bargaining Unit

CITY OF LATHROP

POLICE FORENSIC ANALYST I/II

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DEFINITION

Under general or direct supervision (Police Forensic Analyst I) or (Police Forensic Analyst II), are responsible for professional police forensic analytical work in support of Police Department investigations. Provides casework support, routine digital and technical evidence examinations, performs analysis for criminal and administrative cases, and writes observational reports. Will be required to respond to field situations to retrieve video surveillance or provide technical evidence examination. Monitor Lathrop city cameras to perform Real Time Crime Center duties. Performs related work as required.

DISTINGUISHING CHARACTERISTICS:

Police Forensic Analyst I/II is a flexibly staffed entry/journey class, described as follows:

Police Forensic Analyst I - This is the entry-level class responsible for providing support for an assigned operational and/or program area where expertise is gathered in a specific field of work. Positions at this level are not expected to function with the same amount of knowledge or skill level as positions allocated to the Police Forensic Analyst II level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise. As experience is gained, assignments become more varied and are performed with greater independence.

Police Forensic Analyst II - This is the journey-level class responsible for performing the full range of professional support for an assigned operational and/or program area. Incumbents are expected to work independently and exercise judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the department. Police Forensic Analyst II is distinguished from Police Forensic Analyst I in that they may provide training to clerical or support staff.

SUPERVISION RECEIVED/EXERCISED:

Receives general supervision from assigned supervisory or management staff. Exercises no direct supervision over lower level staff.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Assists sworn staff with evidence and casework support; gathers, organizes, and analyzes data relating to specific assignments, which require research from which conclusions can be drawn; prepares detailed case analysis; develops and identifies suspects for investigative follow ups; makes recommendations and writes reports.
- Gathers, organizes, and evaluates data including video and/or case files and records; maintains evidence in an electronic case management system in accordance with City retention standards.
- Creates and maintains unit logs/rosters for tracking assignments and requests used for statistical or quarterly management reports.
- Collaborates and maintains working relationships with various department and city wide personnel, as well as with outside partner agencies and professional organizations.
- Monitors videos, social media, and/or camera feeds; completes workups on investigative cases; inputs, researches, and retrieves data; develops and identifies suspects for investigative follow ups.
- Responds to crime scenes; evaluates location of crime and surveillance system; retrieves multimedia and digital evidence from various sources; preserves integrity of the data and identifies media that has been tampered or altered; identify, mark, and store evidence in accordance with proper evidence handling requirements.
- Prepares evidence (including copies, compiled video of the crime, video clips, etc.) utilizing forensic video enhancement/image clarification software for courtroom presentations by investigator and partner agencies, including redacting digital evidence for Public Information Act requests.
- Prepares clear, comprehensive, technically sound, accurate and informative casework reports, including department tactical and strategic intelligence bulletins; writes observational reports or work ups to include observations, analysis and results or recommendations, including identification of crime and/or suspects.
- Perform forensic analysis of cellular devices utilizing the equipment provided. (i.e. CellBrite and Graykey)
- Perform 3D scans at crimes scene and uploading into a readable format. (FARO)
- Review search warrant returns from cellular companies and putting them in a readable format.
- Monitor city surveillance cameras and provide up to date information to patrol officers in the field.
- May supervise or provide lead direction to clerical or technical personnel in administrative support functions as assigned; may provide training to support staff by assigning, reviewing and providing feedback on tasks.
- May provide training to sworn and non-sworn staff on department or work methods and procedures.
- May testify in court as a witness or expert.
- Performs other related duties as assigned.

EDUCATION AND/OR EXPERIENCE

Any combination of education and experience that has led to the acquisition of the knowledge, skill, and abilities as indicated above. Typical ways of acquiring the knowledge, skills, and abilities are:

Police Forensic Analyst I

Two (2) years of experience in a law enforcement agency performing duties related to collecting, securing, preserving, and releasing physical evidence, including crime scene investigation, photography, and latent fingerprints. An Associate's Degree from an accredited college in Public Administration, Business Administration, Information Management, Criminal Justice, or closely related field.

Police Forensic Analyst II

A Bachelor's Degree from an accredited college or university in Public Administration, Business Administration, Information Management, Criminal Justice, or closely related field and two (2) years of increasingly responsible professional forensic analytic or investigation experience, including conducting studies, organizing and analyzing data, and preparing reports and recommendations or conclusions; or the equivalent of 3 years' experience as a Police Forensic Analyst I with the City of Lathrop

KNOWLEDGE/ABILITIES/SKILLS *(The following are a representative sample of the KAS's necessary to perform essential duties of the position.)*

Demonstrates knowledge of and experience with applicable professional/technical principles and practices; knowledge of law enforcement operations, activities, terminology, and policies; knowledge of digital photography and videography; citywide and departmental procedures/policies and federal and state rules and regulations; effectively conveys information and expresses thoughts and facts clearly, orally and in writing; knowledge of Occupational Safety and Health Administration (OSHA) requirements for handling and disposing of evidence with blood-borne pathogens, infectious diseases, and other related bodily fluids; methods used in the collection, tabulation, review, and distribution of evidence, forms, reports, and documents; demonstrates effective use of listening skills and displays openness to other people's ideas and thoughts; proficient with common business computer applications including but not limited to: MS Outlook, MS Word, MS PowerPoint, and MS Excel; develops effective relationships with co-workers and supervisors by helping others accomplish tasks and using collaboration and conflict resolution skills; approaching a problem or situation by using a logical, systematic, sequential approach; develops networks and builds alliances; engages in cross functional activities; actively identifies new areas for learning and regularly creates and takes advantage of learning opportunities; demonstrates the ability to anticipate customers' needs and deliver services effectively and efficiently using professional demeanor; possesses strong ethical values; possesses strong problem solving and analytical skills; collects information; uses logic and intuition to arrive at decisions or solutions to problems that achieve the desired outcome; completes quality work assignments in a timely and efficient manner; fulfills responsibilities and maintains confidentiality as appropriate; uses efficient and cost-effective approaches to integrate technology into the workplace and improve program effectiveness.

LICENSE/CERTIFICATES

License/Certificate

Required Licensing (such as driver's license, certifications, etc.)

- Possession of a valid State of California Driver's License.
- Ability to successfully pass a comprehensive background investigation

Additional Competencies and/or Desirable Qualifications

(Competencies, knowledge, skills and abilities that are more position specific and/or likely to contribute to more successful job performance.)

- Skills with forensic video enhancement/image clarification software, i.e. Amped 5, Adobe Premier, Clear ID, or other video enhancement/redaction software.

PHYSICAL WORKING CONDITIONS

The following is a general statement for the classification. Individual positions may have additional or different physical/environmental elements.

Physical Demands: Operate, access, enter, and retrieve data using standard office equipment, including but not limited to a computer or tablet; read printed materials and a computer screen; communicate in person and over the telephone; lift, carry, push, and pull materials and objects up to 25 pounds, or heavier weights, in all cases with the use of proper equipment; move between/within work areas, including but not limited to sitting, walking, and standing on various surfaces, turning, bending, grasping, and making repetitive hand movements; be exposed to moderate noise levels and controlled temperature conditions; maintain professional demeanor during interactions with staff, customers, and the public.

Environmental Conditions

Employees work in an office environment with moderate noise levels, controlled temperature conditions; occasional exposure to fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat, risk of electric shock, risk of radiation, and vibration.

Working Conditions

Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures; employees will wear a uniform. May be required to work night and/or weekend hours and holidays.

Disaster Service Worker

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Historical Data

Position Adopted _____ by Resolution: 23-_____

Bargaining Unit: SEIU Local 1021

**CITY OF LATHROP
GRADE-STEP TABLE
Eff. 7/8/2023**

Adopted by Resolution No. _____

**FOR REFERENCE USE ONLY*

GRADE	CLASSIFICATION	UNIT		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
20			hourly	\$ 15.7899	\$ 16.5795	\$ 17.4086	\$ 18.2789	\$ 19.1928
			bi-weekly	1,263	1,326	1,393	1,462	1,535
			monthly	2,737	2,874	3,017	3,168	3,327
			annual	32,843	34,485	36,210	38,020	39,921
21			hourly	\$ 16.1847	\$ 16.9941	\$ 17.8436	\$ 18.7358	\$ 19.6727
			bi-weekly	1,295	1,360	1,427	1,499	1,574
			monthly	2,805	2,946	3,093	3,248	3,410
			annual	33,664	35,348	37,115	38,970	40,919
22			hourly	\$ 16.5888	\$ 17.4185	\$ 18.2892	\$ 19.2037	\$ 20.1637
			bi-weekly	1,327	1,393	1,463	1,536	1,613
			monthly	2,875	3,019	3,170	3,329	3,495
			annual	34,505	36,230	38,042	39,944	41,941
23			hourly	\$ 17.0040	\$ 17.8543	\$ 18.7470	\$ 19.6846	\$ 20.6684
			bi-weekly	1,360	1,428	1,500	1,575	1,653
			monthly	2,947	3,095	3,249	3,412	3,583
			annual	35,368	37,137	38,994	40,944	42,990
24			hourly	\$ 17.4294	\$ 18.3009	\$ 19.2156	\$ 20.1764	\$ 21.1852
			bi-weekly	1,394	1,464	1,537	1,614	1,695
			monthly	3,021	3,172	3,331	3,497	3,672
			annual	36,253	38,066	39,968	41,967	44,065
25			hourly	\$ 17.8651	\$ 18.7580	\$ 19.6959	\$ 20.6809	\$ 21.7151
			bi-weekly	1,429	1,501	1,576	1,654	1,737
			monthly	3,097	3,251	3,414	3,585	3,764
			annual	37,159	39,017	40,967	43,016	45,167
26			hourly	\$ 18.3116	\$ 19.2272	\$ 20.1885	\$ 21.1978	\$ 22.2577
			bi-weekly	1,465	1,538	1,615	1,696	1,781
			monthly	3,174	3,333	3,499	3,674	3,858
			annual	38,088	39,993	41,992	44,091	46,296
27	RECREATION LEADER	UNREP	hourly	\$ 18.7693	\$ 19.7078	\$ 20.6935	\$ 21.7282	\$ 22.8144
			bi-weekly	1,502	1,577	1,655	1,738	1,825
			monthly	3,253	3,416	3,587	3,766	3,955
			annual	39,040	40,992	43,043	45,195	47,454
28			hourly	\$ 19.2385	\$ 20.2004	\$ 21.2105	\$ 22.2710	\$ 23.3848
			bi-weekly	1,539	1,616	1,697	1,782	1,871
			monthly	3,335	3,501	3,676	3,860	4,053
			annual	40,016	42,017	44,118	46,324	48,640
29			hourly	\$ 19.7196	\$ 20.7056	\$ 21.7408	\$ 22.8278	\$ 23.9693
			bi-weekly	1,578	1,656	1,739	1,826	1,918
			monthly	3,418	3,589	3,768	3,957	4,155
			annual	41,017	43,068	45,221	47,482	49,856
30			hourly	\$ 20.2125	\$ 21.2231	\$ 22.2842	\$ 23.3984	\$ 24.5684
			bi-weekly	1,617	1,698	1,783	1,872	1,965
			monthly	3,504	3,679	3,863	4,056	4,259
			annual	42,042	44,144	46,351	48,669	51,102
31			hourly	\$ 20.7179	\$ 21.7536	\$ 22.8414	\$ 23.9833	\$ 25.1826
			bi-weekly	1,657	1,740	1,827	1,919	2,015
			monthly	3,591	3,771	3,959	4,157	4,365
			annual	43,093	45,248	47,510	49,885	52,380
32	OFFICE ASSISTANT I SENIOR RECREATION LEADER	SEIU SEIU	hourly	\$ 21.2358	\$ 22.2974	\$ 23.4125	\$ 24.5827	\$ 25.8121
			bi-weekly	1,699	1,784	1,873	1,967	2,065
			monthly	3,681	3,865	4,058	4,261	4,474
			annual	44,170	46,379	48,698	51,132	53,689
33			hourly	\$ 21.7666	\$ 22.8549	\$ 23.9976	\$ 25.1977	\$ 26.4575
			bi-weekly	1,741	1,828	1,920	2,016	2,117
			monthly	3,773	3,962	4,160	4,368	4,586
			annual	45,274	47,538	49,915	52,411	55,032
34			hourly	\$ 22.3108	\$ 23.4265	\$ 24.5979	\$ 25.8279	\$ 27.1189
			bi-weekly	1,785	1,874	1,968	2,066	2,170
			monthly	3,867	4,061	4,264	4,477	4,701
			annual	46,406	48,727	51,164	53,722	56,407
35	OFFICE ASSISTANT II	SEIU	hourly	\$ 22.8688	\$ 24.0119	\$ 25.2125	\$ 26.4730	\$ 27.7968
			bi-weekly	1,830	1,921	2,017	2,118	2,224
			monthly	3,964	4,162	4,370	4,589	4,818
			annual	47,567	49,945	52,442	55,064	57,817

*FOR REFERENCE USE ONLY

**CITY OF LATHROP
GRADE-STEP TABLE
Eff. 7/8/2023**

Adopted by Resolution No. _____

GRADE	CLASSIFICATION	UNIT		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
36			hourly	\$ 23.4405	\$ 24.6122	\$ 25.8431	\$ 27.1350	\$ 28.4918
			bi-weekly	1,875	1,969	2,067	2,171	2,279
			monthly	4,063	4,266	4,479	4,703	4,939
			annual	48,756	51,193	53,754	56,441	59,263
37	RECREATION SPECIALIST SPECIAL ASSISTANT ANIMAL CENTER ASSISTANT	SEIU SEIU SEIU	hourly	\$ 24.0262	\$ 25.2274	\$ 26.4889	\$ 27.8136	\$ 29.2039
			bi-weekly	1,922	2,018	2,119	2,225	2,336
			monthly	4,165	4,373	4,591	4,821	5,062
			annual	49,974	52,473	55,097	57,852	60,744
38			hourly	\$ 24.6272	\$ 25.8584	\$ 27.1511	\$ 28.5086	\$ 29.9342
			bi-weekly	1,970	2,069	2,172	2,281	2,395
			monthly	4,269	4,482	4,706	4,941	5,189
			annual	51,225	53,785	56,474	59,298	62,263
39			hourly	\$ 25.2427	\$ 26.5049	\$ 27.8299	\$ 29.2216	\$ 30.6823
			bi-weekly	2,019	2,120	2,226	2,338	2,455
			monthly	4,375	4,594	4,824	5,065	5,318
			annual	52,505	55,130	57,886	60,781	63,819
40			hourly	\$ 25.8740	\$ 27.1677	\$ 28.5260	\$ 29.9521	\$ 31.4496
			bi-weekly	2,070	2,173	2,282	2,396	2,516
			monthly	4,485	4,709	4,945	5,192	5,451
			annual	53,818	56,509	59,334	62,300	65,415
41	ADMINISTRATIVE ASSISTANT I MAINTENANCE WORKER I WATER METER READER I	SEIU SEIU SEIU	hourly	\$ 26.5206	\$ 27.8466	\$ 29.2390	\$ 30.7009	\$ 32.2358
			bi-weekly	2,122	2,228	2,339	2,456	2,579
			monthly	4,597	4,827	5,068	5,321	5,588
			annual	55,163	57,921	60,817	63,858	67,050
42	CUSTOMER SERVICE REPRESENTATIVE I	SEIU	hourly	\$ 27.1835	\$ 28.5427	\$ 29.9702	\$ 31.4685	\$ 33.0422
			bi-weekly	2,175	2,283	2,398	2,517	2,643
			monthly	4,712	4,947	5,195	5,455	5,727
			annual	56,542	59,369	62,338	65,455	68,728
43	POLICE OFFICER TRAINEE POLICE RECORDS ASSISTANT I	NON-SWORN SEIU	hourly	\$ 27.8628	\$ 29.2564	\$ 30.7191	\$ 32.2551	\$ 33.8677
			bi-weekly	2,229	2,341	2,458	2,580	2,709
			monthly	4,830	5,071	5,325	5,591	5,870
			annual	57,955	60,853	63,896	67,091	70,445
44	INFORMATION TECHNOLOGY TECHNICIAN	SEIU	hourly	\$ 28.5596	\$ 29.9878	\$ 31.4872	\$ 33.0615	\$ 34.7147
			bi-weekly	2,285	2,399	2,519	2,645	2,777
			monthly	4,950	5,198	5,458	5,731	6,017
			annual	59,404	62,375	65,493	68,768	72,206
45	ADMINISTRATIVE ASSISTANT II MAINTENANCE WORKER II RECREATION COORDINATOR WATER METER READER II	SEIU SEIU SEIU SEIU	hourly	\$ 29.2736	\$ 30.7373	\$ 32.2743	\$ 33.8881	\$ 35.5825
			bi-weekly	2,342	2,459	2,582	2,711	2,847
			monthly	5,074	5,328	5,594	5,874	6,168
			annual	60,889	63,934	67,130	70,487	74,012
46	POLICE RECORDS ASSISTANT II	SEIU	hourly	\$ 30.0058	\$ 31.5059	\$ 33.0810	\$ 34.7354	\$ 36.4719
			bi-weekly	2,400	2,520	2,646	2,779	2,918
			monthly	5,201	5,461	5,734	6,021	6,322
			annual	62,412	65,532	68,809	72,250	75,861
47	ADMINISTRATIVE ASSISTANT III ADMINISTRATIVE TECHNICIAN 1 HUMAN RESOURCES TECHNICIAN PERMIT TECHNICIAN I	SEIU SEIU SEIU SEIU	hourly	\$ 30.7555	\$ 32.2937	\$ 33.9081	\$ 35.6034	\$ 37.3836
			bi-weekly	2,460	2,583	2,713	2,848	2,991
			monthly	5,331	5,598	5,877	6,171	6,480
			annual	63,971	67,171	70,529	74,055	77,758
48	MAINTENANCE WORKER III SOLID WASTE&RESOURCE CONSERV. COOR	SEIU SEIU	hourly	\$ 31.5247	\$ 33.1011	\$ 34.7558	\$ 36.4935	\$ 38.3185
			bi-weekly	2,522	2,648	2,780	2,919	3,065
			monthly	5,464	5,738	6,024	6,326	6,642
			annual	65,571	68,850	72,292	75,906	79,703
49	CUSTOMER SERVICE REPRESENTATIVE II PROPERTY AND EVIDENCE TECHNICIAN	SEIU SEIU	hourly	\$ 32.3127	\$ 33.9283	\$ 35.6250	\$ 37.4063	\$ 39.2765
			bi-weekly	2,585	2,714	2,850	2,993	3,142
			monthly	5,601	5,881	6,175	6,484	6,808
			annual	67,210	70,571	74,100	77,805	81,695
50	ENGINEERING TECHNICIAN I	SEIU	hourly	\$ 33.1205	\$ 34.7765	\$ 36.5155	\$ 38.3411	\$ 40.2583
			bi-weekly	2,650	2,782	2,921	3,067	3,221
			monthly	5,741	6,028	6,329	6,646	6,978
			annual	68,891	72,335	75,952	79,749	83,737
51	ADMINISTRATIVE TECHNICIAN II CRIME & INTELLIGENCE ANALYST PERMIT TECHNICIAN II SENIOR ADMINISTRATIVE ASSISTANT SENIOR CUSTOMER SERVICE REP	SEIU SEIU SEIU LMCEA SEIU	hourly	\$ 33.9487	\$ 35.6464	\$ 37.4285	\$ 39.3000	\$ 41.2648
			bi-weekly	2,716	2,852	2,994	3,144	3,301
			monthly	5,884	6,179	6,488	6,812	7,153
			annual	70,613	74,144	77,851	81,744	85,831

**CITY OF LATHROP
GRADE-STEP TABLE
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GRADE	CLASSIFICATION	UNIT		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
52	ACCOUNTANT I	SEIU	hourly	\$ 34,7972	\$ 36,5369	\$ 38,3639	\$ 40,2820	\$ 42,2962
	BUILDING INSPECTOR I	SEIU	bi-weekly	2,784	2,923	3,069	3,223	3,384
	COMMUNITY SERVICE OFFICER I	SEIU	monthly	6,032	6,333	6,650	6,982	7,331
	HR ANALYST I	LMCEA	annual	72,378	75,997	79,797	83,787	87,976
53	UTILITY OPERATOR I	SEIU						
	CONSTRUCTION INSPECTOR I	SEIU	hourly	\$ 35,6673	\$ 37,4503	\$ 39,3228	\$ 41,2891	\$ 43,3538
	POLICE RECORDS SUPERVISOR	LMCEA	bi-weekly	2,853	2,996	3,146	3,303	3,468
	LEGAL SECRETARY	LMCEA	monthly	6,182	6,491	6,816	7,157	7,515
54	ANIMAL SHELTER SUPERVISOR		annual	74,188	77,897	81,791	85,881	90,176
	ENGINEERING TECHNICIAN II	SEIU	hourly	\$ 36,5588	\$ 38,3868	\$ 40,3060	\$ 42,3214	\$ 44,4376
	EXECUTIVE ASSISTANT	LMCEA	bi-weekly	2,925	3,071	3,224	3,386	3,555
			monthly	6,337	6,654	6,986	7,336	7,703
55			annual	76,042	79,845	83,836	88,028	92,430
	BUILDING INSPECTOR II	SEIU	hourly	\$ 37,4729	\$ 39,3465	\$ 41,3138	\$ 43,3793	\$ 45,5484
	COMMUNITY SERVICE OFFICER II	SEIU	bi-weekly	2,998	3,148	3,305	3,470	3,644
	PERMIT TECHNICIAN III	SEIU	monthly	6,495	6,820	7,161	7,519	7,895
56	SENIOR ACCOUNTING TECHNICIAN	SEIU	annual	77,944	81,841	85,933	90,229	94,741
	ACCOUNTANT II	SEIU	hourly	\$ 38,4098	\$ 40,3301	\$ 42,3467	\$ 44,4642	\$ 46,6871
	DEPUTY CITY CLERK	LMCEA	bi-weekly	3,073	3,226	3,388	3,557	3,735
	HR ANALYST II	LMCEA	monthly	6,658	6,991	7,340	7,707	8,092
57	MANAGEMENT ANALYST I (CONFIDENTIAL)	LMCEA	annual	79,892	83,887	88,081	92,486	97,109
	POLICE FORENSIC ANALYST I	SEIU						
	UTILITY OPERATOR II	SEIU						
	CONSTRUCTION INSPECTOR II	SEIU	hourly	\$ 39,3698	\$ 41,3383	\$ 43,4054	\$ 45,5754	\$ 47,8544
58	CUSTOMER SERVICE SUPERVISOR	LMCEA	bi-weekly	3,150	3,307	3,472	3,646	3,828
	LEGAL ASSISTANT	LMCEA	monthly	6,824	7,165	7,524	7,900	8,295
	PARKS & RECREATION SUPERVISOR	LMCEA	annual	81,889	85,984	90,283	94,797	99,537
	ASSISTANT PLANNER	SEIU	hourly	\$ 40,3541	\$ 42,3718	\$ 44,4905	\$ 46,7147	\$ 49,0508
59	JUNIOR ENGINEER	SEIU	bi-weekly	3,228	3,390	3,559	3,737	3,924
	SENIOR ENGINEERING TECHNICIAN	SEIU	monthly	6,995	7,344	7,712	8,097	8,502
	ELECTRICIAN / INSTRUMENT TECH	SEIU	annual	83,936	88,133	92,540	97,167	102,026
	BUILDING INSPECTOR III	SEIU	hourly	\$ 41,3630	\$ 43,4312	\$ 45,6026	\$ 47,8825	\$ 50,2770
60	CHIEF UTILITY OPERATOR	SEIU	bi-weekly	3,309	3,474	3,648	3,831	4,022
	COMMUNITY SERVICE OFFICER III	SEIU	monthly	7,170	7,528	7,904	8,300	8,715
	LANDSCAPE & IRRIGATION SPECIALIST	LMCEA	annual	86,035	90,337	94,853	99,596	104,576
	MAINTENANCE SERVICES SUPERVISOR	LMCEA						
61	EXECUTIVE ASSIST TO THE CITY MANAGER	LMCEA	hourly	\$ 42,3973	\$ 44,5171	\$ 46,7429	\$ 49,0801	\$ 51,5339
	INFORMATION TECHNOLOGY ENGINEER I	LMCEA	bi-weekly	3,392	3,561	3,739	3,926	4,123
	MANAGEMENT ANALYST II (CONFIDENTIAL)	LMCEA	monthly	7,349	7,716	8,102	8,507	8,933
	POLICE FORENSIC ANALYST II	SEIU	annual	88,186	92,596	97,225	102,087	107,191
62	CONSTRUCTION INSPECTOR III	SEIU	hourly	\$ 43,4569	\$ 45,6300	\$ 47,9112	\$ 50,3068	\$ 52,8222
	POLICE SERVICES MANAGER	LMCEA	bi-weekly	3,477	3,650	3,833	4,025	4,226
	UTILITY MAINTENANCE SUPERVISOR	LMCEA	monthly	7,533	7,909	8,305	8,720	9,156
	UTILITY OPERATOR III	SEIU	annual	90,390	94,910	99,655	104,638	109,870
63	WW TREATMENT PLANT SUPERVISOR	LMCEA	hourly	\$ 44,5434	\$ 46,7707	\$ 49,1090	\$ 51,5647	\$ 54,1427
			bi-weekly	3,563	3,742	3,929	4,125	4,331
			monthly	7,721	8,107	8,512	8,938	9,385
			annual	92,650	97,283	102,147	107,254	112,617
64	ASSOCIATE PLANNER	SEIU	hourly	\$ 45,6571	\$ 47,9399	\$ 50,3370	\$ 52,8535	\$ 55,4962
	SENIOR BUILDING INSPECTOR	SEIU	bi-weekly	3,653	3,835	4,027	4,228	4,440
			monthly	7,914	8,310	8,725	9,161	9,619
			annual	94,967	99,715	104,701	109,935	115,432
65	ASSISTANT ENGINEER	SEIU	hourly	\$ 46,7983	\$ 49,1381	\$ 51,5952	\$ 54,1752	\$ 56,8837
	COMPLIANCE ENGINEER	SEIU	bi-weekly	3,744	3,931	4,128	4,334	4,551
	PARKS AND FACILITATES MANAGER	LMCEA	monthly	8,112	8,517	8,943	9,390	9,860
	PARKS AND REC ADMINISTRATOR	SEIU	annual	97,341	102,207	107,318	112,684	118,318
66	RECREATION MANAGER	LMCEA						
	STREETS AND OPERATIONS MANAGER	LMCEA						
	BUDGET MANAGER	LMCEA	hourly	\$ 47,9684	\$ 50,3670	\$ 52,8851	\$ 55,5294	\$ 58,3061
	POLICE OFFICER	SWORN	bi-weekly	3,837	4,029	4,231	4,442	4,664
67	SENIOR ACCOUNTANT	LMCEA	monthly	8,315	8,730	9,167	9,625	10,106
			annual	99,774	104,763	110,001	115,501	121,277

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GRADE	CLASSIFICATION	UNIT		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
66			hourly	\$ 49.1676	\$ 51.6259	\$ 54.2073	\$ 56.9175	\$ 59.7638
			bi-weekly	3,933	4,130	4,337	4,553	4,781
			monthly	8,522	8,948	9,396	9,866	10,359
			annual	102,269	107,382	112,751	118,388	124,309
67	COMMUNITY SERVICES SUPERVISOR HUMAN RESOURCES MANAGER INFORMATION TECHNOLOGY ENGINEER II SENIOR MANAGEMENT ANALYST SPECIAL DISTRICTS MANAGER	LMCEA EXEMPT LMCEA LMCEA LMCEA	hourly	\$ 50.3967	\$ 52.9168	\$ 55.5624	\$ 58.3410	\$ 61.2575
			bi-weekly	4,032	4,233	4,445	4,667	4,901
			monthly	8,735	9,172	9,631	10,112	10,618
			annual	104,825	110,067	115,570	121,349	127,416
68	PERMIT AND PLAN CHECK SUPERVISOR	LMCEA	hourly	\$ 51.6565	\$ 54.2396	\$ 56.9514	\$ 59.7991	\$ 62.7892
			bi-weekly	4,133	4,339	4,556	4,784	5,023
			monthly	8,954	9,402	9,872	10,365	10,883
			annual	107,445	112,818	118,459	124,382	130,602
69	SENIOR PLANNER UTILITY PLANT SUPERVISOR	LMCEA LMCEA	hourly	\$ 52.9481	\$ 55.5955	\$ 58.3755	\$ 61.2941	\$ 64.3587
			bi-weekly	4,236	4,448	4,670	4,904	5,149
			monthly	9,178	9,637	10,118	10,624	11,156
			annual	110,132	115,639	121,421	127,492	133,866
70	ASSOCIATE ENGINEER	SEIU	hourly	\$ 54.2720	\$ 56.9857	\$ 59.8346	\$ 62.8265	\$ 65.9677
			bi-weekly	4,342	4,559	4,787	5,026	5,277
			monthly	9,407	9,878	10,371	10,890	11,434
			annual	112,886	118,530	124,456	130,679	137,213
71	INFORMATION TECH ENGINEER III PARKS AND REC SUPERINTENDENT	LMCEA LMCEA	hourly	\$ 55.6289	\$ 58.4100	\$ 61.3306	\$ 64.3969	\$ 67.6168
			bi-weekly	4,450	4,673	4,906	5,152	5,409
			monthly	9,642	10,124	10,631	11,162	11,720
			annual	115,708	121,493	127,568	133,946	140,643
72	POLICE SERGEANT	SWORN	hourly	\$ 57.0195	\$ 59.8704	\$ 62.8640	\$ 66.0070	\$ 69.3074
			bi-weekly	4,562	4,790	5,029	5,281	5,545
			monthly	9,883	10,378	10,896	11,441	12,013
			annual	118,600	124,530	130,757	137,295	144,159
73	ASSISTANT CHIEF BUILDING OFFICIAL	LMCEA	hourly	\$ 58.4447	\$ 61.3670	\$ 64.4356	\$ 67.6572	\$ 71.0400
			bi-weekly	4,676	4,909	5,155	5,413	5,683
			monthly	10,130	10,637	11,169	11,727	12,314
			annual	121,565	127,643	134,026	140,727	147,763
74	CITY CLERK FINANCE MANAGER PRINCIPAL PLANNER SENIOR CIVIL ENGINEER	EXEMPT LMCEA LMCEA LMCEA	hourly	\$ 59.9062	\$ 62.9013	\$ 66.0461	\$ 69.3486	\$ 72.8159
			bi-weekly	4,792	5,032	5,284	5,548	5,825
			monthly	10,384	10,903	11,448	12,020	12,621
			annual	124,605	130,835	137,376	144,245	151,457
75			hourly	\$ 61.4039	\$ 64.4739	\$ 67.6973	\$ 71.0824	\$ 74.6363
			bi-weekly	4,912	5,158	5,416	5,687	5,971
			monthly	10,643	11,175	11,734	12,321	12,937
			annual	127,720	134,106	140,810	147,851	155,243
76	ACCOUNTING MANAGER CONSTRUCTION SUPERINTENDENT DEPUTY DIRECTOR OF PARKS, REC & MAINT PARKS PROJECT MANAGER PROJECTS MANAGER UTILITY OPERATIONS SUPERINTENDENT	LMCEA LMCEA LMCEA LMCEA LMCEA LMCEA	hourly	\$ 62.9387	\$ 66.0858	\$ 69.3898	\$ 72.8594	\$ 76.5023
			bi-weekly	5,035	5,287	5,551	5,829	6,120
			monthly	10,909	11,455	12,028	12,629	13,260
			annual	130,913	137,458	144,331	151,548	159,125
77	ASSISTANT CITY ATTORNEY	EXEMPT	hourly	\$ 64.5119	\$ 67.7378	\$ 71.1246	\$ 74.6807	\$ 78.4149
			bi-weekly	5,161	5,419	5,690	5,974	6,273
			monthly	11,182	11,741	12,328	12,945	13,592
			annual	134,185	140,895	147,939	155,336	163,103
78	DEPUTY FINANCE DIRECTOR	LMCEA	hourly	\$ 66.1252	\$ 69.4311	\$ 72.9028	\$ 76.5478	\$ 80.3755
			bi-weekly	5,290	5,554	5,832	6,124	6,430
			monthly	11,462	12,035	12,636	13,268	13,932
			annual	137,540	144,417	151,638	159,219	167,181
79	ECONOMIC DEV ADMINISTRATOR LAND DEVELOPMENT MANAGER	LMCEA LMCEA	hourly	\$ 67.7782	\$ 71.1668	\$ 74.7257	\$ 78.4617	\$ 82.3847
			bi-weekly	5,422	5,693	5,978	6,277	6,591
			monthly	11,748	12,336	12,952	13,600	14,280
			annual	140,979	148,027	155,429	163,200	171,360
80	ASSISTANT COM DEV DIRECTOR CHIEF PLANNING OFFICIAL PRINCIPAL ENGINEER	LMCEA LMCEA LMCEA	hourly	\$ 69.4724	\$ 72.9462	\$ 76.5935	\$ 80.4231	\$ 84.4443
			bi-weekly	5,558	5,836	6,127	6,434	6,756
			monthly	12,042	12,644	13,276	13,940	14,637
			annual	144,503	151,728	159,315	167,280	175,644

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<u>2023 Compensation May Be Subject to CalPERS Compensation Limits Beginning at Grade 81/Step 5</u>								
81	CHIEF BUILDING OFFICIAL CHIEF INFORMATION OFFICER POLICE LIEUTENANT SENIOR CONSTRUCTION MANAGER	EXEMPT EXEMPT SWORN LMCEA	hourly	\$ 71.2096	\$ 74.7701	\$ 78.5089	\$ 82.4341	\$ 86.5557
			bi-weekly	5,697	5,982	6,281	6,595	6,924
			monthly	12,343	12,960	13,608	14,289	15,003
			annual	148,116	155,522	163,299	171,463	180,036
82	ASSISTANT PUBLIC WORKS DIRECTOR	LMCEA	hourly	\$ 72.9896	\$ 76.6395	\$ 80.4711	\$ 84.4945	\$ 88.7197
			bi-weekly	5,839	6,131	6,438	6,760	7,098
			monthly	12,652	13,284	13,948	14,646	15,378
			annual	151,818	159,410	167,380	175,749	184,537
83			hourly	\$ 74.8145	\$ 78.5550	\$ 82.4829	\$ 86.6066	\$ 90.9372
			bi-weekly	5,985	6,284	6,599	6,929	7,275
			monthly	12,968	13,616	14,297	15,012	15,762
			annual	155,614	163,394	171,564	180,142	189,149
84	POLICE COMMANDER	SWORN	hourly	\$ 76.6846	\$ 80.5191	\$ 84.5448	\$ 88.7719	\$ 93.2110
			bi-weekly	6,135	6,442	6,764	7,102	7,457
			monthly	13,292	13,957	14,654	15,387	16,157
			annual	159,504	167,480	175,853	184,646	193,879
85	DIRECTOR OF GOV'T SERV/CITY CLERK DIRECTOR OF HUMAN RESOURCES DIRECTOR OF INFORMATION SYSTEMS DIRECTOR OF PARKS, REC & MAINT SERV	EXEMPT EXEMPT EXEMPT EXEMPT	hourly	\$ 78.6017	\$ 82.5320	\$ 86.6586	\$ 90.9915	\$ 95.5410
			bi-weekly	6,288	6,603	6,933	7,279	7,643
			monthly	13,624	14,306	15,021	15,772	16,560
			annual	163,492	171,667	180,250	189,262	198,725
86	CITY ENGINEER	EXEMPT	hourly	\$ 80.5667	\$ 84.5953	\$ 88.8249	\$ 93.2662	\$ 97.9295
			bi-weekly	6,445	6,768	7,106	7,461	7,834
			monthly	13,965	14,663	15,396	16,166	16,974
			annual	167,579	175,958	184,756	193,994	203,693
87	DIRECTOR OF FINANCE	EXEMPT	hourly	\$ 82.5811	\$ 86.7102	\$ 91.0458	\$ 95.5978	\$ 100.3779
			bi-weekly	6,606	6,937	7,284	7,648	8,030
			monthly	14,314	15,030	15,781	16,570	17,399
			annual	171,769	180,357	189,375	198,844	208,786
88	DIRECTOR OF COMMUNITY DEVELOPMENT DIRECTOR OF PUBLIC WORKS	EXEMPT EXEMPT	hourly	\$ 84.6456	\$ 88.8778	\$ 93.3216	\$ 97.9878	\$ 102.8872
			bi-weekly	6,772	7,110	7,466	7,839	8,231
			monthly	14,672	15,405	16,176	16,985	17,834
			annual	176,063	184,866	194,109	203,815	214,005
89			hourly	\$ 86.7618	\$ 91.0998	\$ 95.6550	\$ 100.4378	\$ 105.4594
			bi-weekly	6,941	7,288	7,652	8,035	8,437
			monthly	15,039	15,791	16,580	17,409	18,280
			annual	180,465	189,488	198,962	208,911	219,356
90			hourly	\$ 88.9310	\$ 93.3772	\$ 98.0462	\$ 102.9486	\$ 108.0960
			bi-weekly	7,114	7,470	7,844	8,236	8,648
			monthly	15,415	16,185	16,995	17,844	18,737
			annual	184,977	194,225	203,936	214,133	224,840
91	ASSISTANT CITY MANAGER	EXEMPT	hourly	\$ 91.1541	\$ 95.7115	\$ 100.4975	\$ 105.5226	\$ 110.7986
			bi-weekly	7,292	7,657	8,040	8,442	8,864
			monthly	15,800	16,590	17,420	18,291	19,205
			annual	189,601	199,080	209,035	219,487	230,461
92			hourly	\$ 93.4394	\$ 98.1119	\$ 103.0116	\$ 108.1600	\$ 113.5680
			bi-weekly	7,475	7,849	8,241	8,653	9,085
			monthly	16,196	17,006	17,855	18,748	19,685
			annual	194,354	204,073	214,264	224,973	236,221
93			hourly	\$ 95.7757	\$ 100.5564	\$ 105.5858	\$ 110.8640	\$ 116.4126
			bi-weekly	7,662	8,045	8,447	8,869	9,313
			monthly	16,601	17,430	18,302	19,216	20,178
			annual	199,213	209,157	219,618	230,597	242,138
94	POLICE CHIEF	EXEMPT	hourly	\$ 98.1660	\$ 103.0765	\$ 108.2249	\$ 113.6437	\$ 119.3221
			bi-weekly	7,853	8,246	8,658	9,091	9,546
			monthly	17,015	17,867	18,759	19,698	20,682
			annual	204,185	214,399	225,108	236,379	248,190
95			hourly	\$ 100.6104	\$ 105.6399	\$ 110.9289	\$ 116.4667	\$ 122.2965
			bi-weekly	8,049	8,451	8,874	9,317	9,784
			monthly	17,439	18,311	19,228	20,188	21,198
			annual	209,270	219,731	230,732	242,251	254,377
96			hourly	\$ 103.1306	\$ 108.2898	\$ 113.6978	\$ 119.3870	\$ 125.3574
			bi-weekly	8,250	8,663	9,096	9,551	10,029
			monthly	17,876	18,770	19,708	20,694	21,729
			annual	214,512	225,243	236,491	248,325	260,743

**FOR REFERENCE USE ONLY*

**CITY OF LATHROP
GRADE-STEP TABLE
Eff. 7/8/2023**

Adopted by Resolution No. _____

GRADE	CLASSIFICATION	UNIT	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
CONTRACT							
	CITY ATTORNEY	EXEMPT	annual	\$ 258,153			
	CITY MANAGER	EXEMPT	annual	\$ 277,023			

Changes

Add:

- Animal Center Assistant Grade 37
- Police Forensic Analyst I Grade 56
- Police Forensic Analyst II Grade 60
- Compliance Engineer Grade 64
- Electrician / Instrument Tech Grade 58

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