

RESOLUTION NO. 2025-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LOS ALAMITOS AND THE CALIFORNIA TEAMSTERS LOCAL 911 ADOPTING JOB DESCRIPTIONS AND SALARY SCHEDULES FOR NEIGHBORHOOD PRESERVATION OFFICER AND MEDIA COORDINATOR

WHEREAS, on November 15, 2021 the City of Los Alamitos City Council adopted Resolution 2021-23 approving the Memorandum of Understand (MOU) between the City of Los Alamitos and the California Teamsters Local 911; and,

WHEREAS, on June 20, 2023, the City Council adopted Resolution 2023-06 amending the MOU to increase vacation pay time; and,

WHEREAS, on December 18, 2023, the City Council adopted Resolution 2023-30 amending the MOU to remove the Management Analyst classification; and,

WHEREAS, on July 22, 2024 the City Council adopted Resolution 2024-27 amending the MOU to add job descriptions for the following full-time positions: Senior Planner, Senior Records Specialist, and Economic Development Coordinator and amended the Salary Schedule; and,

WHEREAS, the City of Los Alamitos now desires to amend the MOU for California Teamsters 911 and replace the existing job description for Code Enforcement Officer with a new job description for Neighborhood Preservation Officer and add the new job description for Media Coordinator; and,

WHEREAS, the City of Los Alamitos now desires to amend the Salary Schedule for Teamsters Local 911 by replacing Code Enforcement Officer with Neighborhood Preservation Officer and adding Media Coordinator classification.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Council of the City of Los Alamitos, California, finds that the above recitals are true and correct.

SECTION 2. Section 2, Recognition, of the MOU, is hereby amended and restated to read as follows:

2. RECOGNITION

The City hereby recognizes TEAMSTERS as the exclusive representative of the employee representation unit consisting of the following classifications:

Accountant
Assistant Planner
Associate Planner
Code Enforcement Officer
Department Secretary
Finance Assistant
Lead Foreman
Maintenance Foreman
Maintenance Worker
Maintenance Worker I
Media Coordinator
Neighborhood Preservation Officer
Planning Aide
Receptionist Records
Clerk Records Specialist
Recreation Coordinator
Secretary
Senior Finance Assistant
Senior Maintenance Worker
Senior Planner
Senior Records Specialist
Economic Development Coordinator

SECTION 3. The City Council approves the job descriptions for Neighborhood Preservation Officer (Exhibit A) and Media Coordinator (Exhibit B).

SECTION 4. The City Council amends and restates the California Teamsters 911 Salary Schedule to include Neighborhood Preservation Officer and Media Coordinator effective August 18, 2025, attached hereto as (Exhibit C).

SECTION 5. The City Clerk shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 18th day of August, 2025.

DocuSigned by:

AF57F110E7A140B...
Shelley Hasselbrink, Mayor

ATTEST:

Signed by:
Windmera Quintanar
54BCC26B4CA8409...
Windmera Quintanar, MMC, City Clerk

APPROVED AS TO FORM:

Signed by:
Michael S. Daudt
350A1F4BDEFA45B...
Michael S. Daudt, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Windmera Quintanar, MMC, City Clerk, of the City of Los Alamitos, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 18th day of August, 2025. by the following vote, to wit:

AYES: COUNCILMEMBERS: Doby, Nefulda, Hasselbrink, Loe
NOES: COUNCILMEMBERS: None
ABSENT: COUNCILMEMBERS: Hibard
ABSTAIN: COUNCILMEMBERS: None

Signed by:
Windmera Quintanar
54BCC26B4CA8409...
Windmera Quintanar, MMC, City Clerk

CITY OF LOS ALAMITOS
Job Description

FULL-TIME NEIGHBORHOOD PRESERVATION OFFICER

THE POSITION

Under general direction of the Development Services Director and supervision of the Senior Neighborhood Preservation Officer, the Neighborhood Preservation Officer performs code enforcement activities; responds to zoning, residential, building, commercial and safety code violations; participates in the administration of field inspections and compiles reports related to the day-to-day operations; maintains accurate and complete case files; and performs related duties as required.

ESSENTIAL JOB FUNCTIONS

Duties may include, but are not limited to the following: Participates in the continuous improvement of administrative processes. Trains lower ranked staff. Reviews, monitors and applies municipal codes related to commercial and residential land use and property maintenance. Issues notices of violation and administrative citations with practical solutions to aid in effective and efficient abatement. Provides technical expertise, code interpretation assistance, advice on enforcement strategies on more complex incidents, and administrative matters. Assists staff and other departments with the interpretation and application of applicable ordinances. Responds in person or by letter to inquiries regarding complaints and investigations, either verbally or with the use of a personal computer or portable tablet. Explains to superiors the status of, or issues involved in, complaints or investigations. Participates in the investigation, preparation and presentation in cases for legal action. Responds to telephone and public counter inquiries concerning various code requirements, including egregious neglect of property maintenance concerns. Researches property records and maintains accurate records and prepares documentation for case prosecution. Consult with staff in other departments to resolve interdepartmental conflicts or concerns. Coordinate enforcement efforts with other City departments and outside agencies. Provide information and serve as liaison to representatives from state, federal and other local agencies. May represent the department in technical organizations and committees. Produces staff reports and studies. Meet with representatives of the community to explain functions, policies and operations and to mediate, resolve conflicts and/or respond to questions, clarify policies and regulations. Enforces the City's Urban Forest Program and Parkway Tree Masterplan. Assists with department events and programs.

QUALIFICATIONS

The ideal candidate must possess any combination of education and/or experience such as graduation from a four (4) year college or university and three (3) years of increasingly responsible code enforcement experience or related field.

Ability to obtain a valid Class C California Driver's License by date of hire is required. Valid required license shall be maintained. Certified Code Enforcement Officer with California

EXHIBIT A

Association of Code Enforcement Officers (CACEO) within six (6) months of hire. Successful Completion of a POST 832PC class required within six (6) months of hire

KNOWLEDGE OF

Principles and practices of code enforcement as it relates to municipal code restrictions; investigation techniques and practices; evidence collection and preservation; principles of land use planning; public speaking techniques; property owner rights, property descriptions, assessor's map systems; goals and functions of code enforcement; techniques and methodologies used in making and resolving difficult public contacts with individuals from diverse socio-economic and cultural backgrounds; research practices and techniques; technical report writing, written and verbal English grammar, spelling and construction, and photography

GENERAL KNOWLEDGE OF

State health and safety code; International Property Maintenance Code, principles and practices of office administration and supervision; Techniques of training and evaluation; Project and workload planning; Court room procedures; The principles of budget preparation in the public sector; Practices and methodologies of contract administration.

ABILITY TO

Provide attention to detail on work content, progression and final work products. Assists customers with a primary focus and intent to inform, resolve and gain trust. Provide influential leadership and affects positive change in the community. Plan, organize and engage in the performance of complex, technical work; Develop and implement goals and objectives; Evaluate and determine levels of achievement and performance; Learn, interpret, apply and explain applicable codes, regulations and policies; Identify and analyze administrative problems and implement operational changes; Develop and maintain cooperative working relationships with staff and customers; Determine and implement the appropriate course of action in stressful situations; Manage meetings effectively; Learn and apply City procedures, interviewing, investigative and safety techniques and practices; Accurately research property ownership and status; Work independently; Analyze and evaluate observations and information in relationship to applicable codes and regulations; Communicate effectively both verbally and in writing with individuals from a variety of socioeconomic and cultural backgrounds; Use a personal computer in the composing and editing of written management and technical reports.

CITY OF LOS ALAMITOS
Job Description

MEDIA COORDINATOR

THE POSITION

Under the general supervision of the Director of Development Services or their designee, the Media Coordinator serves as the department's creative and technical lead for multimedia communications. This dynamic position develops and manages content across multiple platforms, including the City website, social media channels, video broadcasts, digital signage, and printed materials. The Media Coordinator integrates graphic design, marketing, video production, public information, and branding to support community engagement and public outreach initiatives. The position plays a key role in elevating the City and Department image, enhancing accessibility, and supporting strategic communications across departments and the public.

ESSENTIAL JOB FUNCTIONS

Under general direction, the Media Coordinator is required to perform the following essential job functions:

- Plan, design, and produce multimedia content for the City's website, social media platforms, newsletters, cable television, and printed materials.
- Regularly update and maintain the City website, ensuring timely and accessible content that aligns with City branding.
- Manage and develop engaging content for official social media accounts; monitor engagement metrics and respond appropriately to public inquiries.
- Coordinate pre-to-post-production of video content including scripting, filming, editing, voice-overs, graphics, and closed captioning.
- Create professional designs and layouts for flyers, brochures, posters, signage, presentations, certificates, maps, and promotional campaigns.
- Photograph and video-record City events, programs, and facilities; manage the City's library of digital assets, including images, video clips, and archived graphics.
- Oversee branding consistency and visual standards across all City departments and platforms.
- Provide guidance and support to departments in developing marketing and communication materials.
- Assist in public outreach campaigns and strategic communication plans in coordination with City leadership.
- Stay current with trends in web design, digital media, and social media best practices.
- Train and support internal staff in the use of communications tools, website CMS platforms, and style guides.
- Monitor, evaluate, and report analytics related to communication effectiveness, website usage, and social media performance.

EXHIBIT B

- Coordinate with outside vendors for print, media production, and digital service needs.
- Maintain an organized inventory of media equipment and supplies; troubleshoot and maintain production gear.
- Perform related duties as assigned.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Principles of web design.
- Modern graphic design techniques and tools, including Canva and Adobe Creative Suite (Photoshop, Illustrator, InDesign, Premiere Pro, After Effects).
- Social media marketing, analytics, and content strategies.
- Video and audio production, including filming, lighting, editing, post-production workflows, and livestreaming.
- Public outreach practices, branding, and municipal communications.
- Layout design, and digital composition.
- Digital and print publishing, formatting for newsletters, and promotional collateral.
- Office software such as Microsoft 365 and collaboration platforms.

Ability to:

- Develop strategic, creative content tailored to multiple audiences and platforms.
- Design and produce polished digital and print graphics for public consumption.
- Write clearly and effectively for web, social media, and promotional materials.
- Manage multiple projects, meet deadlines, and adapt priorities under pressure.
- Troubleshoot and maintain basic audio-visual and IT hardware/software.
- Analyze engagement and performance data and prepare related reports.
- Provide guidance and training internal stakeholders on visual and digital standards.
- Work collaboratively with a wide range of staff, vendors, and community members.
- Represent the City with professionalism and clarity in public meetings and community events.
- Work evenings and weekends as needed to support meetings or community events.
- Safely lift and operate production and A/V equipment (up to 50 lbs).

DESIRABLE EXPERIENCE AND TRAINING

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

EXHIBIT B

Education:

Graduation from an accredited college or university with major coursework in communications, digital media, public relations, graphic design, journalism, marketing, or a related field.

Experience:

Three (3) years of increasingly responsible professional experience in multimedia content creation, web design, video production, graphic arts, or public relations. One (1) year experience in a municipal or government setting.

SALARY SCHEDULE
EFFECTIVE AUGUST 18, 2025

CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	20.58	21.61	22.69	23.82	25.01
		MONTHLY	3,567.10	3,745.45	3,932.72	4,129.36	4,335.83
		ANNUAL	42,805.15	44,945.41	47,192.68	49,552.31	52,029.93
120	Records Clerk	HOURLY	24.16	25.37	26.64	27.97	29.37
		MONTHLY	4,187.96	4,397.36	4,617.23	4,848.09	5,090.50
		ANNUAL	50,255.56	52,768.34	55,406.76	58,177.10	61,085.95
125	Maintenance Worker	HOURLY	25.90	27.19	28.55	29.98	31.48
		MONTHLY	4,488.76	4,713.19	4,948.85	5,196.30	5,456.11
		ANNUAL	53,865.08	56,558.33	59,386.25	62,355.56	65,473.34
126	Maintenance Worker 1	HOURLY	27.19	28.55	29.97	31.48	33.05
		MONTHLY	4,712.42	4,948.94	5,195.45	5,455.98	5,727.98
		ANNUAL	56,549.08	59,387.33	62,345.36	65,471.74	68,735.76
130	Secretary	HOURLY	27.47	28.84	30.28	31.79	33.38
		MONTHLY	4,760.63	4,998.66	5,248.59	5,511.02	5,786.57
		ANNUAL	57,127.52	59,983.90	62,983.10	66,132.25	69,438.86
135	Records Specialist	HOURLY	28.57	29.99	31.49	33.07	34.72
		MONTHLY	4,951.51	5,199.09	5,459.05	5,732.00	6,018.60
		ANNUAL	59,418.18	62,389.09	65,508.54	68,783.97	72,223.17
136	Community Liaison Officer	HOURLY	28.57	29.99	31.49	33.07	34.72
		MONTHLY	4,951.51	5,199.09	5,459.05	5,732.00	6,018.60
		ANNUAL	59,418.18	62,389.09	65,508.54	68,783.97	72,223.17
140	Senior Maintenance Worker	HOURLY	30.07	31.57	33.15	34.81	36.55
		MONTHLY	5,211.82	5,472.41	5,746.03	6,033.33	6,335.00
		ANNUAL	62,541.80	65,668.89	68,952.33	72,399.95	76,019.95
145	Finance Assistant	HOURLY	30.07	31.57	33.15	34.81	36.55
		MONTHLY	5,211.82	5,472.41	5,746.03	6,033.33	6,335.00
		ANNUAL	62,541.80	65,668.89	68,952.33	72,399.95	76,019.95
150	Mechanic	HOURLY	30.07	31.57	33.15	34.81	36.55
		MONTHLY	5,211.82	5,472.41	5,746.03	6,033.33	6,335.00
		ANNUAL	62,541.80	65,668.89	68,952.33	72,399.95	76,019.95
152	Planning Aide	HOURLY	30.07	31.57	33.15	34.81	36.55
		MONTHLY	5,211.82	5,472.41	5,746.03	6,033.33	6,335.00
		ANNUAL	62,541.80	65,668.89	68,952.33	72,399.95	76,019.95
155	Recreation Coordinator	HOURLY	30.32	31.84	33.43	35.10	36.86
		MONTHLY	5,256.16	5,518.97	5,794.92	6,084.67	6,388.90
		ANNUAL	63,073.97	66,227.67	69,539.05	73,016.00	76,666.80
156	Media Coordinator	HOURLY	30.32	31.84	33.43	35.10	36.86
		MONTHLY	5,256.16	5,518.97	5,794.92	6,084.67	6,388.90
		ANNUAL	63,073.97	66,227.67	69,539.05	73,016.00	76,666.80
157	Recreation Coordinator/ Graphic Design	HOURLY	30.32	31.84	33.43	35.10	36.86
		MONTHLY	5,256.16	5,518.97	5,794.92	6,084.67	6,388.90
		ANNUAL	63,073.97	66,227.67	69,539.05	73,016.00	76,666.80
160	Department Secretary	HOURLY	30.95	32.50	34.12	35.82	37.62
		MONTHLY	5,364.14	5,632.73	5,913.97	6,209.66	6,520.15
		ANNUAL	64,369.69	67,592.72	70,967.59	74,515.97	78,241.76
161	Senior Records Specialist	HOURLY	30.95	32.50	34.12	35.82	37.62
		MONTHLY	5,364.14	5,632.73	5,913.97	6,209.66	6,520.15
		ANNUAL	64,369.69	67,592.72	70,967.59	74,515.97	78,241.76
305	Senior Finance Assistant	HOURLY	33.38	35.05	36.80	38.65	40.58
		MONTHLY	5,786.41	6,075.73	6,379.51	6,698.49	7,033.42
		ANNUAL	69,436.90	72,908.74	76,554.18	80,381.89	84,400.98

SALARY SCHEDULE
EFFECTIVE AUGUST 18, 2025

CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
327	Economic Development Coordinator	HOURLY	42.65	44.78	47.02	49.38	51.84
196	Senior Planner	MONTHLY	7,393.07	7,762.72	8,150.85	8,558.40	8,986.32
		ANNUAL	88,716.78	93,152.62	97,810.25	102,700.77	107,835.81
170	Assistant Planner	HOURLY	34.61	36.34	38.15	40.06	42.06
175	Neighborhood Preservation Officer	MONTHLY	5,998.51	6,298.43	6,613.35	6,944.02	7,291.22
		ANNUAL	71,982.07	75,581.17	79,360.23	83,328.24	87,494.65
180	Maintenance Foreman	HOURLY	34.91	36.65	38.49	40.41	42.43
185	Master Mechanic	MONTHLY	6,050.57	6,353.09	6,670.75	7,004.29	7,354.50
		ANNUAL	72,606.79	76,237.13	80,048.99	84,051.44	88,254.01
205	Lead Foreman	HOURLY	37.18	39.04	40.99	43.04	45.19
		MONTHLY	6,443.91	6,766.11	7,104.41	7,459.63	7,832.61
		ANNUAL	77,326.93	81,193.28	85,252.94	89,515.59	93,991.37
210	Accountant	HOURLY	39.38	41.35	43.42	45.59	47.87
		MONTHLY	6,825.69	7,166.97	7,525.32	7,901.59	8,296.66
		ANNUAL	81,908.24	86,003.65	90,303.83	94,819.02	99,559.97
195	Associate Planner	HOURLY	39.01	40.96	43.01	45.16	47.42
		MONTHLY	6,762.06	7,100.16	7,455.17	7,827.93	8,219.32
		ANNUAL	81,144.69	85,201.92	89,462.02	93,935.12	98,631.87

SALARY SCHEDULE
EFFECTIVE JULY 1, 2026
3% INCREASE

CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	21.20	22.26	23.37	24.54	25.76
		MONTHLY	3,674.11	3,857.81	4,050.71	4,253.24	4,465.90
		ANNUAL	44,089.31	46,293.77	48,608.46	51,038.88	53,590.83
120	Records Clerk	HOURLY	24.89	26.13	27.44	28.81	30.25
		MONTHLY	4,313.60	4,529.28	4,755.75	4,993.53	5,243.21
		ANNUAL	51,763.23	54,351.39	57,068.96	59,922.41	62,918.53
125	Maintenance Worker	HOURLY	26.67	28.01	29.41	30.88	32.42
		MONTHLY	4,623.42	4,854.59	5,097.32	5,352.19	5,619.79
		ANNUAL	55,481.03	58,255.08	61,167.84	64,226.23	67,437.54
126	Maintenance Worker 1	HOURLY	28.00	29.40	30.87	32.42	34.04
		MONTHLY	4,853.80	5,096.49	5,351.31	5,618.88	5,899.82
		ANNUAL	58,245.55	61,157.83	64,215.72	67,426.50	70,797.83
130	Secretary	HOURLY	28.29	29.70	31.19	32.75	34.39
		MONTHLY	4,903.45	5,148.62	5,406.05	5,676.35	5,960.17
		ANNUAL	58,841.35	61,783.42	64,872.59	68,116.22	71,522.03
135	Records Specialist	HOURLY	29.42	30.89	32.44	34.06	35.76
136	Community Liaison Officer	MONTHLY	5,100.06	5,355.06	5,622.82	5,903.96	6,199.16
		ANNUAL	61,200.72	64,260.76	67,473.80	70,847.49	74,389.86
140	Senior Maintenance Worker	HOURLY	30.97	32.52	34.14	35.85	37.64
145	Finance Assistant	MONTHLY	5,368.17	5,636.58	5,918.41	6,214.33	6,525.05
150	Mechanic	ANNUAL	64,418.05	67,638.95	71,020.90	74,571.95	78,300.54
152	Planning Aide						
155	Recreation Coordinator	HOURLY	31.23	32.80	34.44	36.16	37.96
156	Media Coordinator	MONTHLY	5,413.85	5,684.54	5,968.77	6,267.21	6,580.57
157	Recreation Coordinator/ Graphic Design	ANNUAL	64,966.19	68,214.50	71,625.22	75,206.48	78,966.81
160	Department Secretary	HOURLY	31.88	33.47	35.14	36.90	38.74
161	Senior Records Specialist	MONTHLY	5,525.07	5,801.32	6,091.38	6,395.95	6,715.75
		ANNUAL	66,300.78	69,615.82	73,096.61	76,751.45	80,589.02
305	Senior Finance Assistant	HOURLY	34.38	36.10	37.91	39.80	41.79
		MONTHLY	5,960.00	6,258.00	6,570.90	6,899.45	7,244.42
		ANNUAL	71,520.00	75,096.01	78,850.81	82,793.35	86,933.01

SALARY SCHEDULE
EFFECTIVE JULY 1, 2026
3% INCREASE

CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
327	Economic Development Coordinator	HOURLY	43.93	46.13	48.43	50.86	53.40
196	Senior Planner	MONTHLY	7,614.86	7,995.60	8,395.38	8,815.15	9,255.91
		ANNUAL	91,378.29	95,947.20	100,744.56	105,781.79	111,070.88
170	Assistant Planner	HOURLY	35.64	37.43	39.30	41.26	43.33
175	Neighborhood Preservation Officer	MONTHLY	6,178.46	6,487.38	6,811.75	7,152.34	7,509.96
		ANNUAL	74,141.53	77,848.61	81,741.04	85,828.09	90,119.49
180	Maintenance Foreman	HOURLY	35.95	37.75	39.64	41.62	43.70
185	Master Mechanic	MONTHLY	6,232.08	6,543.69	6,870.87	7,214.42	7,575.14
		ANNUAL	74,785.00	78,524.25	82,450.46	86,572.98	90,901.63
205	Lead Foreman	HOURLY	38.29	40.21	42.22	44.33	46.54
		MONTHLY	6,637.23	6,969.09	7,317.54	7,683.42	8,067.59
		ANNUAL	79,646.74	83,629.07	87,810.53	92,201.05	96,811.11
210	Accountant	HOURLY	40.56	42.59	44.72	46.95	49.30
		MONTHLY	7,030.46	7,381.98	7,751.08	8,138.63	8,545.56
		ANNUAL	84,365.48	88,583.76	93,012.95	97,663.59	102,546.77
195	Associate Planner	HOURLY	40.18	42.19	44.30	46.52	48.84
		MONTHLY	6,964.92	7,313.16	7,678.82	8,062.76	8,465.90
		ANNUAL	83,579.03	87,757.98	92,145.88	96,753.17	101,590.83

SALARY SCHEDULE
EFFECTIVE JULY 1, 2027
4% INCREASE

CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	22.04	23.15	24.30	25.52	26.80
		MONTHLY	3,821.07	4,012.13	4,212.73	4,423.37	4,644.54
		ANNUAL	45,852.88	48,145.52	50,552.80	53,080.44	55,734.46
120	Records Clerk	HOURLY	25.88	27.18	28.53	29.96	31.46
		MONTHLY	4,486.15	4,710.45	4,945.98	5,193.28	5,452.94
		ANNUAL	53,833.76	56,525.45	59,351.72	62,319.30	65,435.27
125	Maintenance Worker	HOURLY	27.74	29.13	30.58	32.11	33.72
		MONTHLY	4,808.36	5,048.77	5,301.21	5,566.27	5,844.59
		ANNUAL	57,700.27	60,585.28	63,614.55	66,795.28	70,135.04
126	Maintenance Worker 1	HOURLY	29.12	30.58	32.11	33.71	35.40
		MONTHLY	5,047.95	5,300.34	5,565.36	5,843.63	6,135.81
		ANNUAL	60,575.37	63,604.14	66,784.35	70,123.56	73,629.74
130	Secretary	HOURLY	29.42	30.89	32.44	34.06	35.76
		MONTHLY	5,099.58	5,354.56	5,622.29	5,903.41	6,198.58
		ANNUAL	61,195.00	64,254.75	67,467.49	70,840.87	74,382.91
135	Records Specialist	HOURLY	30.60	32.13	33.74	35.42	37.19
136	Community Liaison Officer	MONTHLY	5,304.06	5,569.27	5,847.73	6,140.12	6,447.12
		ANNUAL	63,648.75	66,831.19	70,172.75	73,681.39	77,365.46
140	Senior Maintenance Worker	HOURLY	32.21	33.82	35.51	37.29	39.15
145	Finance Assistant	MONTHLY	5,582.90	5,862.04	6,155.14	6,462.90	6,786.05
150	Mechanic	ANNUAL	66,994.77	70,344.51	73,861.74	77,554.82	81,432.57
152	Planning Aide						
155	Recreation Coordinator	HOURLY	32.48	34.11	35.81	37.60	39.48
156	Media Coordinator	MONTHLY	5,630.40	5,911.92	6,207.52	6,517.90	6,843.79
157	Recreation Coordinator/ Graphic Design	ANNUAL	67,564.84	70,943.08	74,490.23	78,214.74	82,125.48
160	Department Secretary	HOURLY	33.15	34.81	36.55	38.38	40.29
		MONTHLY	5,746.07	6,033.37	6,335.04	6,651.79	6,984.38
		ANNUAL	68,952.82	72,400.46	76,020.48	79,821.50	83,812.58
305	Senior Finance Assistant	HOURLY	35.76	37.55	39.43	41.40	43.47
		MONTHLY	6,198.40	6,508.32	6,833.74	7,175.42	7,534.19
		ANNUAL	74,380.81	78,099.85	82,004.84	86,105.08	90,410.33

SALARY SCHEDULE
EFFECTIVE JULY 1, 2027
4% INCREASE

CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
196	Senior Planner	HOURLY	45.69	47.97	50.37	52.89	55.54
327	Economic Development Coordinator	MONTHLY	7,919.45	8,315.42	8,731.20	9,167.76	9,626.14
		ANNUAL	95,033.42	99,785.09	104,774.34	110,013.06	115,513.71
170	Assistant Planner	HOURLY	37.07	38.92	40.87	42.91	45.06
175	Neighborhood Preservation Officer	MONTHLY	6,425.60	6,746.88	7,084.22	7,438.43	7,810.36
		ANNUAL	77,107.19	80,962.55	85,010.68	89,261.21	93,724.27
180	Maintenance Foreman	HOURLY	37.39	39.26	41.23	43.29	45.45
185	Master Mechanic	MONTHLY	6,481.37	6,805.43	7,145.71	7,502.99	7,878.14
		ANNUAL	77,776.40	81,665.22	85,748.48	90,035.90	94,537.70
205	Lead Foreman	HOURLY	39.82	41.81	43.91	46.10	48.41
		MONTHLY	6,902.72	7,247.85	7,610.25	7,990.76	8,390.30
		ANNUAL	82,832.61	86,974.24	91,322.95	95,889.10	100,683.55
210	Accountant	HOURLY	42.18	44.29	46.51	48.83	51.27
		MONTHLY	7,311.68	7,677.26	8,061.12	8,464.18	8,887.39
		ANNUAL	87,740.10	92,127.11	96,733.46	101,570.14	106,648.64
195	Associate Planner	HOURLY	41.79	43.88	46.07	48.38	50.80
		MONTHLY	7,243.52	7,605.69	7,985.98	8,385.27	8,804.54
		ANNUAL	86,922.19	91,268.30	95,831.71	100,623.30	105,654.46