

**CITY OF LAKE ELSINORE, CALIFORNIA
SCHEDULE OF AUTHORIZED POSITIONS
FOR FISCAL YEAR 2024-2025**

		AUTHORIZED FY23-24	CHANGES	AUTHORIZED FY24-25	MONTHLY LOW RANGE	MONTHLY HIGH RANGE
<u>CITY COUNCIL</u>						
Council Member	Total	5.00	-	5.00	\$ 1,600	\$ 1,600
<u>CITY TREASURER</u>						
City Treasurer	Total	1.00	-	1.00	\$ 150	\$ 150
<u>COMMUNITY SUPPORT</u>						
Director of Community Support (Unfunded)		1.00	-	1.00	\$ 13,001	\$ 16,593
Community Support Manager		1.00	-	1.00	\$ 11,500	\$ 14,678
Senior Management Analyst (Unfunded)		1.00	-	1.00	\$ 8,390	\$ 10,709
Management Analyst		1.00	-	1.00	\$ 6,934	\$ 8,850
Administrative Assistant (Unfunded)		1.00	-	1.00	\$ 4,964	\$ 6,335
	Total	5.00	-	5.00		
<u>CITY CLERK</u>						
<u>PUBLIC SAFETY ADVISORY COMMITTEE</u>						
PSAC Commissioner - PT	Total	5.00	-	5.00	\$ 100	\$ 100
<u>CITY CLERK</u>						
City Clerk		1.00	-	1.00	\$ 12,609	\$ 16,093
Deputy City Clerk		1.00	-	1.00	\$ 6,554	\$ 8,365
Administrative Assistant		1.00	-	1.00	\$ 4,964	\$ 6,335
	Total	3.00	-	3.00		
<u>CITY MANAGER</u>						
City Manager		1.00	-	1.00	\$ 25,000	\$ 25,750
Assistant City Manager		1.00	-	1.00	\$ 17,637	\$ 22,510
Executive Assistant II		1.00	-	1.00	\$ 6,506	\$ 8,304
Executive Assistant I		1.00	-	1.00	\$ 5,409	\$ 6,903
	Total	4.00	-	4.00		
<u>ADMINISTRATIVE SERVICES</u>						
<u>FINANCE</u>						
Director of Administrative Services (Unfunded)		0.33	-	0.33	\$ 13,001	\$ 16,593
Assistant Director of Administrative Services		0.33	-	0.33	\$ 12,460	\$ 15,902
Finance Manager		1.00	-	1.00	\$ 11,500	\$ 14,678
Fiscal Officer		1.00	-	1.00	\$ 9,014	\$ 11,505
Senior Accountant (1 Unfunded)		2.00	-	2.00	\$ 8,390	\$ 10,709
Accountant I (1 Unfunded)		2.00	-	2.00	\$ 6,934	\$ 8,850
Account Specialist III		1.00	-	1.00	\$ 5,583	\$ 7,125
Account Specialist II (1 Unfunded)		2.00	-	2.00	\$ 5,409	\$ 6,903
	Total	9.66	-	9.66		
<u>HUMAN RESOURCES</u>						
Director of Administrative Services (Unfunded)		0.33	-	0.33	\$ 13,001	\$ 16,593
Assistant Director of Administrative Services		0.33	-	0.33	\$ 12,460	\$ 15,902
Human Resources Manager		-	1.00	1.00	\$ 11,500	\$ 14,678
Senior Human Resources Analyst (Unfunded)		1.00	(1.00)	-	\$ 8,390	\$ 10,709
Human Resource Specialist (Unfunded)		-	1.00	1.00	\$ 6,520	\$ 8,321
Payroll Specialist		1.00	-	1.00	\$ 6,520	\$ 8,321
	Total	2.66	1.00	3.66		
<u>PUBLIC SAFETY</u>						
<u>FIRE PREVENTION</u>						
Deputy Fire Marshal (Unfunded)		1.00	-	1.00	\$ 11,500	\$ 14,678
Administrative Assistant (Unfunded)		1.00	-	1.00	\$ 4,964	\$ 6,335
	Total	2.00	-	2.00		
<u>EMERGENCY SERVICES</u>						
Emergency Services Manager		1.00	-	1.00	\$ 11,500	\$ 14,678
	Total	1.00	-	1.00		
<u>COMMUNITY DEVELOPMENT</u>						
<u>PLANNING COMMISSION</u>						
Planning Commissioner - PT	Total	5.00	-	5.00	\$ 300	\$ 300
<u>PLANNING & ZONING</u>						
Assistant City Manager		1.00	(1.00)	-	\$ 17,637	\$ 22,510
Director of Community Development		-	1.00	1.00	\$ 13,001	\$ 16,593
Assistant Community Development Director (Unfunded)		1.00	-	1.00	\$ 12,460	\$ 15,902

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SCHEDULE OF AUTHORIZED POSITIONS
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	AUTHORIZED FY23-24	CHANGES	AUTHORIZED FY24-25	MONTHLY LOW RANGE	MONTHLY HIGH RANGE
Planning Manager (Unfunded)	1.00	-	1.00	\$ 11,500	\$ 14,678
Principal Planner	2.00	-	2.00	\$ 10,193	\$ 13,009
Cannabis Coordinator (Unfunded)	1.00	-	1.00	\$ 10,193	\$ 13,009
Senior Planner (Unfunded)	1.00	-	1.00	\$ 8,286	\$ 10,576
Associate Planner	2.00	-	2.00	\$ 6,934	\$ 8,850
Assistant Planner (Unfunded)	1.00	-	1.00	\$ 6,241	\$ 7,965
Community Development Technician	2.00	-	2.00	\$ 5,027	\$ 6,416
Administrative Assistant	1.00	-	1.00	\$ 4,964	\$ 6,335
Total	13.00	-	13.00		
BUILDING & SAFETY					
Building & Safety Manager	1.00	-	1.00	\$ 11,500	\$ 14,678
Senior Community Development Technician	1.00	-	1.00	\$ 6,205	\$ 7,919
Building Inspector	2.00	-	2.00	\$ 5,709	\$ 7,286
Community Development Technician	2.00	-	2.00	\$ 5,027	\$ 6,416
Administrative Assistant	1.00	-	1.00	\$ 4,964	\$ 6,335
Total	7.00	-	7.00		
CODE ENFORCEMENT					
Code Enforcement Manager	1.00	-	1.00	\$ 11,500	\$ 14,678
Code Enforcement Supervisor	1.00	-	1.00	\$ 7,281	\$ 9,293
Code Enforcement Officer II (1 Unfunded)	3.00	-	3.00	\$ 5,709	\$ 7,286
Code Enforcement Officer I	2.00	-	2.00	\$ 5,027	\$ 6,416
Parking Enforcement Officer - PT (Unfunded)	1.00	-	1.00	\$ 3,189	\$ 4,070
Community Development Technician I	1.00	-	1.00	\$ 5,027	\$ 6,416
Total	9.00	-	9.00		
ECONOMIC DEVELOPMENT					
Director of Economic & Legislative Affairs	1.00	-	1.00	\$ 15,235	\$ 19,445
Economic Development Manager	1.00	-	1.00	\$ 11,500	\$ 14,678
Management Analyst (Unfunded)	1.00	-	1.00	\$ 6,934	\$ 8,850
Total	3.00	-	3.00		
<u>PUBLIC SERVICES</u>					
ENGINEERING					
City Engineer	1.00	-	1.00	\$ 15,776	\$ 20,135
City Traffic Engineer	1.00	-	1.00	\$ 11,500	\$ 14,678
Assistant City Engineer	1.00	-	1.00	\$ 10,951	\$ 13,976
Senior Civil Engineer (1 Unfudned)	2.00	-	2.00	\$ 10,401	\$ 13,275
Land Development Engineer	1.00	-	1.00	\$ 8,286	\$ 10,576
CIP Engineer	1.00	-	1.00	\$ 8,286	\$ 10,576
Associate Engineer (Unfunded)	1.00	-	1.00	\$ 7,836	\$ 10,001
Senior Construction Inspector	1.00	-	1.00	\$ 7,505	\$ 9,578
Assistant Engineer	1.00	-	1.00	\$ 6,506	\$ 8,304
Engineering Inspector (1 Unfunded)	2.00	-	2.00	\$ 6,554	\$ 8,365
CIP Specialist	1.00	-	1.00	\$ 6,520	\$ 8,321
Engineering Technician I	1.00	-	1.00	\$ 5,201	\$ 6,638
Administrative Assistant	1.00	-	1.00	\$ 4,964	\$ 6,335
Total	15.00	-	15.00		
PUBLIC WORKS ADMINISTRATION					
Public Works Manager	1.00	-	1.00	\$ 11,500	\$ 14,678
Public Works Superintendent	1.00	-	1.00	\$ 9,725	\$ 12,412
Management Analyst	1.00	-	1.00	\$ 6,934	\$ 8,850
Public Works Supervisor	1.00	-	1.00	\$ 7,281	\$ 9,293
Public Works Inspector	1.00	-	1.00	\$ 6,414	\$ 8,186
Lead Worker	1.00	-	1.00	\$ 5,709	\$ 7,286
Maintenance Worker III	2.00	-	2.00	\$ 5,409	\$ 6,903
Maintenance Worker II	3.00	2.00	5.00	\$ 5,027	\$ 6,416
Maintenance Worker I	7.00	(2.00)	5.00	\$ 4,571	\$ 5,833
Account Specialist II	1.00	-	1.00	\$ 5,409	\$ 6,903
Administrative Assistant	1.00	-	1.00	\$ 4,964	\$ 6,335
Total	20.00	-	20.00		
PARKS MAINTENANCE					
Public Works Supervisor	1.00	-	1.00	\$ 7,281	\$ 9,293
Lead Worker	1.00	-	1.00	\$ 5,709	\$ 7,286
Maintenance Worker III	1.00	-	1.00	\$ 5,409	\$ 6,903
Maintenance Worker II	6.00	1.00	7.00	\$ 5,027	\$ 6,416

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	AUTHORIZED FY23-24	CHANGES	AUTHORIZED FY24-25	MONTHLY LOW RANGE	MONTHLY HIGH RANGE
Maintenance Worker I	3.00	(1.00)	2.00	\$ 4,571	\$ 5,833
Total	12.00	-	12.00		
<u>LAKE SERVICES</u>					
LAKE MAINTENANCE					
Maintenance Worker II	2.00	-	2.00	\$ 5,027	\$ 6,416
Total	2.00	-	2.00		
<u>COMMUNITY SERVICES</u>					
RECREATION					
Director of Community Services	1.00	-	1.00	\$ 13,001	\$ 16,593
Assistant Community Services Director	0.75	-	0.75	\$ 12,460	\$ 15,902
Senior Management Analyst	-	1.00	1.00	\$ 8,390	\$ 10,709
Special Events Manager	1.00	-	1.00	\$ 11,500	\$ 14,678
Management Analyst	1.00	-	1.00	\$ 6,934	\$ 8,850
Special Events Coordinator	1.00	-	1.00	\$ 5,201	\$ 6,638
Administrative Assistant	1.00	-	1.00	\$ 4,964	\$ 6,335
Project Assistant - PT	1.00	-	1.00	\$ 3,380	\$ 4,314
Recreation Specialist - PT	8.00	-	8.00	\$ 3,189	\$ 4,070
Total	14.75	1.00	15.75		
COMMUNITY CENTER					
Recreation Supervisor (Unfunded)	1.00	-	1.00	\$ 7,281	\$ 9,293
Community Services Coordinator	1.00	-	1.00	\$ 5,201	\$ 6,638
Aquatics Program Coordinator - PT	1.00	-	1.00	\$ 3,421	\$ 4,367
Recreation Specialist - PT	1.00	-	1.00	\$ 3,189	\$ 4,070
Water Safety Instructor - PT	9.00	-	9.00	\$ 3,102	\$ 3,960
Recreation Leader - PT	4.00	-	4.00	\$ 2,974	\$ 3,795
Recreation Aide - PT	6.00	-	6.00	\$ 2,773	\$ 3,540
Total	23.00	-	23.00		
SENIOR CENTER					
Recreation Supervisor	1.00	-	1.00	\$ 7,281	\$ 9,293
Community Services Coordinator	1.00	-	1.00	\$ 5,201	\$ 6,638
Recreation Specialist - PT	1.00	-	1.00	\$ 3,189	\$ 4,070
Recreation Leader - PT	2.00	-	2.00	\$ 2,974	\$ 3,795
Recreation Aide - PT	2.00	-	2.00	\$ 2,773	\$ 3,540
Total	7.00	-	7.00		
NEIGHBORHOOD CENTER					
Recreation Supervisor	1.00	-	1.00	\$ 7,281	\$ 9,293
Community Services Coordinator	1.00	-	1.00	\$ 5,201	\$ 6,638
Recreation Specialist - PT	1.00	-	1.00	\$ 3,189	\$ 4,070
Recreation Leader - PT	4.00	-	4.00	\$ 2,974	\$ 3,795
Recreation Aide - PT	4.00	-	4.00	\$ 2,773	\$ 3,540
Total	11.00	-	11.00		
<u>INTERNAL SERVICES</u>					
RISK					
Director of Administrative Services (Unfunded)	0.34	-	0.34	\$ 13,001	\$ 16,593
Assistant Director of Administrative Services	0.34	-	0.34	\$ 12,460	\$ 15,902
Total	0.68	-	0.68		
INFORMATION TECHNOLOGY					
Assistant Information Technology Director	-	1.00	1.00	\$ 12,460	\$ 15,902
Information Technology Manager (Unfunded)	1.00	-	1.00	\$ 11,500	\$ 14,678
Information Technology Administrator	1.00	-	1.00	\$ 9,725	\$ 12,412
GIS Tech	1.00	-	1.00	\$ 5,709	\$ 7,286
Information Technician II	1.00	-	1.00	\$ 5,409	\$ 6,903
Information Technician I	1.00	-	1.00	\$ 4,964	\$ 6,335
Total	5.00	1.00	6.00		
FLEET					
Public Works Supervisor	1.00	-	1.00	\$ 7,281	\$ 9,293
Lead Worker	1.00	-	1.00	\$ 5,709	\$ 7,286
Maintenance Worker II	1.00	-	1.00	\$ 5,027	\$ 6,416
Total	3.00	-	3.00		
FACILITY MAINTENANCE					
Maintenance Worker II	1.00	-	1.00	\$ 5,027	\$ 6,416

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	AUTHORIZED FY23-24	CHANGES	AUTHORIZED FY24-25	MONTHLY LOW RANGE	MONTHLY HIGH RANGE
Maintenance Worker I	2.00	-	2.00	\$ 4,571	\$ 5,833
Total	3.00	-	3.00		
ENTERPRISE FUND					
LAUNCH POINTE					
Assistant Community Services Director	0.25	-	0.25	\$ 12,460	\$ 15,902
Recreation Supervisor	1.00	-	1.00	\$ 7,281	\$ 9,293
Community Services Coordinator	4.00	-	4.00	\$ 5,201	\$ 6,638
Recreation Specialist - PT	2.00	-	2.00	\$ 3,189	\$ 4,070
Recreation Leader - PT	2.00	-	2.00	\$ 2,974	\$ 3,795
Recreation Aide - PT	11.00	-	11.00	\$ 2,773	\$ 3,540
Total	20.25	-	20.25		
Total Staffing	212.00	3.00	215.00		