

RESOLUTION NO. 26-001

A RESOLUTION adopting a new position in the Police Department.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CAMAS AS FOLLOWS:

I

There is hereby created in the Police Department a new position entitled Police Lieutenant. Such position shall be non-represented, entitled to the benefits in the Non-Represented Employee Handbook and benefits affording the non-represented command staff and shall perform such duties as shall be outlined in any job description proscribed by the City, as may be revised from time to time. The position description and salary are attached hereto as Exhibit "A" and shall be effective as of February 2, 2026.

PASSED BY the Council and approved by the Mayor this 2<sup>nd</sup> day of February 2026.

SIGNED: \_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Clerk

APPROVED as to form:

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City Attorney

## Exhibit A

**CITY OF CAMAS**  
Exempt, Non-Represented  
January 2026

### **POLICE LIEUTENANT**

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.*

#### **JOB OBJECTIVES**

Under administrative direction, to direct, manage, supervise and coordinate assigned staff, programs and activities within the Police Department; to coordinate assigned activities with other departments and outside agencies; and to provide highly responsible and administrative support to the Police Chief. This position is a key middle management leader within the department and work is performed with considerable independence and under the direction of supervisory staff. This position may fill in as Acting Captain or Chief at the request of the Chief. This position reports to the Police Captain.

#### **ESSENTIAL FUNCTION STATEMENTS**

*The following tasks are typical for positions in this classification. Any single position may not perform all of these tasks and/or may perform similar related tasks not listed here:*

Assume supervisory responsibility for assigned Police Department functions including patrol or administrative services and activities; act as Police Captain or Police Chief in the absence of the same.

Perform various police duties necessary to enforce City, State and Federal laws; provide cover and assistance to other officers involved in hazardous police operations; supervise and participate in search warrants and tactical operations.

Utilize leadership practices to inspire, mentor, and encourage staff to improve processes and provide exceptional service to the community.

Study law enforcement reports to determine trends and make recommendations for changes in organization, procedures, and guidelines to improve effectiveness and efficiency of Police Department operations; identify special community law enforcement need/concerns; make recommendations and work with related groups/agencies to address identified issues.

Participate in the development and administration of the department budget.

Execute powers of arrest and control including full search, rights advisement, warrant execution, and arresting persons.

Perform duties using force or deadly force to subdue suspects; defend self with or without weapons and discharge firearms in multiple scenarios including daylight, nighttime, or darkness with artificial lighting.

Operate emergency vehicles on hazardous road conditions and during pursuits and responses.

Perform duties necessary for managing tactical or special events.

Represent the Police Department and coordinate with other departments, outside agencies, elected officials, multi-jurisdictional committees, and the public.

Coordinate with media personnel to promote accurate reporting of activities.

Attend and participate in professional group meetings; stay abreast of new trends and innovations in the field of law enforcement.

Respond to and resolve difficult and sensitive citizen inquiries and complaints; respond to questions and information requests from the news media.

**CITY OF CAMAS****Police Lieutenant (Continued)**

Supervise the workload, overall work performance and work quality of assigned personnel; work with employees to develop work skills and address areas where improvement is needed.

Dependent upon assignment, coordinate and oversee major criminal investigations; respond to and supervise major crime scenes or incidents; review and evaluate reports; testify in court; review use of force reporting; conduct case management oversight.

Train, develop, mentor, and supervise employees, in addition, prepare performance evaluations for assigned staff and recommend input on other staff within assigned division.

Assist with accreditation tasks and other special projects as requested by the Chief or Captain.

Conduct investigations as assigned.

Perform other duties and responsibilities as identified by the Chain of Command or Office of the Chief.

**AUXILIARY FUNCTION STATEMENTS**

Ensure compliance with and follow all safety rules and procedures established for work area.

Perform related duties and responsibilities as required.

**QUALIFICATIONS****Knowledge of:**

Operations, services and activities of a comprehensive law enforcement program.

Pertinent Federal, State and local laws, codes and regulations.

Modern police methods and procedures and rules of the law enforcement field

Use of firearms and other modern police equipment.

Principles of planning, directing and coordinating the work of subordinates.

Principles of establishing and maintaining effective working relations with subordinates, public and private officials, and the public.

Principles to analyze situations quickly and objectively and determining a proper course of action.

Principles of participate effectively with management level functions.

Skills to operate assigned equipment skillfully, safely, and in conformance with applicable laws or regulations

Recent court decisions affecting law enforcement operations.

Principles of supervision, training and performance evaluation.

**Ability to:**

Organize and coordinate the work of staff.

Select, supervise, train and evaluate staff.

Respond to requests and inquiries from the public.

Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals

Prepare clear and concise administrative reports.

**CITY OF CAMAS****Police Lieutenant (Continued)**

- Discharge firearms in a safe and effective manner.
- Serve as the Police Captain and/or Chief, as necessary.
- Interpret and apply applicable Federal, State and local policies, laws and regulations.
- Understand and carry out oral and written instructions.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective relationships with those contacted in the course of work.

**Education and Experience Guidelines**

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

**Education:**

Equivalent to the completion of the twelfth grade supplemented by two-years of college level coursework.

**Experience:**

Six years of increasingly responsible law enforcement experience including two years of administrative and supervisory responsibility.

**License or Certificate**

Possession of an appropriate, valid driver's license.

Completion of Basic Law Enforcement Academy certification.

Possession of, or ability to obtain, appropriate specialized training as required for the position.

**PHYSICAL DEMANDS AND WORKING CONDITIONS**

*The physical demands herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential job functions.*

**Environment:** Combination of office and patrol environments; potential emergency peace control environment; travel from site to site; exposure to potentially hostile environments, inclement weather conditions; extensive public contact.

**Mobility:** Incumbents require mobility to walk, stand, sit for extended periods of time; moderate or light lifting; discharge firearms and utilize various other law enforcement equipment; operate a motorized vehicle.

**Vision:** Incumbents in this class require vision consistent with Law Enforcement Academy standards.

**Other Factors:** Incumbents may be required to work extended hours including evenings, weekends and holidays. Incumbents may be required to travel outside City boundaries to attend meetings.

Police Lieutenant Salary Scale

Effective 2/2/2026

<b>Position</b>							
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
Police Lieutenant	10,230.42	10,638.95	11,065.45	11,507.67	11,967.85	12,447.10	12,943.17