

RESOLUTION NO. 15-06-10-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO SANTA MARGARITA, CALIFORNIA, RESCINDING RESOLUTION NO. 14-07-23-01, AND ADOPTING AN AMENDED AND RESTATED RESOLUTION ESTABLISHING CLASSES OF REGULAR EMPLOYMENT WITH THE CITY AND SALARY RANGES

WHEREAS, in July 2014, the City Council of the City of Rancho Santa Margarita ("City Council") adopted Resolution No. 14-07-23-01 in which it approved the employee position classification plan and salary ranges for all classifications of City employment; and

WHEREAS, pursuant to Chapter 2.04 of the Rancho Santa Margarita Municipal Code, the City Manager is delegated with the authority to administer the City's personnel system and shall recommend to the City Council for approval prior to implementation all personnel policy issues that involve the commitment of financial resources, including pay rates and employee benefit programs, an employee position classification plan and revisions of the plan, as well as a plan of compensation and any revisions thereof covering all classification titles for authorized City positions, which shall become effective upon approval by the City Council; and

WHEREAS, upon recommendation of the City Manager, the City Council now desires to adjust staff compensation and to approve an amended and restated employee position classification plan, as set forth herein; and

WHEREAS, it is the purpose and intent of the City Council to amend and restate Resolution No. 14-07-23-01 with the adoption of this Resolution.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RANCHO SANTA MARGARITA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. The following employment classifications and salary ranges are established:

Executive and Management Classifications

<u>Classification</u>	<u>Monthly Salary Range</u>
Accounting & Budget Supervisor	\$6,407 - \$8,798
Assistant City Engineer	\$8,174 - \$10,879
City Clerk	\$7,415 - \$10,184
City Engineer	\$ 8,437 - \$11,588
City Manager	\$13,402 - \$17,869
Community Services Supervisor	\$ 4,778 - \$ 6,561

Development Services Director	\$ 9,805 - \$13,464
Finance Director	\$10,113 - \$13,551
Human Resources/Risk Management Administrator	\$ 7,547 - \$10,182
Principal Planner	\$ 7,520 - \$ 9,620
Public Works Director/City Engineer	\$10,093 - \$13,861
Public Works Superintendent	\$ 6,833 - \$ 9,332

Professional, Technical and Administrative Classifications

<u>Classification</u>	<u>Monthly Salary Range</u>
Accountant	\$4,649 - \$6,385
Account Clerk	\$3,011 - \$4,134
Accounting Technician	\$3,514 - \$4,826
Administrative Assistant	\$3,806 - \$5,028
Associate Engineer	\$6,162 - \$8,416
Associate Planner	\$4,982 - \$6,715
Code Enforcement Officer	\$4,142 - \$5,688
Community Services Coordinator	\$3,815 - \$5,240
Community Services Specialist	\$2,566 - \$3,630
Deputy City Clerk	\$4,201 - \$5,769
Engineering Technician	\$4,552 - \$5,690
Executive Assistant	\$4,728 - \$6,027
Management Aide	\$4,598 - \$6,112
Management Analyst	\$4,905 - \$6,500
Permit Processing Technician	\$3,707 - \$5,090
Principal Engineer	\$7,280 - \$9,997
Records Assistant	\$2,591 - \$3,430
Senior Management Analyst	\$5,685 - \$7,516

Temporary & Seasonal Support Classifications

<u>Classification</u>	<u>Monthly Salary Range</u>
Intern	\$12.00 - \$21.63/hour
Clerk Typist	\$14.41 - \$20.28/hour
Recreation Leader	\$14.00 - \$19.57/hour

SECTION 2. Full-time City employees are provided a monthly allowance in the amount of \$1,471.00 for the purchase of health benefits.

SECTION 3. Resolution No. 14-07-23-01 is hereby rescinded.

PASSED, APPROVED, AND ADOPTED THIS 10<sup>th</sup> DAY OF JUNE 2015.

  
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BRADLEY J. MCGIRR, MAYOR

CERTIFICATE OF ATTESTATION AND ORIGINALITY


I, Amy Diaz, City Clerk of the City of Rancho Santa Margarita, California, hereby attest to and certify that the foregoing resolution is the original resolution adopted by the Rancho Santa Margarita City Council at its regular meeting held on the 10<sup>th</sup> day of June 2015, by the following vote:

AYES: Council Members Gamble, Vaughn, Mayor Pro Tempore Beall and Mayor McGirr (4)

NOES: None (0)

ABSTAIN: None (0)

ABSENT: Council Member Holloway (1)

  
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AMY DIAZ, CITY CLERK