

RESOLUTION NO. 09-12-09-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO SANTA MARGARITA, CALIFORNIA, REPEALING RESOLUTION NO. 08-07-09-01, AND ADOPTING A RESOLUTION ESTABLISHING CLASSES OF REGULAR EMPLOYMENT WITH THE CITY AND SALARY RANGES

WHEREAS, the City Council previously approved salary ranges for various positions by Resolution and has otherwise authorized the City Manager to hire employees as needed; and

WHEREAS, the City Council previously adopted Resolution No. 08-07-09-01 to establish City classifications and salary ranges; and

WHEREAS, a new Resolution establishing all classes of employment with the City of Rancho Santa Margarita and defining appropriate salary ranges is now necessary.

NOW, THEREFORE, the City Council of the City of Rancho Santa Margarita, California does hereby resolve as follows:

Section 1. Resolution 08-07-09-01 is hereby repealed.

Section 2. The following employment classifications and salary ranges are established:

Executive and Management Classifications

<u>Classification</u>	<u>Monthly Salary Range</u>
Administrative Services Director	\$10,013 - \$13,351
Assistant City Engineer	\$7,504 - \$10,005
City Clerk	\$6,719 - \$8,959
City Manager	\$13,402 - \$17,869
Community Services Supervisor	\$4,630 - \$6,173
Development Services Director	\$9,321 - \$12,428
Human Resources/Risk Management Administrator	\$6,216 - \$8,288
Public Works Director/City Engineer	\$9,895 - \$13,193

Professional, Technical and Administrative Classifications


<u>Classification</u>	<u>Monthly Salary Range</u>
Accountant	\$4,469 - \$5,958
Account Clerk	\$2,912 - \$3,883
Accounting Technician	\$3,362 - \$4,483
Administrative Secretary	\$3,299 - \$4,399
Associate Planner	\$4,609 - \$6,145
Code Enforcement Officer	\$4,049 - \$5,398
Community Services Coordinator	\$3,722 - \$4,963
Community Services Specialist	\$2,491 - \$3,321
Deputy City Clerk	\$3,994 - \$5,325
Executive Secretary	\$4,010 - \$5,346
Management Analyst	\$4,462 - \$5,949
Permit Processing Technician	\$3,497 - \$4,662
Planner	\$5,559 - \$7,412
Principal Engineer	\$6,926 - \$9,234
Receptionist/Secretary	\$2,778 - \$3,704
Records Assistant	\$2,425 - \$3,233
Senior Management Analyst	\$5,159 - \$6,878

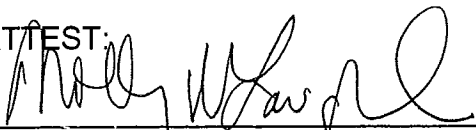
Temporary & Seasonal Support Classifications

<u>Classification</u>	<u>Monthly Salary Range</u>
Intern	\$12.00 - \$21.00/hour
Clerk Typist	\$13.99 - \$18.65/hour
Recreation Leader	\$14.00 - \$19.00/hour

Section 3: Full-time City employees are provided a monthly allowance in the amount of \$1321.00 for the purchase of health benefits.

PASSED, APPROVED AND ADOPTED THIS 9<sup>th</sup> DAY OF DECEMBER, 2009.

  
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JERRY HOLLOWAY, MAYOR

ATTEST:  
  
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MOLLY MCLAUGHLIN, CITY CLERK

STATE OF CALIFORNIA )  
COUNTY OF ORANGE ) ss  
CITY OF RANCHO SANTA MARGARITA)

I, Molly McLaughlin, City Clerk of the City of Rancho Santa Margarita, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 09-12-09-01 adopted by the City Council of the City of Rancho Santa Margarita, California, at a regular meeting thereof, held on the 9th day of December 2009, by the following vote:

AYES:	5	COUNCIL MEMBERS:	Blais, Thompson, Thor, Mayor Pro Tempore Beall, Mayor Holloway
NOES:	0	COUNCIL MEMBERS:	None
ABSTAIN:	0	COUNCIL MEMBERS:	None
ABSENT:	0	COUNCIL MEMBERS:	None

  
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MOLLY MC LAUGHLIN  
CITY CLERK