

RESOLUTION NO. 11-06-08-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO SANTA MARGARITA, CALIFORNIA, RESCINDING RESOLUTION NO. 09-12-09-01, AND ADOPTING A NEW RESOLUTION ESTABLISHING CLASSES OF REGULAR EMPLOYMENT WITH THE CITY AND SALARY RANGES

WHEREAS, in December 2009, the City Council of the City of Rancho Santa Margarita ("City Council") adopted Resolution No. 09-02-09-01 in which it approved salary ranges for all classifications of City employment; and

WHEREAS, the City Council has authorized the City Manager to hire employees as needed; and

WHEREAS, the City Council desires to add a new classification entitled Accounting & Budget Supervisor to its existing classifications with a salary range as set forth below; and

WHEREAS, it is the intent of the City Council to replace Resolution No. 09-12-09-01 with this Resolution once adopted.

NOW, THEREFORE, the City Council of the City of Rancho Santa Margarita, California does hereby resolve 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>
Administrative Services Director	\$10,013 - \$13,351
Accounting & Budget Supervisor	\$6,220 - \$8,293
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 2: Full-time City employees are provided a monthly allowance in the amount of \$1321.00 for the purchase of health benefits.

Section 3. Resolution No. 09-12-09-01 is hereby rescinded.

PASSED, APPROVED AND ADOPTED THIS 8th DAY OF JUNE, 2011.



L. ANTHONY BEALL, MAYOR

ATTEST:



MOLLY MCLAUGHLIN, CITY CLERK

