

RESOLUTION NO. 16-06-08-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO SANTA MARGARITA, CALIFORNIA, RESCINDING RESOLUTION NO. 15-06-10-01, AND ADOPTING AN AMENDED AND RESTATED RESOLUTION ESTABLISHING CLASSES OF REGULAR EMPLOYMENT WITH THE CITY AND SALARY RANGES

WHEREAS, in June 2015, the City Council of the City of Rancho Santa Margarita ("City Council") adopted Resolution No. 15-06-10-01 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. 15-06-10-01 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 - \$9,049
Assistant City Engineer	\$8,174 - \$10,879
City Clerk	\$ 7,415 - \$10,184
City Engineer	\$ 8,437 - \$11,588
City Manager	\$13,402 - \$18,405
Community Services Supervisor	\$ 4,778 - \$ 6,758

Development Services Director	\$ 9,805 - \$13,868
Finance Director	\$10,113 - \$13,958
Human Resources/Risk Management Administrator	\$ 7,547 - \$10,487
Principal Planner	\$ 7,520 - \$ 9,620
Public Works Director/City Engineer	\$10,093 - \$14,277
Public Works Superintendent	\$ 6,833 - \$ 9,612

Professional, Technical and Administrative Classifications

<u>Classification</u>	<u>Monthly Salary Range</u>
Accountant	\$4,649 - \$6,577
Account Clerk	\$3,011 - \$4,205
Accounting Technician	\$3,514 - \$4,933
Administrative Assistant	\$3,806 - \$5,050
Associate Engineer	\$6,162 - \$8,598
Associate Planner	\$4,982 - \$6,916
Code Enforcement Officer	\$4,142 - \$5,793
Community Services Coordinator	\$3,815 - \$5,374
Community Services Specialist	\$2,566 - \$3,739
Deputy City Clerk	\$4,201 - \$5,942
Engineering Technician	\$4,552 - \$5,690
Executive Assistant	\$4,728 - \$6,141
Management Aide	\$4,598 - \$6,112
Management Analyst	\$4,905 - \$6,695
Permit Processing Technician	\$3,707 - \$5,243
Principal Engineer	\$7,280 - \$10,191
Records Assistant	\$2,591 - \$3,533
Senior Management Analyst	\$5,685 - \$7,741

Temporary & Seasonal Support Classifications

<u>Classification</u>	<u>Monthly Salary Range</u>
Intern	\$12.00 - \$21.63/hour
Clerk Typist	\$14.41 - \$20.89/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. 15-06-10-01 is hereby rescinded.

PASSED, APPROVED, AND ADOPTED THIS 8<sup>TH</sup> DAY OF JUNE 2016.

  
L. ANTHONY BEALL, 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 8<sup>TH</sup> day of June 2016, by the following vote:

AYES: Council Members Holloway, McGirr, Vaughn, Mayor Pro Tempore Gamble and Mayor Beall (5)

NOES: None (0)

ABSTAIN: None (0)

ABSENT: None (0)

  
AMY DIAZ, CITY CLERK