

RESOLUTION NO. 01-03-01-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO SANTA MARGARITA, CALIFORNIA, AMENDING RESOLUTION NO. 00-09-07-04 ESTABLISHING CLASSES OF REGULAR EMPLOYMENT WITH THE CITY AND SALARY RANGES

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

WHEREAS, the City Council desires to fix the classes of employment and salary ranges; and

WHEREAS, this Resolution may be amended from time to time as necessary to adjust salary ranges and position descriptions.

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

Section 1. Resolution 00-09-07-04 is amended in its entirety to read as follows:

The following positions and salary ranges are established:

<u>Position Description</u>	<u>Monthly Range</u>
Account Clerk	#21 \$2,786 - \$3,386
Administrative Secretary/Office Manager	#30 \$3,479 - \$4,229
City Clerk	#48 \$5,426 - \$6,595
Clerk Typist	#9 \$2,071 - \$2,518
Department Secretary	#21 \$2,786 - \$3,386
Deputy City Clerk	#27 \$3,230 - \$3,927
Deputy City Manager	#45 \$5,038 - \$6,124
Receptionist/Secretary	#16 \$2,462 - \$2,993

PASSED, APPROVED AND ADOPTED this 1<sup>st</sup> day of March 2001.



CAROL GAMBLE, MAYOR

ATTEST:

Mars ha Miller  
MARSHA MILLER, CITY CLERK

Amended by  
Reso 01-05-17-01

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

I, Marsha J. Miller, 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.  
01-03-01-03 adopted by the City Council of the City of Rancho Santa Margarita,  
California, at a regular meeting thereof, held on the 1<sup>st</sup> day of March 2001, by the following vote:

AYES: Council Members Blais, Riley, Thompson, Mayor Pro Tem  
Thor and Mayor Gamble

NOES: None

ABSENT: None

ABSTAIN: None

Marsha Miller  
MARSHA MILLER, CITY CLERK