

**RESOLUTION NO. 19-10-01-03**

**A RESOLUTION OF THE CITY COUNCIL OF THE OF DANA POINT, CALIFORNIA, ESTABLISHING SALARY RANGES FOR REPRESENTED AND NON-REPRESENTED CLASSIFICATIONS**

WHEREAS, pursuant to the City's Personnel Ordinance, the City Manager has the authority to hire, set salaries and adopt personnel policies; and,

WHEREAS, pursuant to the terms of the Memorandum of Understanding between the City of Dana Point and the Dana Point Employees Association (DPEA), the City has conducted an annual salary survey; and,

WHEREAS, the City Council desires to establish salary ranges for represented and non-represented classifications.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DANA POINT DOES RESOLVE AS FOLLOWS:

Section 1. This Resolution rescinds all former salary and compensation resolutions and is the official salary plan for the City's Represented and Non-Represented employee classifications.

Section 2. The following salary ranges are assigned to the listed classes of employment and shall apply as of October 1, 2019, for Represented and Non-represented classifications:

Represented Classifications	Monthly Salary Range Minimum	Monthly Salary Range Maximum
Account Clerk	3,590	4,855
Accounting Technician	4,308	5,826
Administrative Assistant	3,898	5,272
Administrative Aide	4,331	5,858
Assistant Administrative Analyst	4,887	6,610
Assistant Planner	5,089	6,883
Associate Planner	5,858	7,923
Building Facilities Maint. Worker I	3,635	4,916
Building Facilities Maint. Worker II	4,038	5,462
Building Facilities Maint. Worker III	4,487	6,069
Building Inspector	5,205	7,040
City Clerk Specialist	4,590	6,111
Code Enforcement Officer	4,855	6,566
Engineering Technician III	5,648	7,638
Parks Coordinator	4,331	5,858
Parks Maintenance Worker III	4,487	6,069
Parks Supervisor	6,028	8,153
Permit Technician	4,189	5,665
Recreation Coordinator	4,331	5,858
Recreation Supervisor I	4,602	6,224
Recreation Supervisor II	5,724	7,742
Senior Administrative Assistant	4,331	5,858
Senior Building Inspector	6,814	9,217
Senior Construction Inspector	6,121	8,279
Senior Permit Technician	5,075	6,865
<b><i>Part-time Positions</i></b>	<b><i>Hourly Pay Range</i></b>	
Administrative Intern	12.43	16.74
Administrative Assistant	22.49	30.42
Public Works Intern	12.69	17.16
Records Assistant	20.22	27.35
Recreation Leader	12.00	15.16
Staff Aide	12.43	16.74

Non-Represented Classifications	Monthly Salary Range Minimum	Monthly Salary Range Maximum
Accountant	5,480	7,411
Accounting Supervisor	7,195	9,730
Asst. City Manager/Dir. Admin Svcs	13,732	18,572
Assistant Engineer	5,671	7,685
Associate Engineer	7,103	9,606
Building Official	10,000	13,525
Chief Building Inspector	8,177	11,060
City Clerk	8,517	11,520
City Councilmember	719	719
City Engineer	10,000	13,525
City Manager	18,333	20,833
City Planning Commissioner	150	150
Community Development Manager	8076	10,923
Deputy City Clerk	5691	7,578
Dir. Community Development	12,483	16,884
Dir. General Services	11,235	15,196
Dir. Public Works/City Engineer	12,483	16,884
Economic Development Manager	11,235	15,196
Executive Assistant	5,226	7,068
Facilities Operations Manager	8,076	10,923
Human Resources Manager	6,642	8,983
Management Analyst	5,776	7,811
Natural Resources Protection Officer	5,854	7,918
Parks Manager	8,076	10,923
Parks Superintendent	6,865	9,285
Personnel Analyst	5,776	7,811
Planning Manager	10,000	13,525
Principal Engineer	8,819	11,928
Principal Planner	8,076	10,923
Recreation Manager	8,076	10,923
Senior Civil Engineer (Water Quality, Engineering, or Construction)	8,242	11,148
Senior Management Analyst	6,642	8,983
Senior Personnel Analyst	6,642	8,983
Senior Planner	7,150	9,670
Senior Structural Engineer	8,242	11,148
Street Manager/PW Inspector	8,076	10,923

PASSED, APPROVED, AND ADOPTED this 1<sup>st</sup> day of October, 2019.

  
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JOSEPH MULLER, MAYOR

ATTEST:

  
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KATHY M. WARD, CITY CLERK

STATE OF CALIFORNIA )  
COUNTY OF ORANGE )     ss  
CITY OF DANA POINT )

I, Kathy M. Ward, City Clerk, of the City of Dana Point, do hereby certify that the foregoing is a true and correct copy of Resolution No. 19-10-01-03 adopted by the City Council of the City of Dana Point, California, at a regular meeting thereof held on the 1st day of October, 2019, by the following vote:

- AYES:           Council Member Jamey M. Federico, Council Member Debra Lewis, Council Member Richard A. Viczorek, Mayor Pro Tem Paul N Wyatt, and Mayor Joseph L. Muller
- NOES:           None
- ABSENT:        None
- ABSTAIN:       None

  
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KATHY M. WARD, CITY CLERK