

City of Ojai
RESOLUTION NO. 20-04
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OJAI
AMENDING THE SALARY SCHEDULE FOR EMPLOYEES

WHEREAS, it is necessary to update the City’s salary schedule.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ojai that:

SECTION 1. The City Council hereby approves establishment of a minimum and maximum salary range for each position as included in Exhibit A, effective January 27, 2020.


SECTION 2. The City Manager is authorized to set the annual salary for each employee within the ranges established in Section 1 of this resolution.

SECTION 3. The City Manager is authorized to take the necessary steps to enact an additional 1% “pick-up” of employee contributions for “Classic” (pre-PEPRA) employees. Classic employees’ contribution will increase from 2% to 3% of the employee contribution, effective January 27, 2020.

City of Ojai
City Council Resolution No. 20-04

PASSED, APPROVED AND ADOPTED on this 28th day of January, 2020, by the following vote:

- AYES: Blatz, Francina, Haney, Johnston, Weirick
- NOES: None
- ABSTAIN: None
- ABSENT: None




John F. Johnston, Mayor

2-27-2020

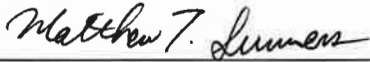
Date signed

ATTEST:



Gail Davis, Deputy City Clerk

APPROVED AS TO FORM:



Matthew Summers, City Attorney

UPDATED - 3 % Increase for Full-Time and Part-Time Employees

CITY OF OJAI
 RANGE PLACEMENT TABLE (1,872 annual hrs./36 weekly hours unless otherwise noted)

2.5% BETWEEN RANGES
 FIVE STEPS; APPROXIMATELY 5% BETWEEN STEPS
 APPROXIMATELY 22% BETWEEN SALARY MINIMUM AND MAXIMUM

Proposed at City Council January 28, 2020

ELECTED OFFICIALS		Monthly
Mayor & Councilmembers		760.00
Clerk		350.00
Treasurer		350.00

DIRECTORS & MANAGEMENT GROUP (Placement within the range is determined by performance evaluation)				
40 Hours per week		Salary Range		
		Minimum	Maximum	
City Manager	Hourly	79.23	79.23	
	Semi-monthly	6,338.46	6,338.46	
	Monthly	13,733.33	13,733.33	
	Annual	164,800.00	164,800.00	
Public Works Director	Hourly	64.97	78.97	
	Semi-monthly	5,197.20	6,317.22	
	Monthly	11,260.60	13,687.31	
	Annual	135,127.25	164,247.73	
Finance Director	Hourly	61.87	75.21	
	Semi-monthly	4,949.71	6,016.40	
	Monthly	10,724.38	13,035.54	
	Annual	128,692.54	156,426.48	
Assistant City Manager	Hourly	54.39	66.36	
	Semi-monthly	4,351.20	5,308.46	
	Monthly	9,427.60	11,501.67	
	Annual	113,131.15	138,020.00	
Community Development Manager	Hourly	46.68	56.95	
	Semi-monthly	3,734.24	4,555.77	
	Monthly	8,090.85	9,870.83	
	Annual	97,090.16	118,450.00	
Records Manager	Hourly	37.64	45.75	
	Semi-monthly	3,011.20	3,660.00	
	Monthly	6,524.27	7,830.45	
	Annual	78,291.20	95,165.41	
Recreation Manager	Hourly	42.78	52.00	
	Semi-monthly	3,422.43	4,160.38	
	Monthly	7,415.27	9,014.15	
	Annual	88,983.30	108,169.78	

Range Number	Recommended Title	Pay Period	Step A	Step B	Step C	Step D	Step E	Step F
		Period						
PERMANENT FULL-TIME POSITIONS								
20	Currently not used	Hourly	17.94	18.84	19.78	20.76	21.81	-
		Semi-monthly	1,291.87	1,356.39	1,423.87	1,495.07	1,569.97	-
		Monthly	2,799.05	2,938.84	3,085.06	3,239.31	3,401.60	-
		Annual	33,588.55	35,266.05	37,020.67	38,871.71	40,819.15	-
21	Currently not used	Hourly	18.95	19.90	20.90	21.29	22.35	-
		Semi-monthly	1,364.54	1,432.77	1,504.71	1,532.89	1,609.27	-
		Monthly	2,956.51	3,104.34	3,260.20	3,321.26	3,486.76	-
		Annual	35,478.14	37,252.05	39,122.37	39,855.07	41,841.07	-
22	Currently not used	Hourly	18.85	19.79	20.78	21.82	22.91	-
		Semi-monthly	1,357.13	1,424.61	1,495.81	1,570.71	1,649.32	-
		Monthly	2,940.44	3,086.66	3,240.92	3,403.20	3,573.52	-
		Annual	35,285.33	37,039.95	38,890.99	40,838.43	42,882.28	-

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Exhibit A

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Range Number	Recommended Title	Pay Period	Pay Period					
			Step A	Step B	Step C	Step D	Step E	Step F
22F	Office Specialist I (40 hr. week, 2,080 hr. per year)	Hourly	18.85	19.79	20.78	21.82	22.91	-
		Semi-monthly	1,508.00	1,583.20	1,662.40	1,745.60	1,832.80	-
		Monthly	3,267.33	3,430.27	3,601.87	3,782.13	3,971.07	-
		Annual	39,208.00	41,163.20	43,222.40	45,385.60	47,652.80	-
23	Currently not used	Hourly	19.32	20.29	21.30	22.36	23.48	-
		Semi-monthly	1,391.04	1,480.88	1,533.60	1,609.92	1,690.56	-
		Monthly	3,013.92	3,165.24	3,322.80	3,488.16	3,662.88	-
		Annual	36,167.04	37,982.88	39,873.60	41,857.92	43,954.56	-
24	Currently not used	Hourly	19.80	20.79	21.83	22.92	24.07	-
		Semi-monthly	1,425.60	1,496.88	1,571.76	1,650.24	1,733.04	-
		Monthly	3,088.80	3,243.24	3,405.48	3,575.52	3,754.92	-
		Annual	37,065.60	38,918.88	40,865.76	42,906.24	45,059.04	-
25	Recreation Specialist II- 36 Hr.	Hourly	20.30	21.31	22.38	23.50	24.67	-
		Semi-monthly	1,461.60	1,534.32	1,611.36	1,692.00	1,776.24	-
		Monthly	3,166.80	3,324.36	3,491.28	3,666.00	3,848.52	-
		Annual	38,001.60	39,892.32	41,895.36	43,992.00	46,182.24	-
26	Currently not used	Hourly	20.81	21.85	22.94	24.09	25.29	-
		Semi-monthly	1,498.32	1,573.20	1,651.68	1,734.48	1,820.88	-
		Monthly	3,246.36	3,408.60	3,578.64	3,758.04	3,945.24	-
		Annual	38,956.32	40,903.20	42,943.68	45,096.48	47,342.88	-
26F	Office Specialist II (40 hr. week, 2,080 hr. per year)	Hourly	20.81	21.85	22.94	24.09	25.29	-
		Semi-monthly	1,664.80	1,748.00	1,835.20	1,927.20	2,023.20	-
		Monthly	3,607.07	3,787.33	3,976.27	4,175.60	4,383.60	-
		Annual	43,284.80	45,448.00	47,715.20	50,107.20	52,603.20	-
27	Maintenance Worker I	Hourly	21.32	22.39	23.51	24.69	25.92	-
		Semi-monthly	1,535.04	1,612.08	1,692.72	1,777.68	1,866.24	-
		Monthly	3,325.92	3,492.84	3,667.56	3,851.64	4,043.52	-
		Annual	39,911.04	41,914.08	44,010.72	46,219.68	48,522.24	-
28	Currently not used	Hourly	21.86	22.95	24.10	25.30	26.57	-
		Semi-monthly	1,573.92	1,652.40	1,735.20	1,821.60	1,913.04	-
		Monthly	3,410.16	3,580.20	3,759.60	3,946.80	4,144.92	-
		Annual	40,921.92	42,962.40	45,115.20	47,361.60	49,739.04	-
29	Currently not used	Hourly	22.40	23.52	24.70	25.93	27.23	-
		Semi-monthly	1,612.80	1,693.44	1,778.40	1,866.96	1,960.56	-
		Monthly	3,494.40	3,689.12	3,853.20	4,045.08	4,247.88	-
		Annual	41,932.80	44,029.44	46,238.40	48,540.96	50,974.56	-
30	Accounting Specialist I	Hourly	22.95	24.10	25.31	26.58	27.91	-
		Semi-monthly	1,652.40	1,735.20	1,822.32	1,913.76	2,009.52	-
		Monthly	3,580.20	3,759.60	3,948.36	4,146.48	4,353.96	-
		Annual	42,962.40	45,115.20	47,380.32	49,757.76	52,247.52	-
31	Maintenance Worker II	Hourly	23.53	24.71	25.95	27.25	28.61	-
		Semi-monthly	1,694.16	1,779.12	1,868.40	1,962.00	2,059.92	-
		Monthly	3,670.68	3,854.76	4,048.20	4,251.00	4,463.16	-
		Annual	44,048.16	46,257.12	48,578.40	51,012.00	53,557.92	-
32	Currently not used	Hourly	24.12	25.33	26.60	27.93	29.33	-
		Semi-monthly	1,736.64	1,823.76	1,915.20	2,010.96	2,111.76	-
		Monthly	3,762.72	3,951.48	4,149.60	4,357.08	4,575.48	-
		Annual	45,152.64	47,417.76	49,795.20	52,284.96	54,905.76	-
33	Administrative Assistant I Administrative Secretary	Hourly	24.73	25.97	27.27	28.63	30.06	-
		Semi-monthly	1,780.56	1,889.84	1,963.44	2,061.36	2,164.32	-
		Monthly	3,857.88	4,051.32	4,254.12	4,466.28	4,689.36	-
		Annual	46,294.56	48,615.84	51,049.44	53,595.36	56,272.32	-
34	Currently not used	Hourly	25.34	26.61	27.94	29.34	30.81	-
		Semi-monthly	1,824.48	1,915.92	2,011.68	2,112.48	2,218.32	-
		Monthly	3,953.04	4,151.16	4,358.64	4,577.04	4,806.36	-
		Annual	47,436.48	49,813.92	52,303.68	54,924.48	57,676.32	-

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Range Number	Recommended Title	Pay Period						
		Period	Step A	Step B	Step C	Step D	Step E	Step F
34F	Accounting Specialist II (40 hr. week, 2,080 hr. per year)	Hourly	25.34	26.61	27.94	29.34	30.81	-
		Semi-monthly	2,027.20	2,128.80	2,235.20	2,347.20	2,464.80	-
		Monthly	4,392.27	4,612.40	4,842.93	5,085.60	5,340.40	-
		Annual	52,707.20	55,348.80	58,115.20	61,027.20	64,084.80	-
35	Dispatcher/Admin Secretary Senior Maintenance Worker	Hourly	25.99	27.29	28.65	30.08	31.58	-
		Semi-monthly	1,871.28	1,964.88	2,062.80	2,165.76	2,273.76	-
		Monthly	4,054.44	4,257.24	4,469.40	4,692.48	4,926.48	-
		Annual	48,653.28	51,086.88	53,632.80	56,309.76	59,117.76	-
35F	Planning & Building Technician (40 hr. week, 2,080 hr. per year)	Hourly	25.99	27.29	28.65	30.08	31.58	-
		Semi-monthly	2,079.20	2,183.20	2,292.00	2,406.40	2,526.40	-
		Monthly	4,504.93	4,730.27	4,966.00	5,213.87	5,473.87	-
		Annual	54,059.20	56,763.20	59,592.00	62,566.40	65,686.40	-
36	Currently not used	Hourly	26.63	27.96	29.36	30.83	32.37	-
		Semi-monthly	1,917.36	2,013.12	2,113.92	2,219.76	2,330.64	-
		Monthly	4,154.28	4,361.76	4,580.16	4,809.48	5,049.72	-
		Annual	49,851.36	52,341.12	54,961.92	57,713.76	60,596.64	-
37	Administrative Assistant II Recreation Coordinator Trolley Coordinator	Hourly	27.30	28.67	30.10	31.60	33.18	-
		Semi-monthly	1,965.60	2,064.24	2,167.20	2,275.20	2,388.96	-
		Monthly	4,258.80	4,472.52	4,695.60	4,929.60	5,176.08	-
		Annual	51,105.60	53,670.24	56,347.20	59,155.20	62,112.96	-
38	Currently not used	Hourly	27.98	29.38	30.85	32.39	34.01	-
		Semi-monthly	2,014.56	2,115.36	2,221.20	2,332.08	2,448.72	-
		Monthly	4,364.88	4,583.28	4,812.60	5,052.84	5,305.56	-
		Annual	52,378.56	54,999.36	57,751.20	60,634.08	63,666.72	-
38F	Senior Accounting Specialist (40 hr. week, 2,080 hr. per year)	Hourly	27.98	29.38	30.85	32.39	34.01	-
		Semi-monthly	2,238.40	2,350.40	2,468.00	2,591.20	2,720.80	-
		Monthly	4,849.87	5,092.53	5,347.33	5,614.27	5,895.07	-
		Annual	58,198.40	61,110.40	64,168.00	67,371.20	70,740.80	-
39	Currently not used	Hourly	28.68	30.11	31.62	33.20	34.86	-
		Semi-monthly	2,064.96	2,167.92	2,276.64	2,390.40	2,509.92	-
		Monthly	4,474.08	4,697.16	4,932.72	5,179.20	5,438.16	-
		Annual	53,688.96	56,365.92	59,192.64	62,150.40	65,257.92	-
40	Currently not used	Hourly	29.40	30.87	32.41	34.03	35.73	-
		Semi-monthly	2,116.80	2,222.64	2,333.52	2,450.16	2,572.56	-
		Monthly	4,586.40	4,815.72	5,055.96	5,308.68	5,573.88	-
		Annual	55,036.80	57,788.64	60,671.52	63,704.16	66,886.56	-
41	Administrative Analyst I	Hourly	30.13	31.64	33.22	34.88	36.62	-
		Semi-monthly	2,169.36	2,278.08	2,391.84	2,511.36	2,636.64	-
		Monthly	4,700.28	4,935.84	5,182.32	5,441.28	5,712.72	-
		Annual	56,403.36	59,230.08	62,187.84	65,295.36	68,552.64	-
41F	Senior Planning/Building Tech (40 hr. week, 2,080 hr. per year)	Hourly	30.13	31.64	33.22	34.88	36.62	-
		Semi-monthly	2,410.40	2,531.20	2,657.60	2,790.40	2,929.60	-
		Monthly	5,222.53	5,484.27	5,758.13	6,045.87	6,347.47	-
		Annual	62,670.40	65,811.20	69,097.60	72,550.40	76,169.60	-
42	Senior Mechanic	Hourly	30.89	32.43	34.05	35.75	37.54	-
		Semi-monthly	2,224.08	2,334.96	2,451.60	2,574.00	2,702.88	-
		Monthly	4,818.84	5,059.08	5,311.80	5,577.00	5,856.24	-
		Annual	57,826.08	60,708.96	63,741.60	66,924.00	70,274.88	-
43	Transit Operations Supervisor	Hourly	31.66	33.24	34.90	36.65	38.48	-
		Semi-monthly	2,279.52	2,393.28	2,512.80	2,638.80	2,770.56	-
		Monthly	4,938.96	5,185.44	5,444.40	5,717.40	6,002.88	-
		Annual	59,267.52	62,225.28	65,332.80	68,608.80	72,034.56	-
44F	Accounting Supervisor / Accountant (40 hr. week, 2,080 hr. per year)	Hourly	32.45	34.07	35.77	37.56	39.44	-
		Semi-monthly	2,596.00	2,725.60	2,861.60	3,004.80	3,155.20	-
		Monthly	5,624.67	5,905.47	6,200.13	6,510.40	6,836.27	-
		Annual	67,496.00	70,865.60	74,401.60	78,124.80	82,035.20	-

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Exhibit A

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Range Number	Recommended Title	Pay Period	Step A	Step B	Step C	Step D	Step E	Step F
		Period						
45	Technical Support Specialist Administrative Analyst II	Hourly	33.26	34.92	36.67	38.50	40.43	-
		Semi-monthly	2,394.72	2,514.24	2,640.24	2,772.00	2,910.96	-
		Monthly	5,188.56	5,447.52	5,720.52	6,006.00	6,307.08	-
		Annual	62,262.72	65,370.24	68,646.24	72,072.00	75,684.96	-
45F	Technical Support Specialist (40 hr. week, 2,080 hr. per year)	Hourly	33.26	34.92	36.67	38.50	40.43	-
		Semi-monthly	2,660.80	2,793.60	2,933.60	3,080.00	3,234.40	-
		Monthly	5,765.07	6,052.80	6,356.13	6,673.33	7,007.87	-
		Annual	69,180.80	72,633.60	76,273.60	80,080.00	84,094.40	-
46	Currently not used	Hourly	34.10	35.80	37.59	39.47	41.44	-
		Semi-monthly	2,455.20	2,577.60	2,706.48	2,841.84	2,983.68	-
		Monthly	5,319.60	5,584.80	5,864.04	6,157.32	6,464.64	-
		Annual	63,835.20	67,017.60	70,368.48	73,887.84	77,575.68	-
47	Currently not used	Hourly	34.95	36.70	38.53	40.46	42.48	-
		Semi-monthly	2,516.40	2,642.40	2,774.16	2,913.12	3,058.56	-
		Monthly	5,452.20	5,725.20	6,010.68	6,311.76	6,626.88	-
		Annual	65,426.40	68,702.40	72,128.16	75,741.12	79,522.56	-
48	Associate Planner Public Works Supervisor Recreation Supervisor	Hourly	35.83	37.62	39.50	41.47	43.54	-
		Semi-monthly	2,579.76	2,708.64	2,844.00	2,985.84	3,134.88	-
		Monthly	5,589.48	5,868.72	6,162.00	6,469.32	6,792.24	-
		Annual	67,073.76	70,424.64	73,944.00	77,631.84	81,506.88	-
48 F	Associate Planner (40 hr. week, 2,080 hr. per year)	Hourly	35.83	37.62	39.50	41.47	43.54	-
		Semi-monthly	2,866.40	3,009.60	3,160.00	3,317.60	3,483.20	-
		Monthly	6,210.53	6,520.80	6,846.67	7,188.13	7,546.93	-
		Annual	74,526.40	78,249.60	82,160.00	86,257.60	90,563.20	-
49	Currently not used	Hourly	36.71	38.55	40.48	42.50	44.63	-
		Semi-monthly	2,643.12	2,775.60	2,914.56	3,060.00	3,213.36	-
		Monthly	5,726.76	6,013.80	6,314.88	6,630.00	6,962.28	-
		Annual	68,721.12	72,165.60	75,778.56	79,560.00	83,547.36	-
50	Currently not used	Hourly	37.64	39.52	41.50	43.57	45.75	-
		Semi-monthly	2,710.08	2,845.44	2,988.00	3,137.04	3,294.00	-
		Monthly	5,871.84	6,165.12	6,474.00	6,796.92	7,137.00	-
		Annual	70,462.08	73,981.44	77,688.00	81,563.04	85,644.00	-
51	Currently not used	Hourly	38.57	40.50	42.53	44.66	46.89	-
		Semi-monthly	2,777.04	2,916.00	3,062.16	3,215.52	3,376.08	-
		Monthly	6,016.92	6,318.00	6,634.68	6,966.96	7,314.84	-
		Annual	72,203.04	75,816.00	79,616.16	83,603.52	87,778.08	-

PART-TIME POSITIONS (Maximum 990 Hours Per Year)

Range Number	Recommended Title	Pay Period	Pay					
			Step A	Step B	Step C	Step D	Step E	Step F
NON-RECREATION PART-TIME HOURLY POSITIONS								
10	Trolley Facilities Clnr	Hourly	13.86	14.56	15.28	16.05	16.53	-
		Semi-monthly	527.89	554.29	582.00	611.10	629.43	-
		Monthly	1,143.76	1,200.95	1,261.00	1,324.05	1,363.77	-
		Annual	13,725.16	14,411.42	15,131.99	15,888.59	16,365.25	-
16T	Video Technician	Hourly	16.90	17.75	18.63	19.57	20.54	-
		Semi-monthly	643.59	675.77	709.56	745.03	782.28	-
		Monthly	1,394.44	1,464.16	1,537.37	1,614.24	1,694.95	-
		Annual	16,733.28	17,569.94	18,448.44	19,370.86	20,339.40	-
19	Trolley Driver	Hourly	17.32	18.19	19.10	20.06	21.06	-
		Semi-monthly	659.67	692.65	727.28	763.65	801.83	-
		Monthly	1,429.28	1,500.74	1,575.78	1,654.57	1,737.30	-
		Annual	17,151.35	18,008.92	18,909.37	19,854.84	20,847.58	-
24T	Trolley Driver- Alternate Back Up Sup	Hourly	19.80	20.79	21.83	22.92	24.07	-
		Semi-monthly	670.15	703.66	738.86	775.75	814.54	-
		Monthly	1,452.00	1,524.60	1,600.87	1,680.80	1,764.84	-
		Annual	17,424.00	18,295.20	19,210.40	20,169.60	21,178.08	-
48 T	Associate Planner - Part Time	Hourly	35.83	37.62	39.50	41.47	43.54	-
		Semi-monthly	1,364.30	1,432.45	1,504.04	1,579.05	1,658.00	-
		Monthly	2,955.98	3,103.65	3,258.75	3,421.28	3,592.34	-
		Annual	35,471.70	37,243.80	39,105.00	41,055.30	43,108.07	-
52T	Public Works Inspector	Hourly	39.53	41.51	43.59	45.77	48.06	-
		Semi-monthly	1,505.18	1,580.57	1,659.77	1,742.78	1,829.92	-
		Monthly	3,261.23	3,424.58	3,596.18	3,776.03	3,964.83	-
		Annual	39,134.70	41,094.90	43,154.10	45,312.30	47,577.92	-
RECREATION PART-TIME HOURLY POSITIONS								
05R	Facilities Assistant	Hourly	Pay grade eliminated					
06R	Rec Leader I/Lifeguard I	Hourly	Pay grade eliminated					
07R	Recreation Leader	Hourly	12.36	12.98	13.63	14.31	15.02	-
08R	Lifeguard	Hourly	14.31	15.02	15.77	16.56	17.39	-
16R	Rec Specialist I	Hourly	15.66	16.66	17.49	18.36	19.28	-
21R	Rec Specialist II/Aquatics Specialist	Hourly	17.21	17.54	18.42	19.34	20.30	-
22T	Ojai Day Coordinator	Hourly	19.51	20.48	21.51	22.58	23.71	-
33R	Rec Admin Assistant	Hourly	24.08	25.29	26.55	27.88	29.27	-
90R	Sports Official	Hourly	N/A	14.18	17.39	23.18	28.97	34.77
92R	Class/Camp Instructor	Hourly	13.91	17.39	20.87	24.33	28.97	34.77

