

**City of Ojai**  
**RESOLUTION NO. 18-60**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OJAI**  
**UPDATING AND AMENDING THE SALARY SCHEDULE FOR EMPLOYEES**

**WHEREAS**, it is necessary to update the City's salary schedule for all employees in order to keep compensation on pace with the cost of living and labor market costs.

**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 the first pay period ending in 2019 (which begins on December 31, 2018).

**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 changes to require Classic PERS members to pay an additional 1% of the PERS employee contribution. Classic employees' contribution will increase from 1% to 2% of the employee contribution for classic members, effective the first pay period ending in 2019 (which begins on December 31, 2018).

City of Ojai

City Council Resolution 18-60

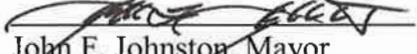
**PASSED, APPROVED AND ADOPTED** on this 11th day of December, 2018, by the following vote:

AYES: Blatz, Francina, Haney, Johnston, Weirick

NOES: None

ABSTAIN: None

ABSENT: None


  
John F. Johnston, Mayor

1-14-18  
Date signed

ATTEST:

  
Gail Davis, Deputy City Clerk

APPROVED AS TO FORM:

  
Matthew Summers, City Attorney

**CITY OF OJAI COMPREHENSIVE SALARY RANGES**

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

Approved by City Council December 11, 2018 (Res. # 18-\_\_\_ ), Effective December 31, 2018 (unless otherwise stated)

ELECTED OFFICIALS		Monthly	
Mayor & Councilmembers		760.00	Effective December 1, 2018
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	78.48	78.48	No COLA, requires separate Council Action
	Semi-monthly	6,276.92	6,276.92	
	Monthly	13,600.00	13,600.00	
	Annual	163,200.00	163,200.00	
Public Works Director	Hourly	63.07	76.67	
	Semi-monthly	5,045.83	6,133.22	
	Monthly	10,932.63	13,288.65	
	Annual	131,191.50	159,463.82	
Finance Director	Hourly	60.07	73.01	
	Semi-monthly	4,805.55	5,841.17	
	Monthly	10,412.02	12,655.86	
	Annual	124,944.21	151,870.37	
Community Development Director	Hourly	60.07	73.01	
	Semi-monthly	4,805.55	5,841.17	
	Monthly	10,412.02	12,655.86	
	Annual	124,944.21	151,870.37	
Assistant to the City Manager	Hourly	38.39	46.67	
	Semi-monthly	3,071.20	3,733.60	
	Monthly	6,654.27	8,089.47	
	Annual	79,851.20	97,073.60	
Records Manager	Hourly	36.54	44.42	
	Semi-monthly	2,923.20	3,553.60	
	Monthly	6,333.60	7,699.47	
	Annual	76,003.20	92,393.60	
Recreation Manager	Hourly	41.53	50.49	
	Semi-monthly	3,322.75	4,039.20	
	Monthly	7,199.30	8,751.60	
	Annual	86,391.55	105,019.20	

Range Number	Recommended Title	Pay Period	Step					
			Step A	Step B	Step C	Step D	Step E	Step F
<b>PERMANENT FULL-TIME POSITIONS</b>								
20	Currently not used	Hourly	17.42	18.29	19.20	20.16	21.17	-
		Semi-monthly	1,254.24	1,316.88	1,382.40	1,451.52	1,524.24	-
		Monthly	2,717.52	2,853.24	2,995.20	3,144.96	3,302.52	-
		Annual	32,610.24	34,238.88	35,942.40	37,739.52	39,630.24	-
21	Currently not used	Hourly	17.86	18.75	19.69	20.67	21.70	-
		Semi-monthly	1,285.92	1,350.00	1,417.68	1,488.24	1,562.40	-
		Monthly	2,786.16	2,925.00	3,071.64	3,224.52	3,385.20	-
		Annual	33,433.92	35,100.00	36,859.68	38,694.24	40,622.40	-
22	Currently not used	Hourly	18.30	19.21	20.17	21.18	22.24	-
		Semi-monthly	1,317.60	1,383.12	1,452.24	1,524.96	1,601.28	-
		Monthly	2,854.80	2,996.76	3,146.52	3,304.08	3,469.44	-
		Annual	34,257.60	35,961.12	37,758.24	39,648.96	41,633.28	-
22F	Office Specialist I (40 hr. week, 2,080 hr. per year)	Hourly	18.30	19.21	20.17	21.18	22.24	-
		Semi-monthly	1,464.00	1,536.80	1,613.60	1,694.40	1,779.20	-
		Monthly	3,172.00	3,329.73	3,496.13	3,671.20	3,854.93	-
		Annual	38,064.00	39,956.80	41,953.60	44,054.40	46,259.20	-

**CITY OF OJAI COMPREHENSIVE SALARY RANGES**

Range Number	Recommended Title	Pay Period	Step					
			Step A	Step B	Step C	Step D	Step E	Step F
23	Currently not used	Hourly	18.76	19.70	20.68	21.71	22.80	-
		Semi-monthly	1,350.72	1,418.40	1,488.96	1,563.12	1,641.60	-
		Monthly	2,926.56	3,073.20	3,226.08	3,386.76	3,556.80	-
		Annual	35,118.72	36,878.40	38,712.96	40,641.12	42,681.60	-
24	Currently not used	Hourly	19.23	20.19	21.20	22.26	23.37	-
		Semi-monthly	1,384.56	1,453.68	1,526.40	1,602.72	1,682.64	-
		Monthly	2,999.88	3,149.64	3,307.20	3,472.56	3,645.72	-
		Annual	35,998.56	37,795.68	39,686.40	41,670.72	43,748.64	-
25	Recreation Specialist II- 36 Hr.	Hourly	19.70	20.69	21.72	22.81	23.95	-
		Semi-monthly	1,418.40	1,489.68	1,563.84	1,642.32	1,724.40	-
		Monthly	3,073.20	3,227.64	3,388.32	3,558.36	3,736.20	-
		Annual	36,878.40	38,731.68	40,659.84	42,700.32	44,834.40	-
26	Currently not used	Hourly	20.20	21.21	22.27	23.38	24.55	-
		Semi-monthly	1,454.40	1,527.12	1,603.44	1,683.36	1,767.60	-
		Monthly	3,151.20	3,308.76	3,474.12	3,647.28	3,829.80	-
		Annual	37,814.40	39,705.12	41,689.44	43,767.36	45,957.60	-
26F	Office Specialist II (40 hr. week, 2,080 hr. per year)	Hourly	20.20	21.21	22.27	23.38	24.55	-
		Semi-monthly	1,616.00	1,696.80	1,781.60	1,870.40	1,964.00	-
		Monthly	3,501.33	3,676.40	3,860.13	4,052.53	4,255.33	-
		Annual	42,016.00	44,116.80	46,321.60	48,630.40	51,064.00	-
27	Maintenance Worker I	Hourly	20.70	21.73	22.82	23.96	25.16	-
		Semi-monthly	1,490.40	1,564.56	1,643.04	1,725.12	1,811.52	-
		Monthly	3,229.20	3,389.88	3,559.92	3,737.76	3,924.96	-
		Annual	38,750.40	40,678.56	42,719.04	44,853.12	47,099.52	-
28	Currently not used	Hourly	21.22	22.28	23.39	24.56	25.79	-
		Semi-monthly	1,527.84	1,604.16	1,684.08	1,768.32	1,856.88	-
		Monthly	3,310.32	3,475.68	3,648.84	3,831.36	4,023.24	-
		Annual	39,723.84	41,708.16	43,786.08	45,976.32	48,278.88	-
29	Currently not used	Hourly	21.74	22.83	23.97	25.17	26.43	-
		Semi-monthly	1,565.28	1,643.76	1,725.84	1,812.24	1,902.96	-
		Monthly	3,391.44	3,561.48	3,739.32	3,926.52	4,123.08	-
		Annual	40,697.28	42,737.76	44,871.84	47,118.24	49,476.96	-
30	Accounting Specialist I	Hourly	22.29	23.40	24.57	25.80	27.09	-
		Semi-monthly	1,604.88	1,684.80	1,769.04	1,857.60	1,950.48	-
		Monthly	3,477.24	3,650.40	3,832.92	4,024.80	4,226.04	-
		Annual	41,726.88	43,804.80	45,995.04	48,297.60	50,712.48	-
31	Maintenance Worker II	Hourly	22.85	23.99	25.19	26.45	27.77	-
		Semi-monthly	1,645.20	1,727.28	1,813.68	1,904.40	1,999.44	-
		Monthly	3,564.60	3,742.44	3,929.64	4,126.20	4,332.12	-
		Annual	42,775.20	44,909.28	47,155.68	49,514.40	51,985.44	-
32	Currently not used	Hourly	23.41	24.58	25.81	27.10	28.46	-
		Semi-monthly	1,685.52	1,769.76	1,858.32	1,951.20	2,049.12	-
		Monthly	3,651.96	3,834.48	4,026.36	4,227.60	4,439.76	-
		Annual	43,823.52	46,013.76	48,316.32	50,731.20	53,277.12	-
33	Administrative Assistant I Administrative Secretary	Hourly	24.00	25.20	26.46	27.78	29.17	-
		Semi-monthly	1,728.00	1,814.40	1,905.12	2,000.16	2,100.24	-
		Monthly	3,744.00	3,931.20	4,127.76	4,333.68	4,550.52	-
		Annual	44,928.00	47,174.40	49,533.12	52,004.16	54,606.24	-
34	Currently not used	Hourly	24.60	25.83	27.12	28.48	29.90	-
		Semi-monthly	1,771.20	1,859.76	1,952.64	2,050.56	2,152.80	-
		Monthly	3,837.60	4,029.48	4,230.72	4,442.88	4,664.40	-
		Annual	46,051.20	48,353.76	50,768.64	53,314.56	55,972.80	-
34F	Accounting Specialist II (40 hr. week, 2,080 hr. per year)	Hourly	24.60	25.83	27.12	28.48	29.90	-
		Semi-monthly	1,968.00	2,066.40	2,169.60	2,278.40	2,392.00	-
		Monthly	4,264.00	4,477.20	4,700.80	4,936.53	5,182.67	-
		Annual	51,168.00	53,726.40	56,409.60	59,238.40	62,192.00	-

**CITY OF OJAI COMPREHENSIVE SALARY RANGES**

Range Number	Recommended Title	Pay Period	Step					
		Period	A	B	C	D	E	F
35	Dispatcher/Admin Secretary Senior Maintenance Worker Senior Maintenance Worker	Hourly	25.22	26.48	27.80	29.19	30.65	-
		Semi-monthly	1,815.84	1,906.56	2,001.60	2,101.68	2,206.80	-
		Monthly	3,934.32	4,130.88	4,336.80	4,553.64	4,781.40	-
		Annual	47,211.84	49,570.56	52,041.60	54,643.68	57,376.80	-
35F	Planning & Building Technician (40 hr. week, 2,080 hr. per year)	Hourly	25.22	26.48	27.80	29.19	30.65	-
		Semi-monthly	2,017.60	2,118.40	2,224.00	2,335.20	2,452.00	-
		Monthly	4,371.47	4,589.87	4,818.67	5,059.60	5,312.87	-
		Annual	52,457.60	55,078.40	57,824.00	60,715.20	63,752.00	-
36	Currently not used	Hourly	25.85	27.14	28.50	29.92	31.42	-
		Semi-monthly	1,861.20	1,954.08	2,052.00	2,154.24	2,262.24	-
		Monthly	4,032.60	4,233.84	4,446.00	4,667.52	4,901.52	-
		Annual	48,391.20	50,806.08	53,352.00	56,010.24	58,818.24	-
37	Administrative Assistant II Recreation Coordinator Trolley Coordinator Administrative Analyst-City Mgr. Office	Hourly	26.50	27.83	29.22	30.68	32.21	-
		Semi-monthly	1,908.00	2,003.76	2,103.84	2,208.96	2,319.12	-
		Monthly	4,134.00	4,341.48	4,558.32	4,786.08	5,024.76	-
		Annual	49,608.00	52,097.76	54,699.84	57,432.96	60,297.12	-
38	Currently not used	Hourly	27.16	28.52	29.95	31.45	33.02	-
		Semi-monthly	1,955.52	2,053.44	2,156.40	2,264.40	2,377.44	-
		Monthly	4,236.96	4,449.12	4,672.20	4,906.20	5,151.12	-
		Annual	50,843.52	53,389.44	56,066.40	58,874.40	61,813.44	-
38F	Senior Accounting Specialist (40 hr. week, 2,080 hr. per year)	Hourly	27.16	28.52	29.95	31.45	33.02	-
		Semi-monthly	2,172.80	2,281.60	2,396.00	2,516.00	2,641.60	-
		Monthly	4,707.73	4,943.47	5,191.33	5,451.33	5,723.47	-
		Annual	56,492.80	59,321.60	62,296.00	65,416.00	68,681.60	-
39	Currently not used	Hourly	27.85	29.24	30.70	32.24	33.85	-
		Semi-monthly	2,005.20	2,105.28	2,210.40	2,321.28	2,437.20	-
		Monthly	4,344.60	4,561.44	4,789.20	5,029.44	5,280.60	-
		Annual	52,135.20	54,737.28	57,470.40	60,353.28	63,367.20	-
40	Currently not used	Hourly	28.55	29.98	31.48	33.05	34.70	-
		Semi-monthly	2,055.60	2,158.56	2,266.56	2,379.60	2,498.40	-
		Monthly	4,453.80	4,676.88	4,910.88	5,155.80	5,413.20	-
		Annual	53,445.60	56,122.56	58,930.56	61,869.60	64,958.40	-
41	Administrative Analyst I	Hourly	29.27	30.73	32.27	33.88	35.57	-
		Semi-monthly	2,107.44	2,212.56	2,323.44	2,439.36	2,561.04	-
		Monthly	4,566.12	4,793.88	5,034.12	5,285.28	5,548.92	-
		Annual	54,793.44	57,526.56	60,409.44	63,423.36	66,587.04	-
41F	Senior Planning/Building Tech (40 hr. week, 2,080 hr. per year)	Hourly	29.27	30.73	32.27	33.88	35.57	-
		Semi-monthly	2,341.60	2,458.40	2,581.60	2,710.40	2,845.60	-
		Monthly	5,073.47	5,326.53	5,593.47	5,872.53	6,165.47	-
		Annual	60,881.60	63,918.40	67,121.60	70,470.40	73,985.60	-
42	Senior Mechanic	Hourly	30.00	31.50	33.07	34.72	36.46	-
		Semi-monthly	2,160.00	2,268.00	2,381.04	2,499.84	2,625.12	-
		Monthly	4,660.00	4,914.00	5,158.92	5,416.32	5,687.76	-
		Annual	56,160.00	58,968.00	61,907.04	64,995.84	68,253.12	-
43	Transit Operations Supervisor	Hourly	30.75	32.29	33.90	35.59	37.37	-
		Semi-monthly	2,214.00	2,324.88	2,440.80	2,562.48	2,690.64	-
		Monthly	4,797.00	5,037.24	5,288.40	5,552.04	5,829.72	-
		Annual	57,564.00	60,446.88	63,460.80	66,624.48	69,956.64	-
44F	Accounting Supervisor / Accountant (40 hr. week, 2,080 hr. per year)	Hourly	31.51	33.09	34.74	36.48	38.30	-
		Semi-monthly	2,520.80	2,647.20	2,779.20	2,918.40	3,064.00	-
		Monthly	5,461.73	5,735.60	6,021.60	6,323.20	6,638.67	-
		Annual	65,540.80	68,827.20	72,259.20	75,878.40	79,664.00	-

**CITY OF OJAI COMPREHENSIVE SALARY RANGES**

Range Number	Recommended Title	Pay Period	Step					
			Step A	Step B	Step C	Step D	Step E	Step F
45	Technical Support Specialist Administrative Analyst II	Hourly	32.30	33.91	35.61	37.39	39.26	-
		Semi-monthly	2,325.60	2,441.52	2,563.92	2,692.08	2,826.72	-
		Monthly	5,038.80	5,289.96	5,555.16	5,832.84	6,124.56	-
		Annual	60,465.60	63,479.52	66,661.92	69,994.08	73,494.72	-
45F	Technical Support Specialist (40 hr. week, 2,080 hr. per year)	Hourly	32.30	33.91	35.61	37.39	39.26	-
		Semi-monthly	2,584.00	2,712.80	2,848.80	2,991.20	3,140.80	-
		Monthly	5,596.67	5,877.73	6,172.40	6,480.93	6,805.07	-
		Annual	67,184.00	70,532.80	74,068.80	77,771.20	81,660.80	-
46	Currently not used	Hourly	33.10	34.76	36.50	38.32	40.24	-
		Semi-monthly	2,383.20	2,502.72	2,628.00	2,759.04	2,897.28	-
		Monthly	5,163.60	5,422.56	5,694.00	5,977.92	6,277.44	-
		Annual	61,963.20	65,070.72	68,328.00	71,735.04	75,329.28	-
47	Currently not used	Hourly	33.94	35.64	37.42	39.29	41.25	-
		Semi-monthly	2,443.68	2,566.08	2,694.24	2,828.88	2,970.00	-
		Monthly	5,294.64	5,559.84	5,837.52	6,129.24	6,435.00	-
		Annual	63,535.68	66,718.08	70,050.24	73,550.88	77,220.00	-
48	Associate Planner Public Works Supervisor Recreation Supervisor	Hourly	34.78	36.52	38.35	40.27	42.28	-
		Semi-monthly	2,504.16	2,629.44	2,761.20	2,899.44	3,044.16	-
		Monthly	5,425.68	5,697.12	5,982.60	6,282.12	6,595.68	-
		Annual	65,108.16	68,365.44	71,791.20	75,385.44	79,148.16	-
48 F	Associate Planner (40 hr. week, 2,080 hr. per year)	Hourly	34.78	36.52	38.35	40.27	42.28	-
		Semi-monthly	2,782.40	2,921.60	3,068.00	3,221.60	3,382.40	-
		Monthly	6,028.53	6,330.13	6,647.33	6,980.13	7,328.53	-
		Annual	72,342.40	75,961.60	79,768.00	83,761.60	87,942.40	-
49	Currently not used	Hourly	35.66	37.44	39.31	41.28	43.34	-
		Semi-monthly	2,567.52	2,695.68	2,830.32	2,972.16	3,120.48	-
		Monthly	5,562.96	5,840.64	6,132.36	6,439.68	6,761.04	-
		Annual	66,755.52	70,087.68	73,588.32	77,276.16	81,132.48	-
50	Currently not used	Hourly	36.54	38.37	40.29	42.30	44.42	-
		Semi-monthly	2,630.88	2,762.64	2,900.68	3,045.60	3,198.24	-
		Monthly	5,700.24	5,985.72	6,285.24	6,598.80	6,929.52	-
		Annual	68,402.88	71,828.64	75,422.88	79,185.60	83,154.24	-
51	Currently not used	Hourly	37.46	39.33	41.30	43.36	45.53	-
		Semi-monthly	2,697.12	2,831.76	2,973.60	3,121.92	3,278.16	-
		Monthly	5,843.76	6,135.48	6,442.80	6,764.16	7,102.68	-
		Annual	70,125.12	73,625.76	77,313.60	81,169.92	85,232.16	-

**CITY OF OJAI COMPREHENSIVE SALARY RANGES**

**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
<b>NON-RECREATION PART-TIME HOURLY POSITIONS</b>								
10	Trolley Facilities Clnr	Hourly	13.46	14.13	14.84	15.58	18.36	-
		Semi-monthly	512.52	538.03	565.06	593.24	622.92	-
		Monthly	1,110.45	1,165.73	1,224.30	1,285.35	1,349.67	-
		Annual	13,325.40	13,988.70	14,691.60	15,424.20	16,195.98	-
18T	Video Technician	Hourly	16.41	17.23	18.09	18.99	19.94	-
		Semi-monthly	624.64	656.07	688.81	723.08	759.43	-
		Monthly	1,363.83	1,421.48	1,492.43	1,566.68	1,645.44	-
		Annual	16,245.90	17,057.70	17,909.10	18,800.10	19,745.23	-
19	Trolley Driver	Hourly	16.82	17.66	18.54	19.47	20.44	-
		Semi-monthly	640.45	672.44	705.95	741.36	778.26	-
		Monthly	1,387.65	1,456.95	1,529.55	1,606.28	1,688.23	-
		Annual	16,651.80	17,483.40	18,354.60	19,275.30	20,234.78	-
24T	Trolley Driver- Alternate Back Up Sup	Hourly	19.23	20.19	21.20	22.26	23.14	-
		Semi-monthly	650.86	683.35	717.54	753.42	783.17	-
		Monthly	1,410.20	1,480.60	1,554.67	1,632.40	1,696.87	-
		Annual	16,922.40	17,767.20	18,656.00	19,588.80	20,362.41	-
48 T	Associate Planner - Part Time	Hourly	34.78	36.52	38.35	40.27	41.85	-
		Semi-monthly	1,324.32	1,390.57	1,460.25	1,533.36	1,593.69	-
		Monthly	2,869.35	3,012.90	3,163.88	3,322.28	3,452.99	-
		Annual	34,432.20	36,154.80	37,966.50	39,867.30	41,435.86	-
52T	Public Works Inspector	Hourly	38.39	40.31	42.33	44.45	46.21	-
		Semi-monthly	1,461.77	1,534.88	1,611.80	1,692.52	1,759.44	-
		Monthly	3,167.18	3,325.58	3,492.23	3,667.13	3,812.12	-
		Annual	38,006.10	39,906.90	41,906.70	44,005.50	45,745.43	-
<b>RECREATION PART-TIME HOURLY POSITIONS</b>								
05R	Facilities Assistant	Hourly	Pay grade eliminated					
06R	Rec Leader I/Lifeguard I	Hourly	Pay grade eliminated					
07R	Recreation Leader	Hourly	12.00	12.60	13.23	13.89	14.59	-
08R	Lifeguard	Hourly	13.89	14.58	15.31	16.08	16.88	-
16R	Rec Specialist I	Hourly	14.95	15.70	16.48	17.31	18.17	-
21R	Rec Specialist II/Aquatics Specialist	Hourly	16.71	17.54	18.42	19.34	20.30	-
22T	Ojai Day Coordinator	Hourly	18.11	19.02	19.97	20.97	22.02	-
90R	Sports Official	Hourly	N/A	13.50	16.88	22.50	28.13	33.76
92R	Class/Camp Instructor	Hourly	13.50	16.88	20.26	23.62	28.13	33.76

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