

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF THOUSAND OAKS ESTABLISHING NEW SALARY SCHEDULE FOR SENIOR MANAGEMENT, CONFIDENTIAL, AND SUPERVISORY EMPLOYEES (SENIOR MANAGEMENT ASSOCIATION – SMA) AND RESCINDING RESOLUTION NO. 2022-035

WHEREAS, Senior Management Association (SMA) classification salary ranges were previously established by Resolution No. 2022-035; and

WHEREAS, MOU provisions require that classification salary ranges be adjusted to incorporate salary adjustments.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Thousand Oaks as follows:

SECTION 1. This resolution shall rescind and supersede Resolution No. 2022-035.

SECTION 2. The attached Salary Schedule (Exhibit A) be adopted which provides in part:

1. Range adjustments of 5.0 percent for all classifications in this unit at the 100 percent comparatio midpoint effective July 8, 2023.
2. Adds new classification “Guest Services Manager”, range 671.
3. Retitles the Disaster Services Program Coordinator to Emergency Program Administrator.

SECTION 3. Be it further resolved that the provisions of this Resolution shall become operative and in full force from and after July 8, 2023.

PASSED AND ADOPTED this 20th day of June, 2023, by the following vote:

Ayes:
Noes:
Absent:

Kevin P. McNamee, Mayor
City of Thousand Oaks, California

ATTEST/CERTIFY:

Laura B. Maguire, City Clerk

Date Attested: _____

APPROVED AS TO FORM:
Office of the City Attorney

Tracy M. Noonan, City Attorney

APPROVED AS TO ADMINISTRATION:

Andrew P. Powers, City Manager

The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the City of Thousand Oaks City Council on the date cited above.

Exhibit A

SALARY SCHEDULE FOR SENIOR MANAGEMENT, CONFIDENTIAL AND SUPERVISORY EMPLOYEES, AND APPOINTED OFFICIALS

Effective July 8, 2023

Classification Title	Range	Low Hourly Salary	Midpoint Hourly Salary	High Hourly Salary
ACCOUNTING MANAGER	683	\$53.2029	\$66.5036	\$79.8043
ACCOUNTING SUPERVISOR	673	\$48.1639	\$60.2048	\$72.2458
ADMINISTRATIVE SUPPORT SUPERVISOR	636	\$33.3297	\$41.6620	\$49.9945
ASSISTANT CITY ATTORNEY	724	\$80.0039	\$100.0049	\$120.0059
ASSISTANT PUBLIC WORKS SUPT	679	\$51.1269	\$63.9086	\$76.6903
ASSISTANT TO THE CITY MANAGER	690	\$57.0408	\$71.3009	\$85.5611
ASSISTANT TO THE CITY MANAGER/COMMUNICATIONS	690	\$57.0408	\$71.3009	\$85.5611
ASSOCIATE HR ANALYST	659	\$41.9009	\$52.3760	\$62.8513
BLDG OFFICIAL/BLDG DIVISION MANAGER	685	\$54.2724	\$67.8404	\$81.4085
BOX OFFICE SUPERVISOR	642	\$35.3800	\$44.2250	\$53.0700
BUDGET OFFICER	683	\$53.2029	\$66.5036	\$79.8043
BUILDING INSPECTION SUPV	660	\$42.3200	\$52.8999	\$63.4799
BUILDING SERVICES DIVISION MANAGER	686	\$54.8151	\$68.5188	\$82.2226
CABLE OPERATIONS SUPERVISOR	641	\$35.0298	\$43.7872	\$52.5447
CHIEF ASSISTANT CITY ATTORNEY	729	\$84.0849	\$105.1061	\$126.1274
CIRCULATION SERVICES SUPV	638	\$33.9996	\$42.4994	\$50.9994
CITY AUDITOR	678	\$50.6207	\$63.2758	\$75.9310
CODE COMPLIANCE MANAGER	675	\$49.1319	\$61.4148	\$73.6979
CODE COMPLIANCE SUPERVISOR	660	\$42.3200	\$52.8999	\$63.4799
COMMUNITY DEVELOPMENT OPERATIONS MGR	688	\$55.9167	\$69.8959	\$83.8751
CONSTRUCTION INSPECTION SUPV	655	\$40.2659	\$50.3323	\$60.3988
COSCA ADMINISTRATOR	687	\$55.3631	\$69.2039	\$83.0447
DEPUTY CITY ATTORNEY	710	\$69.6004	\$87.0004	\$104.4005
DEPUTY CITY CLERK	665	\$44.4786	\$55.5982	\$66.7179
DEPUTY COMMUNITY DEVELOPMENT DIRECTOR	712	\$70.9994	\$88.7492	\$106.4991
DEPUTY COMMUNITY DEVELOPMENT DIRECTOR/BUILDING SERVICE	712	\$70.9994	\$88.7492	\$106.4991
DEPUTY CULTURAL AFFAIRS DIR	681	\$52.1545	\$65.1931	\$78.2317
DEPUTY FINANCE DIRECTOR	712	\$70.9994	\$88.7492	\$106.4991
DEPUTY HR DIRECTOR	691	\$57.6111	\$72.0138	\$86.4166
DEPUTY LIBRARY SERV DIRECTOR	693	\$58.7691	\$73.4613	\$88.1536
DEPUTY PUBLIC WORKS DIR/CITY ENGINEER	723	\$79.2117	\$99.0146	\$118.8176
DEPUTY PUBLIC WORKS DIR/OPERATIONS	714	\$72.4266	\$90.5332	\$108.6399
ECONOMIC DEVELOPMENT MANAGER	707	\$67.5534	\$84.4417	\$101.3301
EMERGENCY PROGRAM ADMINISTRATOR	671	\$47.2148	\$59.0185	\$70.8222
ENGINEERING DIVISION MANAGER	703	\$64.9176	\$81.1469	\$97.3763
EXECUTIVE ASSISTANT	641	\$35.0298	\$43.7872	\$52.5447
FACILITIES MANAGER	693	\$58.7691	\$73.4613	\$88.1536
FACILITIES MTN SUPERVISOR	649	\$37.9323	\$47.4153	\$56.8985
FLEET SERVICES SUPERVISOR	653	\$39.4725	\$49.3406	\$59.2087
GUEST SERVICES MANAGER	671	\$47.2148	\$59.0185	\$70.8222
HOUSE SUPERVISOR	642	\$35.3800	\$44.2250	\$53.0700
INFO TECHNOLOGY MANAGER	702	\$64.2748	\$80.3435	\$96.4122
INFO TECHNOLOGY SUPERVISOR	687	\$55.3631	\$69.2039	\$83.0447

LABORATORY SUPERVISOR	669	\$46.2845	\$57.8556	\$69.4267
LANDSCAPE MTN SUPERVISOR	651	\$38.6947	\$48.3684	\$58.0421
LEGAL OFFICE ASSISTANT	641	\$35.0298	\$43.7872	\$52.5447
LEGISLATIVE AFFAIRS/INTERGOVT MANAGER	671	\$47.2148	\$59.0185	\$70.8222
LIBRARY DIVISION MANAGER	673	\$48.1639	\$60.2048	\$72.2458
LIBRARY SERVICES SUPV	653	\$39.4725	\$49.3406	\$59.2087
OFFICE SUPERVISOR	636	\$33.3297	\$41.6620	\$49.9945
PLAN CHECK SUPERVISOR	683	\$53.2029	\$66.5036	\$79.8043
PLANNING DIVISION MANAGER	693	\$58.7691	\$73.4613	\$88.1536
PUBLIC WORKS SUPERINTENDENT	694	\$59.3568	\$74.1959	\$89.0352
PURCHASING SUPERVISOR	667	\$45.3726	\$56.7157	\$68.0589
RECORDS MGMT SUPERVISOR	642	\$35.3800	\$44.2250	\$53.0700
REVENUE OPERATIONS MANAGER	683	\$53.2029	\$66.5036	\$79.8043
REVENUE OPERATIONS SUPERVISOR	656	\$40.6685	\$50.8356	\$61.0027
SR HUMAN RESOURCES ANALYST	669	\$46.2845	\$57.8556	\$69.4267
SR LEGAL ASSISTANT	660	\$42.3200	\$52.8999	\$63.4799
STREET MAINTENANCE SUPERVISOR	651	\$38.6947	\$48.3684	\$58.0421
SUPPORT SERVICES SUPERVISOR	648	\$37.5568	\$46.9459	\$56.3352
SUSTAINABILITY DIVISION MANAGER	690	\$57.0408	\$71.3009	\$85.5611
THEATRES GENERAL MANAGER	671	\$47.2148	\$59.0185	\$70.8222
THEATRES TECHNICAL SUPERVISOR	642	\$35.3800	\$44.2250	\$53.0700
TRANSIT PROGRAM MANAGER	671	\$47.2148	\$59.0185	\$70.8222
UTILITIES MTN SUPERVISOR	668	\$45.8263	\$57.2828	\$68.7394
UTILITIES SUPERINTENDENT	705	\$66.2224	\$82.7779	\$99.3335
WATER QUALITY SUPERVISOR	669	\$46.2845	\$57.8556	\$69.4267
WWTP MAINTENANCE SUPERVISOR	663	\$43.6022	\$54.5027	\$65.4033
WWTP OPERATIONS & MAINT MANAGER	667	\$45.3726	\$56.7157	\$68.0589
WWTP OPERATIONS SUPERVISOR	663	\$43.6022	\$54.5027	\$65.4033
WWTP SUPERINTENDENT	692	\$58.1873	\$72.7340	\$87.2809

TRAINEES: Upon recommendation of the Department Head, and with prior approval of the Human Resources Director, persons may be appointed in a trainee capacity, either on a permanent or temporary basis, to any position classification included in this resolution. Trainees will be compensated in a salary range equivalent to ten (10) to twenty (20) percent lower than authorized herein at the determination of the Human Resources Director.