



RESOLUTION NO. 3505

**RESOLUTION OF THE BOARD OF PORT COMMISSIONERS
OF THE VENTURA PORT DISTRICT ESTABLISHING THE
SALARY SCHEDULE FOR NON-REPRESENTED EMPLOYEES OF THE
DISTRICT FOR THE FISCAL YEAR 2024-2025**

WHEREAS, on June 21, 2023, the Board of Port Commissioners (the "Board") passed, approved, and adopted at a regular meeting of the Board, Resolution No. 3481, wherein the Board established a salary schedule for non-represented employees for Fiscal Year 2023-2024.

WHEREAS, on February 21, 2024, the Board adopted Resolution No. 3494 to establish the salary schedule for the Accounting Technician II and Management Assistant positions effective January 1, 2024.

WHEREAS, the Board has determined that it is in the best interest of the District to amend the salary schedules to increase the bottom and the top of the salary ranges as shown below.

WHEREAS, as a result of such amendments, the Board finds it desirable and in the best interest of the District to rescind Resolution No. 3481 and 3494 and to adopt the revised Resolution No. 3505 in the manner set forth herein; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Port Commissioners of the Ventura Port District that the Salary Schedules set forth below shall become effective for the first full pay period in the new fiscal year, which is July 10, 2024:

Classification	Monthly Range
Accountant I	\$4,941 - \$6,916
Accountant II	\$5,490 - \$7,686
Accounting Manager*	\$7,572 - \$11,757
Accounting Technician I	\$4,152 - \$6,345
Accounting Technician II	\$4,567 - \$6,990

Administrative Assistant/Clerk	\$4,883	-	\$7,472
Business Operations Analyst I*	\$4,966	-	\$7,062
Business Operations Analyst II*	\$5,628	-	\$7,944
Business Operations Manager*	\$10,030	-	\$13,062
Capital Projects Manager*	\$7,419	-	\$11,136
Custodian	\$3,019	-	\$4,622
Deputy General Manager*	\$12,405	-	\$16,722
Executive Assistant/Senior Clerk*	\$5,737	-	\$8,778
Facilities Manager*	\$6,946	-	\$10,123
Landscaper	\$3,983	-	\$6,099
Maintenance Lead Worker	\$4,629	-	\$7,724
Maintenance Supervisor*	\$5,907	-	\$9,042
Maintenance Technician I	\$4,629	-	\$7,082
Maintenance Technician II	\$4,854	-	\$7,724
Maintenance Worker I	\$3,322	-	\$5,083
Maintenance Worker II	\$3,983	-	\$6,099
Management Assistant	\$3,385	-	\$5,178
Marina Manager*	\$5,846	-	\$8,948
Marketing & Event Coordinator I	\$4,191	-	\$5,557
Marketing & Event Coordinator II	\$4,608	-	\$6,113
Marketing Manager*	\$6,802	-	\$10,412
Senior Business Operations Manager*	\$11,783	-	\$15,346

*Exempt Employee Status

Part-time & Temporary Employee	Hourly Range
Administrative/Marketing Services	\$15.45 - \$28.25

BE IT FURTHER RESOLVED that employees with an employment agreement including the General Manager shall have their salary established as described in the Human Resources Manual; and

BE IT FURTHER RESOLVED that all other rates of pay shall be confined to a Salary Resolution established by the Board and will be based on a range, and

BE IT FURTHER RESOLVED that merit increases shall be subject to the policy established in the Human Resources Manual. Individual increases shall be limited to the limits of the defined salary ranges; and

BE IT FURTHER RESOLVED that the District shall contribute a maximum of \$725.00 per month toward the employee's cost of health and dental insurance. The

District's Optional Benefit Plan shall continue to be \$475.00 per month through December 2024. Effective January 2025 the District's Optional Benefit Plan shall be \$595.00 per month. Those employees who choose not to participate in the District's health and dental insurance plans will receive \$216.00 per month as additional salary.

BE IT FURTHER RESOLVED that on July 1, 2018, the District implemented an employee vision plan. The District shall contribute the monthly premiums for said vision plan for the employees and their dependents, as appropriate; and

BE IT FURTHER RESOLVED that each year during the budget process and at such other times as the Board of Port Commissioners shall determine in its discretion, the Board of Port Commissioners shall review the Salary Range Plan to ensure that the specified salary ranges are appropriate for identified positions given the duties and responsibilities of such positions.

PASSED, APPROVED and ADOPTED this 19th day of June 2024 at the regular meeting of the Board of Port Commissioners of the Ventura Port District, Resolution No. 3505 was adopted by the following vote:

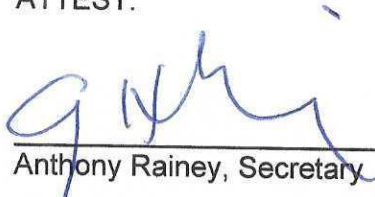
AYES: Commissioners Blumenberg, Rainey, Stephens, Brennan

NOES:

ABSTAIN:

ABSENT: Vice-Chair Gardina

ATTEST:


Anthony Rainey, Secretary


Michael Blumenberg, Chair

