

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

613



FROM: Human Resources Department

SUBMITTAL DATE:
February 25, 2013

SUBJECT: Classification and Compensation recommendations to establish new salary plan/grades for the Transportation and Land Management Agency executive management classifications of Building and Safety Official, Code Enforcement Official, Planning Director, Deputy Director of Transportation, and Assistant Director of Transportation and amend Ordinance No. 440 pursuant to Resolution No. 440-8919 submitted herewith.

RECOMMENDED MOTION: That the Board amend Ordinance No. 440 pursuant to Resolution No. 440-8919 submitted herewith.

BACKGROUND:

The Transportation and Land Management Agency (TLMA) is responsible for planning and development, building inspection, permit assistance, code enforcement, and planning, constructing and maintaining all roads, bridges, and transportation facilities within the unincorporated sections of Riverside County. TLMA consists of the Departments of Transportation, Building and Safety, Code Enforcement, and Planning.

Barbara A. Olivier

Barbara A. Olivier
Asst. County Executive Officer/Human Resources Dir.

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2012/13

SOURCE OF FUNDS: The proposed recommendations represent a savings to TLMA's department budgets.	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY: *Ivan M. Chand*
Ivan M. Chand 2/27/2013

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Ashley, seconded by Supervisor Benoit and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended and that Resolution 440-8919 is adopted as recommended.

Ayes: Jeffries, Tavaglione, Stone, Benoit and Ashley
Nays: None
Absent: None
Date: March 12, 2013
xc: HR, Transp., Auditor

Kecia Harper-Ihem
Clerk of the Board
By: *Kecia Harper-Ihem*
Deputy

Prev. Agn. Ref.:

District: All

Agenda Number:

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

3-25

Juan Perez
Director of Transportation
AND LAND MANAGEMENT

Departmental Concurrence

Policy Policy
Consent Consent

Dept't Recomm.:
Per Exec. Ofc.:

BACKGROUND (continued):

The County Executive Office has identified the need to reorganize and reduce management overhead wherever possible in keeping with our new funding reality, and TLMA is one of the initial agencies pursuing these cost efficiencies.

The proposed changes include a title change for the County Director of Transportation classification to a lower level classification of Assistant Director of Transportation; decreasing the salary grade of the Planning Director classification; decreasing the salary grades of the newly titled Code Enforcement Official and Building and Safety Official classifications; and reducing the salary grade and realigning the reporting relationship of the Deputy Director of Transportation classification.

Based on figures from TLMA, the proposed restructure of TMLA results in a cost savings of over \$500,000 this fiscal year (which includes the salary savings of the vacant Code Enforcement Official position for part of this FY) and on-going annual savings of over \$350,000, with a management structure that is leaner while still providing appropriate oversight of the departments. The following classification salary plan/grade reductions are recommended based on the new structure, the internal equity of these classifications and the external market data.

CLASSIFICATION SALARY REDUCTIONS:

A market salary survey was conducted using the five southern California counties (Los Angeles, Orange, Ventura, San Bernardino, and San Diego) that we use for salary comparison. The data indicates that the proposed salary plan/grades are competitive and within market.

Building and Safety Official: It is recommended to amend the salary range from salary plan/grade XMB 172/L23 (\$113,368 – 203,570) to salary plan/grade XMB 177/L18 (\$116,540 – 183,213). This range results in an approximate 11% salary grade reduction. The number of steps in the range has been reduced from 23 to 18. No proposed change in the At-Will status or participation in the Performance Recognition Plan is being recommended. This classification will continue to be eligible for the Performance Recognition Plan as outlined in Section 311(B) in the current Management Resolution No. 2012-243. There is one incumbent in this single-position classification.

Code Enforcement Official: It is recommended to amend the salary range from salary plan/grade XMB 186/L21 (\$126,030 – 214,718) to salary plan/grade XMB 177/L18 (\$116,540 – 183,213). This range results in an approximate 17% salary grade reduction. The number of steps in the range has been reduced from 21 to 18. No proposed change in the At-Will status or participation in the Performance Recognition Plan is being recommended. This classification will continue to be eligible for the Performance Recognition Plan as outlined in Section 311(B) in the current Management Resolution No. 2012-243. There is no incumbent in this single-position classification.

Planning Director: It is recommended to amend the salary range from salary plan/grade XMB 179/L23 (\$119,530 – 214,718) to salary plan/grade XMB 183/L18 (\$121,543 – 191,099). This range results in an approximate 12% salary grade reduction. The number of steps in the range has been reduced from 23 to 18. No proposed change in the At-Will status or participation in the Performance Recognition Plan is being recommended. This classification will continue to be eligible for the Performance Recognition Plan as outlined in Section 311(B) in the current Management Resolution No. 2012-243. There is one incumbent in this single-position classification.

Assistant Director of Transportation: It is recommended to amend the salary range from salary plan/grade XMB 185/L23 (\$124,704 – 224,078) to salary plan/grade XMB 187/L18 (\$126,827 – 199,429). This range results in an approximate 12% salary grade reduction. The number of steps in the range has been reduced from 23 to 18.

No proposed change in the At-Will status is being recommended. This classification will continue to be eligible for the Performance Recognition Plan as outlined in Section 311(B) in the current Management Resolution No. 2012-243. There is no incumbent in this single-position classification.

Deputy Director of Transportation: It is recommended to amend the salary range from salary plan/grade MRP 859/L19 (\$119,541 – 193,026) to salary plan/grade MRP 850/L18 (\$112,969 – 177,584). This range results in an approximate 9% salary grade reduction. The number of steps in the range has been reduced from 19 to 18. This unrepresented management classification will continue to be eligible for the Performance Recognition Plan as outlined in Section 311(C) in the current Management Resolution No. 2012-243. There is one incumbent in this classification.

POSITION INACTIVATION

TLMA Deputy Director: Due to a decrease in overall employee census, TLMA is no longer in need of two vacant deputy director positions. One position has already been inactivated and TLMA is requesting to inactivate the second position. TLMA operations will not be negatively impacted by this action.

1 RESOLUTION NO. 440-8919

2
3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in
4 regular session assembled on March 12, 2013, that pursuant to Section 8(c) of Ordinance No. 440, the
5 Assistant County Executive Officer/Human Resources Director is authorized to amend the Class and
6 Salary Listing of Ordinance No. 440, operative at the beginning of the pay period following the date of
7 approval, as follows:

8

<u>Job Code</u>	<u>Class Title</u>	<u>From Salary Plan/Grade</u>	<u>To Salary Plan/Grade</u>
9 74249	Assistant Director of Transportation	XMB 185/L23	XMB 187/L18
10 74236	Building & Safety Official	XMB 172/L23	XMB 177/L18
11 33247	Code Enforcement Official	XMB 186/L21	XMB 177/L18
12 76405	Deputy Director of Transportation	MRP 859/L19	MRP 850/L18
13 74230	Planning Director	XMB 179/L23	XMB 183/L18

14
15
16

17 BE IT FURTHER RESOLVED that pursuant to Section 4(a)(ii) of Ordinance No. 440, the
18 Assistant County Executive Officer/Human Resources Director is authorized to make the following listed
19 change(s), operative on the date of approval, as follows:

20

<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>
21 74000	- 1	3100230000	TLMA Deputy Director

22

ROLL CALL:

23 Ayes: Jeffries, Tavaglione, Stone, Benoit and Ashley
24 Nays: None
Absent: None

25 The foregoing is certified to be a true copy of a resolution duly
26 adopted by said Board of Supervisors on the date therein set forth.

KECIA HARPER-IHEM, Clerk of said Board

27 /kc
12/10/2012
440 ResolutionsKC

By: _____
Deputy