

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



ITEM: 3.28
(ID # 20184)

MEETING DATE:
Tuesday, October 18, 2022

FROM : HUMAN RESOURCES:

SUBJECT: HUMAN RESOURCES: Classification and Compensation recommendation to adjust the salaries of various Accounting-related job classifications; and amend Ordinance No. 440 Pursuant to Resolution No. 440-9296, All Districts. [Total Cost \$542,584, with an ongoing cost of \$742,484, 100% Departmental Budgets]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the salary adjustments to the various Accounting-related job classifications.
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9296.

ACTION:Policy

Michael Bowers
Michael Bowers, Assistant HR Director 10/5/2022

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Jeffries, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended and that Resolution 440-9296 is adopted as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: October 18, 2022
xc: HR

Kecia R. Harper
Clerk of the Board
By: *Kecia R. Harper*
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$542,584	\$742,484	\$1,285,068	\$742,484
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 100% Department Budgets			Budget Adjustment: No	
			For Fiscal Year: 22/23	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Human Resources Classification and Compensation (Class and Comp) Division conducted a County-wide review of current accounting-related job classifications and are recommending salary adjustments to 39 job classifications. The recommended salary adjustments are to ensure that the County's accounting-related classifications are market-competitive, while also taking into consideration internal parity among related classifications, prior benchmarking, and proper career/salary structure.

Accounting-related classifications in the County are a foundational element of business, linked to providing control, stability, and accountability to the County's finances. As such, ensuring that the County's accounting-related job classifications are market-competitive and provide proper career/salary growth will greatly assist the County in recruiting qualified applicants and retaining valued staff.

Salary Adjustments:

With the implementation of the proposed adjustments, cost will be incurred to bring incumbents below the new minimum up to the new minimum. It is also proposed to grant those impacted employees who have been at the max salary for 12 months or longer an immediate 4% increase unless confined by the new max salary. This serves to maintain equity with highly experienced staff. All employee anniversary dates are to be preserved. All approximate costs are detailed and summarized below.

Fiscal Manager: It is recommended to adjust the salary plan/grade MRP 350 (\$83,933 - \$129,918/year) to salary plan/grade MRP 529 (\$102,391 - \$141,167/year). This will be an increase of approximately 21.99% the minimum base salary and 8.66% at the maximum base salary. The salary adjustment is based upon an external market study utilizing the five surrounding county market and ensures that this classification is brought up to market (**Attachment 2**). The cost to grant these adjustments is approximately \$9,959 in salaries and benefits for FY 22/23.

Fiscal Manager - Parks: It is recommended to adjust the salary plan/grade PMRP 350 (\$83,933 - \$129,919/year) to salary plan/grade PMRP 533 (\$102,391 - \$141,167/year). This will be an increase of approximately 21.99% the minimum base salary and 8.66% at the maximum base salary. The salary adjustment ensures parity with the Fiscal Manager job classification. The

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

cost to grant these adjustments is approximately \$2,223 in salaries and benefits for FY 22/23.

Principal Accountant: It is recommended to adjust the salary plan/grade MRP 241 (\$74,028 - \$114,433/year) to salary plan/grade MRP 309 (\$80,485 - \$129,315/year). This will be an increase of approximately 8.72% at the minimum base salary and 13.00% at the maximum base salary. The salary adjustment is based upon an external market study utilizing the five surrounding county market and ensures that this classification is brought up to market (**Attachment 3**). The cost to grant these adjustments is approximately \$16,897 in salaries and benefits for FY 22/23.

Accounting Manager: It is recommended to adjust the salary plan/grade MRP 264 (\$75,521 - \$116,840/year) to salary plan/grade MRP 309 (\$80,485 - \$129,315/year). This will be an increase of approximately 6.57% the minimum base salary and 10.68% at the maximum base salary. The salary adjustment ensures historical parity with the Principal Accountant job classification. There are no upfront costs as there are currently 0 incumbents in this classification.

Supervising Accountant: It is recommended to adjust the salary plan/grade SEUS 604 (\$71,698 - \$89,452) to salary plan/grade SEUS 653 (\$76,289 - \$103,468/year). This will be an increase of approximately 6.40% at the minimum base salary and 15.87% at the maximum base salary. The salary adjustment is based upon an external market study utilizing the five surrounding county market and ensures that this classification is brought up to market (**Attachment 4**). The cost to grant these adjustments is approximately \$41,114 in salaries and benefits for FY 22/23.

Supervising Accountant - CE: It is recommended to adjust the salary plan/grade MCO 492 (\$65,568 - \$91,227/year) to salary plan/grade MCO 605 (\$76,289 - \$103,468/year). This will be an increase of approximately 16.35% the minimum base salary and 13.62% at the maximum base salary. The salary adjustment ensures parity with the Supervising Accountant job classification. There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed minimum base salary or have been at the maximum base salary for over 1 year.

Supervising Accountant - Parks: It is recommended to adjust the salary plan/grade PKS 194 (\$71,698 - \$89,452/year) to salary plan/grade PKS 200 (\$76,289 - \$103,468/year). This will be an increase of approximately 6.40% the minimum base salary and 15.87% at the maximum base salary. The salary adjustment ensures parity with the Supervising Accountant job classification. The cost to grant these adjustments is approximately \$2,326 in salaries and benefits for FY 22/23.

Systems Accountant II: It is recommended to adjust the salary plan/grade SEU 365 (\$67,246 - \$89,452) to salary plan/grade SEU 507 (\$76,289 - \$103,468/year). This will be an increase of approximately 13.45% at the minimum base salary and 15.87% at the maximum base salary. The salary adjustment ensures parity with the Supervising Accountant job classification, as both

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

classifications have historically shared similar salary ranges. The cost to grant these adjustments is approximately \$8,293 in salaries and benefits for FY 22/23.

Senior Accountant: It is recommended to adjust the salary plan/grade SEU 344 (\$66,339 - \$80,457/year) to salary plan/grade SEU 399 (\$68,559 - \$91,528/year). This will be an increase of approximately 3.35% at the minimum base salary and 13.76% at the maximum base salary. The salary adjustment is based upon an external market study utilizing the five surrounding county market and ensures that this classification is brought up to market (**Attachment 5**). The cost to grant these adjustments is approximately \$60,968 in salaries and benefits for FY 22/23.

Senior Accountant - CE: It is recommended to adjust the salary plan/grade MCO 431 (\$59,051 - \$82,105/year) to salary plan/grade MCO 539 (\$68,559 - \$91,528/year). This will be an increase of approximately 16.10% the minimum base salary and 11.48% at the maximum base salary. The salary adjustment ensures parity with the Senior Accountant job classification. The cost to grant these adjustments is approximately \$7,572 in salaries and benefits for FY 22/23.

Systems Accountant I: It is recommended to adjust the salary plan/grade ESEU 322 (\$63,560 - \$80,457) to salary plan/grade ESEU 327 (\$68,559 - \$91,528/year). This will be an increase of approximately 7.87% at the minimum base salary and 13.76% at the maximum base salary. The salary adjustment ensures parity with the Senior Accountant job classification, as both classifications have historically shared similar salary ranges. The cost to grant these adjustments is approximately \$3,410 in salaries and benefits for FY 22/23.

Accountant II: It is recommended to adjust the salary plan/grade SEU 252 (\$60,278 - \$74,341/year) to salary plan/grade SEU 290 (\$62,795 - \$84,996/year). This will be an increase of approximately 4.18% the minimum base salary and 14.33% at the maximum base salary. The salary adjustment will ensure a 5.5% salary spread between the proposed salary for the Accountant I job classification (see Figure 1). The cost to grant these adjustments is approximately \$92,360 in salaries and benefits for FY 22/23.

Figure 1:

Job Classification	Proposed Min	Proposed Max
Accountant II	\$62,795	\$84,996
(% difference)	5.50%	5.50%
Accountant I	\$59,521	\$80,565
(% difference)	5.50%	5.50%
Accountant Trainee	\$56,418	\$76,365
(% difference)	2.43%	0.00%
Supervising Accounting Technician	\$55,078	\$76,365

Accountant II - CE: It is recommended to adjust the salary plan/grade MCO 384 (\$54,097 - \$75,388/year) to salary plan/grade MCO 456 (\$62,795 - \$84,996/year). This will be an increase of approximately 16.08% the minimum base salary and 12.82% at the maximum base salary.

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

The salary adjustment ensures parity with the Accountant II job classification. There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed minimum base salary or have been at the maximum base salary for over 1 year.

Accountant I: It is recommended to adjust the salary plan/grade SEU 201 (\$57,196 - \$70,459/year) to salary plan/grade SEU 230 (\$59,521 - \$80,565/year). This will be an increase of approximately 4.06% the minimum base salary and 14.34% at the maximum base salary. The salary adjustment will ensure a 5.5% salary spread between the proposed salary for the Accountant II and Accountant Trainee job classification (see Figure 1). The cost to grant these adjustments is approximately \$35,172 in salaries and benefits for FY 22/23.

Accountant I - CN: It is recommended to adjust the salary plan/grade MCO 293 (\$46,559 - \$70,459/year) to salary plan/grade MCO 433 (\$59,521 - \$80,565/year). This will be an increase of approximately 27.84% the minimum base salary and 14.34% at the maximum base salary. The salary adjustment ensures parity with the Accountant I job classification. The cost to grant these adjustments is approximately \$6,283 in salaries and benefits for FY 22/23.

Accountant I - Parks: It is recommended to adjust the salary plan/grade PKG 256 (\$57,196 - \$71,203/year) to salary plan/grade PKG 270 (\$59,521 - \$80,565/year). This will be an increase of approximately 4.06% the minimum base salary and 13.15% at the maximum base salary. The salary adjustment ensures parity with the Accountant I job classification. There are no upfront costs as there are currently 0 incumbents in this classification.

Accountant Trainee: It is recommended to adjust the salary plan/grade ESEU 255 (\$56,418 - \$68,614/year) to salary plan/grade ESEU 256 (\$56,418 - \$76,365/year). The salary adjustment will ensure an equal max base salary to the Supervising Accounting Technician job classification (see Figure 1). This will be an increase of approximately 11.30% at the maximum base salary. There are no upfront costs as there are currently 0 incumbents in this classification.

Accountant Trainee - CN: It is recommended to adjust the salary plan/grade EMCO 290 (\$45,338 - \$68,614/year) to salary plan/grade EMCO 367 (\$56,418 - \$76,365/year). This will be an increase of approximately 24.44% the minimum base salary and 11.30% at the maximum base salary. The salary adjustment ensures parity with the Accountant Trainee job classification. There are no upfront costs as there are currently 0 incumbents in this classification.

Supervising Accounting Technician - CN: It is recommended to adjust the salary plan/grade MCO 279 (\$45,338 - \$76,365/year) to salary plan/grade MCO 397 (\$55,078 - \$76,365/year). This will be an increase of approximately 21.48% the minimum base salary. The salary adjustment ensures parity with the Supervising Accounting Technician job classification. There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed base salary or have been at the maximum base salary for over 1 year.

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

Accounting Technician II: It is recommended to adjust the salary plan/grade SEUS 225 (\$45,904 - \$70,474/year) to salary plan/grade SEUS 251 (\$48,657 - \$70,648/year). This will be an increase of approximately 6.00% the minimum base salary and 0.25% at the maximum base salary. The salary adjustment will ensure a 5.5% salary spread between the proposed salary for the Accounting Technician I job classification (see Figure 2). The cost to grant these adjustments is approximately \$13,363 in salaries and benefits for FY 22/23.

Figure 2:

Job Classification	Proposed Min	Proposed Max
Accounting Technician II	\$48,657	\$70,648
(% difference)	5.50%	5.50%
Accounting Technician I	\$46,120	\$66,965
(% difference)	5.50%	5.50%
Senior Accounting Assistant	\$43,716	\$63,474

Accounting Technician II - CN: It is recommended to adjust the salary plan/grade MCO 278 (\$45,338 - \$70,474/year) to salary plan/grade MCO 313 (\$48,657 - \$70,648/year). This will be an increase of approximately 7.32% the minimum base salary and 0.25% at the maximum base salary. The salary adjustment ensures parity with the Accounting Technician II job classification. There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed minimum base salary or have been at the maximum base salary for over 1 year.

Accounting Technician II - Parks: It is recommended to adjust the salary plan/grade PKG 211 (\$45,904 - \$69,274/year) to salary plan/grade PKG 223 (\$48,657 - \$70,648/year). This will be an increase of approximately 6.00% the minimum base salary and 1.98% at the maximum base salary. The salary adjustment ensures parity with the Accounting Technician II job classification. There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed minimum base salary or have been at the maximum base salary for over 1 year.

Accounting Technician I: It is recommended to adjust the salary plan/grade SEU9 163 (\$42,565 - \$62,401/year) to salary plan/grade SEU9 195 (\$46,121 - \$66,965/year). This will be an increase of approximately 8.35% the minimum base salary and 7.31% at the maximum base salary. The salary adjustment will ensure a 5.5% salary spread between the proposed salary for the Accounting Technician II and Senior Accounting Assistant job classification (see Figure 2). The cost to grant these adjustments is approximately \$134,277 in salaries and benefits for FY 22/23.

Accounting Technician I - CN: It is recommended to adjust the salary plan/grade MCO 288 (\$45,926 - \$63,795/year) to salary plan/grade MCO 291 (\$46,121 - \$66,965/year). This will be an increase of approximately 0.42% the minimum base salary and 4.97% at the maximum base

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

salary. The salary adjustment ensures parity with the Accounting Technician I job classification. There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed minimum base salary or have been at the maximum base salary for over 1 year.

Accounting Technician I - Parks: It is recommended to adjust the salary plan/grade PKG 187 (\$42,565 - \$63,016/year) to salary plan/grade PKG 215 (\$46,121 - \$66,965/year). This will be an increase of approximately 8.35% the minimum base salary and 6.27% at the maximum base salary. The salary adjustment ensures parity with the Accounting Technician I job classification. The cost to grant these adjustments is approximately \$2,671 in salaries and benefits for FY 22/23.

Senior Accounting Assistant - CN: It is recommended to adjust the salary plan/grade MCO 208 (\$39,899 - \$63,474/year) to salary plan/grade MCO 255 (\$43,716 - \$63,474/year). This will be an increase of approximately 9.57% the minimum base salary. The salary adjustment ensures parity with the Senior Accounting Assistant job classification. There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed minimum base salary or have been at the maximum base salary for over 1 year.

Senior Accounting Assistant - Parks: It is recommended to adjust the salary plan/grade PKG 182 (\$41,866 - \$57,387/year) to salary plan/grade PKG 195 (\$43,716 - \$63,474/year). This will be an increase of approximately 4.42% the minimum base salary and 10.61% at the maximum base salary. The salary adjustment ensures parity with the Senior Accounting Assistant job classification. The cost to grant these adjustments is approximately \$838 in salaries and benefits for FY 22/23.

Accounting Assistant II - CN: It is recommended to adjust the salary plan/grade MCO 157 (\$34,770 - \$55,292/year) to salary plan/grade MCO 192 (\$38,112 - \$55,292/year). This will be an increase of approximately 9.61% the minimum base salary. The salary adjustment ensures parity with the Accounting Assistant II job classification. There are no upfront costs as there are currently 0 incumbents in this classification.

Accounting Assistant II - Parks: It is recommended to adjust the salary plan/grade PKG 158 (\$36,605 - \$50,106/year) to salary plan/grade PKG 164 (\$38,112 - \$55,292/year). This will be an increase of approximately 4.12% the minimum base salary and 10.35% at the maximum base salary. The salary adjustment ensures parity with the Accounting Assistant II job classification. There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed minimum base salary or have been at the maximum base salary for over 1 year.

Accounting Assistant I - CN: It is recommended to adjust the salary plan/grade MCO 112 (\$31,552 - \$47,694/year) to salary plan/grade MCO 151 (\$34,230 - \$47,694/year). This will be an increase of approximately 8.49% the minimum base salary. The salary adjustment ensures

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

parity with the Accounting Assistant I job classification. There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new, proposed minimum base salary or have been at the maximum base salary for over 1 year.

Supervising Auditor/Appraiser: It is recommended to adjust the salary plan/grade SEUS 730 (\$81,880 - \$100,167/year) to salary plan/grade SEUS 730 (\$81,880 - \$116,125/year). This will be an increase of approximately 15.93% at the maximum base salary. The salary adjustment is based upon an external market study utilizing the five surrounding county market and ensures that this classification is brought up to market (**Attachment 6**). The cost to grant these adjustments is approximately \$8,491 in salaries and benefits for FY 22/23.

Supervising Internal Auditor: It is recommended to adjust the salary plan/grade SEUS 630 (\$74,366 - \$100,167/year) to salary plan/grade SEUS 730 (\$81,880 - \$116,125/year). This will be an increase of approximately 10.10% the minimum base salary and 15.93% at the maximum base salary. The salary adjustment ensures parity with the Supervising Auditor/Appraiser job classification. The cost to grant these adjustments is approximately \$7,962 in salaries and benefits for FY 22/23.

Senior Auditor/Appraiser: It is recommended to adjust the salary plan/grade SEU 496 (\$75,795 - \$90,390/year) to salary plan/grade SEU 496 (\$75,795 - \$101,056/year). This will be an increase of approximately 11.80% at the maximum base salary. The salary adjustment is based upon an external market study utilizing the five surrounding county market and ensures that this classification is brought up to market (**Attachment 7**). The cost to grant these adjustments is approximately \$7,662 in salaries and benefits for FY 22/23.

Senior Internal Auditor: It is recommended to adjust the salary plan/grade SEU 438 (\$72,321 - \$90,908/year) to salary plan/grade SEU 496 (\$75,795 - \$101,056/year). This will be an increase of approximately 4.08% the minimum base salary and 11.16% at the maximum base salary. The salary adjustment ensures parity with the Senior Auditor/Appraiser job classification. The cost to grant these adjustments is approximately \$7,362 in salaries and benefits for FY 22/23.

DPSS Senior Internal Auditor: It is recommended to adjust the salary plan/grade SEU 249 (\$60,201 - \$90,908/year) to salary plan/grade SEU 496 (\$75,795 - \$101,056/year). This will be an increase of approximately 25.90% the minimum base salary and 11.16% at the maximum base salary. The salary adjustment ensures parity with the Senior Auditor/Appraiser job classification. The cost to grant these adjustments is approximately \$40,462 in salaries and benefits for FY 22/23.

Auditor/Appraiser II: It is recommended to adjust the salary plan/grade SEU 361 (\$66,997 - \$83,186/year) to salary plan/grade SEU 402 (\$69,537 - \$93,764/year). This will be an increase of approximately 3.79% the minimum base salary and 12.72% at the maximum base salary. The salary adjustment is based upon an external market study utilizing the five surrounding

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

county market and ensures that this classification is brought up to market (**Attachment 8**). The cost to grant these adjustments is approximately \$8,909 in salaries and benefits for FY 22/23.

Internal Auditor II: It is recommended to adjust the salary plan/grade SEU 342 (\$66,339 - \$74,341/year) to salary plan/grade SEU 402 (\$69,537 - \$93,764/year). This will be an increase of approximately 4.82% the minimum base salary and 26.13% at the maximum base salary. The salary adjustment ensures parity with the Auditor/Appraiser II job classification. The cost to grant these adjustments is approximately \$3,389 in salaries and benefits for FY 22/23.

Auditor/Appraiser I: It is recommended to adjust the salary plan/grade ESEU 212 (\$52,982 - \$70,637/year) to salary plan/grade ESEU 318 (\$62,712 - \$80,565/year). This will be an increase of approximately 18.36% the minimum base salary and 14.05% at the maximum base salary. The salary adjustment ensures parity with the Accountant I job classification, as both classifications have historically shared similar salary ranges. The cost to grant these adjustments is approximately \$20,621 in salaries and benefits for FY 22/23.

Internal Auditor I: It is recommended to adjust the salary plan/grade SEU 289 (\$62,712 - \$70,459/year) to salary plan/grade SEU 287 (\$62,712 - \$80,565/year). This will be an increase of approximately 14.34% at the maximum base salary. The salary adjustment ensures parity with the Accountant I job classification, as both classifications have historically shared similar salary ranges. There are no upfront costs as there are currently 0 incumbents in this classification.

Impact on Residents and Businesses

This request does not have a direct impact on residents and businesses. Adjusting the salary ranges for the various accounting-related job classifications above will position the County to provide a competitive salary that is within market and better equip the County to continue to attract and retain staff in these positions.

Additional Fiscal Information

The current fiscal year cost to grant all existing incumbent below the current minimum base salary to the new, proposed minimum base salary, as well as grant any existing incumbent who has been at the maximum base salary for over 1 year a 4% increase in pay (or up to the new max if less than 4%) is approximately \$542,584, which includes benefits.

All departments with current incumbents in the various accounting-related job classifications above have approved the recommended salary adjustments and any associated salary increases, which will be absorbed through their respective budget. A budget adjustment is not required.

ATTACHMENTS

1. Resolution No. 440-9296

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

2. Fiscal Manager External Market Review
3. Principal Accountant External Market Review
4. Supervising Accountant External Market Review
5. Senior Accountant External Market Review
6. Supervising Auditor/Appraiser External Market Review
7. Senior Auditor/Appraiser External Market Review
8. Auditor/Appraiser II External Market Review



Meghan Hahn, Senior Management Analyst 10/6/2022

1
2 RESOLUTION NO. 440-9296
3

4 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in
5 regular session assembled on October 18, 2022, that pursuant to Section 8(c) of Ordinance No. 440, the
6 Director of Human Resources is authorized to amend the Class and Salary Listing of Ordinance No. 440,
7 operative at the beginning of the pay period following the date of approval, as follows:
8

9	<u>Job</u>		<u>From Salary</u>	<u>To Salary</u>
10	<u>Code</u>	<u>Class Title</u>	<u>Plan/Grade</u>	<u>Plan/Grade</u>
11	77499	Fiscal Manager	MRP 350	MRP 529
12	85081	Fiscal Manager - Parks	PMRP 350	PMRP 533
13	77414	Principal Accountant	MRP 241	MRP 309
14	15928	Accounting Manager	MRP 264	MRP 309
15	77416	Supervising Accountant	SEUS 604	SEUS 653
16	77417	Supervising Accountant - CE	MCO 492	MCO 605
17	85080	Supervising Accountant - Parks	PKS 194	PKS 200
18	77419	Systems Accountant II	SEU 365	SEU 507
19	77413	Senior Accountant	SEU 344	SEU 399
20	77423	Senior Accountant - CE	MCO 431	MCO 539
21	77418	Systems Accountant I	ESEU 322	ESEU 327
22	77412	Accountant II	SEU 252	SEU 290
23	77422	Accountant II - CE	MCO 384	MCO 456
24	77411	Accountant I	SEU 201	SEU 230
25	77430	Accountant I - CN	MCO 293	MCO 433
26	85053	Accountant I - Parks	PKG 256	PKG- 270
27	77410	Accountant Trainee	ESEU 255	ESEU 256
28	77429	Accountant Trainee - CN	EMCO 290	EMCO 367
	15938	Supervising Accounting Technician - CN	MCO 279	MCO 397
	15916	Accounting Technician II	SEUS 225	SEUS 251
	15927	Accounting Technician II - CN	MCO 278	MCO 313

OCT 18 2022 3.28

1	85072	Accounting Technician II - Parks	PKG 211	PKG 223
2	15915	Accounting Technician I	SEU9 163	SEU9 195
3	15919	Accounting Technician I - CN	MCO 288	MCO 291
4	85002	Accounting Technician I - Parks	PKG 187	PKG 215
5	15935	Senior Accounting Assistant - CN	MCO 208	MCO 255
6	85038	Senior Accounting Assistant - Parks	PKG 182	PKG 195
7	15934	Accounting Assistant II - CN	MCO 157	MCO 192
8	85001	Accounting Assistant II - Parks	PKG 158	PKG 164
9	15933	Accounting Assistant I - CN	MCO 112	MCO 151
10	77404	Supervising Internal Auditor	SEUS 630	SEUS 730
11	77421	Senior Internal Auditor	SEU 438	SEU 496
12	77427	DPSS Senior Internal Auditor	SEU 249	SEU 496
13	77442	Auditor/Appraiser II	SEU 361	SEU 402
14	77402	Internal Auditor II	SEU 342	SEU 402
15	77441	Auditor/Appraiser I	ESEU 212	ESEU 318
16	77401	Internal Auditor I	SEU 289	SEU 287
17	77444	Supervising Auditor/Appraiser	SEUS 730 (\$81,880 - \$100,167)	SEUS 730 (\$81,880 - \$116,125)
18	77443	Senior Auditor/Appraiser	SEUS 496 (\$75,795 - \$90,390)	SEUS 496 (\$75,795 - \$101,056)

18 ROLL CALL:

19 Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
 20 Nays: None
 21 Absent: None

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

24 KECIA R. HARPER, Clerk of said Board

25 By: Brama Smith
 26 Deputy

Completed 10/26/22
KF

REVISED

RESOLUTION NO. 440-9296

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on October 18, 2022, that pursuant to Section 8(c) of Ordinance No. 440, the Director of Human Resources is authorized to amend the Class and Salary Listing of Ordinance No. 440, operative at the beginning of the pay period following the date of approval, as follows:

<u>Job Code</u>	<u>Class Title</u>	<u>From Salary Plan/Grade</u>	<u>To Salary Plan/Grade</u>
77499	Fiscal Manager	MRP 350	MRP 529
85081	Fiscal Manager - Parks	PMRP 350	PMRP 533
77414	Principal Accountant	MRP 241	MRP 309
15928	Accounting Manager	MRP 264	MRP 309
77416	Supervising Accountant	SEUS 604	SEUS 653
77417	Supervising Accountant - CE	MCO 492	MCO 605
85080	Supervising Accountant - Parks	PKS 194	PKS 200
77419	Systems Accountant II	SEU 365	SEU 507
77413	Senior Accountant	SEU 344	SEU 399
77423	Senior Accountant - CE	MCO 431	MCO 539
77418	Systems Accountant I	ESEU 322	ESEU 327
77412	Accountant II	SEU 252	SEU 290
77422	Accountant II - CE	MCO 384	MCO 456
77411	Accountant I	SEU 201	SEU 230
77430	Accountant I - CN	MCO 293	MCO 433
85053	Accountant I - Parks	PKG 256	PKG 270
77410	Accountant Trainee	ESEU 255	ESEU 256
77429	Accountant Trainee - CN	EMCO 290	EMCO 367
15938	Supervising Accounting Technician - CN	MCO 279	MCO 397
15916	Accounting Technician II	SEUS 225	SEUS 251
15937	Accounting Technician II - CN	MCO 278	MCO 313

	<u>Job Code</u>	<u>Class Title</u>	<u>From Salary Plan/Grade</u>	<u>To Salary Plan/Grade</u>
2	85072	Accounting Technician II - Parks	PKG 211	PKG 223
3	15915	Accounting Technician I	SEU9 163	SEU9 195
4	15919	Accounting Technician I - CN	MCO 288	MCO 291
5	85002	Accounting Technician I - Parks	PKG 187	PKG 215
6	15935	Senior Accounting Assistant - CN	MCO 208	MCO 255
7	85038	Senior Accounting Assistant - Parks	PKG 182	PKG 195
8	15934	Accounting Assistant II - CN	MCO 157	MCO 192
9	85001	Accounting Assistant II - Parks	PKG 158	PKG 164
10	15933	Accounting Assistant I - CN	MCO 112	MCO 151
11	77404	Supervising Internal Auditor	SEUS 630	SEUS 730
12	77421	Senior Internal Auditor	SEU 438	SEU 496
13	77427	DPSS Senior Internal Auditor	SEU 249	SEU 496
14	77442	Auditor/Appraiser II	SEU 361	SEU 402
15	77402	Internal Auditor II	SEU 342	SEU 402
16	77441	Auditor/Appraiser I	ESEU 212	ESEU 318
17	77401	Internal Auditor I	SEU 289	SEU 287
18	77444	Supervising Auditor/Appraiser	SEUS 730 (\$81,880 - \$100,167)	SEUS 730 (\$81,880 - \$116,125)
19	77443	Senior Auditor/Appraiser	<u>SEU</u> 496 (\$75,795 - \$90,390)	<u>SEU</u> 496 (\$75,795 - \$101,056)

23 /kc
24 Revised
10/27/2022

25 Item 3.28
26 10/18/2022

27 /mh
09/29/2022
28 440 Resolutions\MH

3.28

2
3 RESOLUTION NO. 440-9296

4
5 ADOPTED by Riverside County Board of Supervisors on October 18, 2022.

6
7 ROLL CALL:

8
9 Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt

10 Nays: None

11 Absent: None

12
13
14 The foregoing is certified to be a true copy of a resolution duly adopted by said Board of
15 Supervisors on the date therein set forth.

16
17 KECIA R. HARPER, Clerk of said Board

18
19 By: 

20 Deputy

21
22
23 10.18.22 3.28
24
25



MEMORANDUM

DATE: October 27, 2022
TO: Kecia Harper, Clerk of the Board
FROM: Erik Collier, Human Resources Services Manager
RE: Correction to Resolution No. 440-9296

RECEIVED RIVERSIDE COUNTY
 CLERK/BOARD OF SUPERVISORS
 2022 OCT 28 PM 1:17

Attached, please find corrected Resolution No. 440-9296, Agenda Item 3.28 submitted and approved by the Board of Supervisors on **October 18, 2022**. Under Section 3(a)(iv), the "Job Code" for the classification listed below should read as follows:

<u>Job Code</u>	<u>Class Title</u>
159 <u>37</u>	Accounting Technician II - CN

Under Section 8(C), the "From Salary Plan/Grade" and "To Salary Plan/Grade" for the classification listed below should read as follows:

<u>Job Code</u>	<u>Class Title</u>	<u>From Salary Plan/Grade</u>	<u>To Salary Plan/Grade</u>
77443	Senior Auditor-Appraiser	SEU 496 (\$75,795 - \$90,390)	SEU 496 (\$75,795 - \$101,056)

The corrections listed above within Resolution No. 440-9296 were due to a clerical error and does not affect the salaries of the classifications.

Should you have any questions or require additional information, please feel free to contact me.

Erik Collier

Human Resources Division Manager
 (951) 955-1117
 Attachment: Revised Resolution No. 440-9296



Attachment 1

(INSERT completed Resolution No. 440-XXX)

Attachment 2

External Market Survey Data

Fiscal Manager

MGT

Riv Co Class Code: 77499

Market Research

Survey Data

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint		Outlier	HASC Annual	HASC 50%
Los Angeles County	Departmental Finance Manager I	1052	\$101,568	\$157,960	55.52%	\$129,764.04	\$62.39			
Orange County	No comparable classification	N/A	N/A	N/A			#VALUE!			
San Bernardino County	Finance Manager (Fire/Special Districts)	40042	\$98,904	\$134,555	36.05%	\$116,729.60	\$56.12			
San Diego County	Finance Officer	2535	\$111,550	\$135,595	21.56%	\$123,572.80	\$59.41			
Ventura County	Manager, Accounting II	947	\$97,541	\$136,557	40.00%	\$117,048.98	\$56.27			
HASC			\$0	\$0		\$0.00	\$0.00	e	\$0.00	

County Mean:	\$102,390.92	\$141,166.79	37.87%	\$121,778.85		
County Median:	\$100,236	\$136,076	35.76%	\$118,156.21		
Riverside County	Fiscal Manager	77499	\$83,933	\$129,918	54.79%	\$106,925.11
Dollar difference from Mean:	-\$18,458	-\$11,249				
Percentage difference from mean:	-18.03%	-7.97%				
Dollar difference from median:	-\$16,304	-\$6,159				
Percentage difference from median:	-16.27%	-4.53%				

Notes: San Diego- FO only used in Health & Human Services Agency or Public Safety Group
 San Bernardino-Only used in Fire/Special Districts

Run Date: 9/21/2022

Date Prepared/Revised: 9/21/2022

Attachment 3

External Market Survey Data

Classification Name: Principal Accountant

Riv Co Class Code: 77271

Market Research

Survey Data

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint		Outlier	HASC Annual	HASC 50%
Los Angeles County	Principal Accountant-Auditor	682	\$98,999	\$156,985	58.57%	\$127,992.12	\$61.53			
Orange County	No comparable classification					\$0.00	\$0.00			
San Bernardino County	No comparable classification					\$0.00	\$0.00			
San Diego County	Principal Accountant	2517	\$102,253	\$124,301	21.56%	\$113,276.80	\$54.46			
Ventura County	Principal Accountant	813	\$76,185	\$106,659	40.00%	\$91,421.58	\$43.95			
HASC						\$0.00	\$0.00	e	\$0.00	
	County Mean:		\$92,478.83	\$129,314.84	39.83%	\$110,896.83				
	County Median:		\$98,999	\$124,301	25.56%	\$111,649.92				
Riverside County	Principal Accountant	77271	\$74,028	\$114,433	54.58%	\$94,230.87				
	Dollar difference from Mean:		-\$18,451	-\$14,881						
	Percentage difference from mean:		-19.95%	-11.51%						
	Dollar difference from median:		-\$24,971	-\$9,867						
	Percentage difference from median:		-25.22%	-7.94%						

Notes:

Run Date: 9/21/2022

Date Prepared/Revised: 9/21/2022

Attachment 4

External Market Survey Data

Classification Name: Supervising Accountant

Riv Co Class Code: 77416

Market Research

Survey Data

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint		Outlier	HASC Annual	HASC 50%
Los Angeles County	Supervising Accountant, Auditor Controller	653	\$85,389	\$115,070	34.76%	\$100,229.52	\$48.19			
Orange County	Senior Accountant/Auditor	7810SM	\$74,214	\$99,882	34.59%	\$87,048.00	\$41.85			
San Bernardino County	Supervising Accountant II	19767	\$69,264	\$95,451	37.81%	\$82,357.60	\$39.60			
San Diego County	No Comparable Classification	N/A	N/A	N/A			#VALUE!			
Ventura County	No Comparable Classification	N/A	N/A	N/A			#VALUE!			
HASC			\$0	\$0		\$0.00	\$0.00	e	\$0.00	
	County Mean:		\$76,289.09	\$103,467.65	35.63%	\$89,878.37				
	County Median:		\$74,214	\$99,882	34.59%	\$87,048.00				
Riverside County	Supervising Accountant	77416	\$71,698	\$89,452	24.76%	\$80,575.04				
	Dollar difference from Mean:		-\$4,591	-\$14,016						
	Percentage difference from mean:		-6.02%	-13.55%						
	Dollar difference from median:		-\$2,516	-\$10,430						
	Percentage difference from median:		-3.39%	-10.44%						

Notes:

Run Date: 9/21/2022

Date Prepared/Revised: 9/21/2022

Attachment 5

External Market Survey Data

Classification Name: Senior Accountant

Riv Co Class Code: 77413

Market Research

Survey Data

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint		Outlier	HASC Annual	HASC 50%
Los Angeles County	Accountant III	648	\$61,218	\$82,490	34.75%	\$71,853.84	\$34.55			
Orange County	Senior Accountant/Auditor	7810SM	\$74,214	\$99,882	34.59%	\$87,048.00	\$41.85			
San Bernardino County	Accountant III	19060	\$62,920	\$86,466	37.42%	\$74,692.80	\$35.91			
San Diego County	Senior Accountant	2505	\$78,104	\$95,930	22.82%	\$87,016.80	\$41.84			
Ventura County	Senior Accountant	812	\$66,339	\$92,874	40.00%	\$79,606.25	\$38.27			
HASC			\$0	\$0		\$0.00	\$0.00	e	\$0.00	
	County Mean:		\$68,558.89	\$91,528.19	33.50%	\$80,043.54				
	County Median:		\$66,339	\$92,874	40.00%	\$79,606.25				
Riverside County	Senior Accountant	77413	\$66,339	\$80,457	21.28%	\$73,398.00				
	Dollar difference from Mean:		-\$2,220	-\$11,071						
	Percentage difference from mean:		-3.24%	-12.10%						
	Dollar difference from median:		\$1	-\$12,417						
	Percentage difference from median:		0.00%	-13.37%						

Notes:

Run Date: 9/21/2022

Date Prepared/Revised: 9/21/2022

Attachment 6

External Market Survey Data

Classification Name: Supervising Auditor/Appraiser

Riv Co Class Code: 77444

Market Research

Survey Data

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint		Outlier	HASC Annual	HASC 50%
Los Angeles County	Supervising Appraiser	1968	\$87,086	\$117,357	34.76%	\$102,221.52	\$49.14			
Orange County	Senior Auditor-Appraiser	7864	\$86,320	\$116,002	34.39%	\$101,161.20	\$48.64			
San Bernardino County	Supervising Auditor Appraiser	19769	\$80,267	\$110,510	37.68%	\$95,388.80	\$45.86			
San Diego County	Supervising Auditor-Appraiser	5529	\$103,314	\$127,005	22.93%	\$115,159.20	\$55.37	e		
Ventura County	Supervising Auditor-Appraiser	980	\$71,852	\$120,628	67.88%	\$96,240.05	\$46.27			
	County Mean:		\$81,381.29	\$116,124.50	42.69%	\$98,752.89				
	County Median:		\$83,294	\$116,680	40.08%	\$99,986.62				
Riverside County	Supervising Auditor/Appraiser	77444	\$81,880	\$100,167	22.33%	\$91,023.51				
	Dollar difference from Mean:		\$499	-\$15,958						
	Percentage difference from mean:		0.61%	-13.74%						
	Dollar difference from median:		-\$1,414	-\$16,513						
	Percentage difference from median:		-1.70%	-14.15%						

Notes: Excluded County of San Diego due to low salary spread of less than 23%.

Run Date: 9/23/2022

Date Prepared/Revised: 9/23/2022

Attachment 7

External Market Survey Data

Classification Name: Senior Auditor/Appraiser

Riv Co Class Code: 77443

Market Research

Survey Data

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint		Outlier	HASC Annual	HASC 50%
Los Angeles County	Appraiser Specialist I	1969	\$77,559	\$104,517	34.76%	\$91,038.12	\$43.77			
Orange County	Auditor-Appraiser III	7868GE	\$77,210	\$104,000	34.70%	\$90,604.80	\$43.56			
San Bernardino County	Auditor-Appraiser III	1665	\$70,970	\$97,698	37.66%	\$84,333.60	\$40.55			
San Diego County	Auditor-Appraiser III	5526	\$79,581	\$97,739	22.82%	\$88,660.00	\$42.63	e		
Ventura County	Auditor-Appraiser III	968	\$68,205	\$98,010	43.70%	\$83,107.67	\$39.96			
	County Mean:		\$73,485.91	\$101,056.19	37.52%	\$87,271.05				
	County Median:		\$74,090	\$101,005	36.33%	\$87,547.37				
Riverside County	Senior Auditor/Appraiser	77443	\$75,795	\$90,390	19.26%	\$83,092.67				
	Dollar difference from Mean:		\$2,309	-\$10,666						
	Percentage difference from mean:		3.14%	-10.55%						
	Dollar difference from median:		\$1,705	-\$10,615						
	Percentage difference from median:		2.30%	-10.51%						

Notes: Excluded County of San Diego due to low salary spread of less than 23%.

Run Date: 9/23/2022

Date Prepared/Revised: 9/23/2022

Attachment 8

External Market Survey Data

Classification Name: Auditor/Appraiser II

Riv Co Class Code: 77442

Market Research

Survey Data

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint		Outlier	HASC Annual	HASC 50%
Los Angeles County	Appraiser Specialist I	1965	\$81,159	\$104,517	28.78%	\$92,838.12	\$44.63			
Orange County	Auditor-Appraiser II	7866	\$69,597	\$93,683	34.61%	\$81,640.00	\$39.25			
San Bernardino County	Auditor-Appraiser II	1664	\$64,397	\$88,546	37.50%	\$76,471.20	\$36.77			
San Diego County	Audit-Appraiser II	5527	\$70,346	\$86,486	22.95%	\$78,416.00	\$37.70	e		
Ventura County	Auditor-Appraiser II	967	\$62,996	\$88,312	40.19%	\$75,653.86	\$36.37			
	County Mean:		\$69,537.21	\$93,764.38	34.84%	\$81,650.79				
	County Median:		\$66,997	\$91,114	36.00%	\$79,055.60				
Riverside County	Auditor/Appraiser II	77442	\$66,997	\$83,186	24.16%	\$75,091.33				
	Dollar difference from Mean:		-\$2,540	-\$10,579						
	Percentage difference from mean:		-3.65%	-11.28%						
	Dollar difference from median:		\$0	-\$7,929						
	Percentage difference from median:		0.00%	-8.70%						

Notes: Excluded County of San Diego due to low salary spread of less than 23%.

Run Date: 9/23/2022

Date Prepared/Revised: 9/23/2022

RESOLUTION NO. 440-9296

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on October 18, 2022, that pursuant to Section 8(c) of Ordinance No. 440, the Director of Human Resources is authorized to amend the Class and Salary Listing of Ordinance No. 440, operative at the beginning of the pay period following the date of approval, as follows:

<u>Job Code</u>	<u>Class Title</u>	<u>From Salary Plan/Grade</u>	<u>To Salary Plan/Grade</u>
77499	Fiscal Manager	MRP 350	MRP 529
85081	Fiscal Manager - Parks	PMRP 350	PMRP 533
77414	Principal Accountant	MRP 241	MRP 309
15928	Accounting Manager	MRP 264	MRP 309
77416	Supervising Accountant	SEUS 604	SEUS 653
77417	Supervising Accountant - CE	MCO 492	MCO 605
85080	Supervising Accountant - Parks	PKS 194	PKS 200
77419	Systems Accountant II	SEU 365	SEU 507
77413	Senior Accountant	SEU 344	SEU 399
77423	Senior Accountant - CE	MCO 431	MCO 539
77418	Systems Accountant I	ESEU 322	ESEU 327
77412	Accountant II	SEU 252	SEU 290
77422	Accountant II - CE	MCO 384	MCO 456
77411	Accountant I	SEU 201	SEU 230
77430	Accountant I - CN	MCO 293	MCO 433
85053	Accountant I - Parks	PKG 256	PKG- 270
77410	Accountant Trainee	ESEU 255	ESEU 256
77429	Accountant Trainee - CN	EMCO 290	EMCO 367
15938	Supervising Accounting Technician - CN	MCO 279	MCO 397
15916	Accounting Technician II	SEUS 225	SEUS 251
15927	Accounting Technician II - CN	MCO 278	MCO 313

OCT 18 2022 3.28

1	85072	Accounting Technician II - Parks	PKG 211	PKG 223
2	15915	Accounting Technician I	SEU9 163	SEU9 195
3	15919	Accounting Technician I - CN	MCO 288	MCO 291
4	85002	Accounting Technician I - Parks	PKG 187	PKG 215
5	15935	Senior Accounting Assistant - CN	MCO 208	MCO 255
6	85038	Senior Accounting Assistant - Parks	PKG 182	PKG 195
7	15934	Accounting Assistant II - CN	MCO 157	MCO 192
8	85001	Accounting Assistant II - Parks	PKG 158	PKG 164
9	15933	Accounting Assistant I - CN	MCO 112	MCO 151
10	77404	Supervising Internal Auditor	SEUS 630	SEUS 730
11	77421	Senior Internal Auditor	SEU 438	SEU 496
12	77427	DPSS Senior Internal Auditor	SEU 249	SEU 496
13	77442	Auditor/Appraiser II	SEU 361	SEU 402
14	77402	Internal Auditor II	SEU 342	SEU 402
15	77441	Auditor/Appraiser I	ESEU 212	ESEU 318
16	77401	Internal Auditor I	SEU 289	SEU 287
17	77444	Supervising Auditor/Appraiser	SEUS 730 (\$81,880 - \$100,167)	SEUS 730 (\$81,880 - \$116,125)
18	77443	Senior Auditor/Appraiser	SEUS 496 (\$75,795 - \$90,390)	SEUS 496 (\$75,795 - \$101,056)

18 ROLL CALL:

19 Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
20 Nays: None
21 Absent: None

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

24 KECIA R. HARPER, Clerk of said Board

25 By: _____
26 Deputy

27 /mh
09/29/2022
28 440 Resolutions\MH

10.18.2022 3.28

RESOLUTION NO. 440-9294

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on October 18, 2022, that pursuant to Section 4(a)(ii) of Ordinance No. 440, the Director of Housing & Workforce Solutions is authorized to make the following listed change(s), operative on the date of approval, as follows:

<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>
74293	+1	5500300000	Contracts and Grants Analyst
74152	+1	5500300000	Community Program Specialist II

ROLL CALL:

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
 Nays: None
 Absent: None

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

KECIA R. HARPER, Clerk of said Board

By: _____
Deputy

10.18.2022 3.27