

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



ITEM: 3.26
(ID # 21539)

MEETING DATE:
Tuesday, April 18, 2023

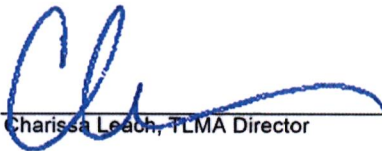
FROM : HUMAN RESOURCES AND TRANSPORTATION AND LAND MANAGEMENT
AGENCY :

SUBJECT: HUMAN RESOURCES AND THE TRANSPORTATION AND LAND MANAGEMENT AGENCY: Classification and Compensation recommendation to adjust the salary of the County Airport Manager class; and amend Salary Ordinance No. 440 pursuant to Resolution No. 440-9361 submitted herewith, All District. [Current Year Cost – \$0, Ongoing Cost – \$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the recommendation to adjust the salary of the County Airport Manager classification; and
2. Amend Salary Ordinance No. 440 pursuant to Resolution No. 440-9361.

ACTION:Policy


Charissa Leach, TLMA Director

4/3/2023


Michael Bowers, Assistant HR Director

4/5/2023

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Washington, seconded by Supervisor Spiegel and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: April 18, 2023
xc: H.R., TLMA

Kimberly A. Rector
Clerk of the Board

By: 
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	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS:			Budget Adjustment:	No
			For Fiscal Year:	22/23

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Transportation and Land Management Agency (TLMA) is the umbrella agency for four County departments – Transportation, Building & Safety, Planning, and Code Enforcement, as well as a few distinct TLMA Divisions – Administrative Services, the Riverside County Airport Land Use Commission (ALUC), and the Aviation Division. TLMA’s mission is: *“In partnership with our diverse communities, we strive to maintain, improve and preserve Riverside County’s infrastructure and environment. We will promote a high quality of life by consistently and fairly enforcing regulations to preserve existing neighborhoods, properly planning new communities to accommodate growth in a balanced way and serving the public through excellent customer service.”* The organization has the vision of being *“a leader in the delivery of superior public facilities and services.”*

TLMA’s Aviation Division is responsible for the administration and operation of the five County-owned airports - Blythe; Chiriaco Summit; French Valley; Hemet-Ryan; and Jacqueline Cochran Airport. Their services include on-field fuel services, hangar rentals, flight school, ground transportation, support services for recreational flyers, business development assistance, and property management. The County Airport Manager plans, organizes, and manages the daily operations of the County airports through eleven subordinate employees.

TLMA requested the Classification and Compensation Unit to conduct a five-counties survey of the County Airport Manager classification for market competitiveness. The review yielded the County Airport Manager classification is below market means at both the minimum and maximum salary range by approximately 27% and 24% respectively (**Attachment 2**).

Salary Adjustment

County Airport Manager: It is recommended to adjust the salary plan/grade from MRP 484 (\$96,513 - \$141,741) to salary plan/grade MRP 662 (\$128,144 - \$185,809).

Impact on Residents and Businesses

This request does not have a direct impact on residents and businesses. However, adjusting the salary range for the County Airport Manager classification should enable TLMA to attract and retain staff in this highly competitive labor market.

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Additional Fiscal Information

Adjusting the salary of above referenced classification will have no immediate financial impact.

ATTACHMENTS

1. Resolution No. 440-9361
2. County Airport Manager Market Data



Alonzo Barrera, Principal Management Analyst 4/6/2023

1 RESOLUTION NO. 440-9361

2
3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in
4 regular session assembled on April 18, 2023, that pursuant to Section 8(c) of Ordinance No. 440, the
5 Director of Human Resources is authorized to amend the Class and Salary Listing of Ordinance No. 440,
6 operative at the beginning of the pay period following the date of approval, as follows:
7

8 <u>Job</u>		<u>From Salary</u>	<u>To Salary</u>
9 <u>Code</u>	<u>Class Title</u>	<u>Plan/Grade</u>	<u>Plan/Grade</u>
74219	County Airport Manager	MRP 484	MRP 662

10 ROLL CALL:

11 Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez
12 Nays: None
13 Absent: None

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

16 KIMBERLY A. RECTOR, Clerk of said Board

17 By: 
18 Deputy

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External Market Survey Data

County Airport Manager

MGMT

Riv Co Class Code: 74219

Market Research Survey Data

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint	
Los Angeles County	<u>Chief Aviation Division, Public Works</u>	6089	\$153,835	\$239,245	55.52%	\$196,539.96	\$94.49
Orange County	<u>No comparable class</u>					\$0.00	\$0.00
San Bernardino County	<u>Director of Airports</u>	04237	\$135,949	\$188,053	38.33%	\$162,000.80	\$77.89
San Diego County	<u>Airport Manager</u>	005500	\$89,461	\$108,742	21.55%	\$99,101.60	\$47.65
Ventura County	<u>Director Airports</u>	01653	\$147,728	\$206,839	40.01%	\$177,283.15	\$85.23
	County Mean:		\$131,743	\$185,720	40.97%		
	County Median:		\$135,949	\$188,053	38.33%		
Riverside County	<u>County Airport Manager</u>	74219	\$96,513	\$141,741	46.86%	\$119,127.22	
	Dollar difference from Mean:		-\$35,230	-\$43,978			
	Percentage difference from mean:		-26.74%	-23.68%			
	Dollar difference from median:		-\$39,436	-\$46,311			
	Percentage difference from median:		-29.01%	-24.63%			

Notes: Orange County - John Wayne Airport - commercial airport serving 10 million passengers annually

Run Date: 3/7/2023

Date Prepared/Revised: MP