

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



ITEM: 3.16
(ID # 25374)

MEETING DATE:
Tuesday, July 09, 2024

FROM : HUMAN RESOURCES AND ACR

SUBJECT: HUMAN RESOURCES and ACR: Classification & Compensation recommendation to adjust the salary of the Principal Deputy Assessor-Clerk-Recorder and Chief Appraiser; and amend Ordinance No. 440 pursuant to Resolution No. 440-9433 submitted herewith, All Districts. [Total Cost \$0 with an ongoing cost of \$12,558, 100% Department Funded]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the recommendation to adjust the salary of the Principal Deputy Assessor-Clerk-Recorder;
2. Approve the recommendation to adjust the salary of the Chief Appraiser; and
3. Amend Ordinance No. 440 pursuant to Resolution No. 440-9433.

ACTION:Policy


Peter Aldana, Assessor-County-Clerk Recorder 6/24/2024


Tami Douglas-Schatz, Director of Human Resources 6/26/2024

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel, seconded by Supervisor Perez 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: July 9, 2024
xc: H.R. ACR

Kimberly A. Rector
Clerk of the Board

By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 12,213	\$ 12,558	\$ 0	\$ 12,558
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% Department Funded			Budget Adjustment: No	
			For Fiscal Year: 24/25	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Human Resources Classification and Compensation (Class and Comp) Division is recommending the following salary adjustments to resolve compaction and maintain historical salary differences between Assessor-County Clerk-Recorder (ACR) job classes.

Class and Comp recommends adjusting the salary of the *Principal Deputy Assessor-Clerk-Recorder* to be 5.5% above (at both the minimum and maximum) the salary range of the subordinate GIS Supervisor Analyst, which will resolve the current compaction between these two job classes (see *Figure 1*). Additionally, Class and Comp recommends adjusting the salary of the *Chief Appraiser* to restore the historical salary difference between *Chief Appraiser* and the *Principal Deputy Assessor-Clerk-Recorder* (see *Figure 1*).

Figure 1

Job Classification	Current Salary		Proposed Salary	
	Minimum	Maximum	Minimum	Maximum
Chief Appraiser	\$96,470	\$153,116	\$116,162	\$160,398
(% difference)	10.67%	10.72%	10.67%	10.72%
Principal Deputy Assessor-Clerk-Recorder	\$87,165	\$138,286	\$104,953	\$144,868
(% difference)	-12.38%	0.71%	5.50%	5.50%
GIS Supervisor Analyst	\$99,481	\$137,316	\$99,481	\$137,316

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. All employee anniversary dates are to be preserved. All approximate costs are detailed and summarized below.

Principal Deputy Assessor-Clerk-Recorder: It is recommended to adjust the salary plan/grade from MRP 336 (\$87,165 - \$138,286/year) to salary plan/grade MRP 518 (\$104,953 - \$144,868/year). The cost to grant these adjustments is approximately \$12,213 in salaries and benefits for FY 24/25.

Chief Appraiser: It is recommended to adjust the salary plan/grade from MRP 438 (\$96,470 - \$153,116/year) to salary plan/grade MRP 607 (\$116,162 - \$160,398/year). There are no upfront costs to this salary adjustment as there are currently 0 incumbents that are below the new,

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proposed minimum base salary.

Impact on Residents and Businesses

This request does not have a direct impact on residents and businesses.

Additional Fiscal Information

The total cost to adjust all existing incumbents below the new minimum up to the new minimum up to the new minimum salary is approximately \$12,213 for the remainder of FY 24/25 and \$12,558 for FY 25/26.

ACR has approved the recommended salary adjustments and any associated salary increases will be absorbed through their respective budget.

Attachments

Resolution No. 440-9433


Cesar Bernal, PRINCIPAL MGMT ANALYST

6/24/2024


Alonzo Barrera, Principal Management Analyst

6/27/2024

