

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



ITEM: 3.28
(ID # 29253)

MEETING DATE:
Tuesday, November 18, 2025

FROM : HUMAN RESOURCES

SUBJECT: HUMAN RESOURCES & OFFICE OF ECONOMIC DEVELOPMENT:
Classification and Compensation recommendation to adjust the salaries of the Development Specialist job class series; and amend Ordinance No. 440 Pursuant to Resolution No. 440-9512, All Districts. [Current Year Cost – \$455,394, Ongoing Cost - \$789,349 – 100% Department Budgets]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the recommendation to adjust the salaries of the Development Specialist job class series (I/II/III/Supervising/Manager); and
2. Amend Ordinance No. 440 pursuant to Resolution No. 440-9512.

ACTION: Policy

Tami Douglas-Schatz
Tami Douglas-Schatz, Director of Human Resources

11/5/2025

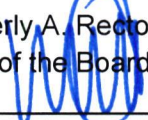
Suzanne Holland
Suzanne Holland, Director of Office of Economic Development

11/6/2025

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: November 18, 2025
xc: HR, OED

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	\$455,394	\$789,349	\$1,244,743	\$789,349
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 100% Department Budgets			Budget Adjustment: No	
			For Fiscal Year: 25/26	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Office of Economic Development's (OED) mission is to foster economic vitality, to preserve and enhance neighborhoods, to improve the quality of life and to promote learning for all residents of Riverside County. The department is wholly committed to fostering a thriving well-being economy. The Development Specialist job class series is utilized within multiple county departments and serves as an integral part of the County's mission to successfully deliver public services to Riverside County businesses and residents. In addition to the OED, Facilities Management (FM), Housing and Workforce Solutions (HWS), and Aviation utilize this job class series and were therefore included in the scope of this review.

The Human Resources' Classification and Compensation Division (Class and Comp) received a request from the OED to review the salaries of the Development Specialist job class series (I/II/III/Supervising/Principal/Manager) for potential market salary deficiencies. In addition, they expressed concerns over the ranges having shrunk over time within the class series. These classes have not been reviewed in a long time and in order to sustain a high-performing workforce capable of delivering development priorities, it is essential that the County maintain competitive salaries with healthy range spreads.

In response to the OED's salary concerns, Class and Comp conducted an external market review on the Development Specialist job class series using data from the five surrounding counties: Los Angeles, Orange, San Bernardino, San Diego and Ventura. In addition to the market, the ranges were reviewed to ensure adequate spreads among the series. Based on the market data and internal review, it is recommended to adjust the salaries of the Development Specialist I, II, III and Supervising job classes to align with the market mean at both the minimum and the maximum base salaries (**Attachment 2 - 5**).

Additionally, due to insufficient market data for the Principal Development Specialist, market data for the Development Manager was used as a reference to determine the salaries for both the Principal Development Specialist and Development Manager job class (**Attachment 6**). The Development Manager market revealed that the minimum base salary is below market, while the maximum base salary exceeds market. Based on these findings, it is recommended to maintain the current maximum base salary for the Development Manager and adjust the minimum base salary to be 5.5% higher than that of the Principal Development Specialist's minimum salary. This will ensure that there's adequate salary growth from one class level to the

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

next at the minimum. Furthermore, the salary spacing between the current Principal Development Specialist salary and proposed salary for the Supervising Development Specialist and Development Manager provides proper salary progression between job classes and thus, no salary adjustment is recommended for the Principal Development Specialist (see *Figure 1* below).

Figure 1:

Job Classification	Current Salary		Proposed Salary	
	Min	Max	Min	Max
Development Specialist I	\$52,244	\$61,842	\$68,931	\$88,404
<i>% Difference</i>	<i>24.53%</i>	<i>19.09%</i>	<i>12.01%</i>	<i>13.78%</i>
Development Specialist II	\$65,058	\$73,649	\$77,210	\$100,582
<i>% Difference</i>	<i>11.46%</i>	<i>26.26%</i>	<i>9.22%</i>	<i>10.10%</i>
Development Specialist III	\$72,511	\$92,989	\$84,328	\$110,736
<i>% Difference</i>	<i>18.47%</i>	<i>23.64%</i>	<i>16.37%</i>	<i>13.65%</i>
Supervising Development Specialist	\$85,903	\$114,973	\$98,132	\$125,847
<i>% Difference</i>	<i>42.89%</i>	<i>21.04%</i>	<i>25.08%</i>	<i>10.59%</i>
Principal Development Specialist	\$122,743	\$139,168	\$122,743	\$139,168
<i>% Difference</i>	<i>-18.69%</i>	<i>13.81%</i>	<i>5.50%</i>	<i>13.81%</i>
Development Manager	\$99,800	\$158,382	\$129,494	\$158,382

Salary Adjustments:

With the implementation of the proposed salary adjustments, costs will be incurred to bring incumbents below the new minimum salary up to the new minimum salary. All employee anniversary dates are to be preserved. All approximate costs are detailed and summarized below.

Development Specialist I: It is recommended to adjust the salary plan/grade SEU 155 (\$52,244 - \$61,842/year) to salary plan/grade SEU 351 (\$68,931 - \$88,404/year). The cost to grant these adjustments is approximately \$144,165 in salaries and benefits for FY 25/26.

Development Specialist II: It is recommended to adjust the salary plan/grade SEU 265 (\$65,058 - \$73,649/year) to salary plan/grade SEU 509 (\$77,210 - \$100,582/year). The cost to grant these adjustments is approximately \$171,953 in salaries and benefits for FY 25/26.

Development Specialist III: It is recommended to adjust the salary plan/grade SEU 416 (\$72,511 - \$92,989/year) to salary plan/grade SEU 650 (\$84,328 - \$110,736/year). The cost to grant these adjustments is approximately \$89,581 in salaries and benefits for FY 25/26.

Supervising Development Specialist: It is recommended to adjust the salary plan/grade SEUS 735 (\$85,903 - \$114,973/year) to salary plan/grade SEUS 875 (\$98,132 - \$125,847/year). The cost to grant these adjustments is approximately \$49,695 in salaries and benefits for FY 25/26.

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

Development Manager: It is recommended to adjust the salary plan/grade MRP 426 (\$99,800 - \$158,382/year) to salary plan/grade MRP 645 (\$129,494 - \$158,382/year). There are currently no incumbents in this classification below the new minimum salary.

Impact on Residents and Businesses

This request does not have a direct impact on residents and businesses. Adjusting the salary ranges will position the County to provide a competitive salary that ensures proper salary progression between the job class series and better equips the County to continue to attract and retain staff in these positions.

Additional Fiscal Information

The immediate cost to grant all existing incumbents below the current minimum base salary to the new, proposed minimum base salary is approximately \$455,394 for current FY 25/26, which includes benefits. The estimated current FY 25/26 cost with benefits for each department is listed below in *Figure 2*.

Figure 2:

Department	Current FY 25/26 Cost
Office of Economic Development	\$75,952
Housing and Workforce Solutions	\$379,442
Facilities Management	\$0
Aviation	\$0
TOTAL	\$455,394

All affected departments have approved the recommended salary adjustments, and any associated salary increases. All costs will be absorbed through the departments' respective budgets and budget adjustments are not required.

ATTACHMENTS

1. Resolution No. 440-9512
2. Development Specialist I - Market Survey;
3. Development Specialist II - Market Survey;
4. Development Specialist III - Market Survey;
5. Supervising Development Specialist - Market Survey; and
6. Development Manager - Market Survey.


Charissa Leach, Assistant CEO

11/12/2025


Kimberly Britt, ASST COUNTY EXECUTIVE OFFICER

11/12/2025


Cesar Bernal, PRINCIPAL MGMT ANALYST

11/13/2025

1 RESOLUTION NO. 440-9512

2
3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in
4 regular session assembled on November 18, 2025, 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>
74297	Development Manager	MRP 426	MRP 645
10 74183	Development Specialist I	SEU 155	SEU 351
11 74184	Development Specialist II	SEU 265	SEU 509
12 74185	Development Specialist III	SEU 416	SEU 650
13 74186	Supervising Development Specialist	SEUS 735	SEUS 875

14
15 ROLL CALL:

16 Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez

17 Nays: None

18 Absent: None

19 Abstain: None

20
21 The foregoing is certified to be a true copy of a resolution duly adopted by said Board of
22 Supervisors on the date therein set forth.

23 KIMBERLY A. RECTOR, Clerk of said Board

24 By:  _____

25 Deputy

26
27 /kc

28 10/29/2025

440 Resolutions\KC

11/18/2025 Item 3.28

Attachment 2

External Market Survey Data

Development Specialist I

Union Code

SE2

Riv Co Class Code: 74183

Market Research

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint
Los Angeles County	Community Services Analyst Aid	8188	\$53,850	\$68,735	27.64%	\$61,292.28
Orange County	No comparable class					\$0.00
San Bernardino County	Economic Development Coordinator I	6032	\$76,190	\$102,190	34.13%	\$89,190.40
San Diego County	Housing Program Analyst I	3556	\$76,752	\$94,286	22.85%	\$85,519.20
Ventura County	No comparable class					\$0.00
HASC			\$0	\$0		\$0.00
	County Mean:		\$68,930.640000	\$88,403.946667	28.25%	\$78,667.29
	County Median:		\$76,190	\$94,286	23.75%	\$85,238.40
Riverside County	Development Specialist I	74183	\$52,244	\$61,842	18.37%	57043.1254
	Dollar difference from Mean:		-\$16,686	-\$26,562		
	Percentage difference from mean:		-24.21%	-30.05%		
	Dollar difference from median:		-\$23,946	-\$32,445		
	Percentage difference from median:		-31.43%	-34.41%		

Notes:

Run Date:

Date Prepared/Revised: 9/3/2025

By: TC

Attachment 3

External Market Survey Data

Development Specialist II

Union Code

SE2

Riv Co Class Code: 74184

Market Research

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint
Los Angeles County	Community Services Analyst I	8189	\$67,060	\$90,375	34.77%	\$78,717.84
Orange County	No comparable class					\$0.00
San Bernardino County	Economic Development Coordinator II	6033	\$79,914	\$107,307	34.28%	\$93,610.40
San Diego County	Housing Program Analyst II	3557	\$84,656	\$104,062	22.92%	\$94,359.20
Ventura County	No comparable class					\$0.00
HASC			\$0	\$0		\$0.00

County Mean:			\$77,209.973333	\$100,581.653333	30.27%	\$88,895.81
County Median:			\$79,914	\$104,062	30.22%	\$91,988.00
Riverside County	Development Specialist II	74184	\$65,058	\$73,649	13.20%	69353.54184
	Dollar difference from Mean:		-\$12,152	-\$26,933		
	Percentage difference from mean:		-15.74%	-26.78%		
	Dollar difference from median:		-\$14,855	-\$30,413		
	Percentage difference from median:		-18.59%	-29.23%		

Notes:

Run Date:

Date Prepared/Revised: 9/3/2025

By: TC

Attachment 4

External Market Survey Data

Development Specialist III

Union Code

SE2

Riv Co Class Code: 74185

Market Research

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint
Los Angeles County	Community Services Analyst II	8190	\$74,750	\$100,726	34.75%	\$87,738.00
Orange County	No comparable class					\$0.00
San Bernardino County	Economic Development Coordinator III	6034	\$83,949	\$115,565	37.66%	\$99,756.80
San Diego County	Housing Program Analyst III	3558	\$94,286	\$115,918	22.94%	\$105,102.40
Ventura County	No comparable class					\$0.00
HASC			\$0	\$0		\$0.00

County Mean:			\$84,328.453333	\$110,736.346667	31.32%	\$97,532.40
County Median:			\$83,949	\$115,565	37.66%	\$99,756.80
Riverside County	Development Specialist III <i>Advanced Journey</i>	74185	\$72,511	\$92,989	28.24%	82750.11397
	Dollar difference from Mean:		-\$11,818	-\$17,747		
	Percentage difference from mean:		-14.01%	-16.03%		
	Dollar difference from median:		-\$11,438	-\$22,575		
	Percentage difference from median:		-13.62%	-19.53%		

Notes:

Run Date:

Date Prepared/Revised: 9/3/2025

By: TC

Attachment 5

External Market Survey Data

Supervising Development Specialist

Union Code

SES

Riv Co Class Code: 74186

Market Research

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint
Los Angeles County	Project Supervisor, Community Services	8219	\$89,040	\$119,988	34.76%	\$104,514.00
Orange County	No Comparable Class					\$0.00
San Bernardino County	No Comparable Class					\$0.00
San Diego County	Housing Program Analyst IV	3548	\$107,224	\$131,706	22.83%	\$119,464.80
Ventura County	No Comparable Class					\$0.00
HASC			\$0	\$0		\$0.00

County Mean:			\$98,132.000000	\$125,846.800000	28.24%	\$111,989.40
County Median:			\$98,132	\$125,847	28.24%	\$111,989.40
Riverside County	Supervising Development Specialist	74186	\$85,903	\$114,973	33.84%	100437.8357
Dollar difference from Mean:			-\$12,229	-\$10,874		
Percentage difference from mean:			-12.46%	-8.64%		
Dollar difference from median:			-\$12,229	-\$10,874		
Percentage difference from median:			-12.46%	-8.64%		

Notes:

Run Date:

Date Prepared/Revised: 9/3/2025

By: TC

Attachment 6

External Market Survey Data

Development Manager

Union Code

MGT

Riv Co Class Code: 74297

Market Research

Jurisdiction	Title	Job Code	Min Salary	Max Salary	Spread	Midpoint
Los Angeles County	No Comparable Class					\$0.00
Orange County	No Comparable Class					\$0.00
San Bernardino County	Economic Development Manager	6041	\$100,443	\$143,354	42.72%	\$121,898.40
San Diego County	No Comparable Class					\$0.00
Ventura County	No Comparable Class					\$0.00
HASC			\$0	\$0		\$0.00
	County Mean:		\$100,443	\$143,354	42.72%	\$121,898.40
	County Median:		\$100,443	\$143,354	42.72%	\$121,898.40
Riverside County	Development Manager	74297	\$99,800	\$158,382	58.70%	129090.9631
	Dollar difference from Mean:		-\$643	\$15,028		
	Percentage difference from mean:		-0.64%	10.48%		
	Dollar difference from median:		-\$643	\$15,028		
	Percentage difference from median:		-0.64%	10.48%		

Notes:

Run Date:

Date Prepared/Revised: 9/3/2025

By: TC

Flores, Kate

From: Brad Anderson <ba4612442@gmail.com>
Sent: Tuesday, November 18, 2025 9:06 AM
To: Clerk of the Board
Cc: Office of 2nd District Supervisor
Subject: Public Comment - Riverside County Board of Supervisors meeting of November 18, 2025, Agenda Item: 3.28

November 18, 2025

Riverside County Board of Supervisors (BoS)
County Administrative Center - First Floor Board Chambers
4080 Lemon St.
Riverside, CA. 92501
Attention: Clerk of the Board of Supervisors

Re: Written testimony in regards to Agenda Item: 3.28 (ID# 29253)

Dear current BoS members,

Please review my written statements listed below prior to the consideration of agenda Item listed.

Position: In Opposition

It's reasonable to consider that public concern over the continued Implementation of poor management operations from Riverside County officials are of concern of the second supervisory district representative from which she is in strong support of (In favor).

It appears that selective individuals from Riverside County Administrative departments (human resources (HR)/economic development) desire to increase the burden on all county residents and businesses that fund county government with unnecessary studies to increase it's members personal finances.

The amendment of County Ordinance No. 440 is very common place for Riverside County officials (HR) - this ask will defund residents of yearly ongoing costs of \$789,349 and one time \$455,394 (THIS YEAR).

Please consider discontinuing the overwhelming increases in wages to employment positions that are NOT comparable to most employment positions throughout southern California governmental agencies.

Sincerely,

Brad Anderson | 37043 Ferber Dr. Rancho Mirage, CA. 92270