



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: OCTOBER 18, 2022

FROM: HUMAN RESOURCES DEPARTMENT WARDS: ALL

SUBJECT: REVISIONS TO THE MASTER FRINGE BENEFITS AND SALARY PLAN TO ADJUST THE SALARY RANGE OF THE CITY ATTORNEY

ISSUE:

Approve a revision to the Master Fringe Benefits and Salary Plan to adjust the salary range of the City Attorney.

RECOMMENDATION:

That the City Council:

1. Approve a revision to the salary range for the City Attorney; and
2. Adopt the attached Resolution amending the Master Fringe Benefit and Salary Plan to reflect the revision to the City Attorney salary range.

DISCUSSION:

On September 6, 2022, the City Council unanimously reviewed and approved a salary adjustment of 5% to the salary range for the City Attorney retroactive to the employee’s anniversary date of July 22, 2022. Consistent with Chapter 2.32.030 of the Riverside Municipal Code, the Salary Schedule is therefore revised to reflect that increase.

Classification Title	Current Monthly Salary Range	Proposed Monthly Salary Range
City Attorney	\$23,833	\$25,025

STRATEGIC PLAN ALIGNMENT:

Adopting the Resolution to amend the Master Fringe Benefits and Salary Plan to adjust the salary range for the City Attorney contributes to **Strategic Priority 5 – High Performing Government**, and **Goal 5.1: Attract, develop, engage and retain a diverse and highly skilled workforce across the entire City organization.**

This action also aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – Necessary salary adjustments to the Fringe Benefit and Salary Plan for classifications allows the City to retain a highly skilled workforce.
2. **Equity** – Salary ranges are regularly reviewed to ensure they reflect equitable internal alignment and appropriate differentials between subordinate classifications.
3. **Fiscal Responsibility** – Modifications or adjustments to salary ranges are only recommended when necessary and within policy parameters for minimal fiscal impact. The recommended salary range adjustment align with the Fringe Benefits and Salary Plan.
4. **Innovation** – Modifications to the salary range ensure appropriate salary alignment both internally and within the City’s market basket.
5. **Sustainability & Resiliency** – Salary adjustments are necessary to retain a diverse range of highly skilled employees who can adapt to the changing needs of the City both internally and externally.

FISCAL IMPACT:

The total fiscal impact of this action is estimated at \$14,304 in annual base salary costs. The proposed salary adjustment for the City Attorney classification represents a cost increase of 5% in base salary costs to the salary range and will be absorbed by the General Fund, Office of the City Attorney’s personnel budget.

Prepared by: Rene Goldman, Human Resources Director
Certified as to
Availability of funds: Edward Enriquez, Interim Assistant City Manager/Chief Financial Officer/City Treasurer
Approved by: Rafael Guzman, Assistant City Manager
Approved as to form: Phaedra Norton, City Attorney

Attachments:

1. Resolution amending the Fringe Benefits and Salary Plan
2. Job Code Table
3. Fringe Benefit and Salary Plan