



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: NOVEMBER 7, 2023

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 19, 2023, the City Council reviewed and approved a salary adjustment of 5% to the salary range for the City Attorney retroactive to July 21, 2023. 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	\$27,064	\$28,417

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 the City of Riverside’s Strategic Priority of a High Performing Government, Goal 5.1: *Attract, develop, engage and retain a diverse and highly skilled workforce across the entire City organization.*

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 proposed salary adjustment for the City Attorney classification represents a cost increase of \$18,687 in base salary costs to the salary range and are absorbed by the City Attorney's operating budget in General Fund, Office of the City Attorney, Salaries expenditures account number 1300000-411100.

Prepared by: Rene Goldman, Human Resources Director
Certified as to
Availability of funds: Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by: Edward Enriquez, Assistant City Manager/Chief Financial Officer/City Treasurer
Approved as to form: Susan Wilson, Assistant City Attorney

Attachments:

1. Resolution Amending the Fringe Benefits and Salary Plan
 - a. Exhibit A – Job Code Table
 - b. Exhibit B – Resolution amending the Fringe Benefit and Salary Plan