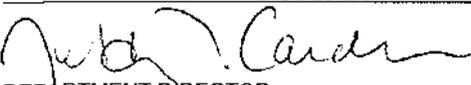
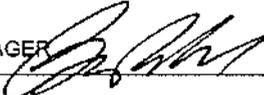


AGENDA ITEM NO.	2E
COUNCIL MEETING	1/30/2014
APPROVED BY	
	
DEPARTMENT DIRECTOR	
CITY MANAGER 	

January 30, 2014

FROM:  Jeff Cardell, Director
Personnel Services Department

SUBJECT: Adopt the Third Amendment to the FY14 Salary Resolution 2013-101 adding the classifications of Development Services Coordinator, Housing Rehabilitation Specialist, and Energy Efficiency Supervisor; and to modify the established Unit for Chief Police Pilot

RECOMMENDATIONS

It is recommended that the City Council adopt the Third Amendment to the FY14 Salary Resolution No. 2013-101, adding the following three (3) classifications: Development Services Coordinator and Housing Rehabilitation Specialist to Exhibit 3, Unit 3 – Fresno City Employees Association (FCEA); and Energy Efficiency Supervisor to Exhibit 13A, Unit 13A – City of Fresno Professional Employees Association (CFPEA), with corresponding salaries. In addition, modification of the bargaining unit assignment for Chief Police Pilot is recommended from Exhibit 2, Unit 2 – Non-Represented Management and Confidential Classes to Exhibit 13A, Unit 13A - CFPEA, with the corresponding salary.

EXECUTIVE SUMMARY

Three new classifications have been developed to meet the evolving needs of City operations. Consistent with the criteria set forth in Fresno Municipal Code Sections 3-203 et seq., the Salary Resolution is being amended to add two classes to Unit 3 - FCEA. The Development Services Coordinator serves a vital role as the initial point of contact in the development process under the Business Friendly Fresno initiative. The classification of Housing Rehabilitation Specialist has been created to inspect and evaluate housing structures in accordance with the City's housing rehabilitation programs and building codes, and to ensure compliance with HUD grant terms. The affected bargaining unit, FCEA, and the other bargaining units were provided with reasonable notice regarding the recommended classifications inviting the opportunity to meet and confer. The meet and confer has since been completed regarding these new classifications.

Also consistent with the criteria set forth in Fresno Municipal Code Sections 3-203 et seq., the Salary Resolution is being amended to add the classification of Energy Efficiency Supervisor. This new class defines the level of the duties and responsibilities associated with the City's Business and Home Energy Tune-up Programs. The affected bargaining unit, CFPEA, and the other bargaining units were provided with reasonable notice regarding the recommended class and new unit assignment of the Chief Police Pilot inviting the opportunity to meet and confer and no request to meet and confer was made by the bargaining units.

With the adoption of the Salary Resolution amendment, Personnel staff will immediately initiate the recruitment efforts to fill the positions for the new classifications.

BACKGROUND

Over the course of time the City organization and structure evolves. The change that occurs as a result of such evolution or reorganization often impacts the City's classification plan necessitating the revision of existing classifications or the development and adoption of new classifications. In collaboration with the requesting Department, Personnel Services develops new classifications or revises existing classes. In either event, notice is provided to the affected bargaining unit. When a new classification is developed the notice is provided to all bargaining units advising them of the intended bargaining unit assignment and the proposed salary range before amending the Salary Resolution.

All of the bargaining units were advised of the development of three new classifications and the intended bargaining unit assignment. The first classification is Development Services Coordinator. As discussed at the December 19, 2013 Council, this position serves a key role in the Business Friendly Fresno initiative by providing initial intake functions and assists customers with navigating the City's development process.

The second classification is Housing Rehabilitation Specialist. This position has been developed in response to HUD grant stipulations related to healthy housing programs. This classification is responsible for inspection of residential properties to determine suitability of structures for rehabilitation work, and prepares cost estimates as well as project specifications. The third new classification is titled Energy Efficiency Supervisor. This classification is responsible for oversight of energy audits and contractor inspections in accordance with the American Society of Heating Refrigeration and Air Conditioning Engineers (ASHRAE) Level 1 and 2 energy audits. In addition, the supervisor will monitor processes, promote program compliance.

Additionally, the Personnel Services Department conducted a comprehensive review of the Chief Police Pilot classification, its duties, responsibilities and reporting structure. When the class was created the incumbent was to report directly to the Police Chief. However, as determined by the class study, the position actually reports to a Police Sergeant and supervises non-sworn staff. Given this information and consistent with the provisions of Fresno Municipal Code Sections 3-203 et seq. regarding the determination of the appropriate unit, the Chief Police Pilot allocation is being moved from Unit 2 – Non-Represented Management and Confidential Classes and added to Unit 13 - CFPEA along with other represented non-confidential management positions.

The City Attorney's Office has reviewed and approved as to form the Third Amendment to Resolution No. 2013-101.

FISCAL IMPACT

Development Services Coordinator: It is estimated that the salary and benefit expenses of this position are approximately \$75,000 on an annual basis. An amendment to the Annual Appropriation Resolution that was approved in December with the associated costs of this classification included with the position funded by permit and development fees.

Housing Rehabilitation Specialist: It is estimated that the salary and benefits expenses for this position are approximately \$73,300 on an annual basis. This position is fully funded through grant programs; primarily the Healthy Homes Lead Hazard Control Grant.

Energy Efficiency Supervisor: It is estimated that the salary and benefit expenses for this position are approximately \$82,300 on an annual basis. This position is funded by PG&E Energy Efficiency funding for the Sustainability Division's Central Valley Energy Tune up program..

Chief Police Pilot: It is estimated that the salary and benefit expenses for this position are approximately \$111,300 on an annual basis. Funding for this position has been included in the current fiscal year budget.

Attachment: Third Amendment to 2013-101 FY14 Salary Resolution

This page intentionally left blank.

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO, CALIFORNIA, MAKING THE THIRD AMENDMENT TO RESOLUTION NO. 2013-101 ENTITLED "A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO ESTABLISHING RULES FOR THE APPLICATION OF CITY EMPLOYEE COMPENSATION RATES AND SCHEDULES AND RELATED REQUIREMENTS, AND ESTABLISHING COMPENSATION RATES AND SCHEDULES FOR FY 2014"

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Fresno as follows:

SECTION 1.

Exhibit 3 - Unit 3 – Non-Supervisory White Collar (FCEA) is hereby amended to add the class of Housing Rehabilitation Specialist and to provide a salary for the respective class in the said Exhibit 3, effective January 30, 2014.

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F
Housing Rehabilitation Specialist	230056	12	4128	4334	4551	4779	5018	-

SECTION 2.

Exhibit 3 - Unit 3 – Non-Supervisory White Collar (FCEA) is hereby amended to add the class of Development Services Coordinator and to provide a salary for the respective class in the said Exhibit 3, effective January 30, 2014.

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F
Development Services Coordinator	230057	12	4220	4457	4679	4907	5147	-

Date Adopted:
 Date Approved:
 Effective Date:
 City Attorney Approval: 

SECTION 3.

Exhibit 13A - Unit 13A – Management Non-Confidential Classes (CFPEA) is hereby amended to add the class of Energy Efficiency Supervisor and to provide a salary for the respective class in the said Exhibit 13, effective January 30, 2014.

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Energy Efficiency Supervisor	230058	12	4691	4921	5162	5416	5682

SECTION 4.

Exhibit 13A - Unit 13A – Management Non-Confidential Classes (CFPEA) is hereby amended to add the class of Chief Police Pilot and to provide a salary for the respective class in the said Exhibit 13A, deleting this classification from Unit 2 – Non-Represented Management and Confidential Classes, effective January 30, 2014.

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Chief Police Pilot	410031	12	6606	6932	7274	7633	8011

SECTION 5.

Upon final legislative approval, this Resolution shall become effective on January 30, 2014.

* * * * *

STATE OF CALIFORNIA)
COUNTY OF FRESNO) ss.
CITY OF FRESNO)

I, YVONNE SPENCE, City Clerk of the City of Fresno, certify that the foregoing resolution was adopted by the Council of the City of Fresno, at a regular meeting held on the _____ day of _____, 2014.

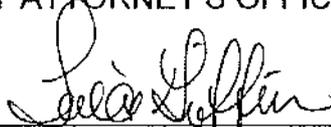
AYES :
NOES :
ABSENT :
ABSTAIN :

Mayor Approval: _____, 2014
Mayor Approval/No Return: _____, 2014
Mayor Veto: _____, 2014
Council Override Vote: _____, 2014

YVONNE SPENCE, CMC
City Clerk

BY: _____
Deputy

APPROVED AS TO FORM:
CITY ATTORNEY'S OFFICE

BY: 
Tina R. Griffin, Supervising Deputy

1/30/14 Second Council Amendment
10/1/13 First Council Amendment
Supersedes Original

This page intentionally left blank.