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Title: Actions pertaining to the City of Fresno Professional Employees Association (CFPEA) for Unit 13
1. ***Adopt a Side Letter of Agreement with the City of Fresno Professional Employees Association (CFPEA) for Unit 13, Exempt Supervisory and Professional and Non-Exempt Professional (Subject to Mayor's Veto)
2. ***RESOLUTION: Adopt the Eleventh Amendment to Fiscal Year 2023 Salary Resolution No. 2022-152, amending Exhibit 13-1, Unit 13, Exempt Supervisory and Professional (CFPEA) and Exhibit 13-2, Unit 13, Non-Exempt Professional (CFPEA), as required by the Side Letter of Agreement with City of Fresno Professional Employees Association; and amending Exhibit 13-1, Unit 13, Exempt Supervisory and Professional (CFPEA) to increase the salary range for the Project Manager classification (Subject to Mayor's Veto)

Sponsors: Personnel Services Department

Indexes:

Code sections:

Attachments: 1. Salary Tables - Eleventh Amendment to FY23 Salary Resolution No. 2022-152 - Redline, 2. Salary Tables - Eleventh Amendment to FY23 Salary Resolution No. 2022-152 - Final, 3. ID 23-518 (1-P) Supplement Packet

Date	Ver.	Action By	Action	Result
3/30/2023	1	City Council	ADOPTED	Pass

REPORT TO THE CITY COUNCIL

FROM: TJ MILLER, Interim Director
Personnel Services Department

BY: STEPHANIE HERNANDEZ, Principal Labor Relations Analyst
Personnel Services Department

SUBJECT

Actions pertaining to the City of Fresno Professional Employees Association (CFPEA) for Unit 13

1. ***Adopt a Side Letter of Agreement with the City of Fresno Professional Employees Association (CFPEA) for Unit 13, Exempt Supervisory and Professional and Non-Exempt Professional (Subject to Mayor's Veto)
2. ***RESOLUTION: Adopt the Eleventh Amendment to Fiscal Year 2023 Salary Resolution No. 2022-152, amending Exhibit 13-1, Unit 13, Exempt Supervisory and Professional (CFPEA) and Exhibit 13-2, Unit 13, Non-Exempt Professional (CFPEA), as required by the Side Letter of Agreement with City of Fresno Professional Employees Association; and amending Exhibit 13-1, Unit 13, Exempt Supervisory and Professional (CFPEA) to increase the salary range for the Project Manager classification (Subject to Mayor's Veto)

RECOMMENDATION

It is recommended Council: (1) approve the attached Side Letter of Agreement with the City of Fresno Professional Employees Association (CFPEA) agreeing to equity adjustments for Fiscal Year 2023; and (2) adopt the Eleventh Amendment to the Fiscal Year 2023 Salary Resolution No. 2022-152, amending salaries in Exhibit 13-1, Unit 13, Exempt Supervisory and Professional (CFPEA) and Exhibit 13-2, Unit 13, Non-Exempt Professional (CFPEA) to implement said equity adjustments; and Exhibit 13-1 to increase the salary range for the classification of Project Manager.

EXECUTIVE SUMMARY

The City and CFPEA reached a tentative agreement on a Side Letter of Agreement to provide equity adjustments for agreed upon Unit 13 classes for Fiscal Year 2023, which implements a third phase of recommended compensation adjustments resulting from the 2018 Classification and Compensation Study of classes represented by CFPEA. The side letter provides equity adjustments to 28 classes, which includes the completion of recommended equity adjustments for 18 classes. The side letter also includes equity adjustments resulting from the classification and compensation study for the Emergency Services Communications Supervisor classification of 14.02%. The equity adjustment resulting from the study for Emergency Services Communications Supervisor, as well as an adjustment above the study results, are being addressed separately in the Ninth Amendment to the FY23 Salary Resolution to address critical recruitment and retention concerns related to the Emergency Services Dispatcher classification series.

Additionally, in collaboration with relevant City departments, the Department of Personnel Services conducted a classification review of the Capital Development Specialist and Project Manager classifications. Results of the classification review determined that both classifications perform similar functions and that reclassifying employees from Capital Development Specialist to Project Manager, and updating the Project Manager job specification to reflect industry-wide project management duties and requiring incumbents to obtain a project management certification is appropriate. As such, the salary range for Project Manager is being increased by 18.57% for comparability with the industry and in recognition that incumbents will now be required to obtain a project management certification.

To implement the Side Letter of Agreement and increase the salary range for the Project Manager classification, it is necessary to approve the Eleventh Amendment to Fiscal Year 2023 Salary Resolution 2022-152, to amend Exhibit 13-1 and Exhibit 13-2.

This recommendation represents the third of four phases if the remaining \$604,000 required to complete the Class and Compensation process is supported in the FY24 budget. The Side Letter of Agreement and Salary Resolution Amendment are effective March 27, 2023.

BACKGROUND

In Fiscal Year 2018, the City and CFPEA completed a Classification and Compensation Study which resulted in recommended classification and compensation adjustments for some classes in the unit on the basis of market comparability, equity within the City's compensation plan, addressing recruitment and retention challenges, and streamlining the classification structure. Due to budgetary limitations, the City and CFPEA agreed that equity adjustments would be implemented in phases,

with the first phase being implemented in Fiscal Year 2019 and the second phase being implemented in Fiscal Year 2020. Additionally, the Memorandum of Understanding between the City and CFPEA which was approved by Council in December 2021 contains a provision requiring the remainder of equity adjustments to be implemented in phases. The Side Letter of Agreement with CFPEA and Salary Resolution Amendment implements a third phase of equity adjustments consistent with the MOU provision.

In 2022, the Personnel Services Department, with the support of relevant City departments, engaged in a classification review of the Capital Development Specialist and Project Manager classifications. Results of the study revealed that both classes perform similar functions, including developing the scope of work and managing the cyclical project bid process, vendors, and timelines. It was further determined that the Project Manager job specification should be updated to reflect duties appropriate and in line with current duties of most project managers as well as standard duties for project managers industry-wide, including a requirement for incumbents to obtain a Project Management Professional (PMP) certification. As a result, the salary range for the Project Manager class will be increased from \$6,564 - 7,953 monthly, to \$7,990 - \$9,712. Additionally, 17 Capital Development Specialist positions will be reclassified to the Project Manager classification and seven Project Manager incumbents will remain in the classification. Finally, the classification review identified three Project Manager positions that do not perform work consistent with project management. Three Project Manager positions in the Department of Public Utilities will be reclassified to the Program Manager classification, as duties performed are inconsistent with managing projects and inline with duties performed by the Program Manager classification. Specifically, positions manage long-term programs and activities to ensure compliance with regulations, consistent with duties of the Program Manager classification.

The City Attorney's Office has approved the Side Letter of Agreement and Salary Resolution Amendment as to form.

ENVIRONMENTAL FINDINGS

By the definition provided in the California Environmental Quality Act Guidelines Section 15378 this item does not qualify as a "project" and is therefore exempt from the California Environmental Quality Act requirements.

LOCAL PREFERENCE

Local preference is not implicated because this item does not involve public contracting or bidding with the City of Fresno.

FISCAL IMPACT

There will be no fiscal impact for the approval of the Side Letter of Agreement and Salary Resolution Amendment as the additional salary and benefit expenses of approximately \$93,071 to the General Fund and \$222,605 to All Funds were budgeted in Fiscal Year 2023 and the approximate \$403,308 to the General Fund and \$964,920 to All Funds in ongoing costs will be budgeted in FY24 and future years.

Attachments:

City of Fresno/CFPEA Side Letter of Agreement - Class & Comp Equity Adjustments
Resolution - Eleventh Amendment to FY 2023 Salary Resolution No. 2022-152
Salary Tables - Eleventh Amendment to FY 2023 Salary Resolution No. 2022-152 - Redline
Salary Tables - Eleventh Amendment to FY 2023 Salary Resolution No. 2022-152 - Final