

Regular Council Meeting
November 17, 2022

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CITY OF FRESNO
CITY CLERK'S OFFICE

FRESNO CITY COUNCIL



Supplement Packet

ITEM(S)

1-M (22-1765)

Actions pertaining to amendments to resolutions and ordinances related to compensation and benefits for the city employees and charter officials

[TITLE TRUNCATED FOR SUPPLEMENTAL PACKET COVER PAGE]

Contents of Supplement Staff report, 5th Amendment to the Salary Resolution, Resolution Amending the Transparency in City Government Act, 3rd Amendment to the Position authorization Resolution, Bill for introduction setting compensation of elective officers, and bill for introduction related to criteria of reimbursement of expenses for Mayor and Councilmembers.

Item(s)

Supplemental Information:

Any agenda related public documents received and distributed to a majority of the City Council after the Agenda Packet is printed are included in Supplemental Packets. Supplemental Packets are produced as needed. The Supplemental Packet is available for public inspection in the City Clerk's Office, 2600 Fresno Street, during normal business hours (main location pursuant to the Brown Act, G.C. 54957.5(2)). In addition, Supplemental Packets are available for public review at the City Council meeting in the City Council Chambers, 2600 Fresno Street. Supplemental Packets are also available on-line on the City Clerk's website.

Americans with Disabilities Act (ADA):

The meeting room is accessible to the physically disabled, and the services of a translator can be made available. Requests for additional accommodations for the disabled, sign language interpreters, assistive listening devices, or translators should be made one week prior to the meeting. Please call City Clerk's Office at 621-7650. Please keep the doorways, aisles and wheelchair seating areas open and accessible. If you need assistance with seating because of a disability, please see Security.

REPORT TO THE CITY COUNCIL

FROM: TJ MILLER, Interim Director
Personnel Services Department

BY: JENNIFER MISNER, Assistant Director
Personnel Services Department

SUBJECT

..Title

Actions pertaining to amendments to resolutions and ordinances related to compensation and benefits for city employees and charter officials

- 1.***RESOLUTION - Adoption of 5th Amendment to the FY 2023 Salary Resolution No. 2022-152 (Subject to Mayor's Veto)
- 2.***RESOLUTION - Adoption of Amendment to the "Transparency in City Government Act" (Transparency Act) (Subject to Mayor's Veto)
- 3.*** Resolution Adopting the 3rd Amendment to "A Resolution of the Council of the City of Fresno Establishing the Number of Positions Authorized in the Various Departments and Offices of the City for Fiscal Year 2023 removing the 8 positions from the Budget Division of the Mayor and City Manager's Offices and adding 10 positions to the newly created Department of Budget and Management Studies (Subject to Mayor's Veto)
- 4.Introduction of Bill, Amending Ordinance No. 2022-22 of the Fresno Municipal Code and Adopting an Ordinance Setting Forth the Compensation of Elective Officers
- 5.Introduction of Bill, Amending Ordinance No. 2017-10 of the Fresno Municipal Code and Adopting an Ordinance Related to Reimbursement of Expenses for Elected Officials

..Body

RECOMMENDATION

Staff recommends that Council adopt items 1-5 above related to compensation and benefits for City employees and charter officials.

EXECUTIVE SUMMARY

More recently, and in this current competitive job market, it has been recognized that some City positions remain vacant and are proving to be hard to fill. In addition, it is critical to retain employees that we do have, who are being lured by other jurisdictions.

BACKGROUND

1. Adoption of 5th Amendment to the FY 2023 Salary Resolution No. 2022-152

The City's Salary Resolution is the document which establishes employee compensation rates and schedules and other requirements.

The proposed changes to the Salary Resolution are as follows:

Section 8 – Management Leave (formerly “Administrative Leave”), changes are being requested to align with Fire Management and FPOA management. The amount of hours for employees in the E1-E5 Executive Pay Range is being increased from 60 hours to 80 hours, with up to 60 hours allowed for cash out. In addition, the previously awarded Supplemental Management Leave is being re-established at 32 hours. Supplemental Management Leave is not automatic and is to be awarded by the City Manager, City Attorney, City Clerk or Retirement Administrator for extraordinary performance. Supplemental Management Leave may not be cashed out; however, the employee may elect to transfer up to 32 hours of Supplemental Management Leave to a Special HRA bank to be credited to an HRA account for eligible employees upon retirement at 80% of the employee’s current hourly base rate of pay at the time of retirement.

Section 9 – Annual Leave Accrual. Adds 100 hours to the accumulation of unused Annual Leave for employees in E1-E5 ranges.

Section 14 – Certificate Pay. Currently, the classes of Principal Internal Auditor or Internal Auditor can receive certificate pay if he/she are licensed as a CPA by the State of California or as a Certified Internal Auditor by the Institute for Internal Auditors. The requested change adds the Controller classification as available for certificate pay.

Section 17 – Compensation for Full-Time Employees Occupying Permanent Positions in Exhibit 2. In this section Deferred Compensation is being removed from inclusion as part of base salary. Instead, Deferred Compensation will be allowed in addition to base salary. Also, in this section, as previously adopted by council, the Recruitment and Incentive Pay (described in Section 26) is also identified as in addition to base salary. Also, allows employees in E5 range to receive \$75 in City deferred compensation contribution (E6-E22 already receive).

2. Amendments to Transparency Act

Article I – Removes deferred compensation contributions and recruitment and/or retention incentives from the definition of Bonus. Further defines Executive Employees as those management and confidential employees set forth in Unit 2 of the Salary Resolution.

Article III – The original Transparency Act adopted in 2010 required a listing of positions and earnings as reported on W-2s. Since 2010, State law was enacted (California Government Code section 53891 and 53892) which requires the City to positions and compensation data to the State Controller’s Office on an annual basis, but in a different format than the W-2 reporting. Staff supports transparency in reporting employee compensation information; however, providing the data in two separate formats is redundant and overburdensome. Staff is requesting to eliminate the duplication of reporting and continue to report to the State Controller’s office and provide the link **publicpay.ca.gov** on the City’s website to easily direct the Council and public to the Controller’s portal.

Article V – Removes deferred compensation from the definition as unauthorized pay. Also allows salary increases to be retroactive for no more than 30 days to allow for delays in processing employee action forms. Allows for up to one year (vs. six months) of severance pay in employment contract and up to 3 months severance to employees without contracts for the good of the service. Also removes prohibition of salary increases being received by employees who have provided verbal or written notice to the appointing authority of intent to separate. This provision has eliminated the ability to succession plan as employees are making retirement decisions. The employees do not want to advise appointment authority of intent to separate/retire in advance to not disqualify themselves for future salary increases. This has resulted in the appointing authority receive short notice and limits our ability to have time to recruit to fill the vacancy created.

Article VIII – Eliminates the provision requiring the City Manager to make a presentation to the Council and submit a written report outlining all the reporting required.

Article IX – Directs Council and the public to publicpay.ca.gov for City compensation data.

3. 3rd Amendment to the PAR

The Budget Division is currently part of the City Manager's Office. The staffing of the office has not increased significantly for many years, while the workload has grown substantially. Staff believes the Budget Division should transition into its own department entitled "Department of Budget and Management Studies" and two positions be added in addition to the current 8 positions. This will allow a more vertical organizational structure that will assist in reducing the overwhelming workload of staff.

4. Amendment to Ordinance 2022-22 and Adopting Ordinance Setting Forth Compensation of Elected Officials

Under the Plan rules, Elected Officials are prohibited from participating in the City's Retirement System. Research indicates that many cities allow their elected officials to participate in their retirement plan (of the 11 cities used in the Benchmark Cities Comparative Elected Officials Compensation Survey, Anaheim, Long Beach, Oakland, Riverside, Sacramento, San Jose, and Santa Ana, allow elected officials to participate in the retirement plan. In addition, Los Angeles and San Francisco also allow Elected Official participation. Fresno's Deferred Compensation Plan does not prohibit Elected Officials from participating. As such, staff is recommending that the City contribute an amount to the Mayor and Councilmembers at a comparable percentage (11%) as if they were in the City's retirements system and the City were making contributions as it does for employees.

Any elected officials who is a retiree and drawing retirement payments from the City's retirement plan do not qualify for City contributions to the Deferred Compensation Plan.

5. Amendment to Ordinance 2017-10 and Adopting Ordinance Related to Reimbursement of Expenses for Elected Officials

Since at least 1989, the Mayor and Councilmembers have been reimbursed for expenses incurred on City business. The amount of reimbursement has been set at the same level since at least 1989. Staff is recommending that the monthly car and monthly general and miscellaneous expense allowance be increased to current levels.

For Car and Travel Allowance, the monthly allowance would be increased to \$500 for the Mayor and \$450 for councilmembers. For General and Miscellaneous Expense Allowance, the amounts would be increased to \$850 per month for the Mayor, to \$843.75 per month for the Council President and \$750 per month for Councilmembers. These amounts reflect cost of living increases from 1989 to the present.

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

Any increases in expenditures will be absorbed in existing Budget appropriations.

Attachments:

1. 5th Amendment to Salary Resolution, Salary Resolution (clean), Salary Resolution (redlined)
2. Resolution Amending the Transparency in City Government Act (clean and redlined of Transparency Act)
3. 3rd Amendment to the Position Authorization Resolution (PAR)
4. Bill for Introduction – Amendment to Ordinance Setting Compensation of Elective Officers
5. Bill for Introduction – Amendment to Ordinance Relating to Criteria of Reimbursement of Expenses for Mayor and Councilmembers

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO MAKING THE FIFTH AMENDMENT TO RESOLUTION NO. 2022-152 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 FISCAL YEAR 2023"

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

SECTION 1.

Section 8 of the Narrative is hereby amended to (1) Add 80 hours of Management Leave credit to employees in the E1-E5 Executive Pay Range in Exhibit 2, Unit 2; and (2) Add Supplemental Management Leave up to 32 hours per fiscal year for employees in the E1-E5 Executive Pay Range in Exhibit 2, Unit 2 at the discretion of the employee's appointing authority, effective November 21, 2022.

SECTION 2.

Section 9 of the Narrative is hereby amended to add 100 hours to the accumulation of unused Annual leave for employees in Executive Pay ranges E1- E5 in Exhibit 2, Unit 2, effective November 21, 2022.


SECTION 3.

Section 14 of the Narrative is hereby amended to add Controller to the listed classifications entitled to receive an additional five percent of base pay for required certification, effective November 21, 2022.

SECTION 4.

Section 17, subdivisions A, C, D, E is hereby amended to remove deferred compensation as base pay and add it as an authorized compensation up to the IRS deferral limits each calendar year if authorized in an approved at-will employment agreement for employees in Exhibit 2, Unit 2, effective November 21, 2022.

1 of 3

Date Adopted:
Date Approved:
Effective Date: 11/17/22
City Attorney Approval: 

Sixth Amendment to Salary
Resolution No. 2022-152
Resolution No. _____

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

I, TODD STERMER, 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 _____ 2022.

AYES :
NOES :
ABSENT :
ABSTAIN :

Mayor Approval: _____, 2022
Mayor Approval/No Return: _____, 2022
Mayor Veto: _____, 2022
Council Override Vote: _____, 2022

TODD STERMER
City Clerk

By: _____
Deputy Date

APPROVED AS TO FORM:
RINA M. GONZALES
Interim City Attorney

By: _____
Tina R. Griffin Date
Chief Assistant City Attorney



Fiscal Year 2023

(July 1, 2022 – June 30, 2023)

Salary Resolution

Personnel Services Department

Date Adopted:
Date Approved:
Effective Date: 11/17/-2022
City Attorney Approval: 

Fiscal Year 2023 Salary Resolution
Resolution No. 2022-152

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RESOLUTION NO. 2022-152

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 FISCAL YEAR 2023

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

SECTION 1. SPECIAL PROVISIONS APPLICABLE TO ALL CLASSES

The rules set forth in this resolution constitute special provisions applicable to all classes of employment in the City service. If any provision(s) of a Memorandum of Understanding (hereafter "MOU") or Terms and Conditions of employment (hereafter "T & C") adopted and approved by the Council under Article 6, Chapter 3 of the Fresno Municipal Code (hereafter "FMC") or employment agreement that is authorized and in compliance with Article V of the City of Fresno Transparency in Government Act and currently in effect, is clearly and specifically in conflict with any rule contained in this resolution, the provision in such MOU, T & C, or employment agreement shall prevail.

SECTION 2. SALARY STEP PLAN AND EXECUTIVE PAY RANGE PLAN

The step plan of each salary range shall be applied and interpreted as follows for permanent and probationary employees appointed to permanent positions:

- A. The first step shall be the minimum rate and shall normally be the hiring rate for the class. In a case where it is difficult to secure a qualified person or if a person of unusual qualifications is engaged, the City Manager, City Attorney, City Clerk, or Retirement Administrator, or their designees, as appropriate for their respective areas of authority, after receiving the recommendation of the Director of Personnel Services, may approve appointment above the first step.
- B. The second step shall be paid upon the completion of six (6) months of paid status at the first step.
- C. The third step shall be paid upon the completion of one (1) year of service at the second step.
- D. Each subsequent step shall be paid upon completion of one (1) year of service at the prior step.

Progression to successive steps in the salary range shall be automatic with two exceptions. Exception 1; Following and unsatisfactory performance evaluation, a step progression may be delayed by the appointing authority for not more than six (6) months and more than six (6) months only with approval of the City Manager, City Attorney, City Clerk, or Retirement Administrator, or their designees, as appropriate for their respective areas of authority.

Exception 2; an off cycle or an accelerated step advancement may occur upon recommendation of the appointing authority and the Director of Personnel Services whenever an employee exhibits unusual merit as demonstrated in an employee performance evaluation. Six (6) months of service equals 1,040 hours of service, and one (1) year of service equals 2,080 hours of service, except where employees work a 56 hour-hour workweek, six (6) months of service equals 1,456 hours of service, and one (1) year of service equals 2,912 hours of service.

- E. Employees who are reinstated in accordance with FMC Section 3-292, who were not at the top step prior to layoff or demotion, will be credited with paid time previously worked at the step at time of layoff or demotion. The next step increase date will be adjusted accordingly upon reinstatement. Any time missed due to mandatory furloughs shall count as paid time.
- F. An employee who is selected to fill a reclassified position pursuant to FMC Section 3-209 (b), or who is promoted from one class to another having a higher salary range, shall be adjusted to the lowest step in the salary range of the new class, which is at least three and one-half percent (3.5%) higher than the rate received in the employee's former class. If such an increase would require a payment greater than the highest step, then the highest step shall be paid.

An employee in Exhibit 7 who is appointed to a position in a class having a salary range shall be promoted according to the foregoing provisions to the nearest step, but not exceeding the top step, in the new class range after adding five percent (5%) to the employee's salary rate.

- G. When a class is assigned a new salary range, the salary of an employee in such class shall be adjusted to the same relative step in the new salary range, and such adjustment shall not alter the employee's anniversary date for purposes of future step increases in the class.
- H. A permanent employee, assigned to a higher class on a limited, interim or provisional basis, and who is entitled to the rate of pay for such higher class, shall be paid in the same manner as provided for promotion in Section 2, subsection F above.
- I. If an employee is receiving compensation above the highest step of the range, the employee's present rate shall be continued as an approved additional step rate for the class ("Y-rated"), until the highest step is greater than the Y rate, but no other employee may be adjusted to this rate, and it shall no longer be in effect after the incumbent vacates the classification.
- J. Except as noted in Section 2, subsection E above, step increases shall become effective immediately upon completion of required service. For purposes of this section, any employee who is absent without pay, excluding statutorily protected leave such as, but not limited to leaves taken under the Family and Medical Leave Act (FMLA), the California Family Rights Act (CFRA), Pregnancy Disability Leave (PDL), and Military Leave, for the number of hours specified below while on any single step in a range shall not be considered to have been on paid status for the number of calendar weeks shown, and advancement to the next step shall be delayed by such number of calendar weeks:

<u>At least</u>	<u>But less than</u>	<u>Calendar Weeks delayed</u>
1 hour	40 hours	None
40 hours	120 hours	2
120 hours	200 hours	4
200 hours	280 hours	6
280 hours	360 hours	8
360 hours	440 hours	10

For purposes of this section, leave without pay, in reference to step advancement, shall be adjusted appropriately for 56-hour employees:

<u>At least</u>	<u>But less than</u>	<u>Calendar Weeks delayed</u>
1 hour	56 hours	None
56 hours	168 hours	2
168 hours	280 hours	4
280 hours	392 hours	6

The number of additional weeks by which advancement to the next step shall be delayed shall be calculated in the same manner as those respective formulas specified herein. Such delay shall cause a change in the employee's anniversary date for purposes of future step increases in the class.

- K. Transfer to a different classification with the same salary range and in which no salary change occurs, shall result in a new anniversary date upon which advancement to the next step shall be calculated, or merit increase shall be considered.
- L. In lieu of a Salary Step Plan, an Executive Pay Range Plan has been established for classes as set forth in Exhibit 2.
 - 1. For employees who separated from City service prior to July 1, 2015:
 - a. The salary for each employee in the executive pay ranges and the salary range for each class within such ranges shall be established by the City Manager or designee.

The City Manager or designee shall promulgate such rules and regulations deemed appropriate in the implementation and administration of this subsection.

For purposes of calculating retirement benefits for any employee in a class in the Executive Pay Range Plan who has left City service after five (5) years of service, but prior to attaining an age sufficient for service retirement, and who has elected to leave contributions in the retirement system, retirement benefits shall be calculated as follows:

The employee's salary at the time of separation from employment with the City shall be compared to the control point in existence at the time of separation for the class from which the employee is retiring. Retirement benefits (based on monthly salary only) shall be calculated using the same relationship the employee's salary bore to the control point at the time of separation as it would bear to the control point at the time of retirement. As an example only, if an employee's salary at the time of separation was five percent (5%) below the control point for the class, then the benefit at retirement would be based on that amount, which would be five percent (5%) below the control point for that class at the time of retirement, subject to the applicable provisions of the retirement system regarding years of service, compensation earnable, and so on.

2. For employees in Exhibit 2, who separate from City service on or after July 1, 2015:

- a. The salary for each executive employee in the executive pay ranges and the salary range for each class within such ranges shall be established by the City Manager or designee.

The City Manager or designee shall promulgate such rules and regulations deemed appropriate in the implementation and administration of Section 2, Subsection (P)(2)(b) below.

- b. For purposes of calculating Compensation Earnable as defined in FMC 3-501, any employee in the City of Fresno Employees Retirement System (hereafter "System") in a class in the Executive Pay Plan who separates from City service and elects to remain a member of the System shall have their Compensation Earnable calculated as follows:

Beginning July 1 following the date the Deferred Vested Member separates from City service, the Member's Compensation Earnable at the time of separation shall be indexed with the Consumer Price Index (hereafter "CPI") – United States City Average for Urban Wage Earners and Clerical Workers -- all items (i.e., general price inflation) and the Employment Cost Index for Wage Inflation (i.e., across the board pay increases) for State and local government employees, as published by the Bureau of Labor Statistics of the United States Department of Labor.

Determination of the percentage of annual increase or decrease in CPI and Employment Costs for wage inflation shall be made by the Retirement Board on or before April 1 of each year for each of the two immediately preceding calendar years. The percentage by which such indexes for the more recent full calendar year shall have increased or decreased over or below indexes for the full calendar year immediately prior shall be the percentage used to

calculate adjustments to Compensation Earnable with the following exceptions: banking shall not be applied nor shall the sum of accumulated CPI and Employment Costs adjustments plus Compensation Earnable fall outside the Executive Pay Range approved by the City Council each fiscal year.

This process will continue each July 1 until the Deferred Vested Member elects to begin receiving the retirement benefit. This adjusted Compensation Earnable shall be used in the Member's final compensation for the calculation of the retirement benefit.

If a Deferred Vested Member held more than one position during their highest three consecutive years, the Compensation Earnable in each position shall be allocated on a time held, pro-rata basis and the combined adjusted Compensation Earnable, including adjustments due to CPI and Employment Costs for wage inflation, shall be used in the Member's final compensation for the calculation of the retirement benefit.

- c. System members who retire or enter the Deferred Retirement Option Program (hereafter "DROP") on or after July 1, 2015, shall have any previously held Executive Pay Range salaries determined in accordance with Section 2, Subsection (P)(2)(b).
 - d. System members who retire or enter DROP on or after July 1, 2015, who vacated a Unit 14 class before January 6, 2020, and thereafter does not return to said class, shall have any previously held Executive Pay Range salaries determined in accordance with Section 2, Subsection (P)(2)(b).
- M. Except where provided in this subsection, temporary assignment to perform the duties of absent employees shall be in accordance with FMC Section 3-260.

After any employee holding a permanent position in Exhibit 2 has completed 40 hours of service in a higher class the employee shall thereafter be paid at the rate of pay of the higher class while so assigned. An employee who has held permanent status in the higher class prior to such assignment shall not be required to complete the qualifying period of service set forth above and shall be paid for the entire duration of the assignment to the higher class at the rate of pay of the lowest step in the salary range of the higher class, which must be at least three and one-half percent (3.5%) higher than the rate received in the employee's regular class assignment. If the three and one-half (3.5%) increase requires a payment greater than the highest step, then the highest step shall be paid.

SECTION 3. RATES OF PAY

Rates of pay provided for by a resolution establishing or approving such salaries are fixed on the basis of dollars per month or full-time service in full-time positions unless otherwise clearly indicated. Salaries shown are the base rate of pay for each respective job classification. The hourly rate of pay is calculated by multiplying the monthly rate of pay by 12 and dividing by 2,080,

except that the hourly rate of pay for employees whose schedule is 56 hours per week is calculated by multiplying the monthly rate of pay by 12 and dividing by 2,912.

SECTION 4. EXEMPT JOB CLASSES

Employees in classes listed as exempt in any exhibit attached to this salary resolution whose job codes are marked with an "e" shall not be entitled to payment or compensatory time off for overtime as provided for in the rules and regulations of the Fair Labor Standards Act (hereafter "FLSA").

In accordance with the rules and regulations of the FLSA, the base salary of exempt employees shall not be reduced due to variations in the quality or quantity of the work performed. Deductions from the salary of exempt employees are allowed only for those certain circumstances which are set forth in the applicable FLSA regulations.

Employees exempt from overtime shall not be subject to deductions for Leave Without Pay in increments of less than a work day or shift. Employees with qualified medical restrictions may be temporarily placed on a part-time basis and will receive the pro-rated salary during the time of restriction.

SECTION 5. WAGES, OVERTIME AND SICK LEAVE FOR TEMPORARY EMPLOYEES

A. Temporary employees shall be paid on an hourly basis for the hours actually worked, subject to the provisions of Section 4 above and/or the FLSA, which provides for overtime compensation for hours worked in excess of 40 per workweek. Any such employee in a class having a monthly salary rate shall be paid an hourly rate that is converted from the monthly salary for that class pursuant to Section 3.

B. Sick Leave for Temporary Employees:

1. Temporary employees will earn one (1) hour of Sick Leave for every thirty (30) hours of work, including overtime. This accrual will begin on the first day of employment. Sick Leave Accruals will be capped at forty-eight (48) hours. Sick Leave may be carried over from year to year.
2. Temporary employees will be eligible to use Sick Leave on the ninetieth (90th) day of employment.
3. Sick Leave can be used for:
 - a. Diagnosis, care, or treatment of an existing health condition of, or preventive care for, an employee;
 - b. Diagnosis, care, or treatment of an existing health condition of, or preventive care for an employee's parent (a biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child), child (a child, which for purposes of this article

means a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis - this definition of a child is applicable regardless of age or dependency status), spouse, registered domestic partner, sibling, grandparent, or grandchild; or,

- c. For an employee who is a victim of domestic violence, sexual assault, or stalking, the purposes described in Labor Code Section 230(c) and Labor Code Section 230.1(a).

4. Protected Sick Leave for Temporary Employees

- a. Temporary employees will accumulate and be able to use Sick Leave in accordance with AB1522, Healthy Workplace Healthy Family Act of 2014 (i.e., Labor Code §§245 et seq.)

- b. Temporary employees may use up to three (3) days as Protected Sick Leave or twenty-four (24) hours, whichever is greater, in each fiscal year (July 1 through June 30).

5. Temporary employees who leave City employment and return within one (1) year from the date of separation will have unused Sick Leave accruals restored up to forty-eight (48) hours.

SECTION 6. FLEXIBLE STAFFING

An employee holding a permanent position in any class in a group of classes designated as flexibly staffed may be appointed to a higher class in that group, provided that the employee meets the minimum requirements, the essential duties are being satisfactorily performed, and the department director recommends such appointment.

SECTION 7. ALTERNATE WORK SCHEDULE FOR EMPLOYEES IN EXHIBIT 2

A 4/10 or 9/80 work schedule may be implemented in any department, division, or work unit, upon approval of the City Manager, City Attorney, City Clerk, or Retirement Administrator, or their designees, as appropriate for their respective areas of authority.

Each 4/10 work schedule will consist of a total of 40 scheduled hours of actual work time per workweek. The workweek begins at 12:01 a.m. Monday and ends at Midnight on Sunday.

Each 9/80 work schedule will consist of eight 9-hour shifts, one 8-hour shift, and one day off per 14-day period broken down into two 40-hour per week FLSA workweeks. All employees working a 9/80 work schedule shall have an FLSA workweek, which begins four (4) hours after the start time of the day of the week, which constitutes the employee's alternating day off. This shall be an 8-hour shift. The workweek shall end exactly 168 hours later.

Employees working a 4/10 or 9/80 work schedule shall have the following exceptions for the holiday benefit apply:

A. Holidays:

1. Employees on a 4/10 or 9/80 work schedule shall receive 11 holidays of eight (8) hours. An employee who is off on a holiday, which is a regular work day, shall receive eight (8) hours pay for the holiday. Employees in non-exempt classifications who are off on a holiday which is a regular work day must either take two (2) hours Vacation Leave, Annual Leave, Holiday Leave, or Management Leave if on a 4/10 schedule, or one (1) hour Vacation, Annual, Holiday, or Management Leave if on a 9/80 schedule and the holiday falls on a 9-hour shift.
2. Employees on a 4/10 or 9/80 work schedule who are regularly scheduled to work, and do work on a holiday, which is a regular work day, shall receive eight (8) hours of Holiday Leave. When a holiday falls on an employee's day off, such employee shall receive eight (8) hours of Holiday Leave.

B. For employees participating in the Annual Leave Plan, the following rules shall apply:

1. Employees shall accumulate the same number of hours of Annual Leave per month as under a 5/8 work schedule. Annual Leave will be granted for the actual number of hours absent.

C. For employees not participating in the Annual Leave Plan, the following rules shall apply:

1. Sick Leave: Employees shall accumulate eight (8) hours of Sick Leave per month, and receive Sick Leave pay for the actual number of hours absent, provided the employee has a sufficient balance of Sick Leave hours.
2. Vacation Leave: Employees on a 4/10 or 9/80 work schedule shall accumulate the same number of hours Vacation Leave per month as under a 5/8 work schedule. Vacation Leave will be granted for the actual number of hours absent, provided the employee has a sufficient balance of Vacation Leave hours.

SECTION 8. MANAGEMENT LEAVE (formerly "Administrative Leave")/SUPPLEMENTAL MANAGEMENT LEAVE

A. For exempt employees in Exhibit 2, Management Leave shall be granted as follows:

1. Full-time employees appointed to permanent positions in classes who are not entitled to payment or equivalent compensatory time off for overtime work (as described in Section 4 above), shall be granted Management Leave as provided in this subsection 1. Eighty (80) hours shall be credited to employees in the E1-E5 Executive Pay Range on the first day in July of each fiscal year. Effective November 21, 2022, employees in the E1-E5 Executive Pay Range shall be credited with a prorated balance of the 80 hours for each full calendar month remaining in the fiscal year. For all other exempt employees in Exhibit 2, sixty (60) hours shall be credited to employees on the first day in July of each fiscal year. Upon their employment by the City, new employees appointed in such positions shall be credited with the applicable prorated balance of Management Leave for

each full calendar month remaining in such appointment in the fiscal year, including full-time employees in limited or provisional appointments.

2. Unused Management Leave will not be carried over to the next fiscal year. Employees in E1-E5 Executive Pay Ranges may request payment and be compensated for up to sixty (60) hours of Management Leave during the fiscal year in which it is credited. All other employees in Exhibit 2 may request payment and be compensated for up to forty-eight (48) hours of Management Leave during the fiscal year in which it is credited. All such requested payments will be subject to rules established by the City Manager, City Attorney, City Clerk, or Retirement Administrator, as appropriate for their respective areas of authority. Employees shall be compensated for any Management Leave balance, not to exceed eighty (80) hours, upon termination from City service.
3. Management Leave shall be scheduled at the convenience of the department. Approval by the City Manager or designee must be obtained before an appointing authority appointed by the City Manager may take such leave.

B. For exempt employees in Exhibit 2, Supplemental Management Leave shall be granted as follows:

(a) The City Manager, City Attorney, City Clerk, or Retirement Administrator, as appropriate for their respective areas of authority, may grant up to an additional thirty-two (32) hours per fiscal year on July 1st of Supplemental Management Leave for employees in the E1-E5 Executive Pay Range.

(b) The additional Supplemental Management Leave granted cannot be cashed out by employees.

(c) At the employee's option, up to thirty-two (32) hours of the additional Supplemental Management Leave per fiscal year may be transferred to a Special HRA Bank to be credited to an HRA account for eligible employees upon service retirement at eighty percent (80%) of the employee's current hourly base rate of pay at the time of retirement. Hours in the Special HRA bank may not be used as leave time and cannot be cashed out. There will be no cash out or transfer of hours in the Special HRA bank for employees who are not eligible to participate in the HRA upon retirement. Employees must remain in an E1-E5 Executive Pay Range in order to retain hours credited to the Special HRA Bank. Employees who do not remain in an E1-E5 Executive Pay Range for any reason will cease getting credit of Special HRA bank hours and shall no longer accrue additional Supplemental Management Leave.

(d) Interim and provisional appointments to classifications in E1-E5 Executive Pay Range are not eligible for the Supplemental Management Leave.

C. For employees in Non-Exempt classifications, Management Leave shall be as follows:

Full-time employees in non-exempt classifications who are in limited or provisional appointments to exempt classifications, shall receive five (5) hours of Management Leave for the exempt classification for each full month of such provisional or limited appointment. Employees must use the Management Leave in accordance with applicable provisions in appropriate MOUs or T & Cs, and, if applicable, Section 8.A.1. above.

SECTION 9. ANNUAL LEAVE FOR EMPLOYEES IN EXHIBIT 2

For employees on a forty (40) hour work schedule, the Annual Leave Plan shall be as follows:

1. Annual Leave Accrual –

- a. Less than Ten (10) Years – For such employees who have been continuously employed by the City for less than ten (10) years in permanent positions, the Annual Leave accrual rate will be 15.5 hours for each completed calendar month of employment. In the event the City agrees to a higher Annual Leave accrual rate for members of recognized labor organizations who participate in the City of Fresno Employees' Retirement System, the City will increase the Annual Leave accrual rate to the same level for employees in Exhibit 2.

More than Ten (10) Years – For such employees who have been continuously employed by the City for ten (10) years or more in permanent positions, the Annual Leave accrual rate will be 18.83 hours for each completed calendar month of employment. In the event the City agrees to a higher Annual Leave accrual rate for members of recognized labor organizations who participate in the City of Fresno Employees' Retirement System, the City will increase the Annual Leave accrual rate to the same level for employees in Exhibit 2.

- b. Accumulation Limit – The accumulation of unused Annual Leave will not exceed 1,300 hours for employees in Executive Pay ranges E1 through E4; 1,100 hours for employees in the E5 range; and 840 hours for employees in the, E6, E7, E8, E10, E11, E12, E13, E15, E16, E17, E19, E20, E21 and E22 ranges. In the event an employee has an Annual Leave balance over the limits listed above, accruals will cease until the balance is under the limit.

2. Annual Leave Used for Protected Sick Leave

- a. Employees holding a permanent position included in Exhibit 2, shall be allowed to use up to the hours of Annual Leave accrued in six (6) months for Protected Sick Leave for the purposes identified in California Labor Code Section 233. The employee, at their sole discretion, must determine whether to designate leave as Protected Sick Leave under California Labor Code 233. Employees shall note this designation when reporting the absence.

3. Annual Leave Pay Out

- a. Unused Annual Leave Pay Out During Fiscal Year – Employees may request payment and be compensated for up to 48 hours or ten percent (10%) of their Annual Leave balance, whichever is greater, each fiscal year between July 1st and December 31st; no cash out may be completed between January 1st and June 30th. Cash outs of Annual Leave balances are not pensionable for retirement purposes.
- b. Unused Annual Leave Pay Out – Upon separation from City service, employees will be compensated for all unused Annual Leave balances at their applicable base rate of pay. Payment received under this provision will not be pensionable for retirement purposes.

4. Frozen Sick Leave

- a. Use of Frozen Sick Leave – Frozen Sick Leave balances may be used by the employee in accordance with provisions of FMC section 3-107, or for those purposes defined in California Labor Code section 233 up to the statutory amount for the fiscal year unless the statutory amount has been satisfied by use of other leaves for the fiscal year.
- b. Unused Frozen Sick Leave Pay Out – Upon separation from City service by service retirement or at a disability retirement if the employee is otherwise eligible for service retirement, employees who meet the eligibility criteria in Section 16(F) shall be credited with the number of accumulated Frozen Sick Leave balances in excess of 240 hours at the time of retirement multiplied by eighty percent (80%) of the employee's then current hourly rate of pay to be used solely to pay premiums for medical insurance (including COBRA premiums), pursuant to the City's HRA as set forth in Section 16(F).

Employees who separate City employment and return within one (1) year of such separation will be entitled to reinstatement of their available Frozen Sick Leave balances at the time of separation from City employment, up to a total of forty-eight (48) hours.

SECTION 10. HOLIDAYS FOR EMPLOYEES IN EXHIBIT 2

- A. Employees occupying a permanent position in Exhibit 2 shall be entitled to the holidays listed in FMC Section 3-116. Employees shall also accrue eight (8) hours of Holiday Leave on July 1st and January 1st of each calendar year.
- B. Employees may request payment and be compensated for up to 48 hours or ten percent (10%) of their Holiday Leave balance, whichever is greater, each fiscal year between July 1st and March 31st; no cash out may be completed between April 1 and June 30.
- C. Any employee in Exhibit 2 who is exempt from the payment of overtime and who is otherwise eligible to receive such accumulation, who is required to work a regularly scheduled shift on a holiday, shall have the number of hours worked up to eight (8) hours added to their Holiday Leave balance on the first day of the pay period following the date

of such work. When a holiday falls on Saturday or falls on the employee's day off such employee shall receive eight (8) hours of Holiday Leave.

- D. Upon separation from City service, employees will be compensated for all unused holiday balances at their applicable base rate of pay.

Payment for cash outs of accumulated Holiday Leave balances received under this provision will not be pensionable for retirement purposes with the exception of members of Tier 2 of Fire and Police Retirement System.

SECTION 11. SUPPLEMENTAL SICK LEAVE FOR EMPLOYEES

Upon employment by the City, new employees appointed to permanent positions set forth in Exhibit 2 shall receive 40 hours of Supplemental Sick Leave each fiscal year with a lifetime accrual limit of 80 hours. Supplemental Sick Leave hours shall be credited on a pro-rated basis for each full calendar month remaining on such appointment in the fiscal year.

Employees may utilize earned and accrued Supplemental Sick Leave hours as follows:

- Once Sick Leave and Annual Leave have been exhausted;
- As service credit on an hour-per-hour basis upon retirement;
- To be cashed out at retirement or separation from the City, if not eligible for participation in the HRA;
- In the performance of community activities during the course of the employee's normal work day, with the appropriate approval;
- Placed in the HRA in accordance with Section 16(F); or
- Once Sick Leave and Annual Leave have been exhausted during the first and second year of employment, where an employee is accruing Supplemental Sick Leave, up to half of the hours of Supplemental Sick Leave accrued in a fiscal year for Protected Sick Leave used only for those purposes identified in California Labor Code 233. Use of Protected Sick Leave must be authorized and recorded by the department director or designee.

Cash outs received under this provision will not be considered pensionable for retirement purposes.

SECTION 12. MANAGEMENT TIME OFF FOR EMPLOYEES IN EXHIBIT 2

City employees in classifications designated as exempt from overtime under the provisions of the FLSA and who receive Management Leave pursuant to Section 8, may be granted Management Time Off if the supervisor or designee determines that service delivery and performance of job functions will not be impaired due to the employee's absence. Such time off shall not be calculated on an hour-for-hour basis in relation to total hours worked. Management Time Off shall not be deducted from any existing leave banks.

Management Time Off must be scheduled in advance when possible, approved as Management Time Off by the employee's supervisor or designee and generally taken in increments of less than one day.

Only department directors, assistant directors, or division managers may approve Management Time Off for a full day's absence.

SECTION 13. SALARY RATES

The various classes of employment in the City service listed in the following designated exhibits (which are incorporated herein) shall be paid at the rates set forth therein opposite each class title:

EXHIBIT 1	Non-Supervisory Blue Collar
EXHIBIT 2	Non-Represented Management and Confidential Classes
EXHIBIT 3	Non-Supervisory White Collar
EXHIBIT 4	Non-Management Police
EXHIBIT 5	Fire Non-Management
EXHIBIT 6	Bus Drivers and Student Drivers
EXHIBIT 7	Non-Supervisory Groups and Crafts
EXHIBIT 8	Non-Represented
EXHIBIT 9	Police Management
EXHIBIT 10	Fire Management
EXHIBIT 11	Airport Public Safety Officers
EXHIBIT 12	Board and Commission Members
EXHIBIT 13-1	Exempt Supervisory and Professional
EXHIBIT 13-2	Non-Exempt Professional
EXHIBIT 14	Management Classes
EXHIBIT 15	Airport Public Safety Supervisors

SECTION 14. CERTIFICATE PAY

- A. Each employee who holds a permanent appointment to a position in the classes of Controller, Principal Internal Auditor or Internal Auditor who has been licensed as a Certified Public Accountant (CPA) by the State of California or as a Certified Internal Auditor (CIA) by the Institute of Internal Auditors, shall be paid an additional five percent (5%) of base pay.
- B. Employees who possess and maintain certification as a Certified Access Specialist (CASp) and are in a position identified by a department director as eligible for Certificate Pay shall receive \$200 per month.
- C. Employees who possess and maintain a Fundamental Payroll Certification (FPC) and are in a position identified by a department director as eligible shall receive \$100 per month in Certificate Pay.

SECTION 15. BILINGUAL CERTIFICATION PROGRAM FOR EMPLOYEES OCCUPYING PERMANENT CLASSES

The bilingual certification program consists of a City administered examination process whereby employees in Exhibit 2 or employees with applicable MOUs or T&Cs with Bilingual pay provisions, may apply for a bilingual examination, and if certified by the examiner, receive bilingual premium pay for interpreting and translating. In conjunction with the Director of Personnel Services, department directors or their designees, shall designate those positions or assignments for which bilingual skills are desired, unless modified by applicable MOU or T&C.

- A. In order to remain eligible to receive bilingual premium pay, employees must take and pass the certification examination once every five (5) years. Employees who fail to recertify will no longer receive bilingual premium pay.
- B. This bilingual certification program is not subject to the grievance or appeal process.
- C. Bilingual certification examinations are conducted for Armenian, Cambodian, Hindi, Hmong, Laotian, Punjabi, Sign, Spanish and Vietnamese languages.
- D. The bilingual premium pay rate for certified employees occupying permanent classes in Exhibit 2 is one hundred dollars (\$100) per month, regardless of how many languages for which an employee is certified.
- E. Certified employees may interpret/translate for departments/divisions they are not assigned to, provided the requesting department/division has a demonstrated customer service related need and has obtained approval from the certified employee's supervisor.
- F. Certified employees shall not refuse to interpret/translate while on paid status. Refusal shall result in appropriate disciplinary action.
- G. Certified employees may be assigned to any incident or investigation requiring their bilingual skills, and may be required to prepare written reports related to the incident or investigation. The objective of this policy will be to utilize department resources in the most efficient way possible.
- H. Except in the event of an emergency as determined by management, bilingual employees who are not certified shall not be required to interpret/translate.

SECTION 16. BENEFITS FOR FULL-TIME EMPLOYEES OCCUPYING PERMANENT POSITIONS IN EXHIBIT 2

Benefits for employees occupying permanent positions in Exhibit 2 shall be as follows:

- A. The City's contribution towards employee health insurance will be shared on a fifty percent (50%) basis by the City and employees, except that employees will be required to pay no more than thirty percent (30%) of the premium established by the Fresno City Employees Health and Welfare Trust Board and the City shall pay seventy percent (70%).

The employee may opt to contribute the amount necessary to make up the difference through payroll deductions, or accept a reduced coverage option.

Should any represented bargaining unit in the City negotiate a successor MOU, impose T & C, extend the period of an MOU or T & C, resulting in a greater contribution by the City (including maintenance of percentage contributions) the City will match that benefit.

- B. The City will provide a Life Insurance benefit that is equal to the employee's annual earnings, rounding up to the next \$1,000, with a maximum benefit of \$150,000.
- C. The City provides Long Term Disability Insurance for employees in accordance with terms of the policy.
- D. Employees may elect to make contributions through payroll deductions for voluntary supplemental benefits made available by the City.
- E. Employees in Exhibit 2 hired with the City on or after August 31, 2014, shall make an additional contribution equal to one and one-half percent (1.5%) of their pensionable compensation to the City of Fresno Employees Retirement System, reducing the City contribution by a corresponding amount. Employees who transfer, demote, or promote, into Unit 2 and were paying an additional one and one-half percent (1.5%) of their pensionable compensation to the City of Fresno Employees Retirement System immediately prior to entering Unit 2, shall continue to pay the additional one and one half percent (1.5%) of their pensionable compensation to the City of Fresno Employees Retirement System, reducing the City contribution by a corresponding amount. In accordance with Internal Revenue Code Section 414(h)(2) and related guidance, the City shall pick up and pay the contribution by salary reduction in accordance with this provision to the City of Fresno Employees Retirement System. The employee shall have no option to receive the one and one-half percent (1.5%) contribution in cash. The one and one-half percent (1.5%) contribution paid by the employee will not be credited to an employee's accumulated contribution account, nor will it be deposited into a member's Deferred Retirement Account Program (DROP) account.

Unit 2 employees who are members of Tier 2 of the Fire and Police Retirement System, hired on or after July 1, 2019, shall pay an additional contribution equal to three percent (3%) of their pensionable compensation to the Fire and Police Retirement System, reducing the City retirement contribution by the corresponding amount. In accordance with Internal Revenue Code Section 414(h)(2) and related guidance, the City shall pick up and pay the contribution by salary reduction in accordance with this provision to the City of Fresno Fire and Police Retirement System. The employee shall have no option to receive the three percent (3%) contribution in cash. The three percent (3%) contribution paid by the employee will not be credited to an employee's accumulated contribution account nor will it be deposited into a member's DROP account.

- F. The City currently maintains a Health Reimbursement Arrangement (HRA) as described in Internal Revenue Service (IRS) Notice 2002-45 and other guidance published by the IRS regarding HRA's.

At separation from permanent employment with the City of Fresno by service retirement or at a disability retirement if the employee is otherwise eligible for service retirement, employees who have used 80 hours or less of Frozen Sick Leave and/or Annual Leave used for sick time and/or Sick Leave, Holiday Leave, and/or Vacation Leave used for sick time (excluding only Bereavement Leave, and statutorily protected hours used for workers' compensation benefits, and/or other statutorily protected leave such as, but not

limited to, Family and Medical Leave Act and Protected Sick Leave taken for the purposes identified in California Labor Code Section 233 in the 24 months preceding their date of retirement), will be credited with an account for the employee under the HRA to be used to pay premiums for medical insurance (including COBRA premiums) and qualified medical expenses pursuant to City of Fresno Retiree HRA Plan Document. The "value" of the account shall be determined as follows:

- The number of accumulated Supplemental Sick Leave hours at the time of retirement multiplied by the employee's then current hourly base rate of pay.
- For those with Annual Leave, the number of accumulated Frozen Sick Leave hours in excess of 240 hours at the time of retirement multiplied by 80 percent (80%) of the employee's then current hourly base rate of pay.
- For those with Vacation/Sick Leave, the number of accumulated Sick Leave hours in excess of 240 hours at the time of retirement multiplied by 80 percent (80%) of the employee's then current hourly base rate of pay.
- The hourly base rate of pay shall be the equivalent of the monthly salary for an employee as reflected in the applicable range, multiplied by 12 months then divided by 2,080 hours.
- The accounts may be book accounts only, or cash accounts at the City's option. No actual trust account shall be established for any employee. Each HRA account shall be credited on a monthly basis with a rate of earnings equal to the yield on the City's Investment Portfolio (provided that such yield is positive).

The HRA accounts shall be used to pay premiums for medical insurance (including COBRA premiums) and qualified medical expenses covering the participant, the participant's spouse (or surviving spouse in the event of the death of the participant), and the participant's dependents. Once a participant's account under the HRA has been reduced to \$0, no further benefits shall be payable by the HRA. If the participant, the participant's spouse, and the participant's dependents die before the participant's account under the HRA has been reduced to \$0, no death benefit shall be payable to any person by the HRA.

While this provision is in effect, employees eligible for HRA shall not be allowed to cash out any accumulated or accrued Supplemental Sick Leave or Frozen Sick Leave or Sick Leave at retirement.

- G. On September 15, 2011, the City Council adopted Resolution No. 2011-193, which began the imposition of a salary concession effective September 5, 2011, on employees holding positions listed in Exhibit 2 of the Salary Resolution (FY12 salary concessions).

Employees in Exhibit 2 impacted by FY12 salary concessions will be held harmless with respect to DROP and retirement calculations, including calculations impacting members who separate from City employment and elect a deferred vested status.

Employer and employee retirement contributions will continue to be calculated based on the unadjusted, pre-concessions salary/hourly rate.

Employee leave payoffs at separation will be calculated using the unadjusted, pre-concessions salary/hourly rate, including those leave payoffs used to calculate credit to the employee's HRA retirement.

This section shall be applied retroactively to those employees who separated from City employment on or after July 1, 2012.

SECTION 17. COMPENSATION FOR FULL-TIME EMPLOYEES OCCUPYING PERMANENT POSITIONS IN EXHIBIT 2

- A. The following forms of compensation, when authorized, are to be included in base salary:
 - a. Salary; and
 - b. Any other form of compensation not specified in paragraph C below.
- B. The rate of base salary paid shall not be less than or greater than the ranges established in this Salary Resolution at the time the salary is earned.
- C. The following forms of compensation, when authorized by Administrative Order, ordinance, resolution, or an approved written employment contract, are not to be included in base salary:
 - a. Monthly vehicle allowance pursuant to the requirements of Administrative Order 2-2;
 - b. Education and/or certificate pay;
 - c. Premium pay;
 - d. Reimbursement for actual educational expenses related to job position;
 - e. Uniform pay allowance, excluding costs for uniform upkeep;
 - f. Leave payoff/cash out;
 - g. Professional dues for enrollment of professional organizations related to job position;
 - h. Payment for employee's attendance at professional organization conferences, including reimbursement of reasonable and necessary travel and subsistence expenses;
 - i. Reimbursement for actual relocation expenses incurred at the time of commencement of employment with the City;

- j. Professional pay authorized in a memorandum of understanding closest in relation to the employee's classification, for example, Peace Officer Standards and Training (POST) pay for peace officers;
 - k. Mileage, meal, hotel, public transportation, and other authorized expenses reimbursed for travel expenses incurred while on City business;
 - l. City provided contributions to insurance premiums;
 - m. Severance pay following an employee's termination; and
 - n. City contributions to health and welfare benefits paid during the term of any severance period.
 - o. City funded deferred compensation contributions up to the IRS deferral limits set each calendar year.
 - p. Recruitment and/or retention incentive pay when authorized pursuant to Section 26 below.
- D. Compensation paid to employees in the form of cash or any equivalent that are in addition to base salary and not covered by another form of authorized compensation approved by City Council (e.g., a memorandum of understanding closest in relation to the employee's classification; an ordinance; or a resolution) are not authorized.
- E. The following forms of compensation are authorized for employees in Exhibit 2, when included in an approved written employment contract:
- a. Education and/or certificate pay;
 - b. Reimbursement for actual education expenses related to job position;
 - c. Professional dues for enrollment of professional organizations related to job position;
 - d. Annual payment for employee's attendance at professional organization conferences, including reimbursement of reasonable and necessary travel and subsistence expenses;
 - e. Reimbursement for actual relocation expenses incurred at the time of commencement of employment with the City;
 - f. Mileage, meal, hotel, public transportation, and other authorized expenses reimbursed for travel expenses incurred while on City business;
 - g. Up to six months' severance pay following an employee's termination; and
 - h. City contributions to health and welfare benefits paid during the term of any severance period.

- i. City funded contributions to deferred compensation up to the IRS deferral limits set each calendar year.
 - j. Recruitment and/or incentive pay when authorized pursuant to Section 26 below.
- F. Performance bonuses for exempt employees, received prior to November 12, 2015, shall be considered pensionable compensation for calculation of retirement benefits and shall not be included as part of base salary.
- G. Employees in Exhibit 2 who are in job classes with Executive Pay Ranges E5 through E22 are eligible to receive up to seventy-five dollars (\$75) per month. This benefit is for employees who voluntarily participate in the City's Deferred Compensation plan, which shall not be calculated as part of base salary. Employees not currently participating in the plan will be required to complete a Participation Agreement and elect to contribute.

SECTION 18. BENEFITS FOR POLICE CADETS AND PERMANENT PART-TIME EMPLOYEES

- A. Employees in the Police Cadet series shall receive the following benefits:
- 1. Police Cadet is a training series and is designed to ultimately lead to appointment to a permanent full-time position other than Police Cadet in the Police Department. A Police Cadet may be terminated from the Police Cadet program pursuant to FMC 3-266(d).
 - 2. Upon appointment to a permanent position other than Police Cadet, time served as a Police Cadet I and II shall not be included in calculating an employee's period of continuous service for the purposes of seniority, retirement benefits, leave accruals, or other benefits.
 - 3. Police Cadets shall be provided with Social Security benefits and shall not be members of the Fresno City Employees' Retirement System as they are employed principally for the purpose of training.
 - 4. Actual hours worked in excess of 40 hours a week shall be compensated as overtime in accordance with the applicable provisions of FLSA.
 - 5. Fringe benefits for employees in permanent positions in the Cadet series will be determined by the City Manager or designee.

6. Protected Sick Leave

Employees will accumulate and be able to use Protected Sick Leave in accordance with AB1522, Healthy Workplace Healthy Family Act of 2014, up to twenty-four (24) hours or three (3) days each fiscal year, whichever is greater.

Employees will earn one (1) hour of leave for every thirty (30) hours of work, including overtime. This accrual will begin on July 1, 2015, or the first day of employment, whichever is later. Accruals of Protected Sick Leave will be capped at forty-eight (48) hours. Accruals of Protected Sick Leave may be carried over from year to year.

Employees who leave City employment and return within one (1) year from the date of separation will have unused Protected Sick Leave accruals restored up to forty-eight (48) hours.

7. Bilingual Premium Pay

Employees in the Cadet Series shall be eligible for the Bilingual Certification Program as provided in Section 15.

B. Benefits for Permanent Part-Time (hereafter "PPT") employees shall be as follows:

1. Health and Welfare benefits shall be provided as outlined in Section 16A.
2. PPT employees shall be provided with Social Security benefits and shall not be members of the Fresno City Employees' Retirement System. PPT employees who participated in the plan as a permanent full-time employee and whose contributions remain on deposit remain members of the Fresno City Employees' Retirement System.
3. PPT employees shall be paid for jury duty attendance and court attendance in accordance with FMC Sections 3-109 and 3-110.

4. Holidays

PPT employees shall receive paid leave for holidays in proportion to the number of non-overtime hours scheduled for that position, as reflected in the adopted budget.

5. Leave for PPT Employees in Exhibit 2

PPT employees appointed in a permanent class included in Exhibit 2, shall be granted leave under the same terms and conditions as full-time employees in the same class in Exhibit 2, except that such leave shall be at a rate proportionate to a permanent full-time employee occupying the same class, according to the number of hours scheduled to work.

C. Use of Protected Sick Leave for Police Cadets and Permanent Part-Time Employees:

1. The first three (3) days or twenty-four (24) hours, whichever is greater, of leave shall be Protected Sick Leave by an employee on or after July 1 of each year if used for the purposes noted in subsection C.2 below, and will be considered leave taken under AB1522, Healthy Workplace Healthy Family Act of 2014. The leave will not be used or considered for the purpose of corrective and/or disciplinary action.

The purpose of this benefit is to allow employees time to care for themselves and family members as defined in California Labor Code section 246.5 for the purposes identified in California Labor Code section 233 as stated in subsection 3 below. Employees are encouraged to schedule routine medical and/or dental appointments outside of regular work hours when possible. Use of Protected Sick Leave shall be authorized and recorded by an appointing authority or designee.

2. Protected Sick Leave can be used for:
 - a. Diagnosis, care, or treatment of an existing health condition of, or preventative care for, an employee;
 - b. Diagnosis, care, or treatment of an existing health condition of, or preventative care for an employee's parent (a biological adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child), child (a child, which for purposes of this article means a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis - this definition of a child is applicable regardless of age or dependency status), spouse, registered domestic partner, parent-in-law, sibling, grandchild, or grandchild; or,
 - c. For an employee who is a victim of domestic violence, sexual assault, or stalking, the purposes described in Labor Code Section 230(c) and Labor Code Section 230.1(a).
3. After the employee has taken the first three (3) days of Protected Sick Leave for purposes as defined in subsection C.2 above on or after July 1 of each year, these provisions under AB1522, Healthy Workplace Healthy Family Act of 2014 will no longer be applicable.
4. Protected Sick Leave requests will be administered in accordance with existing FMC provisions, City administrative orders, policies, procedures, rules and regulations regarding approval time off.
5. Employees who leave City Employment and return within one (1) year from the date of separation will have unused Sick Leave accruals restored up to forty-eight (48) hours.

SECTION 19. CONVERSION OF LEAVES WHEN CHANGING BARGAINING UNITS

- A. Employees changing from a bargaining unit with leave banks that are the same as leave banks in the bargaining unit to which they are transferring, will maintain their existing leave balances (e.g., Vacation Leave to Vacation Leave, Sick Leave to Sick Leave, Supplemental Sick Leave to Supplemental Sick Leave), subject to Section 19, Subsection (H) Leave Caps below.

Employees in a bargaining unit with Management Leave who move to a bargaining unit with Management Leave will maintain their existing leave balances.

- B. Annual Leave/Vacation Leave - Employees with an Annual Leave balance transferring to a position in a bargaining unit which is not covered by Annual Leave, may either cash out unused Annual Leave at the former class' base rate of pay, or convert the unused Annual Leave to a non-accruing Annual Leave bank.

The conversion is obtained by multiplying unused Annual Leave hours by the former class's base rate of pay (converted to an hourly figure), dividing the product by the new class's base rate of pay (converted to an hourly figure), and placing the resulting balance for leave usage as requested and designated by the employee, with appropriate approval.

Conversion example:	
$\frac{100 \text{ unused hrs} \times \$15.00 \text{ (Former base rate)}}{\$20.00 \text{ (New class base rate)}}$	= 75 hrs placed in non-accruing annual leave balance account

Employees with Vacation Leave transferring to a bargaining unit with Annual Leave will have all Vacation accruals converted to Annual Leave.

- C. Sick Leave – Employees with Sick Leave who move to a bargaining unit with Annual Leave will have their unused Sick Leave balances frozen, as Frozen Sick Leave.
- D. Supplemental Sick Leave – Employees with Supplemental Sick Leave who transfer to a bargaining unit with no Supplemental Sick Leave may either cash the leave out at the former class' base rate of pay or continue to maintain the Supplemental Sick Leave. If the employee elects to retain the Supplemental Sick Leave, it may be used pursuant to Section 11.
- E. Employee Incentive Time Off (EITO) – Employees with EITO who transfer to a bargaining unit with no EITO will have the EITO balance cashed out at the former class' base rate of pay at the time of transfer.
- F. Compensatory Time Off (CTO) – Employees with CTO who transfer to a bargaining unit with no CTO, will have all time cashed out at the former class' rate of pay. Employees with CTO who transfer to a bargaining unit with CTO will be subject to all provisions regarding CTO in the new bargaining unit. If the employee's CTO balance is over the cap

of the new bargaining unit, any CTO above the cap will be cashed out at the former class' base rate of pay.

- G. Management Leave – Employees in a bargaining unit with Management Leave who move to a bargaining unit with no Management Leave will have their Management Leave cashed out at the former class' base rate of pay at the time of transfer.
- H. Leave Caps - When employees transfer from one bargaining unit to a different bargaining unit that has a lower leave accrual cap for leave other than Sick Leave, all leave over the cap will be cashed out at the former class' base rate of pay upon the conclusion of the second pay period after the transfer in bargaining unit. The cash out is obtained by multiplying the amount of hours over the new cap by the former class' base rate of pay (converted to an hourly figure).

Employees with Sick Leave who transfer to a bargaining unit with Sick Leave whose balance is over the cap of the new bargaining unit will have any hours above the Sick Leave cap converted to a Frozen Sick Leave bank.

Employees with Holiday Leave who transfer to a bargaining unit with a Holiday Leave whose balance is over the cap of the new bargaining unit will have any Holiday Leave above the cap converted to a Special Holiday Leave bank.

Employees with Special Holiday Leave who transfer to a bargaining unit with no Holiday Leave cap will have all Special Holiday Leave converted to Holiday Leave.

SECTION 20. SPECIAL PROVISIONS FOR EMPLOYEES ON LEAVE FOR MILITARY SERVICE

The City will extend salary and benefits to permanent City employees while they are serving in active military duty deployments of more than thirty-one (31) days as follows:

- A. Payment of the employee's salary differential benefit;
- B. Payment of the City's portion of the employees' Health and Welfare Contribution, if the employee is currently covered by the City of Fresno Health and Welfare Trust; and
- C. Continued accrual of Vacation, Sick, Annual and/or Management Leave balances to which they are otherwise entitled by unit designation and employee status during the period of deployment.

SECTION 21. BEREAVEMENT LEAVE

In accordance with FMC Section 3-107 (f), upon the death of a member of an employee's immediate family, the employee shall be allowed to use Sick Leave (or Annual Leave) as is actually necessary to take care of funeral arrangements or attend the funeral, but not to exceed four working days; provided, however, that members of the fire fighting forces working a twenty-four hour shift shall be allowed such Sick Leave not to exceed two regular working shifts.

For the purpose of this provision, immediate family includes: the employee's child, parent, spouse, registered domestic partner, parent-in-law, grandparent, grandchildren, or sibling.

An employee may use Sick Leave to attend the funeral of a person other than a member of the immediate family if granted such leave by their department director. The department director shall notify Personnel Services Director when any employee is granted such leave.

SECTION 22. LEAVE INTEGRATION WITH STATE DISABILITY INSURANCE (SDI) FOR NEW EMPLOYEES AND EMPLOYEES TRANSITIONING FROM A BARGAINING UNIT WITH SDI; LEAVE INTEGRATION WITH THE CITY'S LONG TERM DISABILITY INSURANCE PLAN

A. INTEGRATION WITH STATE DISABILITY INSURANCE (INCLUDING PAID FAMILY LEAVE) ("SDI/PFL")

Employees eligible for SDI/PFL benefits under Section 2601, et seq. of California Unemployment Insurance Code receive benefits pursuant to California Unemployment Insurance Code Section 2655.

Newly hired employees eligible for the SDI/PFL benefit and employees transitioning from a bargaining unit with SDI/PFL participation are eligible to integrate their leave balances under this Section. Integrating leave balances is defined as using the SDI/PFL benefit combined with an appropriate number of hours per work week of the employee's available leave balances added together to provide regular, bi-weekly income.

Before leave integration will occur, an employee must file a claim as required under SDI/PFL and make a timely election to integrate leave with SDI/PFL benefits which shall be no more than 100 percent of the employee's normal bi-weekly gross wages (excluding overtime pay) immediately prior to the start of the disability period.

A timely election to integrate leave shall be notification to the City as soon as practical, but no later than fourteen (14) calendar days after the date of the SDI/PFL claim. Notification shall be provided by completing an Agreement to Integrate Leave Balance form made available in each department or from Payroll directly. Extensions beyond fourteen (14) calendar days may be given due to exigent good cause circumstances on a case-by-case basis by the Director of Personnel Services or their designee.

Employees who elect to integrate as described above must provide Payroll with a copy of the Employment Development Department's (EDD) Notice of Computation within fourteen (14) calendar days of the issue date of the Notice, and are required to authorize EDD to share benefit computations with the City on their initial claim forms. Extensions beyond fourteen (14) calendar days due to exigent good cause circumstances, such as the employee being incapacitated, may be considered on a case-by-case basis. Leave integration will not be allowed or provided for any period before the City receives the signed Agreement to Integrate Leave Balance and the Notice of Computation, including retroactive integration, unless exigent good cause circumstances apply (i.e., integration will occur only on a prospective basis after the City's receipt of the required leave integration paperwork unless exigent good cause circumstances apply).

Integrating leave balances with SDI/PFL benefits will continue only if leave balances are available and the employee remains eligible to receive SDI/PFL benefits. Once integration begins, it will continue as long as leave balances are available and SDI/PFL benefits continue.

Integration will end, whichever comes first in time, upon: (1) notification from the employee that SDI/PFL benefits have terminated, (2) the employee exhausting all leave balances and/or donated time resulting in leave without pay status, (3) the employee's return to work, or (4) the employee's separation from City employment.

An employee who is integrating leave and has exhausted all other leave balances may apply for donated time in accordance with City policies. Donated time will be integrated in the same manner as all other available leave time as described in this Section.

B. INTEGRATION WITH THE CITY'S LONG TERM DISABILITY PLAN

Employees eligible for the City's Long Term Disability Plan may elect to integrate leave time with those Plan benefits by signing an integration agreement as soon as practical, but no later than fourteen (14) calendar days after the Long Term Disability claim date. Notification shall be provided by completing an integration agreement form made available by the City indicating whether or not the employee desires to integrate leave with the claim. Extensions beyond fourteen (14) calendar days may be given due to exigent good cause circumstances on a case-by-case basis by the Director of Personnel Services or their designee.

Employees who elect to integrate as described above must provide Payroll with a copy of the City's Long Term Disability Plan's Notice of Award within fourteen (14) calendar days of the issue date of the Notice. Extension beyond fourteen (14) calendar days due to exigent good cause circumstances, such as the employee being incapacitated, may be considered on a case-by-case basis.

Integration will end, whichever comes first in time, upon: (1) notification from the employee that Plan benefits have terminated, (2) the employee exhausting all leave balances and/or donated time resulting in leave without pay status, (3) the employee's return to work, or (4) the employee's separation from City employment.

SECTION 23. SALARIES FOR EMPLOYEES IN EXHIBIT 2, EXHIBIT 8, AND PERMANENT PART-TIME EMPLOYEES WHILE ABSENT DUE TO INJURY IN THE LINE OF DUTY

The percentage of wages or salary received for an employee who suffers an injury in the course and scope of City employment shall be the percentage established by the State of California Workers' Compensation laws.

SECTION 24. BENCHMARKING DELETED CLASSIFICATIONS AND PAY STEPS

Consistent with FMC Section 3-205, the job classifications or pay step identified in Exhibit 16 have been deleted and a pay relationship to calculate retirement benefits for the respective job

classifications or pay step are hereby established as incorporated by this reference. Exhibit 16 reflects benchmarked job classifications and pay steps since January 28, 2016.

SECTION 25. TEMPORARY EMPLOYMENT OF CITY RETIREE

Consistent with Fresno Municipal Code Sections 3-345 and 3-557 former employees who are receiving a retirement benefit from the City of Fresno Fire and Police Retirement System or the City of Fresno Employees Retirement System may be employed on a temporary basis not to exceed 2080 hours over the course of two consecutive fiscal years if there is a showing made by the appointing authority that the person possesses special skills or experience necessary to perform the duties of the position. Before commencing such temporary employment, there must be a bona-fide employment separation. For the purposes of this Section, "bona fide employment separation" means: (1) there has been no explicit or implicit understanding or agreement before their retirement, and for at least 90 calendar days after their retirement, between the employee and the City of their future temporary employment with the City, and (2) upon their retirement, the retired employee provides no work for the City, including work as a full-time, part-time, or seasonal employee; an employee through a third-party contract with the City; an independent contractor; or a leased employee, for at least 90 calendar days.

SECTION 26. RECRUITMENT AND RETENTION INCENTIVE

Effective upon amendment of the Transparency Act to permit recruitment incentives and retention incentives, such incentives may be paid for particular classifications, provided:

- A. Classifications are designated as hard to fill by the City Manager, the City Attorney, the Retirement Administrator, or the City Clerk, and;
- B. The City Council concurs with the appointing authority's designation by majority vote, and;
- C. The recruitment incentive or the retention incentive does not exceed the equivalent of one month's salary at the top step, or the top of the range, for the classification, and;
- D. No employee shall be eligible for both a recruitment incentive and retention incentive in the same fiscal year, whether in the same classification or in different classifications, and;
- E. An employee, having received a recruitment incentive, must work in the same classification for twelve (12) consecutive months prior to becoming eligible to receive a retention incentive, and;
- F. The recruitment incentive and retention incentive shall be, lump-sum payments, and shall not be pensionable, and;
- G. Payment of any recruitment incentive or retention incentive is authorized at the sole discretion of the City Manager, the City Attorney, the City Clerk or the Retirement Administrator provided the above conditions are met.

Effective March 14, 2022, current permanent City employees who refer an eligible candidate for Police Officer Recruit, lateral Police Officer, or lateral Emergency Services Dispatcher II or III

that is hired by the City as a permanent employee in a respective classification will receive a Referral Incentive of up to a total of one thousand dollars (\$1,000) per referral, subject to the terms outlined below:

A. Police Officer Recruit

The Referral Incentive will be paid in two (2) increments of five hundred dollars (\$500) up to the total one thousand dollars (\$1,000) as follows:

1. Upon the Police Officer Recruit's hire and commencement of work with the City; and
2. Upon the Police Officer Recruit's successful completion of the field training program, as determined by Police Administration;

B. Police Officer Lateral Hire

1. For an employee to be eligible for the Referral Incentive for referring a lateral Police Officer referral, the candidate referred must, at the time of filing an employment application with the City for a Police Officer position:
 - a. Be currently working for another California law enforcement agency;
 - b. Have two (2) years of experience as a full-time peace officer in California; and
 - c. Possess a current California P.O.S.T. certificate.
2. Employees who refer lateral Police Officer hires with prior full-time Fresno Police Department experience are not eligible for the Referral Incentive unless the lateral Police Officer has a minimum of two years of separation from the Fresno Police Department as a full-time peace officer and has met the requirements of (a) and (c) described above.
3. The Referral Incentive will be paid in four (4) increments of two hundred fifty dollars (\$250) up to the total one thousand dollars (\$1,000) as follows:
 - a. Upon the lateral Police Officer's hire and commencement of work with the City;
 - b. Upon the lateral Police Officer's successful completion of the field training program, as determined by Police Administration;
 - c. Upon the lateral Police Officer's successful completion of the probationary period; and
 - d. Upon the lateral Police Officer's successful completion of an additional twelve (12) months of City service following the successful completion of the probationary period.

C. Emergency Services Dispatcher (ESD) II or III Lateral Hire

1. For an employee to be eligible for the Referral Incentive for referring a lateral ESD II or III, the candidate referred must, at the time of filing an employment application with the City for an ESD II or III position, have been employed for at least two (2) consecutive years during the past three (3) years with a law enforcement agency in a classification equivalent to an Emergency Dispatcher II with the City of Fresno Police Department.
 2. Employees who refer lateral ESD II or III hires with prior full-time Fresno Police Department experience are not eligible for the Referral Incentive unless the lateral ESD II or III has a minimum of two (2) years of separation from the Fresno Police Department as a permanent full-time ESD and has met the requirements described above.
 3. The Referral Incentive will be paid in four (4) increments of two hundred fifty dollars (\$250) up to the total one thousand dollars (\$1,000) as follows:
 - a. Upon the lateral ESD's hire and commencement of work with the City;
 - b. Upon the lateral ESD's successful completion of the ESD training program, as determined by Police Administration;
 - c. Upon the lateral ESD's completion of the probationary period; and
 - d. Upon the lateral ESD's completion of an additional twelve (12) months of City service following the successful completion of the probationary period.
- D. Only one current permanent City employee may receive the Referral Incentive for each eligible candidate hired by the City as a permanent Police Officer Recruit, lateral Police Officer, or lateral Emergency Services Dispatcher II or III.
- E. The referring employee must be designated in writing by the candidate at the time the application for employment is submitted to for the referring employee to be eligible for the Referral Incentive.
- F. Should the referred Police Officer Recruit, lateral Police Officer, or lateral Emergency Services Dispatcher II or III fail to meet any of the metrics outlined above, the referring employee will be ineligible to receive the coinciding incentive(s).
- G. Employees in the Personnel Services Department, members of the Police Department Recruiting Unit, members of Unit 9 – Police Management, and other employees directly involved in a candidate's hiring process are not eligible to receive the Referral Incentive.
- H. The Referral Incentive is not compensable for retirement purposes.

SECTION 27. UNUSUAL CIRCUMSTANCES

In any case where, by reason of unusual circumstances, rigid adherence to the foregoing rules would cause a manifest injustice, the City Manager, on recommendation of the appropriate appointing authority and the Director of Personnel Services, may make such order deviating therefrom, as is in the City Manager's judgment, proper to mitigate the injustice.

SECTION 28. CONFLICTING RESOLUTIONS

Resolution No. 2021-176, all amendments thereto, and all other resolutions or parts of resolutions in conflict with this resolution except as such resolutions or parts thereof approve a MOU or T & C, are hereby repealed.

SECTION 29. RESOLUTION EFFECTIVE DATE

Upon final legislative approval, this Resolution shall become effective July 1, 2022.

EXHIBIT 1
Unit 1 – Non-Supervisory Blue Collar (Local 39)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Airports Building Maintenance Technician	310011	12	3850	4044	4245	4457	4679
Airports Operations Leadworker	310010	12	4498	4722	4959	5207	5467
Airports Operations Specialist	310012	12	4089	4292	4506	4732	4967
Automotive Parts Leadworker	145006	12	4089	4292	4506	4732	4967
Automotive Parts Specialist	145005	12	3715	3901	4095	4301	4515
Aviation Mechanic I	410039 ⁴	12 ⁴	4988	5239	5498	5775	6063
Aviation Mechanic II	410040 ⁴	12 ⁴	5488	5761	6049	6353	6668
Aviation Mechanic Leadworker	410041	12	6036	6337	6654	6986	7336
Body & Fender Repairer	320036	12	4988	5239	5498	5775	6063
Body & Fender Repairer Leadworker	320037	12	5488	5761	6049	6353	6668
Body & Fender Repairer Trainee	320035 ⁷	6 ⁷	4497	4721	4958	5206	5466
Brake & Front End Specialist	710085	12	5488	5761	6049	6353	6668
Bus Air Conditioning Mechanic	320031	12	4988	5239	5498	5775	6063
Bus Air Conditioning Mechanic Leadworker	320032	12	5488	5761	6049	6353	6668
Bus Air Conditioning Mechanic Trainee	320030 ⁷	6 ⁷	4497	4721	4958	5206	5466
Bus Equipment Attendant Leadworker	320040	12	4089	4292	4506	4732	4967
Bus Mechanic I	320020 ⁴	12 ⁴	4497	4721	4958	5206	5546
Bus Mechanic II	320021 ⁴	12 ⁴	4988	5239	5498	5775	6063
Bus Mechanic Leadworker	320022	12	5488	5761	6049	6353	6668
Collection System Maintenance Specialist	630002	12	4548	4775	5014	5264	5527
Collection System Maintenance Technician	630001	12	4135	4341	4559	4785	5025
Combination Welder	710067	12	4988	5239	5498	5775	6063
Combination Welder Leadworker	710066	12	5488	5761	6049	6353	6668
Communications Technician I	710050	12	4471	4696	4929	5175	5434
Communications Technician II	710051	12	4929	5175	5434	5705	5991

4 This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases in which an employee is hired at the journey level, twelve months of satisfactory service is required.

7 This class is in a flexibly-staffed series, which allows an employee to "flex" to the journey level after a required training period.

EXHIBIT 1
Unit 1 – Non-Supervisory Blue Collar (Local 39)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Cross Connection Control Specialist	610040	12	4778	5018	5267	5530	5805
Custodian	810001	12	3053	3205	3366	3533	3709
Electronic Equipment Installer	710060	12	3627	3807	3999	4198	4408
Equipment Service Worker I	710075	12	3715	3901	4095	4301	4515
Equipment Service Worker II	710076	12	4089	4292	4506	4732	4967
Fire Equipment Mechanic I	420010 ⁷	6 ⁷	4497	4721	4958	5206	5466
Fire Equipment Mechanic II	420011	12	4988	5239	5498	5775	6063
Fire Equipment Mechanic Leadworker	420012	12	5488	5761	6049	6353	6668
Graffiti Abatement Technician	710009	12	3666	3849	4044	4245	4457
Heavy Equipment Mechanic I	710100 ⁴	12 ⁴	4497	4721	4958	5206	5466
Heavy Equipment Mechanic II	710101 ⁴	12 ⁴	4988	5239	5498	5775	6063
Heavy Equipment Mechanic Leadworker	710102	12	5488	5761	6049	6353	6668
Heavy Equipment Operator	710025	12	4639	4873	5115	5372	5638
Instrumentation Specialist	620025	12	5253	5517	5793	6082	6385
Instrumentation Technician	620026	12	4778	5018	5267	5530	5805
Irrigation Specialist	510005	12	4035	4237	4448	4670	4902
Laborer	710005	12	3098	3240	3388	3543	3709
Light Equipment Mechanic I	710095 ⁴	12 ⁴	4497	4721	4958	5206	5466
Light Equipment Mechanic II	710096 ⁴	12 ⁴	4988	5239	5498	5775	6063
Light Equipment Mechanic Leadworker	710097	12	5488	5761	6049	6353	6668
Light Equipment Operator	710020	12	4089	4292	4506	4732	4967
Locksmith	810015	12	3739	3926	4121	4327	4543
Maintenance & Construction Worker	710015	12	3715	3901	4095	4301	4515
Maintenance & Operations Assistant	710001	12	3098	3240	3388	3543	3709

4 This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can “flex” to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

7 This class is in a flexibly-staffed series, which allows an employee to “flex” to the journey level after a required training period.

EXHIBIT 1
Unit 1 – Non-Supervisory Blue Collar (Local 39)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Maintenance Carpenter I	810020	12	4115	4320	4536	4762	5000
Maintenance Carpenter II	810021	12	4538	4766	5003	5252	5516
Park Equipment Mechanic II	710110	12	4089	4292	4506	4732	4967
Park Equipment Mechanic Leadworker	710111	12	4497	4721	4958	5206	5466
Parking Meter Attendant I	710125 ⁴	12 ⁴	3358	3526	3703	3887	4082
Parking Meter Attendant II	710126 ⁴	12 ⁴	3696	3880	4072	4276	4491
Parking Meter Attendant III	710127	12	4064	4266	4479	4704	4937
Parks Maintenance Leadworker	510003	12	4035	4237	4448	4670	4902
Parks Maintenance Worker I	510001	12	3053	3205	3366	3533	3709
Parks Maintenance Worker II	510002	12	3667	3850	4044	4245	4457
Power Generation Operator/Mechanic	620055	12	5536	5811	6103	6406	6727
Property Maintenance Leadworker	810007	12	4123	4328	4545	4773	5011
Property Maintenance Worker	810006	12	3850	4044	4247	4458	4679
Rofer	810010	12	3739	3925	4122	4327	4543
Sanitation Operator	640021	12	4089	4292	4506	4732	4967
Senior Collection System Maintenance Specialist	630004	12	5002	5251	5515	5790	6079
Senior Communications Technician	710052	12	5437	5708	5995	6293	6608
Senior Custodian	810002	12	3358	3526	3703	3887	4082
Senior Heavy Equipment Operator	710026	12	5711	5997	6296	6611	6942
Senior Sanitation Operator	640022	12	4639	4873	5115	5372	5638
Senior Wastewater Mechanical Specialist	620062	12	5032	5284	5547	5826	6115
Senior Wastewater Treatment Plant Operator	620043	12	5844	6138	6444	6766	7104
Senior Water Distribution/Production Operator	610030	12	5844	6138	6444	6766	7104
Senior Water Treatment Plant Operator	610039	12	5965	6263	6576	6905	7249
Solid Waste Safety & Training Specialist	640005	12	4426	4641	4871	5108	5358

- 4 This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can “flex” to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

EXHIBIT 1 Unit 1 – Non-Supervisory Blue Collar (Local 39)							
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Street Maintenance Leadworker	710040	12	4190	4398	4617	4849	5090
Street Sweeper Lead Operator	710036	12	4497	4721	4958	5206	5466
Street Sweeper Operator	710035	12	4089	4292	4506	4732	4967
Tire Maintenance & Repair Technician	710081	12	4089	4292	4506	4732	4967
Tire Maintenance Worker	710080	12	3715	3901	4095	4301	4515
Traffic Maintenance Leadworker	710046	12	4190	4398	4617	4849	5090
Traffic Maintenance Worker I	710044 ⁴	12 ⁴	3454	3627	3807	3999	4198
Traffic Maintenance Worker II	710045 ⁴	12 ⁴	3799	3988	4189	4397	4615
Tree Trimmer Leadworker	510010	12	4157	4364	4583	4813	5054
Utility Leadworker	710010	12	4035	4237	4448	4670	4902
Waste Container Maintenance Worker	640010	12	3358	3526	3703	3887	4082
Wastewater Distributor Technician	620050	12	3759	3946	4144	4350	4567
Wastewater Mechanical Specialist	620061	12	4778	5018	5267	5530	5805
Wastewater Mechanical Technician	620060	12	4345	4562	4788	5028	5279
Wastewater Treatment Plant Operator-In-Training	620040 ¹	-	3759	3946	4144	4350	4567
Wastewater Treatment Plant Specialist	620042 ⁵	12 ⁵	5032	5284	5547	5826	6115
Wastewater Treatment Plant Technician	620041 ⁵	12 ⁵	4778	5018	5267	5530	5805
Water Distribution/Production Specialist	610029	12	4778	5018	5267	5530	5805
Water Distribution/Production Technician	610028	12	4345	4562	4788	5028	5279
Water Maintenance Mechanic Specialist	610032	12	4778	5018	5267	5530	5805
Water System Trainee	610023 ¹	-	3098	3240	3388	3543	3709
Water Treatment Plant Operator	610042	12	4778	5018	5267	5530	5805
Water Treatment Plant Operator-In-Training	610041 ¹	-	3759	3946	4144	4350	4567
Water Maintenance Mechanic Technician	610031	12	4345	4562	4788	5028	5279
Water Quality Specialist	610034	12	4778	5018	5267	5530	5805
Water Quality Technician	610033	12	4345	4562	4788	5028	5279
Welder	710065	12	4497	4721	4958	5206	5466

- 1 This is a training class in which incumbents do not achieve permanent status within the classified service, as defined in FMC Section 3-202 (p)(5).
- 4 This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.
- 5 This class is in a flexibly-staffed series. The probationary period for employees in these classes shall be up to 18 months, at the discretion of management. An employee in this series must serve a minimum one year probationary period.

EXHIBIT 2
Unit 2 – Non-Represented Management and Confidential Classes

CLASS TITLE	JOB CODE	PROB PER	RANGE	Minimum		Maximum
Airport Public Safety Manager	310004e	-	E7	8291	-	11401
Assistant City Attorney	160008e	-	E4	11389	-	17979
Assistant City Manager	150135e	-	E3	15190	-	20887
Assistant Controller	135020e	-	E5	9588	-	14806
Assistant Director	150160e	-	E5	9588	-	14806
Assistant Director of Personnel Services	150043e	-	E5	9588	-	14806
Assistant Director of Public Utilities	620100e	-	E5	9588	-	14806
Assistant Director of Public Works	210089e	-	E5	9588	-	14806
Assistant Police Chief	415010e	-	E5	9588	-	14806
Assistant Retirement Administrator	135040e	-	E5	9588	-	14806
Background Investigator	410055	-	E16	4086	-	6323
Budget Analyst	135006e	12	E15	5411	-	7205
Budget Manager	135008e	-	E5	9588	-	14806
Chief Assistant City Attorney	160015e	-	E3	15190	-	20887
Chief Information Officer	125067e	-	E4	11389	-	17979
Chief Labor Negotiator*	150030e	-	E6	8558	-	13181
Chief of Staff to Councilmember	150086e	-	E10	3124	-	10364
Chief of Staff to the Mayor	150123e	-	E5	9588	-	14806
City Attorney	160009e	-	E1	17294	-	23779
City Attorney Investigator	160003	-	E15	5411	-	7205
City Clerk	150125e	-	E4	11389	-	17979
City Engineer	210080e	-	E4	11389	-	17979
City Manager	150130e	-	E1	17294	-	23779
Community Coordinator	150075e	-	E11	4086	-	6956
Community Outreach Specialist	150230e	-	E11	4086	-	6956
Controller	135021e	-	E4	11389	-	17979
Council Assistant	150085e	-	E10	3124	-	10364
Deputy City Attorney II	160006e	-	E8	7537	-	10364
Deputy City Attorney III	160007e	-	E7	8291	-	11401

e Exempt class, see Section 4

*Effective 10/3/22, by the Third Amendment to the Salary Resolution 2022-152.

EXHIBIT 2
Unit 2 – Non-Represented Management and Confidential Classes

CLASS TITLE	JOB CODE	PROB PER	RANGE	Minimum		Maximum
Deputy City Manager*	150140e	-	E6	8558	-	13181
Director	150170e	-	E4	11389	-	17979
Director of Aviation	310045e	-	E4	11389	-	17979
Director of Development	220020e	-	E4	11389	-	17979
Director of Personnel Services	150042e	-	E4	11389	-	17979
Director of Public Utilities	620101e	-	E4	11389	-	17979
Director of Transportation	310040e	-	E4	11389	-	17979
Economic Development Coordinator	150090e	-	E10	3124	-	10364
Economic Development Director	150099e	-	E4	11389	-	17979
Executive Assistant to Department Director	115003e	-	E19	3978	-	6169
Executive Assistant to the City Attorney	115004e	-	E17	3978	-	7094
Executive Assistant to the City Manager	115001e	-	E17	3978	-	7094
Executive Assistant to the Mayor	115002e		E17	3978		7094
Fire Chief	425007e	-	E3	15190	-	20887
Governmental Affairs Manager	150240e	-	E10	3124	-	10364
Human Resources Manager	150025e	-	E7	8291	-	11401
Independent Reviewer	150220e	-	E5	9588	-	14806
Internal Auditor	135010e	12	E15	5411	-	7205
Investment Officer	135014e	-	E6	8558	-	13181
Management Analyst II	150032e [†]	12	E15	5411	-	7205
Payroll Accountant	130016e	12	E20	5705	-	7596
Payroll Manager	135012e	-	E7	8291	-	11401
Police Chief	415008e	-	E2	15570	-	21420

† This is one position assigned to the Labor Relations Division in the Personnel Services Department, working on confidential issues related to negotiations with bargaining units.

e Exempt class, see Section 4.

*Effective 10/3/22, by the Third Amendment to the Salary Resolution 2022-152.

EXHIBIT 2
Unit 2 – Non-Represented Management and Confidential Classes

CLASS TITLE	JOB CODE	PROB PER	RANGE	Minimum		Maximum
Principal Budget Analyst	135009e	-	E7	8291	-	11401
Principal Internal Auditor	135011e	-	E8	7537	-	10364
Principal Labor Relations/Risk Analyst*	150018e	-	E12	7914	-	10882
Project Liaison/Program Administrator*	150062e	-	E13	9766	-	12501
Public Affairs Officer	150118e	-	E8	7537	-	10364
Public Works Director	210085e	-	E4	11389	-	17979
Retirement Administrator	135030e	-	E3	15190	-	20887
Retirement Benefits Manager	135045e	-	E7	8291	-	11401
Retirement Office Manager	115007e	-	E17	3978	-	7094
Senior Budget Analyst	135007e	-	E8	7537	-	10364
Senior Deputy City Attorney I	160013e	-	E6	8558	-	13181
Senior Deputy City Attorney II	160014e	-	E21	9414	-	14500
Senior Deputy City Attorney III	160016e	-	E22	9884	-	15224
Senior Human Resources/Risk Analyst	150017e	-	E8	7537	-	10364
Senior Law Clerk	115022 ¹⁰	-	E16	4086	-	6323
Supervising Deputy City Attorney	160010e	-	E5	9588	-	14806

E Exempt class, see Section 4.

¹⁰ Persons in this classification are limited to no more than two (2) consecutive years in this class.

*Effective 10/3/22, by the Third Amendment to Salary Resolution 2022-152.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Account Clerk I	130001 ³	6 ³	2926	3059	3197	3345	3504
Account Clerk II	130002 ³	12 ³	3234	3383	3544	3704	3875
Accountant-Auditor I	130011 ⁴	12 ⁴	4675	4889	5115	5364	5615
Accountant-Auditor II	130012 ⁴	12 ⁴	5187	5427	5690	5961	6243
Accounting Technician	130010	12	3904	4088	4280	4477	4690
Administrative Clerk I	110001 ³	6 ³	2715	2841	2967	3104	3245
Administrative Clerk II	110002 ³	12 ³	3058	3199	3344	3500	3661
Airports Operations Officer I	310006 ⁴	12 ⁴	4736	4969	5208	5469	5742
Airports Operations Officer II	310009 ⁴	12 ⁴	5208	5469	5742	6030	6332
Airports Property Specialist I	175001 ⁴	12 ⁴	5068	5313	5565	5826	6108
Airports Property Specialist II	175002 ⁴	12 ⁴	5873	6153	6450	6756	7083
Associate Electrical Safety Consultant I	230022	12	5861	6140	6435	6739	7064
Associate Electrical Safety Consultant II	230023	12	6140	6435	6739	7064	7406
Associate Environmental & Safety Consultant I	230003	12	5861	6140	6435	6739	7064
Associate Environmental & Safety Consultant II	230004	12	6140	6435	6739	7064	7406
Associate Plumbing & Mechanical Consultant I	230012	12	5861	6140	6435	6739	7064
Associate Plumbing & Mechanical Consultant II	230013	12	6140	6435	6739	7064	7406
Billing System Specialist	125075	12	4300	4502	4715	4928	5158
Budget Technician	135005	12	3905	4085	4277	4478	4690
Building Inspector I	230007 ⁴	12 ⁴	5406	5663	5931	6217	6510
Building Inspector II	230008 ⁴	12 ⁴	5861	6140	6435	6739	7064
Building Inspector III	230009	12	6140	6435	6739	7064	7406

³ This class is in a flexibly-staffed series which allows an employee to “flex” to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can “flex” to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Call Center Representative I	115070 ³	6 ³	3197	3345	3510	3662	3831
Call Center Representative II	115071 ³	12 ³	3504	3662	3831	4011	4200
Central Printing Clerk	120005	12	3043	3183	3327	3483	3644
Chemist	620020	12	5150	5400	5654	5925	6207
City Records Specialist	115025	12	3892	4072	4263	4463	4675
Commercial Building Inspector	230015	12	5861	6140	6435	6739	7064
Community Recreation Assistant	520010	12	3718	3884	4045	4208	4393
Community Revitalization Specialist	230053	12	5276	5530	5795	6111	6366
Community Revitalization Technician	230059	12	3670	3841	4020	4210	4408
Community Services Officer I	410025 ⁴	12 ⁴	3458	3615	3783	3958	4142
Community Services Officer II	410026 ⁴	12 ⁴	3783	3958	4142	4338	4543
Computer Systems Specialist I	125010 ⁴	12 ⁴	5406	5657	5926	6211	6504
Computer Systems Specialist II	125011 ⁴	12 ⁴	5935	6216	6512	6823	7154
Computer Systems Specialist III	125012	12	6521	6834	7163	7505	7870
Construction Compliance Specialist	150055	12	4523	4730	4956	5192	5434
Crime Scene Technician I	410010 ⁴	12 ⁴	4330	4532	4746	4971	5207
Crime Scene Technician II	410011 ⁴	12 ⁴	4746	4971	5207	5454	5717
Crime Specialist	410008	12	5430	5686	5959	6243	6546
Customer Services Clerk I	115060 ³	6 ³	3200	3344	3496	3660	3831
Customer Services Clerk II	115061 ³	12 ³	3505	3668	3841	4014	4200
Cybersecurity Analyst	125090	12	6521	6834	7163	7505	7870
Deputy City Clerk	115028 ⁴	12 ⁴	3448	3607	3774	3950	4132
Development Services Coordinator	230057	12	5346	5640	5914	6197	6494
Digital Forensics Analyst	410050	12	7129	7487	7860	8253	8666
Emergency Services Dispatcher I	410001 ⁵	12 ⁵	4250	4422	4607	4817	5020
Emergency Services Dispatcher II	410002 ⁵	12 ⁵	4594	4813	5041	5278	5521
Emergency Services Dispatcher III	410003	12	5055	5286	5543	5799	6073

³ This class is in a flexibly-staffed series which allows an employee to “flex” to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can “flex” to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

⁵ This class is in a flexibly-staffed series. The probationary period for employees in these classes shall be up to 18 months, at the discretion of management. An employee in this series must serve a minimum one year probationary period.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Engineer I	210015 ⁴	12 ⁴	6874	7218	7578	7957	8355
Engineer II	210016 ⁴	12 ⁴	7758	8147	8554	8981	9430
Engineering Aide I	210001 ³	6 ³	3386	3536	3698	3870	4055
Engineering Aide II	210002 ³	12 ³	3955	4141	4329	4530	4750
Engineering Inspector I	230075 ⁴	12 ⁴	5209	5474	5721	5991	6281
Engineering Inspector II	230076 ⁴	12 ⁴	5698	5967	6255	6553	6868
Engineering Technician I	210005 ⁴	12 ⁴	3978	4164	4365	4559	4774
Engineering Technician II	210006 ⁴	12 ⁴	4654	4881	5106	5343	5600
Environmental Control Officer	620001	12	5080	5324	5569	5834	6109
Facilities Construction Specialist	230085	12	5192	5433	5692	5963	6250
Fire Prevention Inspector I	420001 ⁵	12 ⁵	4588	4803	5022	5268	5519
Fire Prevention Inspector II	420002 ⁵	12 ⁵	5289	5530	5795	6079	6366
Fleet Operations Specialist	710105	12	4852	5077	5323	5573	5841
Geographic Information System (GIS) Specialist	125025	12	6521	6834	7163	7505	7870
Geographic Information System (GIS) Technician I	125026 ⁴	12 ⁴	5430	5683	5953	6239	6534
Geographic Information System (GIS) Technician II	125027 ⁴	12 ⁴	5962	6243	6542	6854	7187
Graphics Technician	120013	12	4240	4445	4661	4888	5127
Helicopter Pilot	410033	12	6362	6672	6999	7342	7704
Housing Rehabilitation Specialist	230056	12	5259	5515	5788	6071	6366
Industrial/Commercial Water Conservation Representative	610015	12	5089	5332	5579	5845	6121
Interpreter/Translator	150232	12	5440	5739	6018	6305	6607
Laboratory Assistant	620010	12	3552	3721	3893	4074	4263
Laboratory Technician I	620011 ⁴	12 ⁴	4270	4470	4680	4899	5128
Laboratory Technician II	620012 ⁴	12 ⁴	4690	4908	5140	5386	5642
Landscape Water Conservation Specialist	610005	12	5074	5316	5569	5833	6109

³ This class is in a flexibly-staffed series which allows an employee to “flex” to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

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EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Law Office Assistant	115021	12	4266	4474	4692	4920	5158
Network Systems Specialist	125030	12	6521	6834	7163	7505	7870
PAR Program Specialist	410023	12	3670	3841	4020	4210	4408
Paratransit Specialist	320005	12	3909	4094	4287	4480	4690
Parking Enforcement Officer I	710120 ⁴	12 ⁴	3003	3127	3256	3384	3528
Parking Enforcement Officer II	710121 ⁴	12 ⁴	3265	3403	3544	3687	3853
Parking Enforcement Officer III	710122	12	3544	3687	3853	4010	4183
Park Ranger I*	410060 ⁴	12 ⁴	3458	3615	3783	3958	4142
Park Ranger II*	410061 ⁴	12 ⁴	3783	3958	4142	4338	4543
Phlebotomist	410007	12	3552	3721	3893	4074	4263
Planner I	220005 ³	6 ³	4828	5046	5287	5542	5808
Planner II	220006 ³	12 ³	5440	5739	6018	6305	6607
Plans and Permit Technician	220002	12	5169	5411	5657	5934	6217
Plans Examiner	210041	12	5672	5928	6213	6517	6824
Police Data Transcriptionist	115035	12	4089	4277	4476	4684	4904
Police Support Services Clerk	115043	12	3396	3552	3716	3889	4069
Police Support Services Technician	115044	12	3726	3899	4080	4274	4475
Principal Account Clerk	130004	12	3904	4088	4280	4477	4690
Procurement Specialist	140002	12	4903	5138	5380	5636	5905
Program Compliance Officer	640026	12	4193	4400	4614	4838	5074
Programmer/Analyst I	125020 ⁴	12 ⁴	5380	5632	5898	6183	6474
Programmer/Analyst II	125021 ⁴	12 ⁴	5935	6216	6512	6823	7154
Programmer/Analyst III	125022	12	6521	6834	7163	7505	7870
Programmer/Analyst IV	125023	12	7171	7519	7884	8259	8658
Property & Evidence Technician	145010	12	4154	4349	4553	4768	4993
Radio Dispatcher	120015	12	3602	3765	3922	4095	4263
Rangemaster/Armorer	410035	12	4972	5208	5455	5718	5989

³ This class is in a flexibly-staffed series which allows an employee to “flex” to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can “flex” to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

*Effective 10/3/2022, by the Fourth Amendment to the Salary Resolution 2022-152.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Real Estate Finance Specialist I	170001 ⁴	12 ⁴	4109	4301	4497	4712	4934
Real Estate Finance Specialist II	170002 ⁴	12 ⁴	4821	5049	5289	5539	5801
Recreation Specialist	520005	12	4026	4211	4409	4617	4833
Retirement Counselor I	135050 ⁴	12 ⁴	3903	4087	4279	4479	4690
Retirement Counselor II	135051 ⁴	12 ⁴	4291	4491	4702	4925	5158
Safety and Training Specialist	150050	12	4582	4804	5041	5287	5546
Secretary	110050	12	3661	3831	4009	4195	4394
Senior Account Clerk	130003	12	3557	3718	3889	4072	4264
Senior Administrative Clerk	110003	12	3344	3500	3661	3831	4009
Senior Call Center Representative	115072	12	4034	4228	4432	4647	4872
Senior Commercial Building Inspector	230016	12	6140	6435	6739	7064	7406
Senior Community Revitalization Specialist	230054	12	5914	6192	6480	6794	7123
Senior Community Services Officer	410027	12	4116	4309	4511	4720	4944
Senior Crime Scene Technician	410012	12	4971	5207	5454	5717	5988
Senior Customer Services Clerk	115062	12	4005	4185	4379	4585	4800
Senior Deputy City Clerk	115029 ⁴	12 ⁴	3904	4084	4277	4477	4690
Senior Engineering Technician	210007	12	5250	5498	5756	6033	6311
Senior Fire Prevention Inspector	420003	12	5914	6192	6480	6794	7123
Senior Laboratory Technician	620013	12	5228	5478	5739	6012	6299
Senior Network Systems Specialist	125031	12	7229	7580	7947	8326	8728
Senior Park Ranger*	410062	12	4116	4309	4511	4720	4944
Senior Plans Examiner	210042	12	6230	6521	6825	7156	7504
Senior Procurement Specialist	140003	12	5380	5636	5905	6188	6481
Senior Property & Evidence Technician	145011	12	4553	4768	4993	5226	5476
Senior Cybersecurity Analyst	125091	12	7229	7580	7947	8326	8728
Senior Records Clerk	110101	12	3557	3721	3894	4075	4263
Senior Secretary	110051	12	3904	4084	4277	4477	4690

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can “flex” to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

*Effective 10/3/2022, by the Fourth Amendment to the Salary Resolution No. 2022-152.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Senior Storeskeeper	145002	12	4154	4349	4553	4768	4993
Senior Utility Service Representative	230092	12	4289	4490	4702	4923	5158
Senior Water Systems Telemetry & Distributed Control Specialist	610022	12	7229	7580	7947	8326	8728
Staff Assistant	150001	12	3910	4094	4288	4481	4691
Storeskeeper	145001	12	3875	4057	4244	4443	4652
Survey Party Technician	210030	12	4654	4881	5106	5343	5600
Tax/Permit Inspector	135001	12	4588	4804	5024	5271	5520
Traffic Signal Operations Specialist	710150	12	6575	6889	7222	7566	7935
Transit Scheduler	320049	12	6575	6889	7222	7566	7935
Tree Program Specialist	510015	12	4851	5079	5325	5577	5841
Utility Service Representative I	230090 ⁴	12 ⁴	3556	3720	3892	4074	4263
Utility Service Representative II	230091 ⁴	12 ⁴	3903	4087	4277	4478	4689
Wastewater Reclamation Coordinator	620035	12	5068	5313	5565	5826	6108
Water Conservation Representative	610001	12	3669	3841	4020	4208	4407
Water Systems Telemetry & Distributed Control Specialist	610021	12	5985	6268	6568	6882	7213

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EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Account Clerk I	130001 ³	6 ³	3014	3151	3293	3446	3610
Account Clerk II	130002 ³	12 ³	3332	3485	3651	3816	3992
Accountant-Auditor I	130011 ⁴	12 ⁴	4816	5036	5269	5525	5784
Accountant-Auditor II	130012 ⁴	12 ⁴	5343	5590	5861	6140	6431
Accounting Technician	130010	12	4022	4211	4409	4612	4831
Administrative Clerk I	110001 ³	6 ³	2797	2927	3057	3198	3343
Administrative Clerk II	110002 ³	12 ³	3150	3295	3445	3605	3771
Airports Operations Officer I	310006 ⁴	12 ⁴	4879	5119	5365	5634	5915
Airports Operations Officer II	310009 ⁴	12 ⁴	5365	5634	5915	6211	6522
Airports Property Specialist I	175001 ⁴	12 ⁴	5221	5473	5732	6001	6292
Airports Property Specialist II	175002 ⁴	12 ⁴	6050	6338	6644	6959	7296
Associate Electrical Safety Consultant I	230022	12	6037	6325	6629	6942	7276
Associate Electrical Safety Consultant II	230023	12	6325	6629	6942	7276	7629
Associate Environmental & Safety Consultant I	230003	12	6037	6325	6629	6942	7276
Associate Environmental & Safety Consultant II	230004	12	6325	6629	6942	7276	7629
Associate Plumbing & Mechanical Consultant I	230012	12	6037	6325	6629	6942	7276
Associate Plumbing & Mechanical Consultant II	230013	12	6325	6629	6942	7276	7629
Billing System Specialist	125075	12	4429	4638	4857	5076	5313
Budget Technician	135005	12	4023	4208	4406	4613	4831
Building Inspector I	230007 ⁴	12 ⁴	5569	5833	6109	6404	6706
Building Inspector II	230008 ⁴	12 ⁴	6037	6325	6629	6942	7276
Building Inspector III	230009	12	6325	6629	6942	7276	7629

This class is in a flexibly-staffed series which allows an employee to “flex” to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can “flex” to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Call Center Representative I	115070 ³	6 ³	3293	3446	3616	3772	3946
Call Center Representative II	115071 ³	12 ³	3610	3772	3946	4132	4326
Central Printing Clerk	120005	12	3135	3279	3427	3588	3754
Chemist	620020	12	5305	5562	5824	6103	6394
City Records Specialist	115025	12	4009	4195	4391	4597	4816
Commercial Building Inspector	230015	12	6037	6325	6629	6942	7276
Community Recreation Assistant	520010	12	3830	4001	4167	4335	4525
Community Revitalization Specialist	230053	12	5435	5696	5969	6295	6557
Community Revitalization Technician	230059	12	3781	3957	4141	4337	4541
Community Services Officer I	410025 ⁴	12 ⁴	3562	3724	3897	4077	4267
Community Services Officer II	410026 ⁴	12 ⁴	3897	4077	4267	4469	4680
Computer Systems Specialist I	125010 ⁴	12 ⁴	5569	5827	6104	6398	6700
Computer Systems Specialist II	125011 ⁴	12 ⁴	6114	6403	6708	7028	7369
Computer Systems Specialist III	125012	12	6717	7040	7378	7731	8107
Construction Compliance Specialist	150055	12	4659	4872	5105	5348	5598
Crime Scene Technician I	410010 ⁴	12 ⁴	4460	4668	4889	5121	5364
Crime Scene Technician II	410011 ⁴	12 ⁴	4889	5121	5364	5618	5889
Crime Specialist	410008	12	5593	5857	6138	6431	6743
Customer Services Clerk I	115060 ³	6 ³	3296	3445	3601	3770	3946
Customer Services Clerk II	115061 ³	12 ³	3611	3779	3957	4135	4326
Cybersecurity Analyst	125090	12	6717	7040	7378	7731	8107
Deputy City Clerk	115028 ⁴	12 ⁴	3552	3716	3888	4069	4256
Development Services Coordinator	230057	12	5507	5810	6092	6383	6689
Digital Forensics Analyst	410050	12	7343	7712	8096	8501	8926
Emergency Services Dispatcher I	410001 ⁵	12 ⁵	4378	4555	4746	4962	5171
Emergency Services Dispatcher II	410002 ⁵	12 ⁵	4732	4958	5193	5437	5687
Emergency Services Dispatcher III	410003	12	5207	5445	5710	5973	6256

This class is in a flexibly-staffed series which allows an employee to “flex” to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can “flex” to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

This class is in a flexibly-staffed series. The probationary period for employees in these classes shall be up to 18 months, at the discretion of management. An employee in this series must serve a minimum one year probationary period.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Engineer I	210015 ⁴	12 ⁴	7081	7435	7806	8196	8606
Engineer II	210016 ⁴	12 ⁴	7991	8392	8811	9251	9713
Engineering Aide I	210001 ³	6 ³	3488	3643	3809	3987	4177
Engineering Aide II	210002 ³	12 ³	4074	4266	4459	4666	4893
Engineering Inspector I	230075 ⁴	12 ⁴	5366	5639	5893	6171	6470
Engineering Inspector II	230076 ⁴	12 ⁴	5869	6147	6443	6750	7075
Engineering Technician I	210005 ⁴	12 ⁴	4098	4289	4496	4696	4918
Engineering Technician II	210006 ⁴	12 ⁴	4794	5028	5260	5504	5768
Environmental Control Officer	620001	12	5233	5484	5737	6010	6293
Facilities Construction Specialist	230085	12	5348	5596	5863	6142	6438
Fire Prevention Inspector I	420001 ⁵	12 ⁵	4726	4948	5173	5427	5685
Fire Prevention Inspector II	420002 ⁵	12 ⁵	5448	5696	5969	6262	6557
Fleet Operations Specialist	710105	12	4998	5230	5483	5741	6017
Geographic Information System (GIS) Specialist	125025	12	6717	7040	7378	7731	8107
Geographic Information System (GIS) Technician I	125026 ⁴	12 ⁴	5593	5854	6132	6427	6731
Geographic Information System (GIS) Technician II	125027 ⁴	12 ⁴	6141	6431	6739	7060	7403
Graphics Technician	120013	12	4368	4579	4801	5035	5281
Helicopter Pilot	410033	12	6553	6873	7209	7563	7936
Housing Rehabilitation Specialist	230056	12	5417	5681	5962	6254	6557
Industrial/Commercial Water Conservation Representative	610015	12	5242	5492	5747	6021	6305
Interpreter/Translator	150232	12	5604	5912	6199	6495	6806
Laboratory Assistant	620010	12	3659	3833	4010	4197	4391
Laboratory Technician I	620011 ⁴	12 ⁴	4399	4605	4821	5046	5282
Laboratory Technician II	620012 ⁴	12 ⁴	4831	5056	5295	5548	5812
Landscape Water Conservation Specialist	610005	12	5227	5476	5737	6008	6293

This class is in a flexibly-staffed series which allows an employee to “flex” to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can “flex” to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

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EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Law Office Assistant	115021	12	4394	4609	4833	5068	5313
Network Systems Specialist	125030	12	6717	7040	7378	7731	8107
PAR Program Specialist	410023	12	3781	3957	4141	4337	4541
Paratransit Specialist	320005	12	4027	4217	4416	4615	4831
Parking Enforcement Officer I	710120 ⁴	12 ⁴	3094	3221	3354	3486	3634
Parking Enforcement Officer II	710121 ⁴	12 ⁴	3363	3506	3651	3798	3969
Parking Enforcement Officer III	710122	12	3651	3798	3969	4131	4309
Phlebotomist	410007	12	3659	3833	4010	4197	4391
Planner I	220005 ³	6 ³	4973	5198	5446	5709	5983
Planner II	220006 ³	12 ³	5604	5912	6199	6495	6806
Plans and Permit Technician	220002	12	5325	5574	5827	6113	6404
Plans Examiner	210041	12	5843	6106	6400	6713	7029
Police Data Transcriptionist	115035	12	4212	4406	4611	4825	5052
Police Support Services Clerk	115043	12	3498	3659	3828	4006	4192
Police Support Services Technician	115044	12	3838	4016	4203	4403	4610
Principal Account Clerk	130004	12	4022	4211	4409	4612	4831
Procurement Specialist	140002	12	5051	5293	5542	5806	6083
Program Compliance Officer	640026	12	4319	4532	4753	4984	5227
Programmer/Analyst I	125020 ⁴	12 ⁴	5542	5801	6075	6369	6669
Programmer/Analyst II	125021 ⁴	12 ⁴	6114	6403	6708	7028	7369
Programmer/Analyst III	125022	12	6717	7040	7378	7731	8107
Programmer/Analyst IV	125023	12	7387	7745	8121	8507	8918
Property & Evidence Technician	145010	12	4279	4480	4690	4912	5143
Radio Dispatcher	120015	12	3711	3878	4040	4218	4391
Rangemaster/Armorer	410035	12	5122	5365	5619	5890	6169

This class is in a flexibly-staffed series which allows an employee to “flex” to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can “flex” to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

ffective 10/3/2022, by the Fourth Amendment to the Salary Resolution 2022-152.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Real Estate Finance Specialist I	170001 ⁴	12 ⁴	4233	4431	4632	4854	5083
Real Estate Finance Specialist II	170002 ⁴	12 ⁴	4966	5201	5448	5706	5976
Recreation Specialist	520005	12	4147	4338	4542	4756	4978
Retirement Counselor I	135050 ⁴	12 ⁴	4021	4210	4408	4614	4831
Retirement Counselor II	135051 ⁴	12 ⁴	4420	4626	4844	5073	5313
Safety and Training Specialist	150050	12	4720	4949	5193	5446	5713
Secretary	110050	12	3771	3946	4130	4321	4526
Senior Account Clerk	130003	12	3664	3830	4006	4195	4392
Senior Administrative Clerk	110003	12	3445	3605	3771	3946	4130
Senior Call Center Representative	115072	12	4156	4355	4565	4787	5019
Senior Commercial Building Inspector	230016	12	6325	6629	6942	7276	7629
Senior Community Revitalization Specialist	230054	12	6092	6378	6675	6998	7337
Senior Community Services Officer	410027	12	4240	4439	4647	4862	5093
Senior Crime Scene Technician	410012	12	5121	5364	5618	5889	6168
Senior Customer Services Clerk	115062	12	4126	4311	4511	4723	4944
Senior Deputy City Clerk	115029 ⁴	12 ⁴	4022	4207	4406	4612	4831
Senior Engineering Technician	210007	12	5408	5663	5929	6214	6501
Senior Fire Prevention Inspector	420003	12	6092	6378	6675	6998	7337
Senior Laboratory Technician	620013	12	5385	5643	5912	6193	6488
Senior Network Systems Specialist	125031	12	7446	7808	8186	8576	8990
Senior Park Ranger*	410062	12					
Senior Plans Examiner	210042	12	6417	6717	7030	7371	7730
Senior Procurement Specialist	140003	12	5542	5806	6083	6374	6676
Senior Property & Evidence Technician	145011	12	4690	4912	5143	5383	5641
Senior Cybersecurity Analyst	125091	12	7446	7808	8186	8576	8990
Senior Records Clerk	110101	12	3664	3833	4011	4198	4391
Senior Secretary	110051	12	4022	4207	4406	4612	4831

This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can “flex” to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

*Effective 10/3/2022, by the Fourth Amendment to the Salary Resolution No. 2022-152.

EXHIBIT 3							
Unit 3 – Non-Supervisory White Collar (FCEA), effective June 19, 2023							
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Senior Storeskeeper	145002	12	4279	4480	4690	4912	5143
Senior Utility Service Representative	230092	12	4418	4625	4844	5071	5313
Senior Water Systems Telemetry & Distributed Control Specialist	610022	12	7446	7808	8186	8576	8990
Staff Assistant	150001	12	4028	4217	4417	4616	4832
Storeskeeper	145001	12	3992	4179	4372	4577	4792
Survey Party Technician	210030	12	4794	5028	5260	5504	5768
Tax/Permit Inspector	135001	12	4726	4949	5175	5430	5686
Traffic Signal Operations Specialist	710150	12	6773	7096	7439	7793	8174
Transit Scheduler	320049	12	6773	7096	7439	7793	8174
Tree Program Specialist	510015	12	4997	5232	5485	5745	6017
Utility Service Representative I	230090 ⁴	12 ⁴	3663	3832	4009	4197	4391
Utility Service Representative II	230091 ⁴	12 ⁴	4021	4210	4406	4613	4830
Wastewater Reclamation Coordinator	620035	12	5221	5473	5732	6001	6292
Water Conservation Representative	610001	12	3780	3957	4141	4335	4540
Water Systems Telemetry & Distributed Control Specialist	610021	12	6165	6457	6766	7089	7430

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can “flex” to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

EXHIBIT 4
Unit 4 - Non-Management Police (FPOA),

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H
Police Officer Recruit	415001	12	6124	6429	-	-	-	-	-	-
Police Officer	415002 ⁶	12 ⁶	-	-	6750	7088	7443	7817	8208	8619
Police Sergeant	415004	12	7378	7748	8136	8543	8972	9421	9892	10387

⁶ A person promoting from Police Officer Recruit to Police Officer after one year of service must serve a probationary period of six months in the Police Officer class. A person who is hired as a Police Officer – Lateral (from another agency) must serve a probationary period of one year in the Police Officer class

EXHIBIT 4
Unit 4 - Non-Management Police (FPOA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
Police Officer Recruit	415001	12	6308	6622	-	-	-	-	-	-	-
Police Officer	415002 ⁶	12 ⁶	-	-	6953	7301	7667	8052	8455	8878	9322
Police Sergeant	415004	12	7600	7981	8381	8800	9242	9704	10189	10699	11234

⁶ A person promoting from Police Officer Recruit to Police Officer after one year of service must serve a probationary period of six months in the Police Officer class. A person who is hired as a Police Officer – Lateral (from another agency) must serve a probationary period of one year in the Police Officer class

EXHIBIT 5
Unit 5 – Fire Non-Management (IAFF)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H
Firefighter Trainee	425001	---	5233							
Firefighter	425002	12	5815	6104	6411	6731	7089	7425	7797	8187
Firefighter Specialist	425003	12	6512	6837	7182	7537	7915	8311	8727	9164
Fire Captain	425004	12	7268	7632	8013	8415	8837	9280	9744	10232
Fire Investigation Unit Supervisor	425010	12	7268	7632	8013	8415	8837	9280	9744	10232

EXHIBIT 5
Unit 5 – Fire Non-Management (IAFF), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H
Firefighter Trainee	425001	---	5390							
Firefighter	425002	12	5990	6288	6604	6933	7302	7648	8031	8433
Firefighter Specialist	425003	12	6708	7043	7398	7764	8153	8561	8989	9439
Fire Captain	425004	12	7487	7861	8254	8668	9103	9559	10037	10539
Fire Investigation Unit Supervisor	425010	12	7487	7861	8254	8668	9103	9559	10037	10539

EXHIBIT 5
Unit 5 – Fire Non-Management (IAFF), effective September 25, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
Firefighter Trainee	425001	---	5390								
Firefighter	425002	12	5990	6288	6604	6933	7302	7648	8031	8433	8855
Firefighter Specialist	425003	12	6708	7043	7398	7764	8153	8561	8989	9439	9911
Fire Captain	425004	12	7487	7861	8254	8668	9103	9559	10037	10539	11066
Fire Investigation Unit Supervisor	425010	12	7487	7861	8254	8668	9103	9559	10037	10539	11066




Fiscal Year 2023

(July 1, 2022 – June 30, 2023)

Salary Resolution

Personnel Services Department

Date Adopted:
Date Approved:
Effective Date: 11/17/07-31-2022
City Attorney Approval: 

Fiscal Year 2023 Salary Resolution

Resolution No. 2022-152

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RESOLUTION NO. 2022-152

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 FISCAL YEAR 2023

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

SECTION 1. SPECIAL PROVISIONS APPLICABLE TO ALL CLASSES

The rules set forth in this resolution constitute special provisions applicable to all classes of employment in the City service. If any provision(s) of a Memorandum of Understanding (hereafter "MOU") or Terms and Conditions of employment (hereafter "T & C") adopted and approved by the Council under Article 6, Chapter 3 of the Fresno Municipal Code (hereafter "FMC") or employment agreement that is authorized and in compliance with Article V of the City of Fresno Transparency in Government Act and currently in effect, is clearly and specifically in conflict with any rule contained in this resolution, the provision in such MOU, T & C, or employment agreement shall prevail.

SECTION 2. SALARY STEP PLAN AND EXECUTIVE PAY RANGE PLAN

The step plan of each salary range shall be applied and interpreted as follows for permanent and probationary employees appointed to permanent positions:

- A. The first step shall be the minimum rate and shall normally be the hiring rate for the class. In a case where it is difficult to secure a qualified person or if a person of unusual qualifications is engaged, the City Manager, City Attorney, City Clerk, or Retirement Administrator, or their designees, as appropriate for their respective areas of authority, after receiving the recommendation of the Director of Personnel Services, may approve appointment above the first step.
- B. The second step shall be paid upon the completion of six (6) months of paid status at the first step.
- C. The third step shall be paid upon the completion of one (1) year of service at the second step.
- D. Each subsequent step shall be paid upon completion of one (1) year of service at the prior step.

Progression to successive steps in the salary range shall be automatic with two exceptions. Exception 1; Following and unsatisfactory performance evaluation, a step progression may be delayed by the appointing authority for not more than six (6) months and more than six (6) months only with approval of the City Manager, City Attorney, City Clerk, or Retirement Administrator, or their designees, as appropriate for their respective areas of authority.

Exception 2; an off cycle or an accelerated step advancement may occur upon recommendation of the appointing authority and the Director of Personnel Services whenever an employee exhibits unusual merit as demonstrated in an employee performance evaluation. Six (6) months of service equals 1,040 hours of service, and one (1) year of service equals 2,080 hours of service, except where employees work a 56 hour-hour workweek, six (6) months of service equals 1,456 hours of service, and one (1) year of service equals 2,912 hours of service.

- E. Employees who are reinstated in accordance with FMC Section 3-292, who were not at the top step prior to layoff or demotion, will be credited with paid time previously worked at the step at time of layoff or demotion. The next step increase date will be adjusted accordingly upon reinstatement. Any time missed due to mandatory furloughs shall count as paid time.
- F. An employee who is selected to fill a reclassified position pursuant to FMC Section 3-209 (b), or who is promoted from one class to another having a higher salary range, shall be adjusted to the lowest step in the salary range of the new class, which is at least three and one-half percent (3.5%) higher than the rate received in the employee's former class. If such an increase would require a payment greater than the highest step, then the highest step shall be paid.

An employee in Exhibit 7 who is appointed to a position in a class having a salary range shall be promoted according to the foregoing provisions to the nearest step, but not exceeding the top step, in the new class range after adding five percent (5%) to the employee's salary rate.
- G. When a class is assigned a new salary range, the salary of an employee in such class shall be adjusted to the same relative step in the new salary range, and such adjustment shall not alter the employee's anniversary date for purposes of future step increases in the class.
- H. A permanent employee, assigned to a higher class on a limited, interim or provisional basis, and who is entitled to the rate of pay for such higher class, shall be paid in the same manner as provided for promotion in Section 2, subsection F above.
- I. If an employee is receiving compensation above the highest step of the range, the employee's present rate shall be continued as an approved additional step rate for the class ("Y-rated"), until the highest step is greater than the Y rate, but no other employee may be adjusted to this rate, and it shall no longer be in effect after the incumbent vacates the classification.
- J. Except as noted in Section 2, subsection E above, step increases shall become effective immediately upon completion of required service. For purposes of this section, any employee who is absent without pay, excluding statutorily protected leave such as, but not limited to leaves taken under the Family and Medical Leave Act (FMLA), the California Family Rights Act (CFRA), Pregnancy Disability Leave (PDL), and Military Leave, for the number of hours specified below while on any single step in a range shall not be

considered to have been on paid status for the number of calendar weeks shown, and advancement to the next step shall be delayed by such number of calendar weeks:

<u>At least</u>	<u>But less than</u>	<u>Calendar Weeks</u> <u>delayed</u>
1 hour	40 hours	None
40 hours	120 hours	2
120 hours	200 hours	4
200 hours	280 hours	6
280 hours	360 hours	8
360 hours	440 hours	10

For purposes of this section, leave without pay, in reference to step advancement, shall be adjusted appropriately for 56-hour employees:

<u>At least</u>	<u>But less than</u>	<u>Calendar Weeks</u> <u>delayed</u>
1 hour	56 hours	None
56 hours	168 hours	2
168 hours	280 hours	4
280 hours	392 hours	6

The number of additional weeks by which advancement to the next step shall be delayed shall be calculated in the same manner as those respective formulas specified herein. Such delay shall cause a change in the employee's anniversary date for purposes of future step increases in the class.

- K. Transfer to a different classification with the same salary range and in which no salary change occurs, shall result in a new anniversary date upon which advancement to the next step shall be calculated, or merit increase shall be considered.
- L. In lieu of a Salary Step Plan, an Executive Pay Range Plan has been established for classes as set forth in Exhibit 2.
 - 1. For employees who separated from City service prior to July 1, 2015:
 - a. The salary for each employee in the executive pay ranges and the salary range for each class within such ranges shall be established by the City Manager or designee.

The City Manager or designee shall promulgate such rules and regulations deemed appropriate in the implementation and administration of this subsection.

For purposes of calculating retirement benefits for any employee in a class in the Executive Pay Range Plan who has left City service after five (5) years of service, but prior to attaining an age sufficient for service retirement, and who has elected to leave contributions in the retirement system, retirement benefits shall be calculated as follows:

The employee's salary at the time of separation from employment with the City shall be compared to the control point in existence at the time of separation for the class from which the employee is retiring. Retirement benefits (based on monthly salary only) shall be calculated using the same relationship the employee's salary bore to the control point at the time of separation as it would bear to the control point at the time of retirement. As an example only, if an employee's salary at the time of separation was five percent (5%) below the control point for the class, then the benefit at retirement would be based on that amount, which would be five percent (5%) below the control point for that class at the time of retirement, subject to the applicable provisions of the retirement system regarding years of service, compensation earnable, and so on.

2. For employees in Exhibit 2, who separate from City service on or after July 1, 2015:

- a. The salary for each executive employee in the executive pay ranges and the salary range for each class within such ranges shall be established by the City Manager or designee.

The City Manager or designee shall promulgate such rules and regulations deemed appropriate in the implementation and administration of Section 2, Subsection (P)(2)(b) below.

- b. For purposes of calculating Compensation Earnable as defined in FMC 3-501, any employee in the City of Fresno Employees Retirement System (hereafter "System") in a class in the Executive Pay Plan who separates from City service and elects to remain a member of the System shall have their Compensation Earnable calculated as follows:

Beginning July 1 following the date the Deferred Vested Member separates from City service, the Member's Compensation Earnable at the time of separation shall be indexed with the Consumer Price Index (hereafter "CPI") – United States City Average for Urban Wage Earners and Clerical Workers -- all items (i.e., general price inflation) and the Employment Cost Index for Wage Inflation (i.e., across the board pay increases) for State and local government employees, as published by the Bureau of Labor Statistics of the United States Department of Labor.

Determination of the percentage of annual increase or decrease in CPI and Employment Costs for wage inflation shall be made by the Retirement Board on or before April 1 of each year for each of the two immediately preceding calendar years. The percentage by which such indexes for the more recent full calendar year shall have increased or decreased over or below indexes

for the full calendar year immediately prior shall be the percentage used to calculate adjustments to Compensation Earnable with the following exceptions: banking shall not be applied nor shall the sum of accumulated CPI and Employment Costs adjustments plus Compensation Earnable fall outside the Executive Pay Range approved by the City Council each fiscal year.

This process will continue each July 1 until the Deferred Vested Member elects to begin receiving the retirement benefit. This adjusted Compensation Earnable shall be used in the Member's final compensation for the calculation of the retirement benefit.

If a Deferred Vested Member held more than one position during their highest three consecutive years, the Compensation Earnable in each position shall be allocated on a time held, pro-rata basis and the combined adjusted Compensation Earnable, including adjustments due to CPI and Employment Costs for wage inflation, shall be used in the Member's final compensation for the calculation of the retirement benefit.

- c. System members who retire or enter the Deferred Retirement Option Program (hereafter "DROP") on or after July 1, 2015, shall have any previously held Executive Pay Range salaries determined in accordance with Section 2, Subsection (P)(2)(b).
- d. System members who retire or enter DROP on or after July 1, 2015, who vacated a Unit 14 class before January 6, 2020, and thereafter does not return to said class, shall have any previously held Executive Pay Range salaries determined in accordance with Section 2, Subsection (P)(2)(b).

- M. Except where provided in this subsection, temporary assignment to perform the duties of absent employees shall be in accordance with FMC Section 3-260.

After any employee holding a permanent position in Exhibit 2 has completed 40 hours of service in a higher class the employee shall thereafter be paid at the rate of pay of the higher class while so assigned. An employee who has held permanent status in the higher class prior to such assignment shall not be required to complete the qualifying period of service set forth above and shall be paid for the entire duration of the assignment to the higher class at the rate of pay of the lowest step in the salary range of the higher class, which must be at least three and one-half percent (3.5%) higher than the rate received in the employee's regular class assignment. If the three and one-half (3.5%) increase requires a payment greater than the highest step, then the highest step shall be paid.

SECTION 3. RATES OF PAY

Rates of pay provided for by a resolution establishing or approving such salaries are fixed on the basis of dollars per month or full-time service in full-time positions unless otherwise clearly indicated. Salaries shown are the base rate of pay for each respective job classification. The hourly rate of pay is calculated by multiplying the monthly rate of pay by 12 and dividing by 2,080,

except that the hourly rate of pay for employees whose schedule is 56 hours per week is calculated by multiplying the monthly rate of pay by 12 and dividing by 2,912.

SECTION 4. EXEMPT JOB CLASSES

Employees in classes listed as exempt in any exhibit attached to this salary resolution whose job codes are marked with an "e" shall not be entitled to payment or compensatory time off for overtime as provided for in the rules and regulations of the Fair Labor Standards Act (hereafter "FLSA").

In accordance with the rules and regulations of the FLSA, the base salary of exempt employees shall not be reduced due to variations in the quality or quantity of the work performed. Deductions from the salary of exempt employees are allowed only for those certain circumstances which are set forth in the applicable FLSA regulations.

Employees exempt from overtime shall not be subject to deductions for Leave Without Pay in increments of less than a work day or shift. Employees with qualified medical restrictions may be temporarily placed on a part-time basis and will receive the pro-rated salary during the time of restriction.

SECTION 5. WAGES, OVERTIME AND SICK LEAVE FOR TEMPORARY EMPLOYEES

- A. Temporary employees shall be paid on an hourly basis for the hours actually worked, subject to the provisions of Section 4 above and/or the FLSA, which provides for overtime compensation for hours worked in excess of 40 per workweek. Any such employee in a class having a monthly salary rate shall be paid an hourly rate that is converted from the monthly salary for that class pursuant to Section 3.
- B. Sick Leave for Temporary Employees:
 1. Temporary employees will earn one (1) hour of Sick Leave for every thirty (30) hours of work, including overtime. This accrual will begin on the first day of employment. Sick Leave Accruals will be capped at forty-eight (48) hours. Sick Leave may be carried over from year to year.
 2. Temporary employees will be eligible to use Sick Leave on the ninetieth (90th) day of employment.
 3. Sick Leave can be used for:
 - a. Diagnosis, care, or treatment of an existing health condition of, or preventive care for, an employee;
 - b. Diagnosis, care, or treatment of an existing health condition of, or preventive care for an employee's parent (a biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child), child (a child, which for purposes of this article

means a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis - this definition of a child is applicable regardless of age or dependency status), spouse, registered domestic partner, sibling, grandparent, or grandchild; or,

- c. For an employee who is a victim of domestic violence, sexual assault, or stalking, the purposes described in Labor Code Section 230(c) and Labor Code Section 230.1(a).

4. Protected Sick Leave for Temporary Employees

- a. Temporary employees will accumulate and be able to use Sick Leave in accordance with AB1522, Healthy Workplace Healthy Family Act of 2014 (i.e., Labor Code §§245 et seq.)

- b. Temporary employees may use up to three (3) days as Protected Sick Leave or twenty-four (24) hours, whichever is greater, in each fiscal year (July 1 through June 30).

5. Temporary employees who leave City employment and return within one (1) year from the date of separation will have unused Sick Leave accruals restored up to forty-eight (48) hours.

SECTION 6. FLEXIBLE STAFFING

An employee holding a permanent position in any class in a group of classes designated as flexibly staffed may be appointed to a higher class in that group, provided that the employee meets the minimum requirements, the essential duties are being satisfactorily performed, and the department director recommends such appointment.

SECTION 7. ALTERNATE WORK SCHEDULE FOR EMPLOYEES IN EXHIBIT 2

A 4/10 or 9/80 work schedule may be implemented in any department, division, or work unit, upon approval of the City Manager, City Attorney, City Clerk, or Retirement Administrator, or their designees, as appropriate for their respective areas of authority.

Each 4/10 work schedule will consist of a total of 40 scheduled hours of actual work time per workweek. The workweek begins at 12:01 a.m. Monday and ends at Midnight on Sunday.

Each 9/80 work schedule will consist of eight 9-hour shifts, one 8-hour shift, and one day off per 14-day period broken down into two 40-hour per week FLSA workweeks. All employees working a 9/80 work schedule shall have an FLSA workweek, which begins four (4) hours after the start time of the day of the week, which constitutes the employee's alternating day off. This shall be an 8-hour shift. The workweek shall end exactly 168 hours later.

Employees working a 4/10 or 9/80 work schedule shall have the following exceptions for the holiday benefit apply:

A. Holidays:

1. Employees on a 4/10 or 9/80 work schedule shall receive 11 holidays of eight (8) hours. An employee who is off on a holiday, which is a regular work day, shall receive eight (8) hours pay for the holiday. Employees in non-exempt classifications who are off on a holiday which is a regular work day must either take two (2) hours Vacation Leave, Annual Leave, Holiday Leave, or Management Leave if on a 4/10 schedule, or one (1) hour Vacation, Annual, Holiday, or Management Leave if on a 9/80 schedule and the holiday falls on a 9-hour shift.
2. Employees on a 4/10 or 9/80 work schedule who are regularly scheduled to work, and do work on a holiday, which is a regular work day, shall receive eight (8) hours of Holiday Leave. When a holiday falls on an employee's day off, such employee shall receive eight (8) hours of Holiday Leave.

B. For employees participating in the Annual Leave Plan, the following rules shall apply:

1. Employees shall accumulate the same number of hours of Annual Leave per month as under a 5/8 work schedule. Annual Leave will be granted for the actual number of hours absent.

C. For employees not participating in the Annual Leave Plan, the following rules shall apply:

1. Sick Leave: Employees shall accumulate eight (8) hours of Sick Leave per month, and receive Sick Leave pay for the actual number of hours absent, provided the employee has a sufficient balance of Sick Leave hours.
2. Vacation Leave: Employees on a 4/10 or 9/80 work schedule shall accumulate the same number of hours Vacation Leave per month as under a 5/8 work schedule. Vacation Leave will be granted for the actual number of hours absent, provided the employee has a sufficient balance of Vacation Leave hours.

SECTION 8. MANAGEMENT LEAVE (formerly "Administrative Leave")/SUPPLEMENTAL MANAGEMENT LEAVE

A. For exempt employees in Exhibit 2, Management Leave shall be granted as follows:

1. Full-time employees appointed to permanent positions in classes who are not entitled to payment or equivalent compensatory time off for overtime work (as described in Section 4 above), shall be granted Management Leave as provided in this subsection 1. Eighty (80) hours shall be credited to employees in the E1-E5 Executive Pay Range on the first day in July of each fiscal year. E-effective November 21, 2022, employees in the E1-E5 Executive Pay rRange shall be credited with a prorated balance of the 80 hours for each full calendar month remaining in the fiscal year. For all other exempt employees in Exhibit 2, aA balance of sixty (60) hours shall be credited to each-such employees on the first day in July of each fiscal year. Upon their employment by the City, new employees appointed in such positions shall be credited with five (5) hours-of the applicable

~~prorated balance of~~ Management Leave for each full calendar month remaining in such appointment in the fiscal year, ~~including full-time employees in limited or provisional appointments.~~ ~~Employees in limited or provisional appointments to such exempt classes in Exhibit 2 shall receive five (5) hours of Management Leave for each full month of such provisional or limited appointment.~~

2. Unused Management Leave will not be carried over to the next fiscal year. Employees ~~in E1-E5 Executive Pay Ranges may request payment and be compensated for up to sixty (60) hours of Management Leave during the fiscal year in which it is credited.~~ All other employees in Exhibit 2 may request payment and be compensated for up to forty-eight (48) hours of Management Leave during the fiscal year in which it is credited. ~~All such requested payments will be~~ subject to rules established by the City Manager, City Attorney, City Clerk, or Retirement Administrator, as appropriate for their respective areas of authority. Employees shall be compensated for any Management Leave balance, not to exceed ~~sixty eighty~~ (860) hours, upon termination from City service.
3. Management Leave shall be scheduled at the convenience of the department. Approval by the City Manager or designee must be obtained before an appointing authority appointed by the City Manager may take such leave.

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B. For exempt employees in Exhibit 2, Supplemental Management Leave shall be granted as follows:

3. (a) The City Manager, City Attorney, City Clerk, or Retirement Administrator, as appropriate for their respective areas of authority, may grant up to an additional thirty-two (32) hours per fiscal year on July 1st of Supplemental Management Leave for employees in the E1-E5 Executive Pay Range.

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(ba) The additional Supplemental Management Leave granted cannot be cashed out in by employees.

(cb) At the employee's option, up to thirty-two (32) hours of the additional Supplemental Management Leave per fiscal year may be transferred to a Special HRA Bank to be credited to an HRA account for eligible employees upon service retirement at eighty percent (80%) of the employee's current hourly base rate of pay at the time of retirement. Hours in the Special HRA bank may not be used as leave time and cannot be cashed out. There will be no cash out or transfer of hours in the Special HRA bank for employees who are not eligible to participate in the HRA upon retirement. Employees must remain in an E1-E5 Executive Pay Range in order to retain hours credited to the Special HRA Bank. Employees who do not remain in an E1-E5 Executive Pay Range for any reason will cease getting credit of Special HRA bank hours and shall no longer accrue additional Supplemental Management Leave.

(de) Interim and provisional appointments to classifications in E1-E5 Executive Pay Range are not eligible for the Supplemental Management Leave.

B.C. _____ For employees in Non-Exempt classifications, Management Leave shall be as follows:

Full-time employees in non-exempt classifications who are in limited or provisional appointments to exempt classifications, shall receive five (5) hours of Management Leave for the exempt classification for each full month of such provisional or limited appointment. Employees must use the Management Leave in accordance with applicable provisions in appropriate MOUs or T & Cs, and, if applicable, Section 8.A.1. above.

SECTION 9. ANNUAL LEAVE FOR EMPLOYEES IN EXHIBIT 2

For employees on a forty (40) hour work schedule, the Annual Leave Plan shall be as follows:

1. Annual Leave Accrual –

a. Less than Ten (10) Years – For such employees who have been continuously employed by the City for less than ten (10) years in permanent positions, the Annual Leave accrual rate will be 15.5 hours for each completed calendar month of employment. In the event the City agrees to a higher Annual Leave accrual rate for members of recognized labor organizations who participate in the City of Fresno Employees' Retirement System, the City will increase the Annual Leave accrual rate to the same level for employees in Exhibit 2.

More than Ten (10) Years – For such employees who have been continuously employed by the City for ten (10) years or more in permanent positions, the Annual Leave accrual rate will be 18.83 hours for each completed calendar month of employment. In the event the City agrees to a higher Annual Leave accrual rate for members of recognized labor organizations who participate in the City of Fresno Employees' Retirement System, the City will increase the Annual Leave accrual rate to the same level for employees in Exhibit 2.

b. Accumulation Limit – The accumulation of unused Annual Leave will not exceed 1,2300 hours for employees in Executive Pay ranges E1 through E4; 1,1000 hours for employees in the E5 range; and 840 hours for employees in the, E6, E7, E8, E10, E11, E12, E13, E15, E16, E17, E19, E20, E21 and E22 ranges. In the event an employee has an Annual Leave balance over the limits listed above, accruals will cease until the balance is under the limit.

2. Annual Leave Used for Protected Sick Leave

a. Employees holding a permanent position included in Exhibit 2, shall be allowed to use up to the hours of Annual Leave accrued in six (6) months for Protected Sick Leave for the purposes identified in California Labor Code Section 233. The employee, at their sole discretion, must determine whether

to designate leave as Protected Sick Leave under California Labor Code 233. Employees shall note this designation when reporting the absence.

3. Annual Leave Pay Out

- a. Unused Annual Leave Pay Out During Fiscal Year – Employees may request payment and be compensated for up to 48 hours or ten percent (10%) of their Annual Leave balance, whichever is greater, each fiscal year between July 1st and December 31st; no cash out may be completed between January 1st and June 30th. Cash outs of Annual Leave balances are not pensionable for retirement purposes.
- b. Unused Annual Leave Pay Out – Upon separation from City service, employees will be compensated for all unused Annual Leave balances at their applicable base rate of pay. Payment received under this provision will not be pensionable for retirement purposes.

4. Frozen Sick Leave

- a. Use of Frozen Sick Leave – Frozen Sick Leave balances may be used by the employee in accordance with provisions of FMC section 3-107, or for those purposes defined in California Labor Code section 233 up to the statutory amount for the fiscal year unless the statutory amount has been satisfied by use of other leaves for the fiscal year.
- b. Unused Frozen Sick Leave Pay Out – Upon separation from City service by service retirement or at a disability retirement if the employee is otherwise eligible for service retirement, employees who meet the eligibility criteria in Section 16(F) shall be credited with the number of accumulated Frozen Sick Leave balances in excess of 240 hours at the time of retirement multiplied by eighty percent (80%) of the employee's then current hourly rate of pay to be used solely to pay premiums for medical insurance (including COBRA premiums), pursuant to the City's HRA as set forth in Section 16(F).

Employees who separate City employment and return within one (1) year of such separation will be entitled to reinstatement of their available Frozen Sick Leave balances at the time of separation from City employment, up to a total of forty-eight (48) hours.

SECTION 10. HOLIDAYS FOR EMPLOYEES IN EXHIBIT 2

- A. Employees occupying a permanent position in Exhibit 2 shall be entitled to the holidays listed in FMC Section 3-116. Employees shall also accrue eight (8) hours of Holiday Leave on July 1st and January 1st of each calendar year.
- B. Employees may request payment and be compensated for up to 48 hours or ten percent (10%) of their Holiday Leave balance, whichever is greater, each fiscal year between July 1st and March 31st; no cash out may be completed between April 1 and June 30.

C. Any employee in Exhibit 2 who is exempt from the payment of overtime and who is otherwise eligible to receive such accumulation, who is required to work a regularly scheduled shift on a holiday, shall have the number of hours worked up to eight (8) hours added to their Holiday Leave balance on the first day of the pay period following the date of such work. When a holiday falls on Saturday or falls on the employee's day off such employee shall receive eight (8) hours of Holiday Leave.

D. Upon separation from City service, employees will be compensated for all unused holiday balances at their applicable base rate of pay.

Payment for cash outs of accumulated Holiday Leave balances received under this provision will not be pensionable for retirement purposes with the exception of members of Tier 2 of Fire and Police Retirement System.

SECTION 11. SUPPLEMENTAL SICK LEAVE FOR EMPLOYEES

Upon employment by the City, new employees appointed to permanent positions set forth in Exhibit 2 shall receive 40 hours of Supplemental Sick Leave each fiscal year with a lifetime accrual limit of 80 hours. Supplemental Sick Leave hours shall be credited on a pro-rated basis for each full calendar month remaining on such appointment in the fiscal year.

Employees may utilize earned and accrued Supplemental Sick Leave hours as follows:

- Once Sick Leave and Annual Leave have been exhausted;
- As service credit on an hour-per-hour basis upon retirement;
- To be cashed out at retirement or separation from the City, if not eligible for participation in the HRA;
- In the performance of community activities during the course of the employee's normal work day, with the appropriate approval;
- Placed in the HRA in accordance with Section 16(F); or
- Once Sick Leave and Annual Leave have been exhausted during the first and second year of employment, where an employee is accruing Supplemental Sick Leave, up to half of the hours of Supplemental Sick Leave accrued in a fiscal year for Protected Sick Leave used only for those purposes identified in California Labor Code 233. Use of Protected Sick Leave must be authorized and recorded by the department director or designee.

Cash outs received under this provision will not be considered pensionable for retirement purposes.

SECTION 12. MANAGEMENT TIME OFF FOR EMPLOYEES IN EXHIBIT 2

City employees in classifications designated as exempt from overtime under the provisions of the FLSA and who receive Management Leave pursuant to Section 8, may be granted Management Time Off if the supervisor or designee determines that service delivery and performance of job functions will not be impaired due to the employee's absence. Such time off shall not be calculated on an hour-for-hour basis in relation to total hours worked. Management Time Off shall not be deducted from any existing leave banks.

Management Time Off must be scheduled in advance when possible, approved as Management Time Off by the employee's supervisor or designee and generally taken in increments of less than one day.

Only department directors, assistant directors, or division managers may approve Management Time Off for a full day's absence.

SECTION 13. SALARY RATES

The various classes of employment in the City service listed in the following designated exhibits (which are incorporated herein) shall be paid at the rates set forth therein opposite each class title:

EXHIBIT 1	Non-Supervisory Blue Collar
EXHIBIT 2	Non-Represented Management and Confidential Classes
EXHIBIT 3	Non-Supervisory White Collar
EXHIBIT 4	Non-Management Police
EXHIBIT 5	Fire Non-Management
EXHIBIT 6	Bus Drivers and Student Drivers
EXHIBIT 7	Non-Supervisory Groups and Crafts
EXHIBIT 8	Non-Represented
EXHIBIT 9	Police Management
EXHIBIT 10	Fire Management
EXHIBIT 11	Airport Public Safety Officers
EXHIBIT 12	Board and Commission Members
EXHIBIT 13-1	Exempt Supervisory and Professional
EXHIBIT 13-2	Non-Exempt Professional
EXHIBIT 14	Management Classes
EXHIBIT 15	Airport Public Safety Supervisors

SECTION 14. CERTIFICATE PAY

- A. Each employee who holds a permanent appointment to a position in the classes of Controller, Principal Internal Auditor or Internal Auditor who has been licensed as a Certified Public Accountant (CPA) by the State of California or as a Certified Internal Auditor (CIA) by the Institute of Internal Auditors, shall be paid an additional five percent (5%) of base pay.
- B. Employees who possess and maintain certification as a Certified Access Specialist (CASp) and are in a position identified by a department director as eligible for Certificate Pay shall receive \$200 per month.

- C. Employees who possess and maintain a Fundamental Payroll Certification (FPC) and are in a position identified by a department director as eligible shall receive \$100 per month in Certificate Pay.

SECTION 15. BILINGUAL CERTIFICATION PROGRAM FOR EMPLOYEES OCCUPYING PERMANENT CLASSES

The bilingual certification program consists of a City administered examination process whereby employees in Exhibit 2 or employees with applicable MOUs or T&Cs with Bilingual pay provisions, may apply for a bilingual examination, and if certified by the examiner, receive bilingual premium pay for interpreting and translating. In conjunction with the Director of Personnel Services, department directors or their designees, shall designate those positions or assignments for which bilingual skills are desired, unless modified by applicable MOU or T&C.

- A. In order to remain eligible to receive bilingual premium pay, employees must take and pass the certification examination once every five (5) years. Employees who fail to recertify will no longer receive bilingual premium pay.
- B. This bilingual certification program is not subject to the grievance or appeal process.
- C. Bilingual certification examinations are conducted for Armenian, Cambodian, Hindi, Hmong, Laotian, Punjabi, Sign, Spanish and Vietnamese languages.
- D. The bilingual premium pay rate for certified employees occupying permanent classes in Exhibit 2 is one hundred dollars (\$100) per month, regardless of how many languages for which an employee is certified.
- E. Certified employees may interpret/translate for departments/divisions they are not assigned to, provided the requesting department/division has a demonstrated customer service related need and has obtained approval from the certified employee's supervisor.
- F. Certified employees shall not refuse to interpret/translate while on paid status. Refusal shall result in appropriate disciplinary action.
- G. Certified employees may be assigned to any incident or investigation requiring their bilingual skills, and may be required to prepare written reports related to the incident or investigation. The objective of this policy will be to utilize department resources in the most efficient way possible.
- H. Except in the event of an emergency as determined by management, bilingual employees who are not certified shall not be required to interpret/translate.

SECTION 16. BENEFITS FOR FULL-TIME EMPLOYEES OCCUPYING PERMANENT POSITIONS IN EXHIBIT 2

Benefits for employees occupying permanent positions in Exhibit 2 shall be as follows:

- A. The City's contribution towards employee health insurance will be shared on a fifty percent (50%) basis by the City and employees, except that employees will be required to pay no more than thirty percent (30%) of the premium established by the Fresno City Employees Health and Welfare Trust Board and the City shall pay seventy percent (70%).

The employee may opt to contribute the amount necessary to make up the difference through payroll deductions, or accept a reduced coverage option.

Should any represented bargaining unit in the City negotiate a successor MOU, impose T & C, extend the period of an MOU or T & C, resulting in a greater contribution by the City (including maintenance of percentage contributions) the City will match that benefit.

- B. The City will provide a Life Insurance benefit that is equal to the employee's annual earnings, rounding up to the next \$1,000, with a maximum benefit of \$150,000.
- C. The City provides Long Term Disability Insurance for employees in accordance with terms of the policy.
- D. Employees may elect to make contributions through payroll deductions for voluntary supplemental benefits made available by the City.
- E. Employees in Exhibit 2 hired with the City on or after August 31, 2014, shall make an additional contribution equal to one and one-half percent (1.5%) of their pensionable compensation to the City of Fresno Employees Retirement System, reducing the City contribution by a corresponding amount. Employees who transfer, demote, or promote, into Unit 2 and were paying an additional one and one-half percent (1.5%) of their pensionable compensation to the City of Fresno Employees Retirement System immediately prior to entering Unit 2, shall continue to pay the additional one and one half percent (1.5%) of their pensionable compensation to the City of Fresno Employees Retirement System, reducing the City contribution by a corresponding amount. In accordance with Internal Revenue Code Section 414(h)(2) and related guidance, the City shall pick up and pay the contribution by salary reduction in accordance with this provision to the City of Fresno Employees Retirement System. The employee shall have no option to receive the one and one-half percent (1.5%) contribution in cash. The one and one-half percent (1.5%) contribution paid by the employee will not be credited to an employee's accumulated contribution account, nor will it be deposited into a member's Deferred Retirement Account Program (DROP) account.

Unit 2 employees who are members of Tier 2 of the Fire and Police Retirement System, hired on or after July 1, 2019, shall pay an additional contribution equal to three percent (3%) of their pensionable compensation to the Fire and Police Retirement System, reducing the City retirement contribution by the corresponding amount. In accordance with Internal Revenue Code Section 414(h)(2) and related guidance, the City shall pick

up and pay the contribution by salary reduction in accordance with this provision to the City of Fresno Fire and Police Retirement System. The employee shall have no option to receive the three percent (3%) contribution in cash. The three percent (3%) contribution paid by the employee will not be credited to an employee's accumulated contribution account nor will it be deposited into a member's DROP account.

- F. The City currently maintains a Health Reimbursement Arrangement (HRA) as described in Internal Revenue Service (IRS) Notice 2002-45 and other guidance published by the IRS regarding HRA's.

At separation from permanent employment with the City of Fresno by service retirement or at a disability retirement if the employee is otherwise eligible for service retirement, employees who have used 80 hours or less of Frozen Sick Leave and/or Annual Leave used for sick time and/or Sick Leave, Holiday Leave, and/or Vacation Leave used for sick time (excluding only Bereavement Leave, and statutorily protected hours used for workers' compensation benefits, and/or other statutorily protected leave such as, but not limited to, Family and Medical Leave Act and Protected Sick Leave taken for the purposes identified in California Labor Code Section 233 in the 24 months preceding their date of retirement), will be credited with an account for the employee under the HRA to be used to pay premiums for medical insurance (including COBRA premiums) and qualified medical expenses pursuant to City of Fresno Retiree HRA Plan Document. The "value" of the account shall be determined as follows:

- The number of accumulated Supplemental Sick Leave hours at the time of retirement multiplied by the employee's then current hourly base rate of pay.
- For those with Annual Leave, the number of accumulated Frozen Sick Leave hours in excess of 240 hours at the time of retirement multiplied by 80 percent (80%) of the employee's then current hourly base rate of pay.
- For those with Vacation/Sick Leave, the number of accumulated Sick Leave hours in excess of 240 hours at the time of retirement multiplied by 80 percent (80%) of the employee's then current hourly base rate of pay.
- The hourly base rate of pay shall be the equivalent of the monthly salary for an employee as reflected in the applicable range, multiplied by 12 months then divided by 2,080 hours.
- The accounts may be book accounts only, or cash accounts at the City's option. No actual trust account shall be established for any employee. Each HRA account shall be credited on a monthly basis with a rate of earnings equal to the yield on the City's Investment Portfolio (provided that such yield is positive).

The HRA accounts shall be used to pay premiums for medical insurance (including COBRA premiums) and qualified medical expenses covering the participant, the participant's spouse (or surviving spouse in the event of the death of the participant), and the participant's dependents. Once a participant's account under the HRA has been reduced to \$0, no further benefits shall be payable by the HRA. If the participant, the

participant's spouse, and the participant's dependents die before the participant's account under the HRA has been reduced to \$0, no death benefit shall be payable to any person by the HRA.

While this provision is in effect, employees eligible for HRA shall not be allowed to cash out any accumulated or accrued Supplemental Sick Leave or Frozen Sick Leave or Sick Leave at retirement.

- G. On September 15, 2011, the City Council adopted Resolution No. 2011-193, which began the imposition of a salary concession effective September 5, 2011, on employees holding positions listed in Exhibit 2 of the Salary Resolution (FY12 salary concessions).

Employees in Exhibit 2 impacted by FY12 salary concessions will be held harmless with respect to DROP and retirement calculations, including calculations impacting members who separate from City employment and elect a deferred vested status.

Employer and employee retirement contributions will continue to be calculated based on the unadjusted, pre-concessions salary/hourly rate.

Employee leave payoffs at separation will be calculated using the unadjusted, pre-concessions salary/hourly rate, including those leave payoffs used to calculate credit to the employee's HRA retirement.

This section shall be applied retroactively to those employees who separated from City employment on or after July 1, 2012.

SECTION 17. COMPENSATION FOR FULL-TIME EMPLOYEES OCCUPYING PERMANENT POSITIONS IN EXHIBIT 2

- A. The following forms of compensation, when authorized, are to be included in base salary:

a. Salary; and

~~b. Deferred compensation contributions by the City; if permitted by employment contract, the employee may elect to receive a portion of base salary in the form of deferred compensation; and~~

~~c. Any other form of compensation not specified in paragraph C below.~~

- B. The rate of base salary paid shall not be less than or greater than the ranges established in this Salary Resolution at the time the salary is earned.

- C. The following forms of compensation, when authorized by Administrative Order, ordinance, resolution, or an approved written employment contract, are not to be included in base salary:

a. Monthly vehicle allowance pursuant to the requirements of Administrative Order 2-2;

- b. Education and/or certificate pay;
- c. Premium pay;
- d. Reimbursement for actual educational expenses related to job position;
- e. Uniform pay allowance, excluding costs for uniform upkeep;
- f. Leave payoff/cash out;
- g. Professional dues for enrollment of professional organizations related to job position;
- h. Payment for employee's attendance at professional organization conferences, including reimbursement of reasonable and necessary travel and subsistence expenses;
- i. Reimbursement for actual relocation expenses incurred at the time of commencement of employment with the City;
- j. Professional pay authorized in a memorandum of understanding closest in relation to the employee's classification, for example, Peace Officer Standards and Training (POST) pay for peace officers;
- k. Mileage, meal, hotel, public transportation, and other authorized expenses reimbursed for travel expenses incurred while on City business;
- l. City provided contributions to insurance premiums;
- m. Severance pay following an employee's termination; and
- n. City contributions to health and welfare benefits paid during the term of any severance period.

o. City funded deferred compensation contributions up to the IRS deferral limits set each calendar year.

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o.p. Recruitment and/or retention incentive pay when authorized pursuant to Section 26 below.

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- D. Compensation paid to employees in the form of ~~of either cash or City-funded-deferred compensation contributions~~ or any equivalent that are in addition to base salary and not covered by another form of authorized compensation approved by City Council (e.g., a memorandum of understanding closest in relation to the employee's classification; an ordinance; or a resolution) are not authorized.
- E. The following forms of compensation are authorized for employees in Exhibit 2, when included in an approved written employment contract:

- a. Education and/or certificate pay;
- b. Reimbursement for actual education expenses related to job position;
- c. Professional dues for enrollment of professional organizations related to job position;
- d. Annual payment for employee's attendance at professional organization conferences, including reimbursement of reasonable and necessary travel and subsistence expenses;
- e. Reimbursement for actual relocation expenses incurred at the time of commencement of employment with the City;
- f. Mileage, meal, hotel, public transportation, and other authorized expenses reimbursed for travel expenses incurred while on City business;
- g. Up to six months' severance pay following an employee's termination; and
- h. City contributions to health and welfare benefits paid during the term of any severance period.

i. City funded contributions to deferred compensation up to the IRS deferral limits set each calendar year.

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i.j. Recruitment and/or incentive pay when authorized pursuant to Section 26 below.

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- F. Performance bonuses for exempt employees, received prior to November 12, 2015, shall be considered pensionable compensation for calculation of retirement benefits and shall not be included as part of base salary.
- G. Employees in Exhibit 2 who are in job classes with Executive Pay salary Ranges E65 through E22 are eligible to receive up to seventy-five dollars (\$75) per month. This benefit is for employees who voluntarily participate in the City's Deferred Compensation plan, which shall not be calculated as part of base salary. Employees not currently participating in the plan will be required to complete a Participation Agreement and elect to contribute.

SECTION 18. BENEFITS FOR POLICE CADETS -AND PERMANENT PART-TIME EMPLOYEES

- A. Employees in the Police Cadet series shall receive the following benefits:
 - 1. Police Cadet is a training series and is designed to ultimately lead to appointment to a permanent full-time position other than Police Cadet in the Police Department. A Police Cadet may be terminated from the Police Cadet program pursuant to FMC 3-266(d).
 - 2. Upon appointment to a permanent position other than Police Cadet, time served as a Police Cadet I and II shall not be included in calculating an employee's period of continuous service for the purposes of seniority, retirement benefits, leave accruals, or other benefits.

3. Police Cadets shall be provided with Social Security benefits and shall not be members of the Fresno City Employees' Retirement System as they are employed principally for the purpose of training.
4. Actual hours worked in excess of 40 hours a week shall be compensated as overtime in accordance with the applicable provisions of FLSA.
5. Fringe benefits for employees in permanent positions in the Cadet series will be determined by the City Manager or designee.

6. Protected Sick Leave

Employees will accumulate and be able to use Protected Sick Leave in accordance with AB1522, Healthy Workplace Healthy Family Act of 2014, up to twenty-four (24) hours or three (3) days each fiscal year, whichever is greater.

Employees will earn one (1) hour of leave for every thirty (30) hours of work, including overtime. This accrual will begin on July 1, 2015, or the first day of employment, whichever is later. Accruals of Protected Sick Leave will be capped at forty-eight (48) hours. Accruals of Protected Sick Leave may be carried over from year to year.

Employees who leave City employment and return within one (1) year from the date of separation will have unused Protected Sick Leave accruals restored up to forty-eight (48) hours.

7. Bilingual Premium Pay

Employees in the Cadet Series shall be eligible for the Bilingual Certification Program as provided in Section 15.

B. Benefits for Permanent Part-Time (hereafter "PPT") employees shall be as follows:

1. Health and Welfare benefits shall be provided as outlined in Section 16A.

2. PPT employees shall be provided with Social Security benefits and shall not be members of the Fresno City Employees' Retirement System. PPT employees who participated in the plan as a permanent full-time employee and whose contributions remain on deposit remain members of the Fresno City Employees' Retirement System.

3. PPT employees shall be paid for jury duty attendance and court attendance in accordance with FMC Sections 3-109 and 3-110.

4. Holidays

PPT employees shall receive paid leave for holidays in proportion to the number of non-overtime hours scheduled for that position, as reflected in the adopted budget.

5. Leave for PPT Employees in Exhibit 2

PPT employees appointed in a permanent class included in Exhibit 2, shall be granted leave under the same terms and conditions as full-time employees in the same class in Exhibit 2, except that such leave shall be at a rate proportionate to a permanent full-time employee occupying the same class, according to the number of hours scheduled to work.

C. Use of Protected Sick Leave for Police Cadets and Permanent Part-Time Employees:

1. The first three (3) days or twenty-four (24) hours, whichever is greater, of leave shall be Protected Sick Leave by an employee on or after July 1 of each year if used for the purposes noted in subsection C.2 below, and will be considered leave taken under AB1522, Healthy Workplace Healthy Family Act of 2014. The leave will not be used or considered for the purpose of corrective and/or disciplinary action.

The purpose of this benefit is to allow employees time to care for themselves and family members as defined in California Labor Code section 246.5 for the purposes identified in California Labor Code section 233 as stated in subsection 3 below. Employees are encouraged to schedule routine medical and/or dental appointments outside of regular work hours when possible. Use of Protected Sick Leave shall be authorized and recorded by an appointing authority or designee.

2. Protected Sick Leave can be used for:
 - a. Diagnosis, care, or treatment of an existing health condition of, or preventative care for, an employee;
 - b. Diagnosis, care, or treatment of an existing health condition of, or preventative care for an employee's parent (a biological adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child), child (a child, which for purposes of this article means a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis - this definition of a child is applicable regardless of age or dependency status), spouse, registered domestic partner, parent-in-law, sibling, grandchild, or grandchild; or,
 - c. For an employee who is a victim of domestic violence, sexual assault, or stalking, the purposes described in Labor Code Section 230(c) and Labor Code Section 230.1(a).
3. After the employee has taken the first three (3) days of Protected Sick Leave for purposes as defined in subsection C.2 above on or after July 1 of each year, these provisions under AB1522, Healthy Workplace Healthy Family Act of 2014 will no longer be applicable.
4. Protected Sick Leave requests will be administered in accordance with existing FMC provisions, City administrative orders, policies, procedures, rules and regulations regarding approval time off.
5. Employees who leave City Employment and return within one (1) year from the date of separation will have unused Sick Leave accruals restored up to forty-eight (48) hours.

SECTION 19. CONVERSION OF LEAVES WHEN CHANGING BARGAINING UNITS

- A. Employees changing from a bargaining unit with leave banks that are the same as leave banks in the bargaining unit to which they are transferring, will maintain their existing leave balances (e.g., Vacation Leave to Vacation Leave, Sick Leave to Sick Leave, Supplemental Sick Leave to Supplemental Sick Leave), subject to Section 19, Subsection (H) Leave Caps below.

Employees in a bargaining unit with Management Leave who move to a bargaining unit with Management Leave will maintain their existing leave balances.

- B. Annual Leave/Vacation Leave - Employees with an Annual Leave balance transferring to a position in a bargaining unit which is not covered by Annual Leave, may either cash out unused Annual Leave at the former class' base rate of pay, or convert the unused Annual Leave to a non-accruing Annual Leave bank.

The conversion is obtained by multiplying unused Annual Leave hours by the former class's base rate of pay (converted to an hourly figure), dividing the product by the new class's base rate of pay (converted to an hourly figure), and placing the resulting balance for leave usage as requested and designated by the employee, with appropriate approval.

Conversion example:		
$100 \text{ unused hrs} \times \$15.00 \text{ (Former base rate)}$	=	75 hrs placed in non-accruing annual leave balance account
$\$20.00 \text{ (New class base rate)}$		

Employees with Vacation Leave transferring to a bargaining unit with Annual Leave will have all Vacation accruals converted to Annual Leave.

- C. Sick Leave – Employees with Sick Leave who move to a bargaining unit with Annual Leave will have their unused Sick Leave balances frozen, as Frozen Sick Leave.
- D. Supplemental Sick Leave – Employees with Supplemental Sick Leave who transfer to a bargaining unit with no Supplemental Sick Leave may either cash the leave out at the former class' base rate of pay or continue to maintain the Supplemental Sick Leave. If the employee elects to retain the Supplemental Sick Leave, it may be used pursuant to Section 11.
- E. Employee Incentive Time Off (EITO) – Employees with EITO who transfer to a bargaining unit with no EITO will have the EITO balance cashed out at the former class' base rate of pay at the time of transfer.
- F. Compensatory Time Off (CTO) – Employees with CTO who transfer to a bargaining unit with no CTO, will have all time cashed out at the former class' rate of pay. Employees with CTO who transfer to a bargaining unit with CTO will be subject to all provisions regarding CTO in the new bargaining unit. If the employee's CTO balance is over the cap

of the new bargaining unit, any CTO above the cap will be cashed out at the former class' base rate of pay.

G. Management Leave – Employees in a bargaining unit with Management Leave who move to a bargaining unit with no Management Leave will have their Management Leave cashed out at the former class' base rate of pay at the time of transfer.

H. Leave Caps - When employees transfer from one bargaining unit to a different bargaining unit that has a lower leave accrual cap for leave other than Sick Leave, all leave over the cap will be cashed out at the former class' base rate of pay upon the conclusion of the second pay period after the transfer in bargaining unit. The cash out is obtained by multiplying the amount of hours over the new cap by the former class' base rate of pay (converted to an hourly figure).

Employees with Sick Leave who transfer to a bargaining unit with Sick Leave whose balance is over the cap of the new bargaining unit will have any hours above the Sick Leave cap converted to a Frozen Sick Leave bank.

Employees with Holiday Leave who transfer to a bargaining unit with a Holiday Leave whose balance is over the cap of the new bargaining unit will have any Holiday Leave above the cap converted to a Special Holiday Leave bank.

Employees with Special Holiday Leave who transfer to a bargaining unit with no Holiday Leave cap will have all Special Holiday Leave converted to Holiday Leave.

SECTION 20. SPECIAL PROVISIONS FOR EMPLOYEES ON LEAVE FOR MILITARY SERVICE

The City will extend salary and benefits to permanent City employees while they are serving in active military duty deployments of more than thirty-one (31) days as follows:

- A. Payment of the employee's salary differential benefit;
- B. Payment of the City's portion of the employees' Health and Welfare Contribution, if the employee is currently covered by the City of Fresno Health and Welfare Trust; and
- C. Continued accrual of Vacation, Sick, Annual and/or Management Leave balances to which they are otherwise entitled by unit designation and employee status during the period of deployment.

SECTION 21. BEREAVEMENT LEAVE

In accordance with FMC Section 3-107 (f), upon the death of a member of an employee's immediate family, the employee shall be allowed to use Sick Leave (or Annual Leave) as is actually necessary to take care of funeral arrangements or attend the funeral, but not to exceed four working days; provided, however, that members of the fire fighting forces working a twenty-four hour shift shall be allowed such Sick Leave not to exceed two regular working shifts.

For the purpose of this provision, immediate family includes: the employee's child, parent, spouse, registered domestic partner, parent-in-law, grandparent, grandchildren, or sibling.

An employee may use Sick Leave to attend the funeral of a person other than a member of the immediate family if granted such leave by their department director. The department director shall notify Personnel Services Director when any employee is granted such leave.

SECTION 22. LEAVE INTEGRATION WITH STATE DISABILITY INSURANCE (SDI) FOR NEW EMPLOYEES AND EMPLOYEES TRANSITIONING FROM A BARGAINING UNIT WITH SDI; LEAVE INTEGRATION WITH THE CITY'S LONG TERM DISABILITY INSURANCE PLAN

A. INTEGRATION WITH STATE DISABILITY INSURANCE (INCLUDING PAID FAMILY LEAVE) ("SDI/PFL")

Employees eligible for SDI/PFL benefits under Section 2601, et seq. of California Unemployment Insurance Code receive benefits pursuant to California Unemployment Insurance Code Section 2655.

Newly hired employees eligible for the SDI/PFL benefit and employees transitioning from a bargaining unit with SDI/PFL participation are eligible to integrate their leave balances under this Section. Integrating leave balances is defined as using the SDI/PFL benefit combined with an appropriate number of hours per work week of the employee's available leave balances added together to provide regular, bi-weekly income.

Before leave integration will occur, an employee must file a claim as required under SDI/PFL and make a timely election to integrate leave with SDI/PFL benefits which shall be no more than 100 percent of the employee's normal bi-weekly gross wages (excluding overtime pay) immediately prior to the start of the disability period.

A timely election to integrate leave shall be notification to the City as soon as practical, but no later than fourteen (14) calendar days after the date of the SDI/PFL claim. Notification shall be provided by completing an Agreement to Integrate Leave Balance form made available in each department or from Payroll directly. Extensions beyond fourteen (14) calendar days may be given due to exigent good cause circumstances on a case-by-case basis by the Director of Personnel Services or their designee.

Employees who elect to integrate as described above must provide Payroll with a copy of the Employment Development Department's (EDD) Notice of Computation within fourteen (14) calendar days of the issue date of the Notice, and are required to authorize EDD to share benefit computations with the City on their initial claim forms. Extensions beyond fourteen (14) calendar days due to exigent good cause circumstances, such as the employee being incapacitated, may be considered on a case-by-case basis. Leave integration will not be allowed or provided for any period before the City receives the signed Agreement to Integrate Leave Balance and the Notice of Computation, including retroactive integration, unless exigent good cause circumstances apply (i.e., integration will occur only on a prospective basis after the City's receipt of the required leave integration paperwork unless exigent good cause circumstances apply).

Integrating leave balances with SDI/PFL benefits will continue only if leave balances are available and the employee remains eligible to receive SDI/PFL benefits. Once integration begins, it will continue as long as leave balances are available and SDI/PFL benefits continue.

Integration will end, whichever comes first in time, upon: (1) notification from the employee that SDI/PFL benefits have terminated, (2) the employee exhausting all leave balances and/or donated time resulting in leave without pay status, (3) the employee's return to work, or (4) the employee's separation from City employment.

An employee who is integrating leave and has exhausted all other leave balances may apply for donated time in accordance with City policies. Donated time will be integrated in the same manner as all other available leave time as described in this Section.

B. INTEGRATION WITH THE CITY'S LONG TERM DISABILITY PLAN

Employees eligible for the City's Long Term Disability Plan may elect to integrate leave time with those Plan benefits by signing an integration agreement as soon as practical, but no later than fourteen (14) calendar days after the Long Term Disability claim date. Notification shall be provided by completing an integration agreement form made available by the City indicating whether or not the employee desires to integrate leave with the claim. Extensions beyond fourteen (14) calendar days may be given due to exigent good cause circumstances on a case-by-case basis by the Director of Personnel Services or their designee.

Employees who elect to integrate as described above must provide Payroll with a copy of the City's Long Term Disability Plan's Notice of Award within fourteen (14) calendar days of the issue date of the Notice. Extension beyond fourteen (14) calendar days due to exigent good cause circumstances, such as the employee being incapacitated, may be considered on a case-by-case basis.

Integration will end, whichever comes first in time, upon: (1) notification from the employee that Plan benefits have terminated, (2) the employee exhausting all leave balances and/or donated time resulting in leave without pay status, (3) the employee's return to work, or (4) the employee's separation from City employment.

SECTION 23. SALARIES FOR EMPLOYEES IN EXHIBIT 2, EXHIBIT 8, AND PERMANENT PART-TIME EMPLOYEES WHILE ABSENT DUE TO INJURY IN THE LINE OF DUTY

The percentage of wages or salary received for an employee who suffers an injury in the course and scope of City employment shall be the percentage established by the State of California Workers' Compensation laws.

SECTION 24. BENCHMARKING DELETED CLASSIFICATIONS AND PAY STEPS

Consistent with FMC Section 3-205, the job classifications or pay step identified in Exhibit 16 have been deleted and a pay relationship to calculate retirement benefits for the respective job

classifications or pay step are hereby established as incorporated by this reference. Exhibit 16 reflects benchmarked job classifications and pay steps since January 28, 2016.

SECTION 25. TEMPORARY EMPLOYMENT OF CITY RETIREE

Consistent with Fresno Municipal Code Sections 3-345 and 3-557 former employees who are receiving a retirement benefit from the City of Fresno Fire and Police Retirement System or the City of Fresno Employees Retirement System may be employed on a temporary basis not to exceed 2080 hours over the course of two consecutive fiscal years if there is a showing made by the appointing authority that the person possesses special skills or experience necessary to perform the duties of the position. Before commencing such temporary employment, there must be a bona-fide employment separation. For the purposes of this Section, "bona fide employment separation" means: (1) there has been no explicit or implicit understanding or agreement before their retirement, and for at least 90 calendar days after their retirement, between the employee and the City of their future temporary employment with the City, and (2) upon their retirement, the retired employee provides no work for the City, including work as a full-time, part-time, or seasonal employee; an employee through a third-party contract with the City; an independent contractor; or a leased employee, for at least 90 calendar days.

SECTION 26. RECRUITMENT AND RETENTION INCENTIVE

Effective upon amendment of the Transparency Act to permit recruitment incentives and retention incentives, such incentives may be paid for particular classifications, provided:

- A. Classifications are designated as hard to fill by the City Manager, the City Attorney, the Retirement Administrator, or the City Clerk, and;
- B. The City Council concurs with the appointing authority's designation by majority vote, and;
- C. The recruitment incentive or the retention incentive does not exceed the equivalent of one month's salary at the top step, or the top of the range, for the classification, and;
- D. No employee shall be eligible for both a recruitment incentive and retention incentive in the same fiscal year, whether in the same classification or in different classifications, and;
- E. An employee, having received a recruitment incentive, must work in the same classification for twelve (12) consecutive months prior to becoming eligible to receive a retention incentive, and;
- F. The recruitment incentive and retention incentive shall be, lump-sum payments, and shall not be pensionable, and;
- G. Payment of any recruitment incentive or retention incentive is authorized at the sole discretion of the City Manager, the City Attorney, the City Clerk or the Retirement Administrator provided the above conditions are met.

Effective March 14, 2022, current permanent City employees who refer an eligible candidate for Police Officer Recruit, lateral Police Officer, or lateral Emergency Services Dispatcher II or III

that is hired by the City as a permanent employee in a respective classification will receive a Referral Incentive of up to a total of one thousand dollars (\$1,000) per referral, subject to the terms outlined below:

A. Police Officer Recruit

The Referral Incentive will be paid in two (2) increments of five hundred dollars (\$500) up to the total one thousand dollars (\$1,000) as follows:

1. Upon the Police Officer Recruit's hire and commencement of work with the City; and
2. Upon the Police Officer Recruit's successful completion of the field training program, as determined by Police Administration;

B. Police Officer Lateral Hire

1. For an employee to be eligible for the Referral Incentive for referring a lateral Police Officer referral, the candidate referred must, at the time of filing an employment application with the City for a Police Officer position:
 - a. Be currently working for another California law enforcement agency;
 - b. Have two (2) years of experience as a full-time peace officer in California; and
 - c. Possess a current California P.O.S.T. certificate.
2. Employees who refer lateral Police Officer hires with prior full-time Fresno Police Department experience are not eligible for the Referral Incentive unless the lateral Police Officer has a minimum of two years of separation from the Fresno Police Department as a full-time peace officer and has met the requirements of (a) and (c) described above.
3. The Referral Incentive will be paid in four (4) increments of two hundred fifty dollars (\$250) up to the total one thousand dollars (\$1,000) as follows:
 - a. Upon the lateral Police Officer's hire and commencement of work with the City;
 - b. Upon the lateral Police Officer's successful completion of the field training program, as determined by Police Administration;
 - c. Upon the lateral Police Officer's successful completion of the probationary period; and
 - d. Upon the lateral Police Officer's successful completion of an additional twelve (12) months of City service following the successful completion of the probationary period.

- C. Emergency Services Dispatcher (ESD) II or III Lateral Hire
1. For an employee to be eligible for the Referral Incentive for referring a lateral ESD II or III, the candidate referred must, at the time of filing an employment application with the City for an ESD II or III position, have been employed for at least two (2) consecutive years during the past three (3) years with a law enforcement agency in a classification equivalent to an Emergency Dispatcher II with the City of Fresno Police Department.
 2. Employees who refer lateral ESD II or III hires with prior full-time Fresno Police Department experience are not eligible for the Referral Incentive unless the lateral ESD II or III has a minimum of two (2) years of separation from the Fresno Police Department as a permanent full-time ESD and has met the requirements described above.
 3. The Referral Incentive will be paid in four (4) increments of two hundred fifty dollars (\$250) up to the total one thousand dollars (\$1,000) as follows:
 - a. Upon the lateral ESD's hire and commencement of work with the City;
 - b. Upon the lateral ESD's successful completion of the ESD training program, as determined by Police Administration;
 - c. Upon the lateral ESD's completion of the probationary period; and
 - d. Upon the lateral ESD's completion of an additional twelve (12) months of City service following the successful completion of the probationary period.
- D. Only one current permanent City employee may receive the Referral Incentive for each eligible candidate hired by the City as a permanent Police Officer Recruit, lateral Police Officer, or lateral Emergency Services Dispatcher II or III.
- E. The referring employee must be designated in writing by the candidate at the time the application for employment is submitted to for the referring employee to be eligible for the Referral Incentive.
- F. Should the referred Police Officer Recruit, lateral Police Officer, or lateral Emergency Services Dispatcher II or III fail to meet any of the metrics outlined above, the referring employee will be ineligible to receive the coinciding incentive(s).
- G. Employees in the Personnel Services Department, members of the Police Department Recruiting Unit, members of Unit 9 – Police Management, and other employees directly involved in a candidate's hiring process are not eligible to receive the Referral Incentive.
- H. The Referral Incentive is not compensable for retirement purposes.

SECTION 27. UNUSUAL CIRCUMSTANCES

In any case where, by reason of unusual circumstances, rigid adherence to the foregoing rules would cause a manifest injustice, the City Manager, on recommendation of the appropriate appointing authority and the Director of Personnel Services, may make such order deviating therefrom, as is in the City Manager's judgment, proper to mitigate the injustice.

SECTION 28. CONFLICTING RESOLUTIONS

Resolution No. 2021-176, all amendments thereto, and all other resolutions or parts of resolutions in conflict with this resolution except as such resolutions or parts thereof approve a MOU or T & C, are hereby repealed.

SECTION 29. RESOLUTION EFFECTIVE DATE

Upon final legislative approval, this Resolution shall become effective July 1, 2022.

EXHIBIT 1
Unit 1 – Non-Supervisory Blue Collar (Local 39)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Airports Building Maintenance Technician	310011	12	3850	4044	4245	4457	4679
Airports Operations Leadworker	310010	12	4498	4722	4959	5207	5467
Airports Operations Specialist	310012	12	4089	4292	4506	4732	4967
Automotive Parts Leadworker	145006	12	4089	4292	4506	4732	4967
Automotive Parts Specialist	145005	12	3715	3901	4095	4301	4515
Aviation Mechanic I	410039 ⁴	12 ⁴	4988	5239	5498	5775	6063
Aviation Mechanic II	410040 ⁴	12 ⁴	5488	5761	6049	6353	6668
Aviation Mechanic Leadworker	410041	12	6036	6337	6654	6986	7336
Body & Fender Repairer	320036	12	4988	5239	5498	5775	6063
Body & Fender Repairer Leadworker	320037	12	5488	5761	6049	6353	6668
Body & Fender Repairer Trainee	320035 ⁷	6 ⁷	4497	4721	4958	5206	5466
Brake & Front End Specialist	710085	12	5488	5761	6049	6353	6668
Bus Air Conditioning Mechanic	320031	12	4988	5239	5498	5775	6063
Bus Air Conditioning Mechanic Leadworker	320032	12	5488	5761	6049	6353	6668
Bus Air Conditioning Mechanic Trainee	320030 ⁷	6 ⁷	4497	4721	4958	5206	5466
Bus Equipment Attendant Leadworker	320040	12	4089	4292	4506	4732	4967
Bus Mechanic I	320020 ⁴	12 ⁴	4497	4721	4958	5206	5546
Bus Mechanic II	320021 ⁴	12 ⁴	4988	5239	5498	5775	6063
Bus Mechanic Leadworker	320022	12	5488	5761	6049	6353	6668
Collection System Maintenance Specialist	630002	12	4548	4775	5014	5264	5527
Collection System Maintenance Technician	630001	12	4135	4341	4559	4785	5025
Combination Welder	710067	12	4988	5239	5498	5775	6063
Combination Welder Leadworker	710066	12	5488	5761	6049	6353	6668
Communications Technician I	710050	12	4471	4696	4929	5175	5434
Communications Technician II	710051	12	4929	5175	5434	5705	5991

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases in which an employee is hired at the journey level, twelve months of satisfactory service is required.

⁷ This class is in a flexibly-staffed series, which allows an employee to "flex" to the journey level after a required training period.

EXHIBIT 1
Unit 1 – Non-Supervisory Blue Collar (Local 39)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Cross Connection Control Specialist	610040	12	4778	5018	5267	5530	5805
Custodian	810001	12	3053	3205	3366	3533	3709
Electronic Equipment Installer	710060	12	3627	3807	3999	4198	4408
Equipment Service Worker I	710075	12	3715	3901	4095	4301	4515
Equipment Service Worker II	710076	12	4089	4292	4506	4732	4967
Fire Equipment Mechanic I	420010 ⁷	6 ⁷	4497	4721	4958	5206	5466
Fire Equipment Mechanic II	420011	12	4988	5239	5498	5775	6063
Fire Equipment Mechanic Leadworker	420012	12	5488	5761	6049	6353	6668
Graffiti Abatement Technician	710009	12	3666	3849	4044	4245	4457
Heavy Equipment Mechanic I	710100 ⁴	12 ⁴	4497	4721	4958	5206	5466
Heavy Equipment Mechanic II	710101 ⁴	12 ⁴	4988	5239	5498	5775	6063
Heavy Equipment Mechanic Leadworker	710102	12	5488	5761	6049	6353	6668
Heavy Equipment Operator	710025	12	4639	4873	5115	5372	5638
Instrumentation Specialist	620025	12	5253	5517	5793	6082	6385
Instrumentation Technician	620026	12	4778	5018	5267	5530	5805
Irrigation Specialist	510005	12	4035	4237	4448	4670	4902
Laborer	710005	12	3098	3240	3388	3543	3709
Light Equipment Mechanic I	710095 ⁴	12 ⁴	4497	4721	4958	5206	5466
Light Equipment Mechanic II	710096 ⁴	12 ⁴	4988	5239	5498	5775	6063
Light Equipment Mechanic Leadworker	710097	12	5488	5761	6049	6353	6668
Light Equipment Operator	710020	12	4089	4292	4506	4732	4967
Locksmith	810015	12	3739	3926	4121	4327	4543
Maintenance & Construction Worker	710015	12	3715	3901	4095	4301	4515
Maintenance & Operations Assistant	710001	12	3098	3240	3388	3543	3709

4 This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

7 This class is in a flexibly-staffed series, which allows an employee to "flex" to the journey level after a required training period.

EXHIBIT 1
Unit 1 – Non-Supervisory Blue Collar (Local 39)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Maintenance Carpenter I	810020	12	4115	4320	4536	4762	5000
Maintenance Carpenter II	810021	12	4538	4766	5003	5252	5516
Park Equipment Mechanic II	710110	12	4089	4292	4506	4732	4967
Park Equipment Mechanic Leadworker	710111	12	4497	4721	4958	5206	5466
Parking Meter Attendant I	710125 ⁴	12 ⁴	3358	3526	3703	3887	4082
Parking Meter Attendant II	710126 ⁴	12 ⁴	3696	3880	4072	4276	4491
Parking Meter Attendant III	710127	12	4064	4266	4479	4704	4937
Parks Maintenance Leadworker	510003	12	4035	4237	4448	4670	4902
Parks Maintenance Worker I	510001	12	3053	3205	3366	3533	3709
Parks Maintenance Worker II	510002	12	3667	3850	4044	4245	4457
Power Generation Operator/Mechanic	620055	12	5536	5811	6103	6406	6727
Property Maintenance Leadworker	810007	12	4123	4328	4545	4773	5011
Property Maintenance Worker	810006	12	3850	4044	4247	4458	4679
Roofer	810010	12	3739	3925	4122	4327	4543
Sanitation Operator	640021	12	4089	4292	4506	4732	4967
Senior Collection System Maintenance Specialist	630004	12	5002	5251	5515	5790	6079
Senior Communications Technician	710052	12	5437	5708	5995	6293	6608
Senior Custodian	810002	12	3358	3526	3703	3887	4082
Senior Heavy Equipment Operator	710026	12	5711	5997	6296	6611	6942
Senior Sanitation Operator	640022	12	4639	4873	5115	5372	5638
Senior Wastewater Mechanical Specialist	620062	12	5032	5284	5547	5826	6115
Senior Wastewater Treatment Plant Operator	620043	12	5844	6138	6444	6766	7104
Senior Water Distribution/Production Operator	610030	12	5844	6138	6444	6766	7104
Senior Water Treatment Plant Operator	610039	12	5965	6263	6576	6905	7249
Solid Waste Safety & Training Specialist	640005	12	4426	4641	4871	5108	5358

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

EXHIBIT 1
Unit 1 – Non-Supervisory Blue Collar (Local 39)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Street Maintenance Leadworker	710040	12	4190	4398	4617	4849	5090
Street Sweeper Lead Operator	710036	12	4497	4721	4958	5206	5466
Street Sweeper Operator	710035	12	4089	4292	4506	4732	4967
Tire Maintenance & Repair Technician	710081	12	4089	4292	4506	4732	4967
Tire Maintenance Worker	710080	12	3715	3901	4095	4301	4515
Traffic Maintenance Leadworker	710046	12	4190	4398	4617	4849	5090
Traffic Maintenance Worker I	710044 ⁴	12 ⁴	3454	3627	3807	3999	4198
Traffic Maintenance Worker II	710045 ⁴	12 ⁴	3799	3988	4189	4397	4615
Tree Trimmer Leadworker	510010	12	4157	4364	4583	4813	5054
Utility Leadworker	710010	12	4035	4237	4448	4670	4902
Waste Container Maintenance Worker	640010	12	3358	3526	3703	3887	4082
Wastewater Distributor Technician	620050	12	3759	3946	4144	4350	4567
Wastewater Mechanical Specialist	620061	12	4778	5018	5267	5530	5805
Wastewater Mechanical Technician	620060	12	4345	4562	4788	5028	5279
Wastewater Treatment Plant Operator-In-Training	620040 ¹	-	3759	3946	4144	4350	4567
Wastewater Treatment Plant Specialist	620042 ⁵	12 ⁵	5032	5284	5547	5826	6115
Wastewater Treatment Plant Technician	620041 ⁵	12 ⁵	4778	5018	5267	5530	5805
Water Distribution/Production Specialist	610029	12	4778	5018	5267	5530	5805
Water Distribution/Production Technician	610028	12	4345	4562	4788	5028	5279
Water Maintenance Mechanic Specialist	610032	12	4778	5018	5267	5530	5805
Water System Trainee	610023 ¹	-	3098	3240	3388	3543	3709
Water Treatment Plant Operator	610042	12	4778	5018	5267	5530	5805
Water Treatment Plant Operator-In-Training	610041 ¹	-	3759	3946	4144	4350	4567
Water Maintenance Mechanic Technician	610031	12	4345	4562	4788	5028	5279
Water Quality Specialist	610034	12	4778	5018	5267	5530	5805
Water Quality Technician	610033	12	4345	4562	4788	5028	5279
Welder	710065	12	4497	4721	4958	5206	5466

1 This is a training class in which incumbents do not achieve permanent status within the classified service, as defined in FMC Section 3-202 (p)(5).

4 This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

5 This class is in a flexibly-staffed series. The probationary period for employees in these classes shall be up to 18 months, at the discretion of management. An employee in this series must serve a minimum one year probationary period.

EXHIBIT 2
Unit 2 – Non-Represented Management and Confidential Classes

CLASS TITLE	JOB CODE	PROB PER	RANGE	Minimum		Maximum
Airport Public Safety Manager	310004e	-	E7	8291	-	11401
Assistant City Attorney	160008e	-	E4	11389	-	17979
Assistant City Manager	150135e	-	E3	15190	-	20887
Assistant Controller	135020e	-	E5	9588	-	14806
Assistant Director	150160e	-	E5	9588	-	14806
Assistant Director of Personnel Services	150043e	-	E5	9588	-	14806
Assistant Director of Public Utilities	620100e	-	E5	9588	-	14806
Assistant Director of Public Works	210089e	-	E5	9588	-	14806
Assistant Police Chief	415010e	-	E5	9588	-	14806
Assistant Retirement Administrator	135040e	-	E5	9588	-	14806
Background Investigator	410055	-	E16	4086	-	6323
Budget Analyst	135006e	12	E15	5411	-	7205
Budget Manager	135008e	-	E5	9588	-	14806
Chief Assistant City Attorney	160015e	-	E3	15190	-	20887
Chief Information Officer	125067e	-	E4	11389	-	17979
Chief Labor Negotiator*	150030e	-	E6	8558	-	13181
Chief of Staff to Councilmember	150086e	-	E10	3124	-	10364
Chief of Staff to the Mayor	150123e	-	E5	9588	-	14806
City Attorney	160009e	-	E1	17294	-	23779
City Attorney Investigator	160003	-	E15	5411	-	7205
City Clerk	150125e	-	E4	11389	-	17979
City Engineer	210080e	-	E4	11389	-	17979
City Manager	150130e	-	E1	17294	-	23779
Community Coordinator	150075e	-	E11	4086	-	6956
Community Outreach Specialist	150230e	-	E11	4086	-	6956
Controller	135021e	-	E4	11389	-	17979
Council Assistant	150085e	-	E10	3124	-	10364
Deputy City Attorney II	160006e	-	E8	7537	-	10364
Deputy City Attorney III	160007e	-	E7	8291	-	11401

e Exempt class, see Section 4

*Effective 10/3/22, by the Third Amendment to the Salary Resolution 2022-152.

EXHIBIT 2
Unit 2 – Non-Represented Management and Confidential Classes

CLASS TITLE	JOB CODE	PROB PER	RANGE	Minimum		Maximum
Deputy City Manager*	150140e	-	E6	8558	-	13181
Director	150170e	-	E4	11389	-	17979
Director of Aviation	310045e	-	E4	11389	-	17979
Director of Development	220020e	-	E4	11389	-	17979
Director of Personnel Services	150042e	-	E4	11389	-	17979
Director of Public Utilities	620101e	-	E4	11389	-	17979
Director of Transportation	310040e	-	E4	11389	-	17979
Economic Development Coordinator	150090e	-	E10	3124	-	10364
Economic Development Director	150099e	-	E4	11389	-	17979
Executive Assistant to Department Director	115003e	-	E19	3978	-	6169
Executive Assistant to the City Attorney	115004e	-	E17	3978	-	7094
Executive Assistant to the City Manager	115001e	-	E17	3978	-	7094
Executive Assistant to the Mayor	115002e		E17	3978		7094
Fire Chief	425007e	-	E3	15190	-	20887
Governmental Affairs Manager	150240e	-	E10	3124	-	10364
Human Resources Manager	150025e	-	E7	8291	-	11401
Independent Reviewer	150220e	-	E5	9588	-	14806
Internal Auditor	135010e	12	E15	5411	-	7205
Investment Officer	135014e	-	E6	8558	-	13181
Management Analyst II	150032e [†]	12	E15	5411	-	7205
Payroll Accountant	130016e	12	E20	5705	-	7596
Payroll Manager	135012e	-	E7	8291	-	11401
Police Chief	415008e	-	E2	15570	-	21420

[†] This is one position assigned to the Labor Relations Division in the Personnel Services Department, working on confidential issues related to negotiations with bargaining units.

e Exempt class, see Section 4.

*Effective 10/3/22, by the Third Amendment to the Salary Resolution 2022-152.

EXHIBIT 2
Unit 2 – Non-Represented Management and Confidential Classes

CLASS TITLE	JOB CODE	PROB PER	RANGE	Minimum		Maximum
Principal Budget Analyst	135009e	-	E7	8291	-	11401
Principal Internal Auditor	135011e	-	E8	7537	-	10364
Principal Labor Relations/Risk Analyst*	150018e	-	E12	7914	-	10882
Project Liaison/Program Administrator*	150062e	-	E13	9766	-	12501
Public Affairs Officer	150118e	-	E8	7537	-	10364
Public Works Director	210085e	-	E4	11389	-	17979
Retirement Administrator	135030e	-	E3	15190	-	20887
Retirement Benefits Manager	135045e	-	E7	8291	-	11401
Retirement Office Manager	115007e	-	E17	3978	-	7094
Senior Budget Analyst	135007e	-	E8	7537	-	10364
Senior Deputy City Attorney I	160013e	-	E6	8558	-	13181
Senior Deputy City Attorney II	160014e	-	E21	9414	-	14500
Senior Deputy City Attorney III	160016e	-	E22	9884	-	15224
Senior Human Resources/Risk Analyst	150017e	-	E8	7537	-	10364
Senior Law Clerk	115022 ¹⁰	-	E16	4086	-	6323
Supervising Deputy City Attorney	160010e	-	E5	9588	-	14806

E Exempt class, see Section 4.

¹⁰ Persons in this classification are limited to no more than two (2) consecutive years in this class.

*Effective 10/3/22, by the Third Amendment to Salary Resolution 2022-152.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Account Clerk I	130001 ³	6 ³	2926	3059	3197	3345	3504
Account Clerk II	130002 ³	12 ³	3234	3383	3544	3704	3875
Accountant-Auditor I	130011 ⁴	12 ⁴	4675	4889	5115	5364	5615
Accountant-Auditor II	130012 ⁴	12 ⁴	5187	5427	5690	5961	6243
Accounting Technician	130010	12	3904	4088	4280	4477	4690
Administrative Clerk I	110001 ³	6 ³	2715	2841	2967	3104	3245
Administrative Clerk II	110002 ³	12 ³	3058	3199	3344	3500	3661
Airports Operations Officer I	310006 ⁴	12 ⁴	4736	4969	5208	5469	5742
Airports Operations Officer II	310009 ⁴	12 ⁴	5208	5469	5742	6030	6332
Airports Property Specialist I	175001 ⁴	12 ⁴	5068	5313	5565	5826	6108
Airports Property Specialist II	175002 ⁴	12 ⁴	5873	6153	6450	6756	7083
Associate Electrical Safety Consultant I	230022	12	5861	6140	6435	6739	7064
Associate Electrical Safety Consultant II	230023	12	6140	6435	6739	7064	7406
Associate Environmental & Safety Consultant I	230003	12	5861	6140	6435	6739	7064
Associate Environmental & Safety Consultant II	230004	12	6140	6435	6739	7064	7406
Associate Plumbing & Mechanical Consultant I	230012	12	5861	6140	6435	6739	7064
Associate Plumbing & Mechanical Consultant II	230013	12	6140	6435	6739	7064	7406
Billing System Specialist	125075	12	4300	4502	4715	4928	5158
Budget Technician	135005	12	3905	4085	4277	4478	4690
Building Inspector I	230007 ⁴	12 ⁴	5406	5663	5931	6217	6510
Building Inspector II	230008 ⁴	12 ⁴	5861	6140	6435	6739	7064
Building Inspector III	230009	12	6140	6435	6739	7064	7406

³ This class is in a flexibly-staffed series which allows an employee to "flex" to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Call Center Representative I	115070 ³	6 ³	3197	3345	3510	3662	3831
Call Center Representative II	115071 ³	12 ³	3504	3662	3831	4011	4200
Central Printing Clerk	120005	12	3043	3183	3327	3483	3644
Chemist	620020	12	5150	5400	5654	5925	6207
City Records Specialist	115025	12	3892	4072	4263	4463	4675
Commercial Building Inspector	230015	12	5861	6140	6435	6739	7064
Community Recreation Assistant	520010	12	3718	3884	4045	4208	4393
Community Revitalization Specialist	230053	12	5276	5530	5795	6111	6366
Community Revitalization Technician	230059	12	3670	3841	4020	4210	4408
Community Services Officer I	410025 ⁴	12 ⁴	3458	3615	3783	3958	4142
Community Services Officer II	410026 ⁴	12 ⁴	3783	3958	4142	4338	4543
Computer Systems Specialist I	125010 ⁴	12 ⁴	5406	5657	5926	6211	6504
Computer Systems Specialist II	125011 ⁴	12 ⁴	5935	6216	6512	6823	7154
Computer Systems Specialist III	125012	12	6521	6834	7163	7505	7870
Construction Compliance Specialist	150055	12	4523	4730	4956	5192	5434
Crime Scene Technician I	410010 ⁴	12 ⁴	4330	4532	4746	4971	5207
Crime Scene Technician II	410011 ⁴	12 ⁴	4746	4971	5207	5454	5717
Crime Specialist	410008	12	5430	5686	5959	6243	6546
Customer Services Clerk I	115060 ³	6 ³	3200	3344	3496	3660	3831
Customer Services Clerk II	115061 ³	12 ³	3505	3668	3841	4014	4200
Cybersecurity Analyst	125090	12	6521	6834	7163	7505	7870
Deputy City Clerk	115028 ⁴	12 ⁴	3448	3607	3774	3950	4132
Development Services Coordinator	230057	12	5346	5640	5914	6197	6494
Digital Forensics Analyst	410050	12	7129	7487	7860	8253	8666
Emergency Services Dispatcher I	410001 ⁵	12 ⁵	4250	4422	4607	4817	5020
Emergency Services Dispatcher II	410002 ⁵	12 ⁵	4594	4813	5041	5278	5521
Emergency Services Dispatcher III	410003	12	5055	5286	5543	5799	6073

³ This class is in a flexibly-staffed series which allows an employee to "flex" to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

⁵ This class is in a flexibly-staffed series. The probationary period for employees in these classes shall be up to 18 months, at the discretion of management. An employee in this series must serve a minimum one year probationary period.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Engineer I	210015 ⁴	12 ⁴	6874	7218	7578	7957	8355
Engineer II	210016 ⁴	12 ⁴	7758	8147	8554	8981	9430
Engineering Aide I	210001 ³	6 ³	3386	3536	3698	3870	4055
Engineering Aide II	210002 ³	12 ³	3955	4141	4329	4530	4750
Engineering Inspector I	230075 ⁴	12 ⁴	5209	5474	5721	5991	6281
Engineering Inspector II	230076 ⁴	12 ⁴	5698	5967	6255	6553	6868
Engineering Technician I	210005 ⁴	12 ⁴	3978	4164	4365	4559	4774
Engineering Technician II	210006 ⁴	12 ⁴	4654	4881	5106	5343	5600
Environmental Control Officer	620001	12	5080	5324	5569	5834	6109
Facilities Construction Specialist	230085	12	5192	5433	5692	5963	6250
Fire Prevention Inspector I	420001 ⁵	12 ⁵	4588	4803	5022	5268	5519
Fire Prevention Inspector II	420002 ⁵	12 ⁵	5289	5530	5795	6079	6366
Fleet Operations Specialist	710105	12	4852	5077	5323	5573	5841
Geographic Information System (GIS) Specialist	125025	12	6521	6834	7163	7505	7870
Geographic Information System (GIS) Technician I	125026 ⁴	12 ⁴	5430	5683	5953	6239	6534
Geographic Information System (GIS) Technician II	125027 ⁴	12 ⁴	5962	6243	6542	6854	7187
Graphics Technician	120013	12	4240	4445	4661	4888	5127
Helicopter Pilot	410033	12	6362	6672	6999	7342	7704
Housing Rehabilitation Specialist	230056	12	5259	5515	5788	6071	6366
Industrial/Commercial Water Conservation Representative	610015	12	5089	5332	5579	5845	6121
Interpreter/Translator	150232	12	5440	5739	6018	6305	6607
Laboratory Assistant	620010	12	3552	3721	3893	4074	4263
Laboratory Technician I	620011 ⁴	12 ⁴	4270	4470	4680	4899	5128
Laboratory Technician II	620012 ⁴	12 ⁴	4690	4908	5140	5386	5642
Landscape Water Conservation Specialist	610005	12	5074	5316	5569	5833	6109

³ This class is in a flexibly-staffed series which allows an employee to "flex" to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

⁵ This class is in a flexibly-staffed series. The probationary period for employees in these classes shall be up to 18 months, at the discretion of management. An employee in this series must serve a minimum one year probationary period.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Law Office Assistant	115021	12	4266	4474	4692	4920	5158
Network Systems Specialist	125030	12	6521	6834	7163	7505	7870
PAR Program Specialist	410023	12	3670	3841	4020	4210	4408
Paratransit Specialist	320005	12	3909	4094	4287	4480	4690
Parking Enforcement Officer I	710120 ⁴	12 ⁴	3003	3127	3256	3384	3528
Parking Enforcement Officer II	710121 ⁴	12 ⁴	3265	3403	3544	3687	3853
Parking Enforcement Officer III	710122	12	3544	3687	3853	4010	4183
Park Ranger I*	410060 ⁴	12 ⁴	3458	3615	3783	3958	4142
Park Ranger II*	410061 ⁴	12 ⁴	3783	3958	4142	4338	4543
Phlebotomist	410007	12	3552	3721	3893	4074	4263
Planner I	220005 ³	6 ³	4828	5046	5287	5542	5808
Planner II	220006 ³	12 ³	5440	5739	6018	6305	6607
Plans and Permit Technician	220002	12	5169	5411	5657	5934	6217
Plans Examiner	210041	12	5672	5928	6213	6517	6824
Police Data Transcriptionist	115035	12	4089	4277	4476	4684	4904
Police Support Services Clerk	115043	12	3396	3552	3716	3889	4069
Police Support Services Technician	115044	12	3726	3899	4080	4274	4475
Principal Account Clerk	130004	12	3904	4088	4280	4477	4690
Procurement Specialist	140002	12	4903	5138	5380	5636	5905
Program Compliance Officer	640026	12	4193	4400	4614	4838	5074
Programmer/Analyst I	125020 ⁴	12 ⁴	5380	5632	5898	6183	6474
Programmer/Analyst II	125021 ⁴	12 ⁴	5935	6216	6512	6823	7154
Programmer/Analyst III	125022	12	6521	6834	7163	7505	7870
Programmer/Analyst IV	125023	12	7171	7519	7884	8259	8658
Property & Evidence Technician	145010	12	4154	4349	4553	4768	4993
Radio Dispatcher	120015	12	3602	3765	3922	4095	4263
Rangemaster/Armorer	410035	12	4972	5208	5455	5718	5989

³ This class is in a flexibly-staffed series which allows an employee to "flex" to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

*Effective 10/3/2022, by the Fourth Amendment to the Salary Resolution 2022-152.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Real Estate Finance Specialist I	170001 ⁴	12 ⁴	4109	4301	4497	4712	4934
Real Estate Finance Specialist II	170002 ⁴	12 ⁴	4821	5049	5289	5539	5801
Recreation Specialist	520005	12	4026	4211	4409	4617	4833
Retirement Counselor I	135050 ⁴	12 ⁴	3903	4087	4279	4479	4690
Retirement Counselor II	135051 ⁴	12 ⁴	4291	4491	4702	4925	5158
Safety and Training Specialist	150050	12	4582	4804	5041	5287	5546
Secretary	110050	12	3661	3831	4009	4195	4394
Senior Account Clerk	130003	12	3557	3718	3889	4072	4264
Senior Administrative Clerk	110003	12	3344	3500	3661	3831	4009
Senior Call Center Representative	115072	12	4034	4228	4432	4647	4872
Senior Commercial Building Inspector	230016	12	6140	6435	6739	7064	7406
Senior Community Revitalization Specialist	230054	12	5914	6192	6480	6794	7123
Senior Community Services Officer	410027	12	4116	4309	4511	4720	4944
Senior Crime Scene Technician	410012	12	4971	5207	5454	5717	5988
Senior Customer Services Clerk	115062	12	4005	4185	4379	4585	4800
Senior Deputy City Clerk	115029 ⁴	12 ⁴	3904	4084	4277	4477	4690
Senior Engineering Technician	210007	12	5250	5498	5756	6033	6311
Senior Fire Prevention Inspector	420003	12	5914	6192	6480	6794	7123
Senior Laboratory Technician	620013	12	5228	5478	5739	6012	6299
Senior Network Systems Specialist	125031	12	7229	7580	7947	8326	8728
Senior Park Ranger*	410062	12	4116	4309	4511	4720	4944
Senior Plans Examiner	210042	12	6230	6521	6825	7156	7504
Senior Procurement Specialist	140003	12	5380	5636	5905	6188	6481
Senior Property & Evidence Technician	145011	12	4553	4768	4993	5226	5476
Senior Cybersecurity Analyst	125091	12	7229	7580	7947	8326	8728
Senior Records Clerk	110101	12	3557	3721	3894	4075	4263
Senior Secretary	110051	12	3904	4084	4277	4477	4690

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

*Effective 10/3/2022, by the Fourth Amendment to the Salary Resolution No. 2022-152.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Senior Storeskeeper	145002	12	4154	4349	4553	4768	4993
Senior Utility Service Representative	230092	12	4289	4490	4702	4923	5158
Senior Water Systems Telemetry & Distributed Control Specialist	610022	12	7229	7580	7947	8326	8728
Staff Assistant	150001	12	3910	4094	4288	4481	4691
Storeskeeper	145001	12	3875	4057	4244	4443	4652
Survey Party Technician	210030	12	4654	4881	5106	5343	5600
Tax/Permit Inspector	135001	12	4588	4804	5024	5271	5520
Traffic Signal Operations Specialist	710150	12	6575	6889	7222	7566	7935
Transit Scheduler	320049	12	6575	6889	7222	7566	7935
Tree Program Specialist	510015	12	4851	5079	5325	5577	5841
Utility Service Representative I	230090 ⁴	12 ⁴	3556	3720	3892	4074	4263
Utility Service Representative II	230091 ⁴	12 ⁴	3903	4087	4277	4478	4689
Wastewater Reclamation Coordinator	620035	12	5068	5313	5565	5826	6108
Water Conservation Representative	610001	12	3669	3841	4020	4208	4407
Water Systems Telemetry & Distributed Control Specialist	610021	12	5985	6268	6568	6882	7213

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Account Clerk I	130001 ³	6 ³	3014	3151	3293	3446	3610
Account Clerk II	130002 ³	12 ³	3332	3485	3651	3816	3992
Accountant-Auditor I	130011 ⁴	12 ⁴	4816	5036	5269	5525	5784
Accountant-Auditor II	130012 ⁴	12 ⁴	5343	5590	5861	6140	6431
Accounting Technician	130010	12	4022	4211	4409	4612	4831
Administrative Clerk I	110001 ³	6 ³	2797	2927	3057	3198	3343
Administrative Clerk II	110002 ³	12 ³	3150	3295	3445	3605	3771
Airports Operations Officer I	310006 ⁴	12 ⁴	4879	5119	5365	5634	5915
Airports Operations Officer II	310009 ⁴	12 ⁴	5365	5634	5915	6211	6522
Airports Property Specialist I	175001 ⁴	12 ⁴	5221	5473	5732	6001	6292
Airports Property Specialist II	175002 ⁴	12 ⁴	6050	6338	6644	6959	7296
Associate Electrical Safety Consultant I	230022	12	6037	6325	6629	6942	7276
Associate Electrical Safety Consultant II	230023	12	6325	6629	6942	7276	7629
Associate Environmental & Safety Consultant I	230003	12	6037	6325	6629	6942	7276
Associate Environmental & Safety Consultant II	230004	12	6325	6629	6942	7276	7629
Associate Plumbing & Mechanical Consultant I	230012	12	6037	6325	6629	6942	7276
Associate Plumbing & Mechanical Consultant II	230013	12	6325	6629	6942	7276	7629
Billing System Specialist	125075	12	4429	4638	4857	5076	5313
Budget Technician	135005	12	4023	4208	4406	4613	4831
Building Inspector I	230007 ⁴	12 ⁴	5569	5833	6109	6404	6706
Building Inspector II	230008 ⁴	12 ⁴	6037	6325	6629	6942	7276
Building Inspector III	230009	12	6325	6629	6942	7276	7629

This class is in a flexibly-staffed series which allows an employee to "flex" to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Call Center Representative I	115070 ³	6 ³	3293	3446	3616	3772	3946
Call Center Representative II	115071 ³	12 ³	3610	3772	3946	4132	4326
Central Printing Clerk	120005	12	3135	3279	3427	3588	3754
Chemist	620020	12	5305	5562	5824	6103	6394
City Records Specialist	115025	12	4009	4195	4391	4597	4816
Commercial Building Inspector	230015	12	6037	6325	6629	6942	7276
Community Recreation Assistant	520010	12	3830	4001	4167	4335	4525
Community Revitalization Specialist	230053	12	5435	5696	5969	6295	6557
Community Revitalization Technician	230059	12	3781	3957	4141	4337	4541
Community Services Officer I	410025 ⁴	12 ⁴	3562	3724	3897	4077	4267
Community Services Officer II	410026 ⁴	12 ⁴	3897	4077	4267	4469	4680
Computer Systems Specialist I	125010 ⁴	12 ⁴	5569	5827	6104	6398	6700
Computer Systems Specialist II	125011 ⁴	12 ⁴	6114	6403	6708	7028	7369
Computer Systems Specialist III	125012	12	6717	7040	7378	7731	8107
Construction Compliance Specialist	150055	12	4659	4872	5105	5348	5598
Crime Scene Technician I	410010 ⁴	12 ⁴	4460	4668	4889	5121	5364
Crime Scene Technician II	410011 ⁴	12 ⁴	4889	5121	5364	5618	5889
Crime Specialist	410008	12	5593	5857	6138	6431	6743
Customer Services Clerk I	115060 ³	6 ³	3296	3445	3601	3770	3946
Customer Services Clerk II	115061 ³	12 ³	3611	3779	3957	4135	4326
Cybersecurity Analyst	125090	12	6717	7040	7378	7731	8107
Deputy City Clerk	115028 ⁴	12 ⁴	3552	3716	3888	4069	4256
Development Services Coordinator	230057	12	5507	5810	6092	6383	6689
Digital Forensics Analyst	410050	12	7343	7712	8096	8501	8926
Emergency Services Dispatcher I	410001 ⁵	12 ⁵	4378	4555	4746	4962	5171
Emergency Services Dispatcher II	410002 ⁵	12 ⁵	4732	4958	5193	5437	5687
Emergency Services Dispatcher III	410003	12	5207	5445	5710	5973	6256

This class is in a flexibly-staffed series which allows an employee to "flex" to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

This class is in a flexibly-staffed series. The probationary period for employees in these classes shall be up to 18 months, at the discretion of management. An employee in this series must serve a minimum one year probationary period.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Engineer I	210015 ⁴	12 ⁴	7081	7435	7806	8196	8606
Engineer II	210016 ⁴	12 ⁴	7991	8392	8811	9251	9713
Engineering Aide I	210001 ³	6 ³	3488	3643	3809	3987	4177
Engineering Aide II	210002 ³	12 ³	4074	4266	4459	4666	4893
Engineering Inspector I	230075 ⁴	12 ⁴	5366	5639	5893	6171	6470
Engineering Inspector II	230076 ⁴	12 ⁴	5869	6147	6443	6750	7075
Engineering Technician I	210005 ⁴	12 ⁴	4098	4289	4496	4696	4918
Engineering Technician II	210006 ⁴	12 ⁴	4794	5028	5260	5504	5768
Environmental Control Officer	620001	12	5233	5484	5737	6010	6293
Facilities Construction Specialist	230085	12	5348	5596	5863	6142	6438
Fire Prevention Inspector I	420001 ⁵	12 ⁵	4726	4948	5173	5427	5685
Fire Prevention Inspector II	420002 ⁵	12 ⁵	5448	5696	5969	6262	6557
Fleet Operations Specialist	710105	12	4998	5230	5483	5741	6017
Geographic Information System (GIS) Specialist	125025	12	6717	7040	7378	7731	8107
Geographic Information System (GIS) Technician I	125026 ⁴	12 ⁴	5593	5854	6132	6427	6731
Geographic Information System (GIS) Technician II	125027 ⁴	12 ⁴	6141	6431	6739	7060	7403
Graphics Technician	120013	12	4368	4579	4801	5035	5281
Helicopter Pilot	410033	12	6553	6873	7209	7563	7936
Housing Rehabilitation Specialist	230056	12	5417	5681	5962	6254	6557
Industrial/Commercial Water Conservation Representative	610015	12	5242	5492	5747	6021	6305
Interpreter/Translator	150232	12	5604	5912	6199	6495	6806
Laboratory Assistant	620010	12	3659	3833	4010	4197	4391
Laboratory Technician I	620011 ⁴	12 ⁴	4399	4605	4821	5046	5282
Laboratory Technician II	620012 ⁴	12 ⁴	4831	5056	5295	5548	5812
Landscape Water Conservation Specialist	610005	12	5227	5476	5737	6008	6293

This class is in a flexibly-staffed series which allows an employee to "flex" to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

This class is in a flexibly-staffed series. The probationary period for employees in these classes shall be up to 18 months, at the discretion of management. An employee in this series must serve a minimum one year probationary period.

SEE APPENDIX FOR FOOTNOTES

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Law Office Assistant	115021	12	4394	4609	4833	5068	5313
Network Systems Specialist	125030	12	6717	7040	7378	7731	8107
PAR Program Specialist	410023	12	3781	3957	4141	4337	4541
Paratransit Specialist	320005	12	4027	4217	4416	4615	4831
Parking Enforcement Officer I	710120 ⁴	12 ⁴	3094	3221	3354	3486	3634
Parking Enforcement Officer II	710121 ⁴	12 ⁴	3363	3506	3651	3798	3969
Parking Enforcement Officer III	710122	12	3651	3798	3969	4131	4309
Phlebotomist	410007	12	3659	3833	4010	4197	4391
Planner I	220005 ³	6 ³	4973	5198	5446	5709	5983
Planner II	220006 ³	12 ³	5604	5912	6199	6495	6806
Plans and Permit Technician	220002	12	5325	5574	5827	6113	6404
Plans Examiner	210041	12	5843	6106	6400	6713	7029
Police Data Transcriptionist	115035	12	4212	4406	4611	4825	5052
Police Support Services Clerk	115043	12	3498	3659	3828	4006	4192
Police Support Services Technician	115044	12	3838	4016	4203	4403	4610
Principal Account Clerk	130004	12	4022	4211	4409	4612	4831
Procurement Specialist	140002	12	5051	5293	5542	5806	6083
Program Compliance Officer	640026	12	4319	4532	4753	4984	5227
Programmer/Analyst I	125020 ⁴	12 ⁴	5542	5801	6075	6369	6669
Programmer/Analyst II	125021 ⁴	12 ⁴	6114	6403	6708	7028	7369
Programmer/Analyst III	125022	12	6717	7040	7378	7731	8107
Programmer/Analyst IV	125023	12	7387	7745	8121	8507	8918
Property & Evidence Technician	145010	12	4279	4480	4690	4912	5143
Radio Dispatcher	120015	12	3711	3878	4040	4218	4391
Rangemaster/Armorer	410035	12	5122	5365	5619	5890	6169

This class is in a flexibly-staffed series which allows an employee to "flex" to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

ffective 10/3/2022, by the Fourth Amendment to the Salary Resolution 2022-152.

EXHIBIT 3
Unit 3 – Non-Supervisory White Collar (FCEA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Real Estate Finance Specialist I	170001 ⁴	12 ⁴	4233	4431	4632	4854	5083
Real Estate Finance Specialist II	170002 ⁴	12 ⁴	4966	5201	5448	5706	5976
Recreation Specialist	520005	12	4147	4338	4542	4756	4978
Retirement Counselor I	135050 ⁴	12 ⁴	4021	4210	4408	4614	4831
Retirement Counselor II	135051 ⁴	12 ⁴	4420	4626	4844	5073	5313
Safety and Training Specialist	150050	12	4720	4949	5193	5446	5713
Secretary	110050	12	3771	3946	4130	4321	4526
Senior Account Clerk	130003	12	3664	3830	4006	4195	4392
Senior Administrative Clerk	110003	12	3445	3605	3771	3946	4130
Senior Call Center Representative	115072	12	4156	4355	4565	4787	5019
Senior Commercial Building Inspector	230016	12	6325	6629	6942	7276	7629
Senior Community Revitalization Specialist	230054	12	6092	6378	6675	6998	7337
Senior Community Services Officer	410027	12	4240	4439	4647	4862	5093
Senior Crime Scene Technician	410012	12	5121	5364	5618	5889	6168
Senior Customer Services Clerk	115062	12	4126	4311	4511	4723	4944
Senior Deputy City Clerk	115029 ⁴	12 ⁴	4022	4207	4406	4612	4831
Senior Engineering Technician	210007	12	5408	5663	5929	6214	6501
Senior Fire Prevention Inspector	420003	12	6092	6378	6675	6998	7337
Senior Laboratory Technician	620013	12	5385	5643	5912	6193	6488
Senior Network Systems Specialist	125031	12	7446	7808	8186	8576	8990
Senior Park Ranger*	410062	12					
Senior Plans Examiner	210042	12	6417	6717	7030	7371	7730
Senior Procurement Specialist	140003	12	5542	5806	6083	6374	6676
Senior Property & Evidence Technician	145011	12	4690	4912	5143	5383	5641
Senior Cybersecurity Analyst	125091	12	7446	7808	8186	8576	8990
Senior Records Clerk	110101	12	3664	3833	4011	4198	4391
Senior Secretary	110051	12	4022	4207	4406	4612	4831

This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

*Effective 10/3/2022, by the Fourth Amendment to the Salary Resolution No. 2022-152.

EXHIBIT 3 Unit 3 – Non-Supervisory White Collar (FCEA), effective June 19, 2023							
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Senior Storeskeeper	145002	12	4279	4480	4690	4912	5143
Senior Utility Service Representative	230092	12	4418	4625	4844	5071	5313
Senior Water Systems Telemetry & Distributed Control Specialist	610022	12	7446	7808	8186	8576	8990
Staff Assistant	150001	12	4028	4217	4417	4616	4832
Storeskeeper	145001	12	3992	4179	4372	4577	4792
Survey Party Technician	210030	12	4794	5028	5260	5504	5768
Tax/Permit Inspector	135001	12	4726	4949	5175	5430	5686
Traffic Signal Operations Specialist	710150	12	6773	7096	7439	7793	8174
Transit Scheduler	320049	12	6773	7096	7439	7793	8174
Tree Program Specialist	510015	12	4997	5232	5485	5745	6017
Utility Service Representative I	230090 ⁴	12 ⁴	3663	3832	4009	4197	4391
Utility Service Representative II	230091 ⁴	12 ⁴	4021	4210	4406	4613	4830
Wastewater Reclamation Coordinator	620035	12	5221	5473	5732	6001	6292
Water Conservation Representative	610001	12	3780	3957	4141	4335	4540
Water Systems Telemetry & Distributed Control Specialist	610021	12	6165	6457	6766	7089	7430

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

EXHIBIT 4
Unit 4 - Non-Management Police (FPOA),

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H
Police Officer Recruit	415001	12	6124	6429	-	-	-	-	-	-
Police Officer	415002 ⁶	12 ⁶	-	-	6750	7088	7443	7817	8208	8619
Police Sergeant	415004	12	7378	7748	8136	8543	8972	9421	9892	10387

⁶ A person promoting from Police Officer Recruit to Police Officer after one year of service must serve a probationary period of six months in the Police Officer class. A person who is hired as a Police Officer – Lateral (from another agency) must serve a probationary period of one year in the Police Officer class

EXHIBIT 4
Unit 4 - Non-Management Police (FPOA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
Police Officer Recruit	415001	12	6308	6622	-	-	-	-	-	-	-
Police Officer	415002 ⁶	12 ⁶	-	-	6953	7301	7667	8052	8455	8878	9322
Police Sergeant	415004	12	7600	7981	8381	8800	9242	9704	10189	10699	11234

⁶ A person promoting from Police Officer Recruit to Police Officer after one year of service must serve a probationary period of six months in the Police Officer class. A person who is hired as a Police Officer – Lateral (from another agency) must serve a probationary period of one year in the Police Officer class

EXHIBIT 5
Unit 5 – Fire Non-Management (IAFF)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H
Firefighter Trainee	425001	---	5233							
Firefighter	425002	12	5815	6104	6411	6731	7089	7425	7797	8187
Firefighter Specialist	425003	12	6512	6837	7182	7537	7915	8311	8727	9164
Fire Captain	425004	12	7268	7632	8013	8415	8837	9280	9744	10232
Fire Investigation Unit Supervisor	425010	12	7268	7632	8013	8415	8837	9280	9744	10232

EXHIBIT 5
Unit 5 – Fire Non-Management (IAFF), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H
Firefighter Trainee	425001	---	5390							
Firefighter	425002	12	5990	6288	6604	6933	7302	7648	8031	8433
Firefighter Specialist	425003	12	6708	7043	7398	7764	8153	8561	8989	9439
Fire Captain	425004	12	7487	7861	8254	8668	9103	9559	10037	10539
Fire Investigation Unit Supervisor	425010	12	7487	7861	8254	8668	9103	9559	10037	10539

EXHIBIT 5
Unit 5 – Fire Non-Management (IAFF), effective September 25, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
Firefighter Trainee	425001	---	5390								
Firefighter	425002	12	5990	6288	6604	6933	7302	7648	8031	8433	8855
Firefighter Specialist	425003	12	6708	7043	7398	7764	8153	8561	8989	9439	9911
Fire Captain	425004	12	7487	7861	8254	8668	9103	9559	10037	10539	11066
Fire Investigation Unit Supervisor	425010	12	7487	7861	8254	8668	9103	9559	10037	10539	11066

EXHIBIT 6							
Unit 6 – Bus Drivers and Student Drivers (ATU), retroactively effective October 26, 2020							
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Bus Driver	320015	9	23.676923	24.865385	26.105769	27.409615	28.782692
Bus Driver	320015	9	4104	4310	4525	4751	4989
Student Driver	320014 ¹	-	21.525000				
Student Driver	320014 ¹	-	3731				

¹ This is a training class in which incumbents do not achieve permanent status within the classified service, as defined in FMC Section 3-202 (p)(5).

EXHIBIT 6							
Unit 6 – Bus Drivers and Student Drivers (ATU), retroactively effective June 21, 2021							
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Bus Driver	320015	9	24.392308	25.615385	26.890385	28.234615	29.648077
Bus Driver	320015	9	4228	4440	4661	4894	5139
Student Driver	320014 ¹	-	22.171154				
Student Driver	320014 ¹	-	3843				

¹ This is a training class in which incumbents do not achieve permanent status within the classified service, as defined in FMC Section 3-202 (p)(5).

EXHIBIT 6								
Unit 6 – Bus Drivers and Student Drivers (ATU), retroactively effective June 20, 2022								
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	Longevity
Bus Driver	320015	9	25.125000	26.388462	27.698077	29.082692	30.542308	32.071154
Bus Driver	320015	9	4355	4574	4801	5041	5294	5559
Student Driver	320014 ¹	-	22.840385					
Student Driver	320014 ¹	-	3959					

¹ This is a training class in which incumbents do not achieve permanent status within the classified service, as defined in FMC Section 3-202 (p)(5).

EXHIBIT 6								
Unit 6 – Bus Drivers and Student Drivers (ATU), effective June 19, 2023								
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	Longevity
Bus Driver	320015	9	25.880769	27.184615	28.534615	29.959615	31.459615	33.034615
Bus Driver	320015	9	4486	4712	4946	5193	5453	5726
Student Driver	320014 ¹	-	23.526923					
Student Driver	320014 ¹	-	4078					

¹ This is a training class in which incumbents do not achieve permanent status within the classified service, as defined in FMC Section 3-202 (p)(5).

EXHIBIT 6								
Unit 6 – Bus Drivers and Student Drivers (ATU), effective June 17 2024								
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	Longevity
Bus Driver	320015	9	26.659615	28.003846	29.394231	30.859615	32.405769	34.026923
Bus Driver	320015	9	4621	4854	5095	5349	5617	5898
Student Driver	320014 ¹	-	24.236538					
Student Driver	320014 ¹	-	4201					

¹ This is a training class in which incumbents do not achieve permanent status within the classified service, as defined in FMC Section 3-202 (p)(5).

7/21/2022 Second Amendment
Supersedes Original

EXHIBIT 7 Unit 7 – Non-Supervisory Groups and Crafts (IBEW)				
CLASS TITLE	JOB CODE	PROB PER	RANGE	SALARY
Air Conditioning Mechanic	730001	12	Flat Rate	7064
Airports Electrician	730011	12	Flat Rate	6390
Concrete Finisher	730005	12	Flat Rate	6162
Electrician	730010	12	Flat Rate	6390
Industrial Electrician	730012	12	Flat Rate	7064
Painter	730015	12	Flat Rate	5614
Plumber	730030	12	Flat Rate	6390

EXHIBIT 7 Unit 7 – Non-Supervisory Groups and Crafts (IBEW), effective June 19, 2023				
CLASS TITLE	JOB CODE	PROB PER	RANGE	SALARY
Air Conditioning Mechanic	730001	12	Flat Rate	7276
Airports Electrician	730011	12	Flat Rate	6582
Concrete Finisher	730005	12	Flat Rate	6347
Electrician	730010	12	Flat Rate	6582
Industrial Electrician	730012	12	Flat Rate	7276
Painter	730015	12	Flat Rate	5783
Plumber	730030	12	Flat Rate	6582

EXHIBIT 8
Unit 8 – Non-Represented

CLASS TITLE	JOB CODE	PROB PER	RANGE	SALARY
Cashier Clerk	910010	-	Flat Rate	\$15.00 – 19.00 Per Hour
Law Clerk	910015	-	Hourly	\$20.00 - \$25.00 Per Hour
Law Enforcement Instructor	940020	-	Hourly	\$18.00 - \$25.00 Per Hour
Lifeguard	950001	-	Hourly	\$15.00 - \$19.00 Per Hour
Police Cadet I	940005 ⁹	48 mos.	Hourly	\$15.00 - \$20.00 Per Hour
Police Cadet II	940006 ⁹	48 mos.	Hourly	\$18.00- \$25.00 Per Hour
Pool Supervisor	950015	-	Hourly	\$18.00 - \$25.00 Per Hour
Senior Lifeguard	950002	-	Hourly	\$15.50 - \$20.00 Per Hour
Services Aide	910005	-	Hourly	\$15.00 - \$19.00 Per Hour
Sports Official	950010	-		\$15.00 - \$50.00 Per Game
Intern	910002	-	Hourly	\$15.00 - \$19.00 Per Hour

EXHIBIT 9

Unit 9 – Police Management

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H
Deputy Police Chief	415007e*	-		12571	-	16341	-	-	-	-
Police Captain	415006e	12	10509	11034	11586	12165	12776	13415	14086	14790
Police Lieutenant	415005e	12	9127	9583	10064	10566	11095	11650	12233	12845

e Exempt class, see Section 4.
*E9 Executive Pay Range

EXHIBIT 9

Unit 9 – Police Management, effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
Deputy Police Chief	415007e*	-		13597	-	17674	-	-	-	-	-
Police Captain	415006e	12	10825	11366	11934	12530	13160	13818	14509	15234	15996
Police Lieutenant	415005e	12	9401	9871	10366	10883	11428	12000	12600	13231	13893

e Exempt class, see Section 4.
*E9 Executive Pay Range

EXHIBIT 10 Unit 10 – Fire Management										
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H
Fire Battalion Chief	425005e	12	9284	9750	10236	10745	11284	11847	12440	13062
Fire Deputy Chief	425006e	-	11770	12359	12978	13628	14309	15027	15780	16569

e Exempt class, see Section 4.

EXHIBIT 10 Unit 10 – Fire Management, June 19, 2023										
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H
Fire Battalion Chief	425005e	12	9563	10043	10544	11068	11623	12203	12814	13454
Fire Deputy Chief	425006e	-	12124	12730	13368	14037	14739	15478	16254	17067

e Exempt class, see Section 4.

EXHIBIT 10 Unit 10 – Fire Management, effective September 25, 2023											
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
Fire Battalion Chief	425005e	12	9563	10043	10544	11068	11623	12203	12814	13454	14127
Fire Deputy Chief	425006e	-	12124	12730	13368	14037	14739	15478	16254	17067	17921

e Exempt class, see Section 4.

EXHIBIT 11

Unit 11 – Airport Public Safety Officers

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G
Airport Public Safety Officer	310002	12	5750	6034	6321	6634	6961	7310	7676

EXHIBIT 12

Unit 12 – Board and Commission Members

CLASS TITLE	JOB CODE	RANGE	SALARY
Civil Service Board Member	156015	Stipend	\$25 Per Meeting Attended
Housing and Community Development Commissioner	156005	Stipend	\$25 Per Meeting Attended, not to exceed 24 meetings per fiscal year
Human Relations Commissioner	156025	Stipend	\$25 Per Meeting Attended, not to exceed 24 meetings per fiscal year
Planning Commissioner	156001	Stipend	\$100 Per Meeting Attended, not to exceed 36 meetings per fiscal year
Retirement Board Member ⁸	156030	Stipend	\$100 Per Meeting Attended, not to exceed \$300 per month

⁸ Not applicable for current City employees.

EXHIBIT 13-1
Unit 13 – Exempt Supervisory and Professional (CFPEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Acoustical Program Coordinator	310100e	12	6256	6564	6882	7223	7575
Airports Airside/Landside Superintendent	310018e	12	6881	7218	7574	7944	8334
Airports Projects Supervisor	310016e	12	7232	7586	7959	8350	8763
Airports Property Supervisor	175005e	12	6262	6567	6886	7227	7575
Architect	210045e	12	8738	9170	9621	10102	10606
Assistant Law Office Manager	115019e	12	7150	7495	7866	8246	8651
Business Process & Systems Analyst	125044e	12	7149	7495	7864	8248	8651
Call Center Supervisor	115073e	12	5538	5808	6089	6382	6693
Capital Development Specialist	310007e	12	6878	7220	7573	7946	8335
Central Print Supervisor	120007e	12	5168	5423	5686	5965	6254
Chief Engineering Inspector	230078e	12	7061	7405	7770	8153	8552
Chief Engineering Technician	210009e	12	7939	8328	8738	9170	9621
Chief of Facilities Maintenance	810037e	12	6921	7262	7618	7992	8386
Chief of Wastewater Environmental Services	620075e	12	6623	6949	7290	7647	8022
Chief of Wastewater Facilities Maintenance	620085e	12	6921	7262	7618	7992	8386
Chief of Wastewater Treatment Operations	620080e	12	6997	7346	7707	8085	8482
Chief of Water Operations	610070e	12	7113	7460	7830	8215	8617
Chief Police Pilot	410031e	12	7818	8201	8608	9032	9480
Chief Surveyor	210032e	12	9573	10047	10542	11064	11617
Community Services and Recreation Supervisor*	520016e	12	6273	6580	6904	7246	7595
Contract Compliance Officer	150061e	12	6262	6567	6886	7227	7575
Custodial Supervisor	810025e	12	6262	6567	6886	7227	7575
Database Administrator	125045e	12	7149	7495	7864	8248	8651
DBE/Small Business Program Coordinator	150070e	12	6176	6475	6793	7125	7478

e Exempt class, see Section 4.

EXHIBIT 13-1
Unit 13 – Exempt Supervisory and Professional (CFPEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Emergency Services Communications Supervisor	410004e	12	5532	5802	6083	6382	6693
Energy Efficiency Supervisor	230058e	12	5551	5824	6108	6410	6724
Equipment Supervisor	720031e	12	6809	7140	7491	7859	8247
Fire Prevention Engineer	210055e	12	7025	7370	7732	8111	8512
Fleet Administration Supervisor	720025e	12	6262	6567	6886	7227	7575
Forestry Supervisor I	510030e	12	5168	5423	5686	5965	6254
Forestry Supervisor II	510031e	12	5293	5551	5825	6114	6410
Grant Writer	150105e	12	4982	5227	5480	5749	6028
Historic Preservation Specialist	230066e	12	6565	6889	7230	7582	7953
Housing Program Supervisor	230055e	12	6767	7105	7460	7833	8226
Human Resources Analyst	150016e	12	5612	5886	6171	6474	6793
Human Resources Records Supervisor	115050e	12	5527	5798	6085	6377	6693
Information Services Supervisor	125032e	12	7861	8248	8651	9077	9527
Landscape Maintenance Superintendent	510027e	12	7799	8184	8583	9005	9448
Lead Risk Analyst	150008e	12	6163	6468	6793	7132	7489
Management Analyst I	150020e ⁴	12 ⁴	4178	4381	4594	4818	5055
Management Analyst II	150021e ⁴	12 ⁴	5132	5384	5645	5922	6209
Parking Supervisor	720035e	12	5315	5569	5838	6122	6693
Parks Supervisor I	510025e	12	5168	5423	5686	5965	6254
Parks Supervisor II	510026e	12	6273	6580	6904	7246	7595
Police Support Services Supervisor	115047e	12	5527	5798	6085	6377	6693
Planner III	220007e	12	6019	6313	6620	6947	7290
Principal Accountant	130014e	12	6577	6899	7239	7594	7967
Procurement Supervisor	140004e	12	6152	6460	6782	7122	7478

e Exempt class, see Section 4.

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

EXHIBIT 13-1
Unit 13 – Exempt Supervisory and Professional (CFPEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Professional Engineer	210100e	12	8738	9170	9621	10102	10606
Project Manager	150065e	12	6564	6889	7230	7582	7953
Records Supervisor	115045e	12	5527	5798	6085	6377	6693
Recycling Coordinator	640001e	12	5226	5479	5747	6026	6323
Revenue Supervisor	135025e	12	5538	5808	6089	6382	6693
Risk Analyst	150010e	12	5612	5886	6171	6474	6793
Sanitation Supervisor	640029e	12	6262	6567	6886	7227	7575
Senior Accountant-Auditor	130013e	12	5503	5772	6055	6351	6660
Senior Building Inspector	230034e	12	6430	6748	7078	7426	7795
Senior Database Administrator	125046e	12	7888	8264	8661	9076	9527
Senior Electrical Safety Consultant	230024e	12	6430	6748	7078	7426	7795
Senior Engineering Inspector	230077e	12	6366	6681	7008	7352	7717
Senior Environmental & Safety Consultant	230005e	12	6430	6748	7078	7426	7795
Senior Plumbing & Mechanical Consultant	230014e	12	6430	6748	7078	7426	7795
Senior Programmer Analyst	125019e	12	7861	8248	8651	9077	9527
Senior Real Estate Agent	170012e	12	6262	6567	6886	7227	7575
Senior Retirement Counselor	135052e	12	6887	7234	7594	7972	8372
Street Maintenance Superintendent	720004e	12	7799	8184	8583	9005	9448
Street Maintenance Supervisor	720001e	12	6881	7218	7574	7944	8334
Supervising Airports Building Maintenance Technician	310014e	12	6262	6567	6886	7227	7575
Supervising Airports Operations Officer	310013e	12	6262	6567	6886	7227	7575
Supervising Commercial Building Inspector	230036e	12	6430	6748	7078	7426	7795
Supervising Engineering Technician	210008e	12	6878	7220	7573	7946	8335
Supervising Paralegal	160020e	12	6477	6795	7127	7479	7845
Supervising Fire Prevention Inspector	420005e	12	6542	6863	7202	7557	7928
Supervising Planner	220008e	12	6690	7017	7359	7720	8097

e Exempt class, see Section 4.

EXHIBIT 13-1
Unit 13 – Exempt Supervisory and Professional (CFPEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Supervising Plans Examiner	210044e	12	7573	7948	8340	8747	9177
Supervising Professional Engineer	210110e	12	9573	10047	10542	11064	11617
Supervising Real Estate Agent	170013e	12	6881	7218	7574	7944	8334
Supervising Traffic Signal Operations Specialist	720050e	12	7140	7490	7862	8249	8651
Survey Party Chief	210031e	12	6021	6312	6621	6943	7288
Systems Security Administrator	125050e	12	7150	7495	7866	8246	8651
Transit Supervisor I	320050e	12	6050	6344	6651	6979	7319
Transit Supervisor II	320051e	12	6810	7139	7491	7860	8247
Treasury Officer	135015e	12	6577	6899	7239	7594	7967
Wastewater Environmental Supervisor	620073e	12	7330	7686	8066	8464	8879
Wastewater Operations Supervisor	620072e	12	7330	7686	8066	8464	8879
Wastewater System Supervisor	620071e	12	7330	7686	8066	8464	8879
Water Conservation Supervisor	610045e	12	6477	6795	7127	7479	7845
Water System Supervisor	610055e	12	7330	7686	8066	8464	8879

e Exempt class, see Section 4.

EXHIBIT 13-1
Unit 13 – Exempt Supervisory and Professional (CFPEA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Acoustical Program Coordinator	310100e	12	6444	6761	7089	7440	7803
Airports Airside/Landside Superintendent	310018e	12	7088	7435	7802	8183	8585
Airports Projects Supervisor	310016e	12	7449	7814	8198	8601	9026
Airports Property Supervisor	175005e	12	6450	6765	7093	7444	7803
Architect	210045e	12	9001	9446	9910	10406	10925
Assistant Law Office Manager	115019e	12	7365	7720	8102	8494	8911
Business Process & Systems Analyst	125044e	12	7364	7720	8100	8496	8911
Call Center Supervisor	115073e	12	5705	5983	6272	6574	6894
Capital Development Specialist	310007e	12	7085	7437	7801	8185	8586
Central Print Supervisor	120007e	12	5324	5586	5857	6144	6442
Chief Engineering Inspector	230078e	12	7273	7628	8004	8398	8809
Chief Engineering Technician	210009e	12	8178	8578	9001	9446	9910
Chief of Facilities Maintenance	810037e	12	7129	7480	7847	8232	8638
Chief of Wastewater Environmental Services	620075e	12	6822	7158	7509	7877	8263
Chief of Wastewater Facilities Maintenance	620085e	12	7129	7480	7847	8232	8638
Chief of Wastewater Treatment Operations	620080e	12	7207	7567	7939	8328	8737
Chief of Water Operations	610070e	12	7327	7684	8065	8462	8876
Chief Police Pilot	410031e	12	8053	8448	8867	9303	9765
Chief Surveyor	210032e	12	9861	10349	10859	11396	11966
Community Services and Recreation Supervisor*	520016e	12	6462	6778	7112	7464	7823
Contract Compliance Officer	150061e	12	6450	6765	7093	7444	7803
Custodial Supervisor	810025e	12	6450	6765	7093	7444	7803
Database Administrator	125045e	12	7364	7720	8100	8496	8911
DBE/Small Business Program Coordinator	150070e	12	6362	6670	6997	7339	7703

e Exempt class, see Section 4.

EXHIBIT 13-1
Unit 13 – Exempt Supervisory and Professional (CFPEA), June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Emergency Services Communications Supervisor	410004e	12	5698	5977	6266	6574	6894
Energy Efficiency Supervisor	230058e	12	5718	5999	6292	6603	6926
Equipment Supervisor	720031e	12	7014	7355	7716	8095	8495
Fire Prevention Engineer	210055e	12	7236	7592	7964	8355	8768
Fleet Administration Supervisor	720025e	12	6450	6765	7093	7444	7803
Forestry Supervisor I	510030e	12	5324	5586	5857	6144	6442
Forestry Supervisor II	510031e	12	5452	5718	6000	6298	6603
Grant Writer	150105e	12	5132	5384	5645	5922	6209
Historic Preservation Specialist	230066e	12	6762	7096	7447	7810	8192
Housing Program Supervisor	230055e	12	6971	7319	7684	8068	8473
Human Resources Analyst	150016e	12	5781	6063	6357	6669	6997
Human Resources Records Supervisor	115050e	12	5693	5972	6268	6569	6894
Information Services Supervisor	125032e	12	8097	8496	8911	9350	9813
Landscape Maintenance Superintendent	510027e	12	8033	8430	8841	9276	9732
Lead Risk Analyst	150008e	12	6348	6663	6997	7346	7714
Management Analyst I	150020e ⁴	12 ⁴	4304	4513	4732	4963	5207
Management Analyst II	150021e ⁴	12 ⁴	5286	5546	5815	6100	6396
Parking Supervisor	720035e	12	5475	5737	6014	6306	6894
Parks Supervisor I	510025e	12	5324	5586	5857	6144	6442
Parks Supervisor II	510026e	12	6462	6778	7112	7464	7823
Police Support Services Supervisor	115047e	12	5693	5972	6268	6569	6894
Planner III	220007e	12	6200	6503	6819	7156	7509
Principal Accountant	130014e	12	6775	7106	7457	7822	8207
Procurement Supervisor	140004e	12	6337	6654	6986	7336	7703

e Exempt class, see Section 4.

⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.

EXHIBIT 13-1
Unit 13 – Exempt Supervisory and Professional (CFPEA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Professional Engineer	210100e	12	9001	9446	9910	10406	10925
Project Manager	150065e	12	6761	7096	7447	7810	8192
Records Supervisor	115045e	12	5693	5972	6268	6569	6894
Recycling Coordinator	640001e	12	5383	5644	5920	6207	6513
Revenue Supervisor	135025e	12	5705	5983	6272	6574	6894
Risk Analyst	150010e	12	5781	6063	6357	6669	6997
Sanitation Supervisor	640029e	12	6450	6765	7093	7444	7803
Senior Accountant-Auditor	130013e	12	5669	5946	6237	6542	6860
Senior Building Inspector	230034e	12	6623	6951	7291	7649	8029
Senior Database Administrator	125046e	12	8125	8512	8921	9349	9813
Senior Electrical Safety Consultant	230024e	12	6623	6951	7291	7649	8029
Senior Engineering Inspector	230077e	12	6557	6882	7219	7573	7949
Senior Environmental & Safety Consultant	230005e	12	6623	6951	7291	7649	8029
Senior Plumbing & Mechanical Consultant	230014e	12	6623	6951	7291	7649	8029
Senior Programmer Analyst	125019e	12	8097	8496	8911	9350	9813
Senior Real Estate Agent	170012e	12	6450	6765	7093	7444	7803
Senior Retirement Counselor	135052e	12	7094	7452	7822	8212	8624
Street Maintenance Superintendent	720004e	12	8033	8430	8841	9276	9732
Street Maintenance Supervisor	720001e	12	7088	7435	7802	8183	8585
Supervising Airports Building Maintenance Technician	310014e	12	6450	6765	7093	7444	7803
Supervising Airports Operations Officer	310013e	12	6450	6765	7093	7444	7803
Supervising Commercial Building Inspector	230036e	12	6623	6951	7291	7649	8029
Supervising Engineering Technician	210008e	12	7085	7437	7801	8185	8586
Supervising Paralegal	160020e	12	6672	6999	7341	7704	8081
Supervising Fire Prevention Inspector	420005e	12	6739	7069	7419	7784	8166
Supervising Planner	220008e	12	6891	7228	7580	7952	8340

e Exempt class, see Section 4.

EXHIBIT 13-1
Unit 13 – Exempt Supervisory and Professional (CFPEA), June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Supervising Plans Examiner	210044e	12	7801	8187	8591	9010	9453
Supervising Professional Engineer	210110e	12	9861	10349	10859	11396	11966
Supervising Real Estate Agent	170013e	12	7088	7435	7802	8183	8585
Supervising Traffic Signal Operations Specialist	720050e	12	7355	7715	8098	8497	8911
Survey Party Chief	210031e	12	6202	6502	6820	7152	7507
Systems Security Administrator	125050e	12	7365	7720	8102	8494	8911
Transit Supervisor I	320050e	12	6232	6535	6851	7189	7539
Transit Supervisor II	320051e	12	7015	7354	7716	8096	8495
Treasury Officer	135015e	12	6775	7106	7457	7822	8207
Wastewater Environmental Supervisor	620073e	12	7550	7917	8308	8718	9146
Wastewater Operations Supervisor	620072e	12	7550	7917	8308	8718	9146
Wastewater System Supervisor	620071e	12	7550	7917	8308	8718	9146
Water Conservation Supervisor	610045e	12	6672	6999	7341	7704	8081
Water System Supervisor	610055e	12	7550	7917	8308	8718	9146

e Exempt class, see Section 4.

EXHIBIT 13-2 Unit 13 – Non-Exempt Professional (CFPEA)							
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Legal Secretary I	115015	12	3735	3916	4104	4301	4510
Legal Secretary II	115016	12	4133	4334	4542	4761	4992
Paralegal	160001	12	5273	5530	5798	6082	6381
Senior Human Resources Technician	150014	12	4088	4283	4487	4707	4934
Senior Legal Secretary	115017	12	4756	4994	5243	5505	5780
Senior Paralegal	160002	12	5789	6077	6382	6701	7036
Supervising Crime Scene Technician	410013	12	5534	5804	6086	6383	6693

EXHIBIT 13-2 Unit 13 – Non-Exempt Professional (CFPEA), effective June 19, 2023							
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Legal Secretary I	115015	12	3848	4034	4228	4431	4646
Legal Secretary II	115016	12	4257	4465	4679	4904	5142
Paralegal	160001	12	5432	5696	5972	6265	6573
Senior Human Resources Technician	150014	12	4211	4412	4622	4849	5083
Senior Legal Secretary	115017	12	4899	5144	5401	5671	5954
Senior Paralegal	160002	12	5963	6260	6574	6903	7248
Supervising Crime Scene Technician	410013	12	5701	5979	6269	6575	6894

EXHIBIT 14 Unit 14 – Management Classes (CFMEA), retroactively effective January 3, 2022											
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
ADA Coordinator	150231e	-	6782	6952	7125	7302	7484	7672	7865	8060	8262
Administrative Manager	220025e	-	8937	9160	9390	9624	9865	10111	10364	10624	10890
Airports Marketing & Public Relations Coordinator	310150e	-	6782	6952	7125	7302	7484	7672	7865	8060	8262
Airports Operations Manager	310020e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Airports Planning Manager	310019e	-	8937	9160	9390	9624	9865	10111	10364	10624	10890
Airports Properties Manager	310021e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Airports Safety Management Systems Manager	310161e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Assistant City Clerk	115030e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Building Services Manager	230031e	-	10599	10865	11136	11415	11701	11993	12294	12599	12914
Business Manager	150019e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Communications Manager	125060e	-	8937	9160	9390	9624	9865	10111	10364	10624	10890
Construction Manager	210096e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Crime Scene Investigation Bureau Manager	410015e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Cybersecurity Manager	125092e	-	8937	9160	9390	9624	9865	10111	10364	10624	10890
Deputy City Engineer	210081e	-	10599	10865	11136	11415	11701	11993	12294	12599	12914
Division Manager	150024e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Economic Development Analyst	150095e	-	6782	6952	7125	7302	7484	7672	7865	8060	8262
Facilities Manager	810040e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900

e Exempt class. See Section 4
7/21/2022 First Amendment
Supersedes Original

EXHIBIT 14
Unit 14 – Management Classes (CFMEA), retroactively effective January 3, 2022

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
Fleet Manager	720032e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Graffiti Abatement Manager	720040e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Housing & Neighborhood Revitalization Manager	230065e	-	8937	9160	9390	9624	9865	10111	10364	10624	10890
Information Services Manager	125055e	-	8937	9160	9390	9624	9865	10111	10364	10624	10890
Law Office Manager	115020e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Parks Manager	510035e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Personnel Manager	150026e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Planning Manager	220010e	-	8937	9160	9390	9624	9865	10111	10364	10624	10890
Program Manager	510040e	-	6782	6952	7125	7302	7484	7672	7865	8060	8262
Projects Administrator	150063e	-	8937	9160	9390	9624	9865	10111	10364	10624	10890
Public Works/Public Utilities Manager	210095e	-	8937	9160	9390	9624	9865	10111	10364	10624	10890
Public Works/Public Utilities Manager – Licensed Engineer	210094e	-	10342	10599	10865	11136	11414	11700	11992	12293	12598
Purchasing Manager	140005e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Records Manager	115046e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Recreation Manager	520025e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Retirement Accounting Manager	135044e	-	9160	9390	9624	9865	10111	10364	10624	10890	11163
Revenue Manager	135026e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900

e Exempt class, see Section 4.

7/21/2022 First Amendment
Supersedes Original

SEE APPENDIX FOR FOOTNOTES

EXHIBIT 14											
Unit 14 – Management Classes (CFMEA), retroactively effective January 3, 2022											
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
Senior Management Analyst	150023e	-	6782	6952	7125	7302	7484	7672	7865	8060	8262
Solid Waste Manager	640040e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Training Officer	150046e	-	6782	6952	7125	7302	7484	7672	7865	8060	8262
Transit Operations Manager	320055e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Wastewater Manager	620095e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Water Manager	610075e	-	8126	8330	8538	8751	8970	9193	9423	9659	9900
Water/Wastewater Manager-Certified	620096e	-	9344	9576	9816	10062	10314	10571	10835	11106	11384

e Exempt class, see Section 4.

7/21/2022 First Amendment
Supersedes Original

EXHIBIT 14 Unit 14 – Management Classes (CFMEA), retroactively effective June 20, 2022											
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
ADA Coordinator	150231e	-	6986	7161	7339	7522	7709	7903	8101	8302	8510
Administrative Manager	220025e	-	9206	9435	9672	9913	10161	10415	10675	10943	11217
Airports Marketing & Public Relations Coordinator	310150e	-	6986	7161	7339	7522	7709	7903	8101	8302	8510
Airports Operations Manager	310020e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Airports Planning Manager	310019e	-	9206	9435	9672	9913	10161	10415	10675	10943	11217
Airports Properties Manager	310021e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Airports Safety Management Systems Manager	310161e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Assistant City Clerk	115030e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Building Services Manager	230031e	-	10917	11191	11471	11758	12053	12353	12663	12977	13302
Business Manager	150019e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Communications Manager	125060e	-	9206	9435	9672	9913	10161	10415	10675	10943	11217
Construction Manager	210096e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Crime Scene Investigation Bureau Manager	410015e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Cybersecurity Manager	125092e	-	9206	9435	9672	9913	10161	10415	10675	10943	11217
Deputy City Engineer	210081e	-	10917	11191	11471	11758	12053	12353	12663	12977	13302
Division Manager	150024e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Economic Development Analyst	150095e	-	6986	7161	7339	7522	7709	7903	8101	8302	8510
Facilities Manager	810040e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197

e Exempt class, See Section 4
7/21/2022 First Amendment
Supersedes Original

SEE APPENDIX FOR FOOTNOTES

EXHIBIT 14 Unit 14 – Management Classes (CFMEA), retroactively effective June 20, 2022											
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
Fleet Manager	720032e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Graffiti Abatement Manager	720040e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Housing & Neighborhood Revitalization Manager	230065e	-	9206	9435	9672	9913	10161	10415	10675	10943	11217
Information Services Manager	125055e	-	9206	9435	9672	9913	10161	10415	10675	10943	11217
Law Office Manager	115020e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Parks Manager	510035e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Personnel Manager	150026e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Planning Manager	220010e	-	9206	9435	9672	9913	10161	10415	10675	10943	11217
Program Manager	510040e	-	6986	7161	7339	7522	7709	7903	8101	8302	8510
Projects Administrator	150063e	-	9206	9435	9672	9913	10161	10415	10675	10943	11217
Public Works/Public Utilities Manager	210095e	-	9206	9435	9672	9913	10161	10415	10675	10943	11217
Public Works/Public Utilities Manager – Licensed Engineer	210094e	-	10653	10917	11191	11471	11757	12051	12352	12662	12976
Purchasing Manager	140005e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Records Manager	115046e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Recreation Manager	520025e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Retirement Accounting Manager	135044e	-	9435	9672	9913	10161	10415	10675	10943	11217	11498
Revenue Manager	135026e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197

e Exempt class, See Section 4
7/21/2022 First Amendment
Supersedes Original

EXHIBIT 14
Unit 14 – Management Classes (CFMEA), retroactively effective June 20, 2022

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
Senior Management Analyst	150023e	-	6986	7161	7339	7522	7709	7903	8101	8302	8510
Solid Waste Manager	640040e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Training Officer	150046e	-	6986	7161	7339	7522	7709	7903	8101	8302	8510
Transit Operations Manager	320055e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Wastewater Manager	620095e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Water Manager	610075e	-	8370	8580	8795	9014	9240	9469	9706	9949	10197
Water/Wastewater Manager-Certified	620096e	-	9625	9864	10111	10364	10624	10889	11161	11440	11726

e Exempt class, See Section 4
7/21/2022 First Amendment
Supersedes Original

EXHIBIT 14 Unit 14 – Management Classes (CFMEA), effective June 19, 2023											
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
ADA Coordinator	150231e	-	7196	7376	7560	7748	7941	8141	8345	8552	8766
Administrative Manager	220025e	-	9483	9719	9963	10211	10466	10728	10996	11272	11554
Airports Marketing & Public Relations Coordinator	310150e	-	7196	7376	7560	7748	7941	8141	8345	8552	8766
Airports Operations Manager	310020e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Airports Planning Manager	310019e	-	9483	9719	9963	10211	10466	10728	10996	11272	11554
Airports Properties Manager	310021e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Airports Safety Management Systems Manager	310161e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Assistant City Clerk	115030e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Building Services Manager	230031e	-	11245	11527	11816	12111	12415	12724	13043	13367	13702
Business Manager	150019e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Communications Manager	125060e	-	9483	9719	9963	10211	10466	10728	10996	11272	11554
Construction Manager	210096e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Crime Scene Investigation Bureau Manager	410015e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Cybersecurity Manager	125092e	-	9483	9719	9963	10211	10466	10728	10996	11272	11554
Deputy City Engineer	210081e	-	11245	11527	11816	12111	12415	12724	13043	13367	13702
Division Manager	150024e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Economic Development Analyst	150095e	-	7196	7376	7560	7748	7941	8141	8345	8552	8766
Facilities Manager	810040e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503

e Exempt class, See Section 4
7/21/2022 First Amendment
Supersedes Original

SEE APPENDIX FOR FOOTNOTES

EXHIBIT 14 Unit 14 – Management Classes (CFMEA), effective June 19, 2023											
CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
Fleet Manager	720032e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Graffiti Abatement Manager	720040e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Housing & Neighborhood Revitalization Manager	230065e	-	9483	9719	9963	10211	10466	10728	10996	11272	11554
Information Services Manager	125055e	-	9483	9719	9963	10211	10466	10728	10996	11272	11554
Law Office Manager	115020e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Parks Manager	510035e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Personnel Manager	150026e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Planning Manager	220010e	-	9483	9719	9963	10211	10466	10728	10996	11272	11554
Program Manager	510040e	-	7196	7376	7560	7748	7941	8141	8345	8552	8766
Projects Administrator	150063e	-	9483	9719	9963	10211	10466	10728	10996	11272	11554
Public Works/Public Utilities Manager	210095e	-	9483	9719	9963	10211	10466	10728	10996	11272	11554
Public Works/Public Utilities Manager – Licensed Engineer	210094e	-	10973	11245	11527	11816	12110	12413	12723	13042	13366
Purchasing Manager	140005e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Records Manager	115046e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Recreation Manager	520025e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Retirement Accounting Manager	135044e	-	9719	9963	10211	10466	10728	10996	11272	11554	11843
Revenue Manager	135026e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503

e Exempt class, See Section 4
7/21/2022 First Amendment
Supersedes Original

EXHIBIT 14
Unit 14 – Management Classes (CFMEA), effective June 19, 2023

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G	H	I
Senior Management Analyst	150023e	-	7196	7376	7560	7748	7941	8141	8345	8552	8766
Solid Waste Manager	640040e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Training Officer	150046e	-	7196	7376	7560	7748	7941	8141	8345	8552	8766
Transit Operations Manager	320055e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Wastewater Manager	620095e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Water Manager	610075e	-	8622	8838	9059	9285	9518	9754	9998	10248	10503
Water/Wastewater Manager-Certified	620096e	-	9914	10160	10415	10675	10943	11216	11496	11784	12078

EXHIBIT 15
Unit 15 – Airport Public Safety Supervisors (FAPSS)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F	G
Airport Public Safety Supervisor*	310003	12	7673	8056	8460	8882	9327	9794	10284
Airport Public Safety Supervisor**	310005	12	6708	7042	7395	7764	8150	8558	8986

* Hired before July 1, 2010

** Hired after July 1, 2010

EXHIBIT 16
Benchmarked Deleted Job Classifications or Deleted Pay Step, since 1/28/16

Classification Title	Deleted	Benchmarked To	Percent	Effective
Assistant Chief of Wastewater Treatment Operations (620079)	7/1/18	Wastewater Operations Supervisor (620072)	100%	7/1/18
Bus Driver – F Step (320015)	1/1/17	Bus Driver – E Step (320015)	100%	1/1/17
Buyer I (140001)	1/28/16	Procurement Specialist (140002)	90%	1/28/16
Chief of Solid Waste Operations (640035)	7/1/18	Landscape Maintenance Superintendent (510027)	100%	7/1/18
City Traffic Engineer (210076)	7/1/18	Construction Manager (210096)	100%	7/1/18
Collection System Maintenance Operator I (630003)	5/29/17	Collection System Maintenance Technician (630001)	90%	5/29/17
Collection System Maintenance Supervisor (630005)	7/1/18	Wastewater Operations Supervisor (620072)	100%	7/1/18
Community Revitalization Specialist – F Step (230053)	10/3/16	Community Revitalization Specialist – E Step (230053)	100%	10/3/16
Community Sanitation Supervisor I (720042)	7/1/18	Sanitation Supervisor (640029)	100%	7/1/18
Community Recreation Supervisor I (520015)	7/1/20	Community Services and Recreation Supervisor (520016)	96%	7/1/20
Executive Assistant to the Retirement Administrator (115006e)	7/1/21	Executive Assistant to the City Attorney (115004e)	100%	7/1/21
Ground Water Production Specialist (610037)	7/1/20	Water Distribution/Production Specialist (610029)	100%	7/1/20
Ground Water Production Technician (610036)	7/1/20	Water Distribution/Production Technician (610028)	100%	7/1/20
Senior Ground Water Production Operator (610038)	7/1/20	Senior Water Distribution/Production Operator (610030)	100%	7/1/20
Emergency Preparedness Officer (420020)	7/1/18	Management Analyst II (150021)	100%	7/1/18

EXHIBIT 16
Benchmarked Deleted Job Classifications or Deleted Pay Step, since 1/28/16

Classification Title	Deleted	Benchmarked To	Percent	Effective
Industrial Electrician Supervisor (720020)	7/1/18	Wastewater System Supervisor (620071)	100%	7/1/18
Labor Relations Secretary (115010)	7/1/18	Executive Assistant to Department Director (115003)	100%	7/1/18
Laboratory Supervisor (620014)	7/1/18	Wastewater Environmental Supervisor (620073)	100%	7/1/18
Management Analyst III (150022)	7/1/18	Business Manager (150019)	100%	7/1/18
Police Officer – A Step (415002)	1/31/22	Police Officer – C Step (415002)	90.72%	1/31/22
Police Officer – B Step (415002)	1/31/22	Police Officer – C Step (415002)	95.23%	1/31/22
Police Specialist (415003)	7/1/19	Police Officer (415002)	100%	7/1/19
Plans Examiner I (210040)	10/3/16	Plans Examiner (210041)	84.61%	10/3/16
Power Generation System Supervisor (620056)	7/1/18	Wastewater System Supervisor (620071)	100%	7/1/18
Risk/Safety Manager (150035)	7/1/18	Human Resources Manager (150025)	100%	7/1/18
Redevelopment Administrator (150080)	7/1/18	Assistant Director of Personnel Services (150043)	100%	7/1/18
Sewer Maintenance Manager (630010)	7/1/18	Wastewater Manager (620095)	100%	7/1/18
Solid Waste System Supervisor (640030)	7/1/18	Sanitation Supervisor (640029)	100%	7/1/18
Supervising Environmental Control Officer (620005)	7/1/18	Wastewater Environmental Supervisor (620073)	100%	7/1/18
Special Guard (940010)	4/1/02	Police Cadet II (940006)	100%	12/10/20
Transit Maintenance Manager (320060)	7/1/18	Transit Operations Manager (320055)	100%	7/1/18

EXHIBIT 16
Benchmarked Deleted Job Classifications or Deleted Pay Step, since 1/28/16

Classification Title	Deleted	Benchmarked To	Percent	Effective
Waste Collector II (640020)	9/5/16	Sanitation Operator (640021)	84.19%	9/5/16
Waste Container Maintenance Worker (640011)	9/5/16	Waste Container Maintenance Worker (640010)	117.65%	9/5/16
Wastewater Lead Distributor (620051)	9/5/16	Wastewater Distributor Technician (620050)	118.92%	9/5/16
Wastewater Treatment Maintenance Supervisor (620070)	7/1/18	Wastewater System Supervisor (620071)	100%	7/1/18
Water System Operator I (610025)	7/1/18	Water Distribution/Production Technician (610028)	100%	7/1/18
Water System Operator II (610026)	7/1/18	Water Distribution/Production Specialist (610029)	100%	7/1/18
Water System Operator III (610027)	7/1/18	Senior Water Treatment Plant Operator (610039)	90.79%	7/1/18

APPENDIX TO SALARY RESOLUTION

- ¹ This is a training class in which incumbents do not achieve permanent status within the classified service, as defined in FMC Section 3-202 (p)(5).
- ² This is an entry level class in which incumbents do not achieve permanent status within the classified service, as defined in FMC Section 3-202 (p)(5).
- ³ This class is in a flexibly-staffed series which allows an employee to "flex" to the journey level after six months of satisfactory service for a total probationary period of twelve months. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.
- ⁴ This class is in a flexibly-staffed series, which requires one year of satisfactory service before an employee can "flex" to the journey level. Employees in classes that require one year of service for flexing will not serve an additional probationary period at the journey level. In those cases, in which an employee is hired at the journey level, twelve months of satisfactory service is required.
- ⁵ This class is in a flexibly-staffed series. The probationary period for employees in these classes shall be up to 18 months, at the discretion of management. An employee in this series must serve a minimum one year probationary period.
- ⁶ A person promoting from Police Officer Recruit to Police Officer after one year of service must serve a probationary period of six months in the Police Officer class. A person who is hired as a Police Officer – Lateral (from another agency) must serve a probationary period of one year in the Police Officer class.
- ⁷ This class is in a flexibly-staffed series, which allows an employee to "flex" to the journey level after a required training period.
- ⁸ Not applicable to current City employees.
- ⁹ The classifications of Police Cadet I and II have a 48-month tenure limitation in the Police Cadet program pursuant to FMC 3-266(d).
- ¹⁰ Persons in this classification are limited to no more than two (2) consecutive years in this class.
- ^e Exempt class, see Section 4.

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

I, TODD STERMER, 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 _____, 2022.

AYES :
NOES :
ABSENT :
ABSTAIN :

Mayor Approval: _____, 2022
Mayor Approval/No Return: _____, 2022
Mayor Veto: _____, 2022
Council Override Vote: _____, 2022

TODD STERMER
City Clerk

BY: _____
Deputy

APPROVED AS TO FORM:
CITY ATTORNEY'S OFFICE

BY: _____
Jenni DeRuosi, Senior Deputy City Attorney

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO AMENDING THE "TRANSPARENCY IN CITY GOVERNMENT ACT" TO ALLOW PAYMENT OF RETENTION AND RECRUITMENT INCENTIVES AS PREVIOUSLY AUTHORIZED BY COUNCIL; TO DISCLOSE EARNINGS THROUGH THE CALIFORNIA STATE CONTROLLER'S OFFICE; TO AUTHORIZE DEFERRED COMPENSATION CONTRIBUTIONS AND AUTHORIZE SEVERANCE PAYMENT UP TO ONE YEAR IN AT-WILL EMPLOYMENT AGREEMENTS.

WHEREAS, some City positions remain vacant due to a highly competitive job market; and

WHEREAS, fully staffing City positions best serves members of the public; and

WHEREAS, Council, in recognition of the foregoing, approved Fiscal Year 2023 Salary Resolution No. 2022-152, to include a provision permitting the payment of certain retention and recruitment incentives with approval by Council for classifications designated as hard to fill by the City Manager, City Attorney, Retirement Administrator or City Clerk; and

WHEREAS, the Transparency in City Government Act (the Act) needs to be amended to allow for the authorized retention and recruitment incentives, deferred compensation contributions if allowed in the City's Salary Resolution; and

WHEREAS, the payment of severance pay not to exceed one year base pay and City contribution of health care and benefits during that period will aid in retention and recruitment of Unit 2, Non-represented Management and Confidential classes who have at-will employment agreements; and

Date Adopted:

Date Approved:

Effective Date:

City Attorney Approval:  _____

Resolution No. _____

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

I, TODD STERMER, 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 _____, 2022.

AYES :
NOES :
ABSENT :
ABSTAIN :

Mayor Approval: _____, 2022
Mayor Approval/No Return: _____, 2022
Mayor Veto: _____, 2022
Council Override Vote: _____, 2022

TODD STERMER, CMC
City Clerk

By: _____
Deputy Date

APPROVED AS TO FORM:
RINA M. GONZALES
Interim City Attorney

By: _____
Jenni DeRuosi Date
Supervising Deputy City Attorney

EXHIBIT A

CITY OF FRESNO

TRANSPARENCY IN CITY GOVERNMENT ACT



Amended November 17, 2022

The following policies are enacted to help improve and enhance transparency in City of Fresno government operations by providing disclosure of City employees and elected officials compensation. This Act shall supersede any provisions of the Fresno Municipal Code, resolutions, or employment contracts that are inconsistent, except for provisions of any approved Memorandum of Understanding with a City bargaining unit.

ARTICLE I DEFINITIONS

Base Salary

The base salary is the defined salary of an elected or public official as set forth in either the annually approved City salary resolution or by a negotiated contract between the City and a public official.

Benchmark or Peer Cities

Benchmark or peer cities represent those cities in California that are comparable population wise and demographically to Fresno.

Bonus

Compensation paid to employees in the form of cash that are in addition to base salary but not covered by another form of Council authorized compensation (e.g., authorized pays such as car allowance, premium pay, leave cash out, City funded deferred compensation contributions, recruitment and/or retention incentives).

City Charter Officials

Certain City officials are identified in the City's Charter including the Mayor, Council members, the City Manager, City Attorney, City Clerk and City Controller/Treasurer.

Consultant Services

Consultant services are professional services provided by individuals or entities who are not employed by the City of Fresno.

Evergreen Provision

A contract provision that automatically renews the length of the agreement after a predetermined period, unless notice for termination is given. Evergreens are often used for long-term agreements such as memberships or maintenance contracts.

Executive Employees

Executive level employees are unclassified, "at will" department head and management and confidential positions set forth in Unit 2 of the City's salary resolution.

Gross Wages

An employee's pre-tax compensation including all normal salary/hourly earnings, bonuses, overtime, deferred compensation, leave payoff/administrative leave, car allowance, and pay deferential.

Municipal Code Section 4-107 (b)

Municipal Code Section 4-107 (b) provides that except for legal services, the City Manager is authorized to contract for all services required by the City for which an appropriation has been made; provided the contract involves an expenditure of City moneys of less than or equal to fifty thousand dollars (\$50,000).

Professional Services

Professional services are infrequent, technical or unique functions provided by independent contractors or consultants whose occupation is the rendering of professional services.

Request for Proposal

A Request for Proposal (RFP) is a solicitation initiated by the City to provide a competitive process for selecting professional consultants, and establishing terms and conditions thereof.

ARTICLE II PURPOSE OF ACT

Revelations in 2010 in the City of Bell, California and recently in the City of Fresno have brought attention to the compensation of public officials. In a time of declining revenues and decreasing budgets it is important for the City to demonstrate fiscal responsibility and transparency. Salaries, benefits and pension costs represent over 80% of the costs of the City General Fund. The public has a right to know compensation levels for all City employees. It is imperative that the City of Fresno takes the lead in providing full disclosure of compensation of its employees including executive public officials and elected officials. The purpose of this Act is to create an easy to find, readily available means to view current employees and elected officials compensation levels. It is also important to compare the compensation levels of City executive and elected officials with officials from our peer cities in California.

Objectives of Act:

1. To provide annual disclosure of City of Fresno employees and elected official compensation.
2. To provide a comparative analysis of compensation levels for executive employees and elected officials in peer cities in California.
3. Adopt enabling legislation via a municipal resolution to establish necessary policies.

ARTICLE III CITY ELECTED OFFICIALS AND EMPLOYEE EARNINGS DISCLOSURE

The City of Fresno shall provide the California State Controller's Office with compensation data on an annual basis as required by California Government Code sections 53891 and 53892. An easy to find link on the City's website shall be directed to the information published on the State Controller's Office website (publicpay.ca.gov) disclosing such information, consistent with California Government Code section 12463.

ARTICLE IV CONSULTANTS DISCLOSURE

The total annual compensation paid to any consultant providing professional services for the City shall be disclosed including those consultants making less than \$50,000 per year. A report will be prepared by the City Manager detailing the following information:

1. The name of the consultant;
2. A description of the consulting services provided; and
3. A detailed account of all payments by the City to the consultant including the total paid for the fiscal year.

ARTICLE V
UNIT 2 EMPLOYMENT CONTRACTS, BONUS, SALARY INCREASES, AND SEVERANCE PAY

For all Unit 2 – Non-represented Management and Confidential Classes officials and employees, no additional cash compensation in addition to base salary shall be paid unless authorized in the City’s salary resolution (i.e., if it is not covered by another form of Council authorized compensation it is an unauthorized cash bonus). Unless specifically authorized by Council, all Unit 2 – Non-represented Management and Confidential Classes officials and employees shall only receive base salary increases in their current classifications to be effective no earlier than 30 days prior to the date of submission to the Personnel Services Department of a completed employee action form (EAF) (i.e., retroactive raises shall be for no more than 30 days and shall only be granted due to delays in processing times of the employee action form. No increases authorized herein shall be submitted to the Personnel Services Department for processing until a written performance evaluation of the official or employee has been completed.

For all Unit 2 – Non-represented Management and Confidential Classes officials and employees, the appointing authority may authorize an employment contract with the official or employee. Unless specifically authorized by the Council, for any such employment contract to be valid and enforceable, the following conditions shall be required:

1. The contract shall be executed by the appointing authority and the employee, and approved by the City Attorney as to form;
2. A copy of the fully executed contract, including any amendments, shall be provided to the City Clerk, who shall make the contract available for inspection on the City’s website;
3. The contract may provide for the payment of deferred compensation as authorized in the City’s salary resolution;
4. The contract may provide for severance pay, not to exceed one year base pay, plus the City’s contribution of health care benefits during that time, starting from the last day of service; health care benefits shall not be authorized for a time period that exceeds the stated severance term;
5. Severance pay shall not be authorized in the event of the employee’s voluntary separation from service, retirement, or termination for cause, including but not limited to criminal conviction, misfeasance, or malfeasance in office; except when the City Manager determines that it is in the City’s best interest to pay up to three (3) months severance for the good of the service.
6. Any existing applicable employment contracts shall be revised to conform to these provisions.

ARTICLE VI
BENCHMARK CITIES EXECUTIVE EMPLOYEE COMPENSATION MATRIX

The compensation of executive employees for the 10 California benchmark cities shall be presented in a side-by side comparison matrix. The following executive positions shall be included in the peer city comparison: City Manager; Assistant City Manager; City Attorney; City Clerk; City Controller/Treasurer; Police Chief and Fire Chief. This matrix will detail comparable executive city positions showing the compensation levels. Compensation displayed will include base salaries and, when information is available, other types of compensation (e.g. performance bonuses). Because of the inherent difficulty in obtaining data on any additional compensation it may be difficult to disclose full compensation figures for defined executive positions from other peer cities.

If any future comparisons of any other employee classification become necessary, they shall use the same 10 California benchmark cities. This matrix shall be updated every year to reflect current population statistics and compensation levels. Please see **Exhibit 'A'** for sample matrix (attached hereto and incorporated by reference).

**ARTICLE VII
CALIFORNIA 10 LARGEST CITIES ELECTED
OFFICIALS COMPENSATION MATRIX**

The compensation for elected officials of the 10 largest cities in California shall be presented in a side-by-side comparison matrix. The matrix will detail comparable elected officials' compensation levels. This matrix display shall be updated every calendar year to reflect current population statistics and compensation levels. Please see **Exhibit 'B'** for sample matrix (attached hereto and incorporated by reference).

**ARTICLE VIII
EXTENDED NOTICE FOR CONTRACTS
WITH CONTINUOUS ("EVERGREEN") PROVISIONS**

The City Council shall be provided seven business days prior notice of the effective date of any employee contract containing an evergreen provision automatically increasing compensation for any employee earning a base salary of \$100,000 per year or more unless the increase is consistent with increases for other unclassified employees.

**ARTICLE IX
TRANSPARENCY**

Since the inception of this Act, there have been changes to State law that require the City to submit compensation for all City employees to the State Controller's office. This information is readily available at publicpay.ca.gov.

**ARTICLE X
EFFECTIVE DATE**

This resolution shall take effect upon its adoption.

Attachments: Exhibits A and B

EXHIBIT 'A'
CALIFORNIA BENCHMARK CITIES COMPARATIVE EXECUTIVE COMPENSATION
SURVEY CONDUCTED JULY, 2010

CITY MANAGER	
Agency	Base Salary
Fresno	\$189,000
Anaheim	\$261,891
Bakersfield	\$222,157
Long Beach	\$235,000
Oakland	\$238,334
Riverside	\$275,000
Sacramento	\$215,000
San Diego	\$250,860
San Jose	\$250,000
Santa Ana	\$245,772
Stockton	\$200,000

Average Salary | \$238,301

ASSISTANT CITY MANAGER	
Agency	Base Salary
Fresno	\$162,804
Anaheim	\$238,685
Bakersfield	\$175,312
Long Beach	\$217,499
Oakland	\$216,667
Riverside	\$196,104
Sacramento	Not Reported
San Diego	\$185,640
San Jose	\$236,550
Santa Ana	\$129,664-\$183,240
Stockton	Not reported

Average Salary | \$198,658

POLICE CHIEF	
Agency	Base Salary
Fresno	\$169,701
Anaheim	\$226,615
Bakersfield	\$172,257
Long Beach	\$219,911
Oakland	\$195,343
Riverside	\$241,020
Sacramento	\$192,459
San Diego	\$177,060
San Jose	\$221,652
Santa Ana	\$245,772
Stockton	\$174,120

Average Salary | \$203,253

POPULATION STATISTICS	
Agency	Population
Fresno	505,679
Anaheim	348,467
Bakersfield	338,952
Long Beach	492,682
Oakland	404,155
Riverside	300,430
Sacramento	463,794
San Diego	1,279,329
San Jose	948,976
Santa Ana	355,862
Stockton	322,462

- Notes: 1. Average salary excludes Stockton
 2. Average salary excludes Sacramento, Santa Ana, and Stockton
 3. Average salary based upon all 11 cities
 4. Population data based upon 2009-2010 estimates

CITY ATTORNEY	
Agency	Base Salary
Fresno	\$ 175,680
Anaheim	\$ 254,194
Bakersfield	\$ 179,628
Long Beach	\$ 235,176
Oakland	\$ 207,565
Riverside	\$ 212,844
Sacramento	\$ 188,999
San Diego	\$ 193,648
San Jose	\$ 231,599
Santa Ana	\$ 213,732
Stockton	\$ 198,708

Average Salary | \$ 208,343

CITY CLERK	
Agency	Base Salary
Fresno	
Anaheim	
Bakersfield	
Long Beach	
Oakland	
Riverside	
Sacramento	
San Diego	
San Jose	
Santa Ana	
Stockton	

Average Salary |

CITY CONTROLLER	
Agency	Base Salary
Fresno	
Anaheim	
Bakersfield	
Long Beach	
Oakland	
Riverside	
Sacramento	
San Diego	
San Jose	
Santa Ana	
Stockton	

Average Salary |

FIRE CHIEF	
Agency	Base Salary
Fresno	
Anaheim	
Bakersfield	
Long Beach	
Oakland	
Riverside	
Sacramento	
San Diego	
San Jose	
Santa Ana	
Stockton	

Average Salary |



CITY OF FRESNO

TRANSPARENCY IN CITY GOVERNMENT ACT



Amended ~~July 25, 2019~~ ~~September 29, 2022~~ ~~October 13, 2022~~ November 17, 2022

The following policies are enacted to help improve and enhance transparency in City of Fresno government operations by providing disclosure of City employees and elected officials compensation. This Act shall supersede any provisions of the Fresno Municipal Code, resolutions, or employment contracts that are inconsistent, except for provisions of any approved Memorandum of Understanding with a City bargaining unit.

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Compensation paid to employees in the form of either cash or ~~City funded deferred compensation contributions~~ that are in addition to base salary but not covered by another form of Council authorized compensation (e.g., authorized pays such as car allowance, premium pay, leave cash out, City funded deferred compensation contributions, recruitment and/or retention incentives).

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Certain City officials are identified in the City's Charter including the Mayor, Council members, the City Manager, City Attorney, City Clerk and City Controller/Treasurer.

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Executive level employees are unclassified, "at will" department head and above management and confidential positions set forth in Unit 2 of the City's salary resolution.

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An employee's pre-tax compensation including all normal salary/hourly earnings, bonuses, overtime, deferred compensation, leave payoff/administrative leave, car allowance, and pay deferential.

Municipal Code Section 4-107 (b)

Municipal Code Section 4-107 (b) provides that except for legal services, the City Manager is authorized to contract for all services required by the City for which an appropriation has been made; provided the contract involves an expenditure of City moneys of less than or equal to fifty thousand dollars (\$50,000).

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A Request for Proposal (RFP) is a solicitation initiated by the City to provide a competitive process for selecting professional consultants, and establishing terms and conditions thereof.

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Revelations in 2010 in the City of Bell, California and recently in the City of Fresno have brought attention to the compensation of public officials. In a time of declining revenues and decreasing budgets it is important for the City to demonstrate fiscal responsibility and transparency. Salaries, benefits and pension costs represent over 80% of the costs of the City General Fund. The public has a right to know compensation levels for all City employees. It is imperative that the City of Fresno takes the lead in providing full disclosure of compensation of its employees including executive public officials and elected officials. The purpose of this Act is to create an easy to find, readily available means to view current employees and elected officials compensation levels. It is also important to compare the compensation levels of City executive and elected officials with officials from our peer cities in California.

Objectives of Act:

1. To provide annual disclosure of City of Fresno employees and elected official compensation.
2. To provide a comparative analysis of compensation levels for executive employees and elected officials in peer cities in California.
3. Adopt enabling legislation via a municipal resolution to establish necessary policies.

ARTICLE III CITY ELECTED OFFICIALS AND EMPLOYEE EARNINGS DISCLOSURE

The City of Fresno shall provide the California State Controller's Office with compensation data on an annual basis as required by California Government Code sections 53891 and 53892. An easy to find link on the City's website shall ~~Such information shall be~~ directed to the information ~~be~~ published on the State Controller's Office website (publicpay.ca.gov) disclosing such information, consistent with California Government Code section 12463. It shall be the practice of the City of Fresno to provide: 1) a list of all earnings of all City employees in Gross Wages as reported on the year end W-2 form; and 2) a separate list, as provided below, of earnings from the prior calendar year of all elected officials and all Unit 2—Non-represented officials and employees. Both lists shall be in an easy to find location at the City website, and printed lists at the City Clerk's office. The list shall be updated annually to the City website as part of the Mayor's annual

~~proposed budget. The list shall be published and made available to Council at the time the Mayor's proposed budget is provided to Council, but in any event no later than June 1 of each year. The City Attorney shall timely advise the Administration and report to Council on the status of compliance with this Act.~~

~~**Review and approval of the annual employee/official compensation disclosure report(s) described in this Act by a majority vote of the Council is a pre-condition of approving the annual City budget.**~~

~~The earnings disclosure for all employees, except for the City Manager, Assistant City Manager, other Charter Officials, and department heads, will be listed by occupation/title only. It will not include individual employee names and will only list those employees who have been in the City's employment for 12 months or longer except for executive level employees. If an executive level employee has been employed for less than 12 months then the Gross Wages compensation shall computed based on earnings to date and projected for an annual figure.~~

~~A description of health and retirement benefits by bargaining unit and for non-represented employees will also be provided along with the earnings disclosure.~~

~~The reporting for all elected officials and all Unit 2 Non-represented officials and employees shall specify earnings, itemized by the following categories:~~

- ~~1. Total earnings~~
- ~~2. Base pay/salary~~
- ~~3. Overtime~~
- ~~4. Cash bonus (which are prohibited)~~
- ~~5. City funded dDeferred compensation contributions bonus (which are prohibited)~~
- ~~6. Leave payoff/cash out~~
- ~~7. Auto allowance~~
- ~~8. Premium pay~~
- ~~— Severance payid~~
- ~~— Education and/or certificate pay~~
- ~~— Recruitment and/or retention incentive pay~~
- ~~9.~~

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**ARTICLE IV
CONSULTANTS DISCLOSURE**

The total annual compensation paid to any consultant providing professional services for the City shall be disclosed including those consultants making less than \$50,000 per year. A report will be prepared by the City Manager detailing the following information:

1. The name of the consultant;
2. A description of the consulting services provided; and
3. A detailed account of all payments by the City to the consultant including the total paid for the fiscal year.

**ARTICLE V
UNIT 2 EMPLOYMENT CONTRACTS, BONUS, SALARY INCREASES, AND
SEVERANCE PAY**

For all Unit 2 – Non-represented Management and Confidential Classes officials and employees, no ~~bonus in the form of additional~~ cash compensation ~~in addition to base salary shall be paid and/or City-funded deferred compensation contributions, or any equivalent~~ unless authorized in the City's salary resolution (i.e., if it is not covered by ~~another form of Council authorized compensation it is an unauthorized cash bonus~~); ~~shall be paid, except as provided in Sections 17 and 26 of the Salary Resolution.~~ Unless specifically authorized by Council, all Unit 2 – Non-represented Management and Confidential Classes officials and employees shall only receive base salary increases ~~in their current classifications~~ to be effective no earlier than ~~30 days prior to~~ the date of submission to the Personnel Services Department of a completed employee action form (EAF) (i.e., ~~retroactive raises shall be for no more than 30 days and shall only be granted due to delays in processing times of the employee action form. there shall be no retroactive raises prior to submission, and it does not apply to new hires to the City~~), and ~~such officials or employees shall not receive base salary increases if the official or employee has provided verbal or written notice to the appointing authority of intention to separate from City employment, or if the appointing authority has provided notice to the official or employee of their involuntary separation from City service (i.e., the official or employee is to resign, retire, or be terminated). The irrevocable designated date of completion of an official or employee's (member's) participation period in the deferred retirement option program (DROP) as provided in FMC §§3-424, 3-353, and 3-566 alone shall not be considered notice of separation.~~ No increases ~~authorized herein~~ shall be submitted to the Personnel Services Department for processing until a written performance evaluation of the official or employee has been completed.

For all Unit 2 – Non-represented Management and Confidential Classes officials and employees, the appointing authority may authorize an employment contract with the official or employee. Unless specifically authorized by the Council, for any such employment contract to be valid and enforceable, the following conditions shall be required:

1. The contract shall be executed by the appointing authority and the employee, and approved by the City Attorney as to form;
2. A copy of the fully executed contract, including any amendments, shall be provided to the City Clerk, who shall make the contract available for inspection on the City's website;
3. The contract may provide ~~for the payment of deferred compensation in addition to the employee's base pay as authorized in the City's salary resolution; that the employee may accept a portion of salary/base pay in the form of deferred compensation;~~
4. The contract may provide for severance pay, not to exceed ~~one year~~ ~~six (6) months~~ base pay, plus the City's contribution of health care benefits during that time, starting from the last day of service; health care benefits shall not be authorized for a time period that exceeds the stated severance term;

5. Severance pay shall not be authorized in the event of the employee's voluntary separation from service, retirement, or termination for cause, including but not limited to criminal conviction, misfeasance, or malfeasance in office; [except when the City Manager determines that it is in the City's best interest to pay up to three \(3\) months severance for the good of the service.](#)
6. Any existing applicable employment contracts shall be revised to conform to these provisions.

**ARTICLE VI
BENCHMARK CITIES EXECUTIVE EMPLOYEE COMPENSATION MATRIX**

The compensation of executive employees for the 10 California benchmark cities shall be presented in a side-by-side comparison matrix. The following executive positions shall be included in the peer city comparison: City Manager; Assistant City Manager; City Attorney; City Clerk; City Controller/Treasurer; Police Chief and Fire Chief. This matrix will detail comparable executive city positions showing the compensation levels. Compensation displayed will include base salaries and, when information is available, other types of compensation (e.g. performance bonuses). Because of the inherent difficulty in obtaining data on any additional compensation it may be difficult to disclose full compensation figures for defined executive positions from other peer cities.

If any future comparisons of any other employee classification become necessary, they shall use the same 10 California benchmark cities.

This matrix shall be updated every year to reflect current population statistics and compensation levels. Please see [Exhibit 'A'](#) for sample matrix [\(attached hereto and incorporated by reference\)](#).

**ARTICLE VII
CALIFORNIA 10 LARGEST CITIES ELECTED
OFFICIALS COMPENSATION MATRIX**

The compensation for elected officials of the 10 largest cities in California shall be presented in a side-by-side comparison matrix. The matrix will detail comparable elected officials' compensation levels. This matrix display shall be updated every [calendar year](#) to reflect current population statistics and compensation levels. Please see [Exhibit 'B'](#) for sample matrix [\(attached hereto and incorporated by reference\)](#).

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**ARTICLE VIII
ANNUAL COMPENSATION DISCLOSURE REPORT**

~~Once a year the City Manager will make a presentation to the Council and provide a written report to the Council members outlining all of the reporting described in Articles III, IV, V, VI and VII. The written report shall be made available to Council at the time the Mayor's proposed budget is provided to Council, but in any event no later than June 1 of each year, and the presentation shall be made during the annual budget hearings.~~

**ARTICLE IXVIII
EXTENDED NOTICE FOR CONTRACTS
WITH CONTINOUS ("EVERGREEN") PROVISIONS**

The City Council shall be provided seven [business](#) days prior notice of the effective date of any employee contract containing an evergreen provision automatically increasing

compensation for any employee earning a base salary of \$100,000 per year or more unless the increase is consistent with increases for other unclassified employees.

**ARTICLE IX
TRANSPARENCY**

~~Since the inception of this Act, there have been changes to State law that require the City to submit compensation for all City employees to the State Controller's office. This information is readily available at publicpay.ca.gov, www.publicpay.ca. All information and reports described in this Act shall be available for public viewing at an easy-to-find identified link titled, "City Elected Officials and Employee Earnings Disclosure" at the City's Home Page website. Hard copies shall also be available to members of the public for viewing or pickup at the City Clerk's office during regularly scheduled business hours.~~

Field Code Changed

**ARTICLE XI
ONE-YEAR REVIEW**

~~One year from the adoption of this Amended Act, the Council shall, at a regularly scheduled meeting, review the implementation and practice of this Act and, if necessary, amend the Act to reflect required changes. The Act will continue to be effective whether or not the review takes place.~~

**ARTICLE XI
EFFECTIVE DATE**

This resolution shall take effect upon its adoption.

[Attachments: Exhibits A and B](#)

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO ADOPTING THE THIRD AMENDMENT TO RESOLUTION NO. 2022-153 ENTITLED "A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO ESTABLISHING THE NUMBER OF POSITIONS AUTHORIZED IN THE VARIOUS DEPARTMENTS AND OFFICES OF THE CITY FOR FISCAL YEAR 2023"

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

SECTION 1.

Part V, Section 1.1 of Resolution No. 2022-153 is hereby amended to read:

MAYOR AND CITY MANAGER'S OFFICE

Section 1.1 Office of the Mayor Division; City Manager Division; Office of Independent Review; and, Office of Community Affairs

	FROM	TO
Full Year	30	22
December-June	0	0
	30	22

Part V, Section 26.1 of Resolution No. 2022-153 is hereby added to read:

DEPARTMENT OF BUDGET AND MANAGEMENT STUDIES

Section 26.1 Budget Division; and, Management Studies Division

	FROM	TO
Full Year	0	0
December-June	10	10
	10	10

SECTION 2.

Upon final legislative approval, this Resolution shall become effective on November 17, 2022.

Date Adopted:

Date Approved:

Effective Date:

City Attorney Approval: 

Resolution No.

CLERK'S CERTIFICATION

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

I, TODD STERMER, 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 _____, 2022.

AYES:
NOES:
ABSENT:
ABSTAIN:

Mayor Approval: _____, 2022
Mayor Approval/No Return: _____, 2022
Mayor Veto: _____, 2022
Council Override Veto: _____, 2022

TODD STERMER, CMC
City Clerk

BY: _____
Deputy Date

APPROVED AS TO FORM:
RINA M. GONZALES
Interim City Attorney

BY: _____
Tina R. Griffin Date
Chief Assistant City Attorney

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF FRESNO, CALIFORNIA,
AMENDING ORDINANCE NO. 2022-22 OF THE FRESNO
MUNICIPAL CODE, AND ADOPTING ORDINANCE
SETTING FORTH THE COMPENSATION OF ELECTIVE
OFFICERS

WHEREAS, City of Fresno elected officials (elected officials) are ineligible to participate in the City of Fresno's Retirement System, and;

WHEREAS, the City of Fresno's Deferred Compensation is a benefit offered to all City of Fresno employees; and

WHEREAS, the Internal Revenue Code section 457(e)(3) permits each Deferred Compensation Plan to define participant eligibility; and

WHEREAS, the City of Fresno's Deferred Compensation Plan (Plan) section 2.10 specifically permits elected officials to participate in the Plan; and

WHEREAS, it is the intent of Council to allow elected officials to participate in the Plan consistent with all terms and conditions as governed by the Plan Document and the Internal Revenue Code;

THE COUNCIL OF THE CITY OF FRESNO DOES ORDAIN AS FOLLOWS:

SECTION 1. Elected officials shall be permitted, at their sole discretion, to enroll in the City of Fresno's Deferred Compensation Plan during their elected office.

SECTION 2. Participation shall be governed by all applicable terms and conditions of the Plan, and the Internal Revenue Code.

1 of 3

Date Adopted:

Date Approved

Effective Date:

City Attorney Approval:



Ordinance No.

SECTION 3. The City of Fresno shall contribute up to the following amounts annually, on behalf of any elected official participating in the Plan, subject to rules in the Plan and the Internal Revenue Code, including legal limits on total contributions:

- (a) Beginning January 1, 2023, the City shall contribute up to \$10,120 annually for each elected official participating in the Plan,
- (b) Beginning January 1, 2024, the City shall contribute up to \$11,132 annually for each elected official participating in the Plan,
- (c) Beginning January 1, 2025, the City shall contribute up to \$12, 245 annually for each elected official participating in the Plan.

SECTION 3. Participating elected officials shall refer to the Plan and their individual tax advisors regarding rules of participation and possible tax consequences. The City shall bear no liability for any tax consequences resulting from an elected official's participation in the Plan.

SECTION 4. Staff shall propose to the Deferred Compensation Board, for its consideration, any amendments to the Plan necessary to effectuate this Ordinance.

SECTION 5. Any elected official who is also a member of the City of Fresno Employee Retirement System or the City of Fresno Fire and Police Retirement System and drawing retirement benefits from either system during their elected term, is ineligible for participation in the Plan and ineligible for the benefits described herein.

SECTION 6. This Ordinance shall become effective and in full force and effect at 12:01 on the thirty-first day after its final passage.

* * * * *

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

I, TODD STERMER, City Clerk of the City of Fresno, certify that the foregoing ordinance was adopted by the Council of the City of Fresno, at a regular meeting held on the _____ day of _____ 2022.

AYES :
NOES :
ABSENT :
ABSTAIN :

Mayor Approval: _____, 2022
Mayor Approval/No Return: _____, 2022
Mayor Veto: _____, 2022
Council Override Vote: _____, 2022

TODD STERMER, CMC
City Clerk

By: _____
Deputy Date

APPROVED AS TO FORM:
RINA M. GONZALES
Interim City Attorney

By: _____
Jenni DeRuosi Date
Supervising Deputy City Attorney

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF FRESNO, CALIFORNIA, AMENDING ORDINANCE NO. 2004-88 OF THE FRESNO MUNICIPAL CODE AND RESTATEMENT OF ORDINANCES NO. 2004-88, 2006-14, AND 2017-10, RELATING TO CRITERIA ON THE USE OF PUBLIC RESOURCES AND REIMBURSEMENT OF EXPENSES FOR THE MAYOR AND COUNCILMEMBERS.

WHEREAS, the Mayor and Councilmembers incur expenses for meals, travel, lodging, and other necessary expenses in the performance of their official duties; and

WHEREAS, September 21, 2004, the Council of the City of Fresno (the "Council") established the criteria on the use of public resources and reimbursement of expenses for the Mayor and Councilmembers, by adopting Ordinance No. 2004-88, and the Council has amended the criteria on the use of public resources and reimbursement of expenses for the Mayor and Councilmembers by Ordinances No. 2006-14 and 2017-10; and

WHEREAS, Exhibit A to Ordinance No. 2004-88 establishing the amount for reimbursement of expenses needs to be updated to meet the changing economic circumstances; and


WHEREAS, as of January 1, 2012, Assembly Bill 1344 (AB 1344), applicable to charter law cities, permits increases in level of compensation for local agency executives by implementing ordinance in accordance with the Brown Act (California Government Code Section 54950 et seq.) process and as authorized by Charter; and

1 of 8

Date Adopted:

Date Approved

Effective Date:

City Attorney Approval:  _____

Ordinance No.

WHEREAS, local agency executives, defined by California Government Code Section 3511.1, include any person employed by a local agency who is not subject to the Meyers-Milias-Brown Act, and the person is either an executive officer, a deputy chief executive officer, or an assistant chief executive officer of the local agency; or the person is the head of a department of a local agency; or the person's position within the local agency is held by an employment contract between the local agency and that person; and;

WHEREAS, elected Charter officials have primary responsibility for the conduct of the City's governmental affairs as local agency executives as defined by California Government Code Section 3511.1, federal and common law; and

WHEREAS, compensation is defined by California Government Code Section 3511.1 as annual salary, stipend, or bonus, paid by a local agency employer to a local agency executive; and

WHEREAS, as of January 1, 2017, Senate Bill 1436 (AB 1436) requires an oral report of a summary of the recommendation for a final action on executive officers' salaries, salary schedules or compensation paid in the form of fringe benefits; and

WHEREAS, by this ordinance, Exhibit A to Ordinance No. 2004-88 shall be amended to increase the monthly stipend for vehicle and general and miscellaneous expense allowances for all elected officials;

WHEREAS, pursuant to Charter Section 308, compensation of an elective officer fixed by ordinance shall not be increased or decreased during the elective officer's term of office; and

WHEREAS, this ordinance restates Ordinances No. 2004-88, 2006-14, and 2017-10 in their entirety and reflects the amended increase of the monthly stipends in Exhibit A.

THE COUNCIL OF THE CITY OF FRESNO DOES ORDAIN AS FOLLOWS:

SECTION 1. AUTHORIZED EXPENSES.

City funds, equipment, supplies (including letterhead), titles, and staff time may only be used for authorized City business. The following types of expenses constitute authorized expenses as long as other requirements of this ordinance are met.

- (a) Communicating with representatives of local, regional, state, and national government on City adopted policy positions.
- (b) Attending educational seminars designed to improve the City elected officer's skill and information levels relating to his or her public office functions.
- (c) Participating in local, regional, state, and national organizations whose activities affect the City's interests.
- (d) Recognizing service to the City (for example, thanking a longtime employee with a retirement gift or celebration of nominal value and cost).
- (e) Attending City events.

- (f) Implementing a City approved strategy for attracting or retaining businesses to the City, which will typically involve at least one staff member.
- (g) Meetings such as those listed above that meet the requirements for car and travel allowance.
- (h) Expenses for meals of third parties necessary for the performance of official duties.

SECTION 2. UNAUTHORIZED EXPENSES.

The City will not reimburse the Mayor or Councilmembers for personal expenses.

Personal expenses include, but are not limited to, the following:

- (a) The personal portion of any trip.
- (b) Political or charitable contributions or events.
- (c) Family expenses including spouse's expenses when accompanying the Mayor or Councilmember on City-related business as well as child(ren) or pet related expenses.
- (d) Entertainment expenses, including theater, movies (either in-room or at the theater), sporting events (including gym, massage and/or golf related expenses) or other cultural events.
- (e) Non-mileage personal automobile expenses including repairs, traffic citations, insurance, or gasoline.
- (f) Personal losses incurred while on City business.

- (g) All other expenses not associated with carrying out official City business.

SECTION 3. EXPENSES THAT REQUIRE COUNCIL APPROVAL.

The Mayor or Councilmember shall submit a request for Council approval of expenses that are not covered by this ordinance before the expenses are incurred. A request may be approved by Council if findings support a public purpose related to City Business.

SECTION 3.5 REPORT TO COUNCIL. Councilmembers shall provide brief reports on meetings attended at public expense at the next regular meeting of Council.

SECTION 4. OUT OF TOWN TRAVEL REIMBURSEMENT.

The Mayor and Councilmembers are entitled to receive reimbursement for traveling and other necessary expenses when on official duty in accordance with Exhibit A which is attached and incorporated herein.

SECTION 4.5. REIMBURSEMENT FROM THE REDEVELOPMENT AGENCY.

Councilmembers may receive reimbursement from the Redevelopment Agency of the City of Fresno (Agency) for expenses incurred while acting in their official capacity as Agency Board Members consistent with the Agency's written policy.

SECTION 5. MONTHLY ALLOWANCE.

- (a) The Mayor and Councilmembers are entitled to a monthly car and travel allowance in accordance with Exhibit A which is attached.

- (b) The Mayor and Councilmembers are entitled to a monthly general and miscellaneous expense allowance in accordance with Exhibit A which is attached.

SECTION 6. AUDITS OF EXPENSE REPORTS.

All expenses are subject to verification of compliance with this ordinance.

SECTION 7. COMPLIANCE WITH LAWS.

Some expenditures may be subject to reporting and other limitations under the Political Reform Act and other laws. (Gov Code §§ 8100 et seq.) All City expenditures are public records subject to disclosure under the Public Records Act. (Gov Code §§ 6250 et seq.)

SECTION 8. VIOLATION OF THIS ORDINANCE.

Use of public resources or falsifying expense reports in violation of this ordinance may result in any or all of the following:

- (a) Loss of reimbursement privileges.
- (b) A demand for restitution to the City.
- (c) The City reporting the expenses as income to the elected official to state and federal tax authorities.
- (d) Prosecution for misuse of public resources.

SECTION 9. Ordinances No. 2004-88, 2006-14, 2017-10, and all previously enacted resolutions and ordinances in conflict with the subject matter addressed in this ordinance are hereby repealed.

SECTION 10. This ordinance shall become effective in full force and effect at 12:01 a.m. on the thirty-first day after its final passage.

* * * * *

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

I, TODD STERMER, City Clerk of the City of Fresno, certify that the foregoing ordinance was adopted by the Council of the City of Fresno, at a regular meeting held on the _____ day of _____ 2022.

AYES :
NOES :
ABSENT :
ABSTAIN :

Mayor Approval: _____, 2022
Mayor Approval/No Return: _____, 2022
Mayor Veto: _____, 2022
Council Override Vote: _____, 2022

TODD STERMER, CMC
City Clerk

By: _____
Deputy Date

APPROVED AS TO FORM:
RINA M. GONZALES
Interim City Attorney

By: _____
Mao Lee Date
Deputy City Attorney III

Attachments:

- Exhibit A (Criteria and Policies for Reimbursement)
- Exhibit A-1
- Exhibit A-2

EXHIBIT A

The following criteria and policies shall be utilized in regulating the reimbursement to the Mayor and Councilmembers for expenses incurred on City business. References to specific provisions of the Administrative Order shall include its amendments.

I. OUT-OF-TOWN TRAVEL REIMBURSEMENT

- A. Criteria.** The Mayor and Councilmembers are entitled to receive reimbursement for traveling and other necessary expenses when on official duty. Reimbursement is effected in accordance with the following criteria.
1. **Meals.** The Mayor and Councilmembers shall be reimbursed for meals pursuant to the provisions of Administrative Order 1-4 applicable to City employees.
 2. **Lodging.** The Mayor and Councilmembers shall be reimbursed for lodging pursuant to the provisions of Administrative Order 1-4 applicable to City employees.
 3. **Taxi, Limousine and Bus Fares.** The Mayor and Councilmember shall be reimbursed for taxi, limousine and bus fares pursuant to the provisions of Administrative Order 1-4 applicable to City employees.
 4. **Tips, Gratuities and Service Fees.** The Mayor and Councilmembers shall be reimbursed for tips, gratuities and service fees pursuant to the provisions of administrative Order 1-4 applicable to City employees.
 5. **Registration Fees.** The Mayor and Councilmembers shall be reimbursed for registration fees pursuant to the provisions of Administrative Order 1-4 applicable to City employees.
 6. **Communications.** The Mayor and Councilmembers shall be reimbursed for communications pursuant to the provisions of Administrative Order 1-4 applicable to City employees.
 7. **Parking, Garage and Toll Charges.** The Mayor and Councilmembers shall be reimbursed for parking, garage and toll charges pursuant to the provisions of Administrative Order 1-4 applicable to City employees.
 8. **Laundry and Dry Cleaning.** The Mayor and Councilmembers shall be reimbursed for laundry and dry cleaning pursuant to the provisions of Administrative Order 1-4 applicable to City employees.
 9. **Other.** The Mayor and Councilmembers shall be reimbursed for other expenses pursuant to the provisions of Administrative Order 1-4 applicable to City employees.

If the Mayor or a Councilmember stays with a friend or a relative while attending a professional conference or other out-of-town meeting, which has a host hotel with stated rates, the Mayor or

Councilmember may be reimbursed for taking their host to dinner in lieu of lodging cost. The total amount to be reimbursed may not exceed one night's lodging, at the stated hotel rate, per trip. A copy of the conference brochure or page stating the host hotel's rate must be attached to the expense report with a receipt for dinner expenses.

- B. Documentation.** A claim for reimbursement must be submitted on Form 57, "Travel Advance and Expense Reimbursement Request" attached hereto as Exhibit A-1.

II. CAR AND TRAVEL ALLOWANCE

- A. Authorized Expenses.** The Mayor and Councilmembers may be reimbursed for mileage, parking, car rental, and related transportation expenses incurred in traveling to and from Council meetings or other official business in the Fresno Metropolitan Area (that area within a 50-mile radius of Fresno City Hall). Such authorized expenses are reimbursable in addition to but not in duplication of those described under "Out-of-Town Travel Reimbursement" above. Travel outside a 50-mile radius shall be reimbursed in the same amount as provided in Administrative Order 2-2 for employees receiving Category 2 vehicle allowance.
- B. Monthly Allowance.** A monthly allowance of up to \$500 for the Mayor and \$450 for Councilmembers may be claimed. The Mayor and Councilmembers may either elect to take the allowance as a flat monthly stipend, which may be taxed as ordinary income, or to submit a monthly mileage log and claim for reimbursement of expenses actually incurred, not to exceed \$500 for the Mayor and \$450 for Councilmembers, on the "Mayor/Councilmembers Monthly Expense Reimbursement Form" attached hereto as Exhibit A-2. The Mayor or Councilmember may change their election upon thirty days' notice to the Finance Department. The Mayor and Councilmembers are also cautioned that to the extent allowance payments are not supported by receipts or mileage logs acceptable to the IRS, such payments will be taxed as ordinary income. It is recommended that each official obtain their own tax advice from a qualified tax professional.

III. GENERAL AND MISCELLANEOUS EXPENSE ALLOWANCE

- A. Authorized Expenses.** Necessary expenses incurred by the Mayor and Councilmembers which are solely for the benefit of the City that are incurred when on official duty.
- B. Monthly Allowance.** The Mayor may be reimbursed up to \$850 per month. The Council President is authorized up to \$843.75 per month, and all other Councilmembers are authorized up to \$750 per month each. Such authorized reimbursements are in addition to those expenses described under "Out-of-Town Travel Reimbursement", and "Car and Travel Allowance", above. The Mayor and Councilmembers may either elect to take the allowance as a flat monthly stipend, which may be taxed as ordinary income, or to submit receipts and a claim for reimbursement of expenses actually incurred, not to exceed the amounts set forth above, on the "Mayor/Councilmembers Monthly Expense Reimbursement Form" attached hereto as Exhibit A-2. The Mayor or Councilmember may change their election upon thirty days' notice to the Finance Department. The

Mayor and Councilmembers are cautioned that to the extent allowance payments are not supported by receipts or mileage logs acceptable to the IRS, such payments may be taxed as ordinary income. It is recommended that each official obtain their own tax advice from a qualified tax professional.

C. Expenses Covered.

1. Meal expenses. No per-meal limitation, (per diem or actual cost option as set forth in Administrative Order 1-4, Expenses on City Business).
2. Postage, only as supported by receipts.
3. Telephone, Communications, only as supported by receipts.
4. Publications, only as supported by receipts.
5. Other incidental expenses, only as supported by receipts.

IV. NON-REIMBURSABLE EXPENSES

Reimbursement will not be allowed for expenses not associated with carrying out official City business. For example, expenses associated with the use of a personal computer to compile lists of constituents, record the results of public opinion research, etc., would likely be reimbursable as expenses incident to the Mayor's or Councilmember's official function. By analogy, expenses associated with the use of personal computers by the Mayor or a Councilmember in their campaign endeavors (e.g., preparing precinct list, voter polls, etc.) would be classified personal, non-reimbursable expenses, i.e., those not associated with carrying out official City Business

TY:sz[30485(A)sz/ty] 7/2704

Form 57 - Travel Advance and Expense Reimbursement Request



Name, Title, Department/Division		Date: _____										
Destination (From, To)		<input type="checkbox"/> Travel Advance Expense <input type="checkbox"/> Reimbursement										
Purpose of Expense												
		Totals										
Type (Air, Auto)												
*Fare												\$ 0.00
Taxi, Bus												\$ 0.00
Parking												\$ 0.00
**Mileage \$ 0.00												\$ 0.00
*Registration												\$ 0.00
*Lodging												\$ 0.00
Breakfast												\$ 0.00
Lunch												\$ 0.00
Dinner												\$ 0.00
Telephone												\$ 0.00
Postage												\$ 0.00
Stipend: Cell Phone												\$ 0.00
Stipend: Internet Svc.												\$ 0.00
Other*												\$ 0.00
Total Expenses		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
*Explain fully with receipts.		<div style="display: flex; justify-content: space-between;"> <div> <p>Odometer Readings</p> <p>End _____</p> <p>Start _____</p> <p>Less Personal _____</p> <p>Total Miles Driven <u>0.0</u></p> </div> <div> <p>Dates _____</p> </div> <div> <p>**Mileage Private Auto</p> <p>0.0 Total Miles</p> <p>x _____ ¢ Per Mile</p> <p>\$ 0.00 Mileage Cost</p> </div> </div>										
Other Explanation:		<p>Summary</p> <p>Travel _____ \$ 0.00</p> <p>Lodging _____ \$ 0.00</p> <p>Meals _____ \$ 0.00</p> <p>Registration (conference fees and costs) _____ \$ 0.00</p> <p>Miscellaneous _____ \$ 0.00</p> <p>Total Expenses \$ 0.00</p> <p>Less: Cash Advance (Check No. _____) _____ \$ 0.00</p> <p>Less: Amount Paid by Credit Card _____ \$ 0.00</p> <p>Total Reimbursable Expense \$ 0.00</p>										
Employee Stipend: \$1 per day for official City of Fresno business usage on my personal cell phone, and \$1 per day for official City of Fresno business usage of home internet service. This stipend is for remotely working during COVID-19 Shelter-In-Place.												
I certify that the foregoing statement is a correct statement of expenses incurred by me on official City business.		<p>Approval:</p> <p>_____ Department Director</p> <p>_____ Chief Administrative Officer</p> <p>_____ Controller</p> <p>_____ Council</p>										
Signature (Claimant) _____ Date _____												

MAYOR/COUNCILMEMBERS MONTHLY EXPENSE REIMBURSEMENTS FORM

Name _____

Month of: _____

Date																			Total
Breakfast																			
Lunch																			
Dinner																			
Postage																			
Telephone																			
Publications																			
Selective Service																			
Other**																			
Total Expenses (MAXIMUM: Councilmembers \$750; Council President \$843.75; Mayor \$850)																			
Transportation Reimbursement (MAXIMUM: Councilmembers \$450; Mayor \$500)																			
GRAND TOTAL																			
Account 55802 \$																			
Account 52901 \$																			
\$																			

**Explanation: _____

I certify that the foregoing is a correct statement of expenses incurred by me on official business.

Signature _____
 Print Name _____

Date _____