

**Side Letter of Agreement
Between
City of Fresno and City of Fresno Professional Employees Association**

**Third Party Plan Check Review and Contracting of Plan Check Permitting and
Planning Work**

This Side Letter of Agreement (“Agreement”) is entered into by and between the City of Fresno (“City”) and the City of Fresno Professional Employees Association (“Association”), representing Unit 13-1, Exempt Supervisory and Professional Employees, and sets forth the full and entire understanding of the parties regarding “Third Party Plan Review” and the contracting of “Plan Check Permitting and Planning” work in the Development & Resource Management (“DARM”) Department.

The parties agree the passage of the Money Back Guarantee/Business Streamlining Act (City Council Ordinance No. 2019-003, effective 3/22/19)(“the Act”) will create additional workload issues that impact current staffing. In order to work towards resolution of the workload/timeline issues, the parties agree to the following:

1. The Association agrees it will not object to the creation of a Third Party Plan Check Review program for DARM clients with a commitment from the City that the Third Party Plan Check Review program will not result in the reduction of employees in Unit 13-1 who work on Plan Check Reviews. The Third Party Plan Check Review program would allow a client to select a firm pre-qualified by the City, negotiate fees and timelines directly with the firm, and return a complete set plan of documents to the City so that it may issue building permits.
2. The Association further agrees DARM may contract out work on Plan Check Permitting and Planning with a commitment from the City that such contract work will not result in the reduction of employees in Unit 13-1 who are involved in Plan Check Permitting and Planning.
3. Before any reduction in Unit 13-1 represented positions in DARM working on Plan Reviews and Plan Check Permitting and Planning occurs, the City will phase out the Third Party Plan Check Review program and the contracting out of work on Plan Check Permitting and Planning.
4. The parties agree to meet every six months to discuss workload and any use of Third Party Plan Check Reviews and any contract work for Plan Check Permitting and Planning.

This Agreement shall be effective on _____, and shall expire on June 21, 2020, unless the parties mutually agree to extend this Agreement in writing.

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FOR THE CITY OF FRESNO
PROFESSIONAL EMPLOYEES
ASSOCIATION

FOR THE CITY OF FRESNO:

JESSE GONZALEZ
President

KENNETH G. PHILLIPS
Labor Relations Manager

Date: _____

APPROVED AS TO FORM
CITY ATTORNEY'S OFFICE

BY: 
Assistant City Attorney