

Regular Council Meeting

March 30, 2023

FRESNO CITY COUNCIL



Supplement Packet

ITEM(S)

1-Q (ID 23-519)

Actions pertaining to amendments to resolutions related to classification title for the Airports Property Specialist, classification and compensation for Payroll Accountants and Deputy City Manager and modifying Certificate Pay for Unit 2 employees.

1. ***RESOLUTION - Adopt the 12th Amendment to the FY 2023 Salary Resolution No. 2022-152, amending Exhibit 3, Unit 3, Non-Supervisory White Collar (FCEA) by retitling Airports Property Specialist I and Airports Property Specialist II to Property Specialist I and Property Specialist II, amending Exhibit 2, Non-Represented Management and Confidential, Increasing the top of Range E20 from \$7,596 to \$10,364, assigning Deputy City Manager from Range E6 to E5 and amending Section 14 Certificate Pay to Professional Certificate and License Pay and modifying the language to change the compensation rate and expand the benefit to include additional licenses and certifications as approved by the City Manager, effective March 27, 2023. (Subject to Mayor's Veto)

Contents of Supplement:

- Resolution: Twelfth Amendment to FY23 Salary Resolution No. 2022-152
- Salary Tables: Twelfth Amendment to FY23 Salary Resolution No. 2022-152 – Redline
- Salary Tables: Twelfth Amendment to FY23 Salary Resolution No. 2022-152 – Final
- Salary Resolution FY23 Section 14 – Redline
- Salary Resolution FY23 Section 14 - Final

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

REPORT TO THE CITY COUNCIL

FROM: TJ MILLER, Interim Director
Personnel Services Department

BY: VANESSA PERALES, Human Resources Manager
Personnel Services Department

SUBJECT

.. Title

Actions pertaining to amendments to resolutions related to classification title for the Airports Property Specialist, classification and compensation for Payroll Accountants and Deputy City Manager and modifying Certificate Pay for Unit 2 employees.

1. ***RESOLUTION – Adopt the 12th Amendment to the FY 2023 Salary Resolution No. 2022-152, amending Exhibit 3, Unit 3, Non-Supervisory White Collar (FCEA) by retitling Airports Property Specialist I and Airports Property Specialist II to Property Specialist I and Property Specialist II; amending Exhibit 2, Non-Represented Management and Confidential; Increasing the top of Range E20 from \$7,596 to \$10,364; assigning Deputy City Manager from Range E6 (\$8558-\$13,181) to E5 (\$9588-\$14,806); and amending Section 14 Certificate Pay to Professional Certificate and License Pay and modifying the language to change the compensation rate and expand the benefit to include additional licenses and certifications as approved by the City Manager, City Attorney, Retirement Administrator, or their designees, retroactively effective March 27, 2023. (Subject to Mayor's Veto)

RECOMMENDATION

It is recommended that Council approve the Twelfth Amendment to the FY 2023 Salary Resolution No. 2022-152 in Exhibit 3, to change the title of Airports Property Specialist I/II to Property Specialist I/II, Exhibit 2, Unit 2, Non-Represented Management and Confidential Classes; to increase the top of the E20 maximum salary range from \$7,596 to \$10,364 per month for the Payroll Accountant; reassign Deputy City Manager from range E6 (\$8558-\$13,181) to E5 (\$9588-\$14,806); and to amend Section 14 Certificate Pay to Professional Certificate and License Pay, and modify the compensation rate and expand the benefit of Section 14 to include additional licenses and certifications as approved by the City Manager, City Attorney, Retirement Administrator, or their designees, retroactively effective March 27, 2023.

EXECUTIVE SUMMARY

In Exhibit 3, the current classifications of Airports Property Specialist I and Airports Property Specialist II do not reflect the recently negotiated and updated content in the job specifications. The City met and conferred with FCEA to update the job specification and agreed to the title change contingent upon Council approval. The new title appropriately reflects the Classification and the City's ability to staff the Classification beyond Airports and to use Citywide.

The E20 Executive Pay Range was added to Exhibit 2, Unit 2, Non-Represented Management and Confidential Classes, in 2019. When the E20 Executive Pay Range of \$5,705 to \$7,596 per month was developed, it was originally set to reflect a salary relationship with Senior Accountant. The Payroll Accountant classification is challenging to fill as a result of the increasing complexities, magnified

consequence of error and a 10% increase in scope as the employee population continues to grow. The evolution of the classification justifies the need to increase the top of the range from \$7,596 to \$10,364 in order to attract and retain employees. There will not be a financial impact as the incumbents do not automatically move through the range as employees automatically move through the steps in Classified Service, and the two incumbents are not near the top of the existing range.

In Exhibit 2, Deputy City Manager is assigned to the range E6. The classification is difficult to fill and needs to be better aligned in the structure to reflect the demands of the position. By assigning Deputy City Manager to range E5, the classification will be appropriately aligned with the Assistant Director classifications.

In Section 14 Certificate Pay, by modifying the title of the section to Professional Certificate and License Pay and modifying the language to change the compensation rate and expand the benefit to change the compensation from a percent of base pay to a flat \$300 per month as approved by the City Manager, City Attorney and Retirement Administrator, and to include additional licenses and certifications; Professional Engineer License, Chartered Financial Analyst (CFA), , Financial Risk Manager (FRM), Certified Treasury Professional (CTP), and Certified Investment Manager Analyst (CIMA).

To implement these actions, it is necessary to approve the Twelfth Amendment to FY 2023 Salary Resolution No. 2022-152.

BACKGROUND

The City met and conferred with FCEA to update the job specification Airports Property Specialist I and Airports Property Specialist II to Property Specialist I and Property Specialist II to appropriately reflect the Classification and the City's ability to staff the Classification beyond Airports and to use Citywide.

The Payroll Accountant classification is challenging to fill as a result of the increasing complexities, magnified consequence of error and a 10% increase in scope as the employee population continues to grow. The evolution of the classification justifies the need to increase the top of the range in order to attract and retain employees. There will not be a financial impact as the incumbents do not automatically move through the range as employees automatically move through the steps in Classified Service, and the two incumbents are not near the top of the existing range.

The Deputy City Manager classification is difficult to fill and by assigning Deputy City Manager to range E5, the classification will be appropriately aligned with the Assistant Director classifications.

The desire to compensate professional staff for obtaining certifications and licensure to ensure professional growth development, services to the City of Fresno as well as strengthen recruitment and retention efforts.

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

Approval of the 12th Amendment to the Salary Resolution will not impact the FY23 general fund.

Attachments:

Resolution: Twelfth Amendment to FY23 Salary Resolution No. 2022-152

Salary Tables: Twelfth Amendment to FY23 Salary Resolution No. 2022-152 – Redline

Salary Tables: Twelfth Amendment to FY23 Salary Resolution No. 2022-152 – Final

Salary Resolution FY23 Section 14 – Redline

Salary Resolution FY23 Section 14 – Final

REPORT TO THE CITY COUNCIL

FROM: TJ MILLER, Interim Director
Personnel Services Department

BY: VANESSA PERALES, Human Resources Manager
Personnel Services Department

SUBJECT

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1. ***RESOLUTION – Adopt the 12th Amendment to the FY 2023 Salary Resolution No. 2022-152, amending Exhibit 3, Unit 3, Non-Supervisory White Collar (FCEA) by retitling Airports Property Specialist I and Airports Property Specialist II to Property Specialist I and Property Specialist II; amending Exhibit 2, Non-Represented Management and Confidential; ~~–~~Increasing the top of Range E20 from \$7,596 to \$10,364; ~~;~~ assigning Deputy City Manager from Range E6 ~~(~~(\$8558-\$13,181) to E5 ~~(~~(\$9588-\$14,806); and amending Section 14 Certificate Pay to Professional Certificate and License Pay and modifying the language to change the compensation rate and expand the benefit to include additional licenses and certifications as approved by the City Manager, City Attorney, Retirement Administrator, or their designees, retroactively effective March 27, 2023. (Subject to Mayor's Veto)

RECOMMENDATION

It is recommended that Council approve the Twelfth Amendment to the FY 2023 Salary Resolution No. 2022-152 in Exhibit 3, to ~~–~~change the title of Airports Property Specialist I/II to Property Specialist I/II, Exhibit 2, Unit 2, Non-Represented Management and Confidential Classes; ~~;~~ to increase the top of the E20 maximum salary range from \$7,596 to \$10,364 per month for the Payroll Accountant, ~~–~~ and; reassign Deputy City Manager from range E6 ~~(~~(\$8558-\$13,181) to E5 ~~(~~(\$9588-\$14,806); ~~;~~ and to amending ing Section 14 Certificate Pay to Professional Certificate and License Pay, and modify the compensation rate and expand the benefit of Section 14 to include additional licenses and certifications as approved by the City Manager, City Attorney, Retirement Administrator, or their designees, retroactively effective March 27, 2023.

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consequence of error and a 10% increase in scope as the employee population continues to grow. The evolution of the classification justifies the need to increase the top of the range from \$7,596 to \$10,364 in order to attract and retain employees. There will not be a financial impact as the incumbents do not automatically move through the range as employees automatically move through the steps in Classified Service, and the two incumbents are not near the top of the existing range.

In Exhibit 2, Deputy City Manager is assigned to the range E6. The classification is difficult to fill and needs to be better aligned in the structure to reflect the demands of the position. By assigning Deputy City Manager to range E5, the classification will be appropriately aligned with the Assistant Director classifications.

In Section 14 Certificate Pay, by modifying the title of the section to Professional Certificate and License Pay and modifying the language to change the compensation rate and expand the benefit to change the compensation from a percent of base pay to a flat \$300 per month as approved by the City Manager, City Attorney and Retirement Administrator, and to include additional licenses and certifications; Professional Engineer License, Chartered Financial Analyst (CFA), , Financial Risk Manager (FRM), Certified Treasury Professional (CTP), , and Certified Investment Manager Analyst (CIMA).

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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

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Attachments:

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Salary Tables: Twelfth Amendment to FY23 Salary Resolution No. 2022-152 – Redline

Salary Tables: Twelfth Amendment to FY23 Salary Resolution No. 2022-152 – Final

Salary Resolution FY23 Section 14 – Redline

Salary Resolution FY23 Section 14 – Final

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO MAKING THE TWELFTH 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 14, Certificate Pay, of the Narrative is hereby amended to retitle the Section to "Professional Certificate and License Pay"; revise subsection A to provide authority for the City Manager, City Attorney, Retirement Administrator, or their designees, to approve pay for eligible employees holding a professional certificate or license listed in subsection A and limit the pay to one certificate or license regardless of possession of more than one (1) of the professional certificates and/or licenses listed in subsection A as the certificate and/or license are not stackable; modify the pay for a Certified Public Accountant License and Certified Internal Auditor Certification from 5% of base pay to a flat rate of \$300 per month and expand the pay to eligible employees in Exhibit 2; add a flat rate pay of \$300 per month for eligible employees in Exhibit 2 who possess a Professional Engineer License; and add a flat rate pay of \$300 per month for eligible employees in Exhibit 2 who possess an Investment Management certification or designation, specifically, Chartered Financial Analyst (CFA), Financial Risk Manager (FRM), Certified Treasury Professional (CTP), and/or Certified Investment Manager Analyst (CIMA), retroactively effective March 27, 2023.

SECTION 2.

Exhibit 2, Unit 2, Non-Represented Management and Confidential Classes, is hereby amended to reassign Deputy City Manager from the E6 (\$8,558-\$13,181) to the E5 (\$9,588-\$14,806) Executive Pay Range, retroactively effective March 27, 2023.

Date Adopted:
Date Approved:
Effective Date: 3/27/2023
City Attorney Approval: 

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

SECTION 3.

Exhibit 2, Unit 2, Non-Represented Management and Confidential Classes, is hereby amended to increase the top of the E20 Executive Pay Range from a maximum of \$7,596 to \$10,364, retroactively effective March 27, 2023.

SECTION 4.

Exhibit 3, Unit 3, Non-Supervisory White Collar (FCEA), is hereby amended to retitle the classification of Airport Property Specialist I to Property Specialist I; retitle the classification of Airport Property Specialist II to Property Specialist II; and reorder said classifications alphabetically in the exhibit, retroactively effective March 27, 2023.

SECTION 5.

Exhibit 3, Unit 3, Non-Supervisory White Collar (FCEA), is hereby amended to retitle the classification of Airport Property Specialist I to Property Specialist I; retitle the classification of Airport Property Specialist II to Property Specialist II; and reorder said classifications alphabetically in the exhibit, effective June 19, 2023.

SECTION 6.

Upon final legislative approval, this Resolution shall become retroactively effective March 27, 2023.

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 _____ 2023.

AYES :
NOES :
ABSENT :
ABSTAIN :

Mayor Approval: _____, 2023
Mayor Approval/No Return: _____, 2023
Mayor Veto: _____, 2023
Council Override Vote: _____, 2023

TODD STERMER, CMC
City Clerk

By: _____
Deputy Date

APPROVED AS TO FORM:
ANDREW JANZ
City Attorney

By: _____
Mao Lee Date
Deputy City Attorney III

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

CLASS TITLE	JOB CODE	PROB PER	RANGE	Minimum		Maximum
Deputy City Manager* <u>**</u>	150140e	-	E <u>65</u>	<u>9588</u> <u>8558</u>	-	<u>14806</u> <u>13181</u>
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	-	<u>7596</u> <u>10364</u>
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.

**Effective 3/27/2023, by the Twelfth 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
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	4733	4950	5179	5431	5685
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	3104	3247	3395	3553	3716
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	175001⁴	12⁴	5068	5313	5565	5826	6108
Airports Property Specialist II	175002⁴	12⁴	5873	6153	6450	6756	7083
Associate Electrical Safety Consultant I**	230022	12	5914	6195	6493	6799	7127
Associate Electrical Safety Consultant II**	230023	12	6233	6532	6841	7170	7518
Associate Environmental & Safety Consultant I**	230003	12	5914	6195	6493	6799	7127
Associate Environmental & Safety Consultant II**	230004	12	6233	6532	6841	7170	7518
Associate Plumbing & Mechanical Consultant I**	230012	12	5914	6195	6493	6799	7127
Associate Plumbing & Mechanical Consultant II**	230013	12	6233	6532	6841	7170	7518
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	5914	6195	6493	6799	7127
Building Inspector III**	230009	12	6233	6532	6841	7170	7518

³This 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.

⁴This 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 3/27/2023, by the Tenth 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
Law Office Assistant	115021	12	4266	4474	4692	4920	5158
Network Systems Specialist**	125030	12	6583	6899	7232	7577	7945
PAR Program Specialist	410023	12	3670	3841	4020	4210	4408
Paratransit Specialist	320005	12	3909	4094	4287	4480	4690
Park Ranger I* **	410060 ⁴	12 ⁴	3510	3670	3840	4018	4205
Park Ranger II* **	410061 ⁴	12 ⁴	3840	4018	4205	4404	4612
Parking Enforcement Officer I**	710120 ⁴	12 ⁴	3049	3174	3305	3435	3581
Parking Enforcement Officer II**	710121 ⁴	12 ⁴	3314	3455	3598	3743	3911
Parking Enforcement Officer III**	710122	12	3598	3743	3911	4071	4246
Phlebotomist	410007	12	3552	3721	3893	4074	4263
Planner I**	220005 ³	6 ³	4901	5122	5367	5626	5896
Planner II**	220006 ³	12 ³	5522	5826	6109	6400	6707
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	4148	4339	4541	4752	4975
Police Support Services Clerk**	115043	12	3443	3602	3768	3943	4126
Police Support Services Technician**	115044	12	3780	3956	4139	4336	4540
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	5474	5730	6001	6291	6587
Programmer/Analyst II**	125021 ⁴	12 ⁴	5998	6282	6581	6895	7230
Programmer/Analyst III**	125022	12	6583	6899	7232	7577	7945
Programmer/Analyst IV**	125023	12	7231	7582	7950	8328	8730
Property & Evidence Technician**	145010	12	4217	4415	4622	4840	5068
<u>Property Specialist I***</u>	<u>175001⁴</u>	<u>12⁴</u>	<u>5068</u>	<u>5313</u>	<u>5565</u>	<u>5826</u>	<u>6108</u>
<u>Property Specialist II***</u>	<u>175002⁴</u>	<u>12⁴</u>	<u>5873</u>	<u>6153</u>	<u>6450</u>	<u>6756</u>	<u>7083</u>
Radio Dispatcher	120015	12	3602	3765	3922	4095	4263
Rangemaster/Armorer	410035	12	4972	5208	5455	5718	5989

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

**Effective 3/27/2023, by the Tenth Amendment to the Salary Resolution 2022-152.

***Effective 3/27/2023, by the Twelfth 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
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	4875	5099	5335	5594	5856
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	3198	3345	3497	3660	3828
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	175001⁴	12⁴	5221	5473	5732	6001	6292
Airports Property Specialist II	175002⁴	12⁴	6050	6338	6644	6959	7296
Associate Electrical Safety Consultant I**	230022	12	6092	6381	6688	7003	7341
Associate Electrical Safety Consultant II**	230023	12	6420	6728	7047	7386	7744
Associate Environmental & Safety Consultant I**	230003	12	6092	6381	6688	7003	7341
Associate Environmental & Safety Consultant II**	230004	12	6420	6728	7047	7386	7744
Associate Plumbing & Mechanical Consultant I**	230012	12	6092	6381	6688	7003	7341
Associate Plumbing & Mechanical Consultant II**	230013	12	6420	6728	7047	7386	7744
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	6092	6381	6688	7003	7341
Building Inspector III**	230009	12	6420	6728	7047	7386	7744

³This 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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*Effective 3/27/2023, by the Tenth 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
Law Office Assistant	115021	12	4394	4609	4833	5068	5313
Network Systems Specialist**	125030	12	6781	7106	7449	7805	8184
PAR Program Specialist	410023	12	3781	3957	4141	4337	4541
Paratransit Specialist	320005	12	4027	4217	4416	4615	4831
Park Ranger I* **	410060 ⁴	12 ⁴	3616	3781	3956	4139	4332
Park Ranger II* **	410061 ⁴	12 ⁴	3956	4139	4332	4537	4751
Parking Enforcement Officer I**	710120 ⁴	12 ⁴	3141	3270	3405	3539	3689
Parking Enforcement Officer II**	710121 ⁴	12 ⁴	3414	3559	3706	3856	4029
Parking Enforcement Officer III**	710122	12	3706	3856	4029	4194	4374
Phlebotomist	410007	12	3659	3833	4010	4197	4391
Planner I**	220005 ³	6 ³	5049	5276	5529	5795	6073
Planner II**	220006 ³	12 ³	5688	6001	6293	6592	6909
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	4273	4470	4678	4895	5125
Police Support Services Clerk**	115043	12	3547	3711	3882	4062	4250
Police Support Services Technician**	115044	12	3894	4075	4264	4467	4677
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	5639	5902	6182	6480	6785
Programmer/Analyst II**	125021 ⁴	12 ⁴	6178	6471	6779	7102	7447
Programmer/Analyst III**	125022	12	6781	7106	7449	7805	8184
Programmer/Analyst IV**	125023	12	7448	7810	8189	8578	8992
Property & Evidence Technician**	145010	12	4344	4548	4761	4986	5221
<u>Property Specialist I***</u>	<u>175001⁴</u>	<u>12⁴</u>	<u>5221</u>	<u>5473</u>	<u>5732</u>	<u>6001</u>	<u>6292</u>
<u>Property Specialist II***</u>	<u>175002⁴</u>	<u>12⁴</u>	<u>6050</u>	<u>6338</u>	<u>6644</u>	<u>6959</u>	<u>7296</u>
Radio Dispatcher	120015	12	3711	3878	4040	4218	4391
Rangemaster/Armorer	410035	12	5122	5365	5619	5890	6169

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.

**Effective 3/27/2023, by the Tenth Amendment to the Salary Resolution 2022-152.

Effective 3/27/2023, by the Twelfth 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	-	E5	9588	-	14806
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	-	10364
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.

**Effective 3/27/2023, by the Twelfth 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
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	4733	4950	5179	5431	5685
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	3104	3247	3395	3553	3716
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
Associate Electrical Safety Consultant I**	230022	12	5914	6195	6493	6799	7127
Associate Electrical Safety Consultant II**	230023	12	6233	6532	6841	7170	7518
Associate Environmental & Safety Consultant I**	230003	12	5914	6195	6493	6799	7127
Associate Environmental & Safety Consultant II**	230004	12	6233	6532	6841	7170	7518
Associate Plumbing & Mechanical Consultant I**	230012	12	5914	6195	6493	6799	7127
Associate Plumbing & Mechanical Consultant II**	230013	12	6233	6532	6841	7170	7518
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	5914	6195	6493	6799	7127
Building Inspector III**	230009	12	6233	6532	6841	7170	7518

³This 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.

⁴This 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 3/27/2023, by the Tenth 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
Law Office Assistant	115021	12	4266	4474	4692	4920	5158
Network Systems Specialist**	125030	12	6583	6899	7232	7577	7945
PAR Program Specialist	410023	12	3670	3841	4020	4210	4408
Paratransit Specialist	320005	12	3909	4094	4287	4480	4690
Park Ranger I* **	410060 ⁴	12 ⁴	3510	3670	3840	4018	4205
Park Ranger II* **	410061 ⁴	12 ⁴	3840	4018	4205	4404	4612
Parking Enforcement Officer I**	710120 ⁴	12 ⁴	3049	3174	3305	3435	3581
Parking Enforcement Officer II**	710121 ⁴	12 ⁴	3314	3455	3598	3743	3911
Parking Enforcement Officer III**	710122	12	3598	3743	3911	4071	4246
Phlebotomist	410007	12	3552	3721	3893	4074	4263
Planner I**	220005 ³	6 ³	4901	5122	5367	5626	5896
Planner II**	220006 ³	12 ³	5522	5826	6109	6400	6707
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	4148	4339	4541	4752	4975
Police Support Services Clerk**	115043	12	3443	3602	3768	3943	4126
Police Support Services Technician**	115044	12	3780	3956	4139	4336	4540
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	5474	5730	6001	6291	6587
Programmer/Analyst II**	125021 ⁴	12 ⁴	5998	6282	6581	6895	7230
Programmer/Analyst III**	125022	12	6583	6899	7232	7577	7945
Programmer/Analyst IV**	125023	12	7231	7582	7950	8328	8730
Property & Evidence Technician**	145010	12	4217	4415	4622	4840	5068
Property Specialist I***	175001 ⁴	12 ⁴	5068	5313	5565	5826	6108
Property Specialist II***	175002 ⁴	12 ⁴	5873	6153	6450	6756	7083
Radio Dispatcher	120015	12	3602	3765	3922	4095	4263
Rangemaster/Armorer	410035	12	4972	5208	5455	5718	5989

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**Effective 3/27/2023, by the Tenth Amendment to the Salary Resolution 2022-152.

***Effective 3/27/2023, by the Twelfth 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
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	4875	5099	5335	5594	5856
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	3198	3345	3497	3660	3828
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
Associate Electrical Safety Consultant I**	230022	12	6092	6381	6688	7003	7341
Associate Electrical Safety Consultant II**	230023	12	6420	6728	7047	7386	7744
Associate Environmental & Safety Consultant I**	230003	12	6092	6381	6688	7003	7341
Associate Environmental & Safety Consultant II**	230004	12	6420	6728	7047	7386	7744
Associate Plumbing & Mechanical Consultant I**	230012	12	6092	6381	6688	7003	7341
Associate Plumbing & Mechanical Consultant II**	230013	12	6420	6728	7047	7386	7744
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	6092	6381	6688	7003	7341
Building Inspector III**	230009	12	6420	6728	7047	7386	7744

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

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PAR Program Specialist	410023	12	3781	3957	4141	4337	4541
Paratransit Specialist	320005	12	4027	4217	4416	4615	4831
Park Ranger I* **	410060 ⁴	12 ⁴	3616	3781	3956	4139	4332
Park Ranger II* **	410061 ⁴	12 ⁴	3956	4139	4332	4537	4751
Parking Enforcement Officer I**	710120 ⁴	12 ⁴	3141	3270	3405	3539	3689
Parking Enforcement Officer II**	710121 ⁴	12 ⁴	3414	3559	3706	3856	4029
Parking Enforcement Officer III**	710122	12	3706	3856	4029	4194	4374
Phlebotomist	410007	12	3659	3833	4010	4197	4391
Planner I**	220005 ³	6 ³	5049	5276	5529	5795	6073
Planner II**	220006 ³	12 ³	5688	6001	6293	6592	6909
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	4273	4470	4678	4895	5125
Police Support Services Clerk**	115043	12	3547	3711	3882	4062	4250
Police Support Services Technician**	115044	12	3894	4075	4264	4467	4677
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	5639	5902	6182	6480	6785
Programmer/Analyst II**	125021 ⁴	12 ⁴	6178	6471	6779	7102	7447
Programmer/Analyst III**	125022	12	6781	7106	7449	7805	8184
Programmer/Analyst IV**	125023	12	7448	7810	8189	8578	8992
Property & Evidence Technician**	145010	12	4344	4548	4761	4986	5221
Property Specialist I***	175001 ⁴	12 ⁴	5221	5473	5732	6001	6292
Property Specialist II***	175002 ⁴	12 ⁴	6050	6338	6644	6959	7296
Radio Dispatcher	120015	12	3711	3878	4040	4218	4391
Rangemaster/Armorer	410035	12	5122	5365	5619	5890	6169

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SECTION 14. PROFESSIONAL CERTIFICATE AND LICENSE PAY

A. Professional Certificate and License Pay for possession of the certificates and licenses listed below may be authorized for eligible employees at the sole discretion of the City Manager, City Attorney, or Retirement Administrator, or their designees, as appropriate for the respective areas of authority.

Pay for possession of more than one (1) certificate and/or license listed below is not stackable, meaning an employee with more than one (1) of the listed certificates and/or licenses may only receive pay for one (1) certificate or license regardless of the number of certificates and/or licenses they possess.

1. Certified Public Accountant (CPA) License / Certified Internal Auditor (CIA) Certification

Each ~~employee~~ ~~Employees~~ who holds a permanent appointment to a position in Exhibit 2 ~~the classes of Controller, Principal Internal Auditor or Internal Auditor~~ who ~~has~~ ~~have~~ 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 are eligible to be paid an additional five percent (5%) of base pay~~ receive \$300 per month.

2. Professional Engineer License

Employees who hold a permanent appointment to a position in Exhibit 2 who possess a Professional Engineer license are eligible to receive \$300 per month.

3. Investment Management Certification / Designation

Employees who hold a permanent appointment to a position in Exhibit 2 who possess any of the following investment management certificates or designations are eligible to receive \$300 per month:

- a. Chartered Financial Analyst (CFA) designation
- b. Financial Risk Manager (FRM) certification
- c. Certified Treasury Professional (CTP) designation
- d. Certified Investment Manager Analyst (CIMA) certification

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 14. PROFESSIONAL CERTIFICATE AND LICENSE PAY

- A. Professional Certificate and License Pay for possession of the certificates and licenses listed below may be authorized for eligible employees at the sole discretion of the City Manager, City Attorney, or Retirement Administrator, or their designees, as appropriate for their respective areas of authority.

Pay for possession of more than one (1) certificate and/or license listed below is not stackable, meaning an employee with more than one (1) of the listed certificates and/or licenses may only receive pay for one (1) certificate or license regardless of the number of certificates and/or licenses they possess.

1. Certified Public Accountant (CPA) License / Certified Internal Auditor (CIA) Certification

Employees who hold a permanent appointment to a position in Exhibit 2 who have been licensed as a CPA by the State of California or as a CIA by the Institute of Internal Auditors are eligible to receive \$300 per month.

2. Professional Engineer License

Employees who hold a permanent appointment to a position in Exhibit 2 who possess a Professional Engineer license are eligible to receive \$300 per month.

3. Investment Management Certification / Designation

Employees who hold a permanent appointment to a position in Exhibit 2 who possess any of the following investment management certificates or designations are eligible to receive \$300 per month:

- a. Chartered Financial Analyst (CFA) designation
- b. Financial Risk Manager (FRM) certification
- c. Certified Treasury Professional (CTP) designation
- d. Certified Investment Manager Analyst (CIMA) certification

- 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.