

Regular Council Meeting

September 14, 2023

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2023 SEP 12 P 3:28

FRESNO CITY COUNCIL

CITY OF FRESNO
CITY CLERK'S OFFICE



Supplement Packet

ITEM(S)

3-B (ID 23-1153)

Actions pertaining to the creation of the Animal Center Department within the City of Fresno

Contents of Supplement: Updated Staff Report, Resolution: Creating the Animal Center Department, Resolution: 8th Amendment to Annual Appropriations Resolution No. 2023-185, Resolution: Second Amendment to the Position Authorization Resolution No. 2023-184, Resolution: Third Amendment to FY24 Salary Resolution No. 2023-183 Salary Tables: Third Amendment to FY24 Salary Resolution No. 2023-183 - Redline Salary Tables, and Third Amendment to the FY24 Salary Resolutions No. 2023-183 - 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 (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: GEORGEANNE A. WHITE, City Manager
Office of the Mayor & City Manager

ALMA G. TORRES, Deputy City Manager
Office of the Mayor & City Manager

SUBJECT

..Title

Actions pertaining to the creation of the Animal Center Department within the City of Fresno

1. ***RESOLUTION – Creating the Animal Center Department within the City of Fresno (Subject to Mayor’s Veto)
2. ***RESOLUTION - Adopting the 8th Amendment to the Annual Appropriations Resolution (AAR) No. 2023-185 reclassifying \$6,741,400 from the General City Purpose Department to the new Animal Center Department (Requires 5 Affirmative Votes) (Subject to Mayor's Veto)
3. ***RESOLUTION - Adopt the Second Amendment to the Position Authorization Resolution (PAR) No. 2023-184 adding 75 positions and transferring 2 positions from the General City Purpose Department to the Animal Center Department (Subject to Mayor's Veto)
4. ***RESOLUTION – Adopt the Third Amendment to the FY 2024 Salary Resolution No. 2023-183, amending Exhibit 3, Unit 3, Non-Supervisory White Collar (FCEA), by adding the new classification of Animal Resource Officer I, Animal Resource Officer II and Senior Animal Resource Officer and providing a monthly salary step plan range. (Subject to Mayor's Veto).

..Body

RECOMMENDATION

It is recommended that Council approve the actions pertaining to the creation of the Animal Center Department within the City of Fresno to begin the transition of the animal control functions from Fresno Humane Animal Services to internal City operations.

EXECUTIVE SUMMARY

In May of 2022 the City Council approved a 14-month agreement with Fresno Humane Animal Services (FHAS) to provide state mandated animal control through June 30, 2023. On April 26, 2023, the City received a Formal Notice of Intention Not to Extend Animal Control Services from FHAS. On June 29th, 2023, Council approved the Third Amendment to the Services Agreement extending the contract until November 30, 2023.

Adopting the 8th Amendment to Annual Appropriations Resolution will reclassify \$6,741,400 established in the FY 2024 Adopted Budget in the General City Purpose Department for animal control related services.

Adopting the Second Amendment to the Position Authorization Resolution will add 75 new positions and transfer 2 existing positions from the General City Purpose Department for a total of 77 positions.

Adopting the Third Amendment to the Salary Resolution will create the Animal Resource Officer I, Animal Resource Officer II, and Senior Animal Resource Officer classifications.

BACKGROUND

1. Creating the Animal Center Department within the City of Fresno

In May of 2022 the City Council approved a 14-month agreement with Fresno Humane Animal Services (FHAS) to provide state mandated animal control such as Licensing of dogs, vaccination requirements, animals at large, reporting of dog bites, and recordkeeping, as required by, and in accordance with the laws, regulations, ordinances and codes of the State of California and the City of Fresno. On April 26, 2023, the City received a Formal Notice of Intention Not to Extend Animal Control Services from FHAS. On June 29, 2023, Council approved the Third Amendment to the Service Agreement extending animal control services with Fresno Humane for a 5-month period and allowing additional time for the transition of the operation to the City of Fresno.

The creation of the new Animal Center Department is critical to deliver the state mandated animal control services. The staff will be focused on adhering to the safety of the public including providing no to low-cost vaccine clinics, addressing animals at large and providing resources to residents that will aid in keeping pets in their homes including low-cost spay and neuter services.

2. Adopting the 8th Amendment to the Annual Appropriations Resolution (AAR) No. 2023-185

In the FY 2024 Adopted Budget, Council approved an allocation of \$6,741,400 for animal control services in the General City Purpose Departments' General Fund. This amendment would reclassify the appropriations from the General City Purpose Department to the new Animal Center Department effective July 2, 2023. The effective date of this action will allow for proper classification of all financial transactions that have occurred since the beginning of Fiscal Year 2023. This action will not generate an impact to the General Fund.

3. Adopt the 2nd Amendment to the FY 2024 Position Authorization Resolution (PAR) No. 2023-184

The creation of the new Animal Center Department will include the transfer of 2 existing total positions from the General City Purpose Department and the addition of 75 new positions for a total of 77 positions allocated to the newly created Animal Center

Department as reflected in the attached Second Amendment to the FY 2024 Position Authorization Resolution, effective September 11, 2023. During the next few months, in establishing these existing and newly created 77 positions, meet and confer obligations shall be completed in compliance with City procedure and law.

Amending the PAR will allocate these positions to the Animal Center Department and allow for developing the organizational structure, the job classifications and respective salary ranges to continue providing mandated animal control services.

The Department will be comprised of four divisions - Administration, Animal Care Operations Division, Community Engagement Division and Veterinary Services Division. Each Division is critical for the successful delivery of services to City of Fresno residents and will operate as follows.

Administration Division – The Administration Division will be tasked with the day-to-day administrative functions that include, budget, finance, personnel management, policy and procedure development, safety and risk management, licensing, purchasing and procurement, volunteer recruitments, data analytics and transparency reporting, and grant funding opportunities.

Animal Care Operations Division – The animal center under the advisement of the UC Davis Koret Shelter Medicine program will adhere to the highest level of care for the animals in its kennels. This Division will provide intake health assessment and vaccination to ensure the health of the animal entering the center and the protection of animals in the kennels by mitigation of contagious diseases. The staff assigned to the Animal Care Operations Division will conduct daily deep cleaning of kennels, continuous removal of animal waste during the day, feeding, visual assessments and appropriate behavior and enrichment including time in play yards to ensure the mental and behavioral well-being of the animals. Staff are also responsible for the appropriate handling of animals when participating in a meet and greet, and in matching clients to the right animal.

Community Engagement Division – The success of the animal center will be highly dependent on the ability to inform and engage the community in the programs and services offered at the center. Currently, adoption is a tool that is utilized to decrease the number of animals in the facility, however, to address the root issues in the community pertaining to pet overpopulation, staff in this Division will work to provide resources and information that help keep pets in their homes and allow for pet reunification. Staff in this Division will be the first point of contact through outreach with the purpose of increasing life-saving outcomes via adoptions, fostering, rescue transfer programs and transport.

Veterinary Services Division – The shortage of Veterinary staff has proven to be one of the biggest challenges in delivering services to the Community, including participation in Trap-Neuter/Spay-Return (TNR) for community cats. Veterinary staff will be focused on the physical well-being of the animals in the center and help accelerate the mandatory

sterilization prior to adoption in addition to increasing the ability to deliver low-cost high-quality, high-volume sterilization for the community.

5. Adopt the Third Amendment to the FY 2024 Salary Resolution No. 2023-183

Amending Exhibit 3, Unit 3, Non-Supervisory White Collar (FCEA) to add the new classifications and respective salary step plan range of Animal Resource Officer I (\$3,616 - \$4,332); Animal Resource Officer II (\$3,956 - \$4,751); and Senior Animal Resource Officer (\$4,304 - \$5,170), effective September 11, 2023.

During the next few months, staff will continue to return to Council to recommend the addition of new Animal Center focused job classifications, positions, and respective salary ranges to the FY 2024 Salary Resolution consistent with providing notice to the respective bargaining units for meet and confer obligations, to approve service and material contracts and agreements, to accept grant funds, to update the Master Fee Schedule, and subsequently to update the Municipal Code to align with best practices in Animal control and welfare.

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

Creating the new Animal Center Department and adopting the 8th amendment to the AAR will reclassify \$6,741,400 established in the FY 2024 Adopted Budget from the General City Purpose Department to the new Animal Center Department.

Attachments:

Resolution: Creating the Animal Center Department

Resolution: 8th Amendment to Annual Appropriations Resolution No. 2023-185

Resolution: Second Amendment to the Position Authorization Resolution No. 2023-184

Resolution: Third Amendment to FY24 Salary Resolution No. 2023-183

Salary Tables: Third Amendment to FY24 Salary Resolution No. 2023-183 - Redline

Salary Tables: Third Amendment to the FY24 Salary Resolutions No. 2023-183 - Final

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF
FRESNO, CALIFORNIA, CREATING THE ANIMAL
SERVICES DEPARTMENT

WHEREAS, the City of Fresno (City) is required to provide animal control services, including but not limited to licensing of dogs, vaccination requirements, animals at large, reporting dog bites; and

WHEREAS, in May 2022, the City Council approved a 14-month agreement with Fresno Humane Animal Services (FHAS) to provide animal control services for the City; and

WHEREAS, in June 2023, the City Council approved a 5-month extension to the agreement with Fresno Humane which is set to expire on November 30, 2023; and

WHEREAS, before the expiration of the agreement with FHAS, the City shall create the Animal Services Department to provide animal control services with its own personnel; and

WHEREAS, the creation of the Animal Services Department is the first step which will allow staff to create new positions, begin procurement processes and transition from the use of FHAS to City personnel; and

WHEREAS, Charter Section 801 provides: "The Council shall provide by resolution not inconsistent with this Charter for the creation of departments, divisions, offices and agencies, and for their consolidation, alteration, or abolition."

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

1. Consistent with Charter Section 801, the Animal Services Department is

1 of 3

Date Adopted:

Date Approved:

Effective Date:

City Attorney Approval: 

Resolution No.

hereby created.

2. Council hereby directs the Administration to take all actions necessary to implement this Resolution, including bringing forward the necessary budgetary, position authorization, and salary resolutions to implement this Resolution.

3. This Resolution shall be effective upon final approval.

* * * * *

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
City Clerk

By: _____
Date

Deputy

APPROVED AS TO FORM:
ANDREW JANZ
City Attorney

By: _____
Brandon M. Collet Date
Supervising Deputy City Attorney

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO
ADOPTING THE 8th AMENDMENT TO THE ANNUAL
APPROPRIATION RESOLUTION NO. 2023-185
RECLASSIFYING \$6,741,400 FROM THE GENERAL CITY
PURPOSE DEPARTMENT TO THE NEW ANIMAL CENTER
DEPARTMENT

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRESNO:

THAT PART III of the Annual Appropriation Resolution No. 2023-185 be and is hereby amended as follows:

	<u>Increase/(Decrease)</u>
TO: GENERAL CITY PURPOSE DEPARTMENT General Fund	\$ (6,741,400)
TO: ANIMAL CENTER DEPARTMENT General Fund	\$ 6,741,400

THAT account titles and numbers requiring adjustment by this Resolution are as follows:

General Fund

Appropriations:

Account String: 1000-1001-1120-062-651101-11-1-0000-0000-	\$ (129,700)
1000-1001-1120-062-651102-11-1-0000-0000-	(2,100)
1000-1001-1120-062-651103-11-1-0000-0000-	(200)
1000-1001-1120-062-651104-11-1-0000-0000-	(24,000)
1000-1001-1120-062-651105-11-1-0000-0000-	(1,000)
1000-1001-1120-062-651107-11-1-0000-0000-	(16,300)
1000-1001-1120-062-651109-11-1-0000-0000-	(2,600)
1000-1001-1120-062-652901-11-1-0000-0000-	(7,200)
1000-1001-1120-062-653303-11-1-0000-0000-	(30,000)
1000-1001-1120-062-653402-11-1-0000-0000-	(6,125,800)
1000-1001-1120-062-654101-11-1-0000-0000-	(254,800)
1000-1001-1120-062-654241-11-1-0000-0000-	(1,500)
1000-1001-1120-062-655501-11-1-0000-0000-	(1,000)
1000-1001-1120-062-656112-11-1-0000-0000-	(25,000)
1000-1001-1120-062-658004-11-1-0000-0000-	(16,000)
1000-1001-1120-062-859325-11-1-0000-0000-	(9,500)
1000-1001-1120-062-859334-11-1-0000-0000-	(35,300)
1000-1001-1120-062-859335-11-1-0000-0000-	(36,600)
1000-1001-1120-062-859337-11-1-0000-0000-	(10,100)

Appropriations (continue):	<u>Increase/(Decrease)</u>
Account String: 1000-1001-1120-062-859338-11-1-0000-0000-	<u>(12,700)</u>

Total Appropriations	<u>\$ (6,741,400)</u>
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Appropriations:	
Account String: 1000-1001-2301-101-651101-23-1-0000-0000-	\$ 620,600
1000-1001-2301-101-651102-23-1-0000-0000-	9,800
1000-1001-2301-101-651103-23-1-0000-0000-	100
1000-1001-2301-101-651104-23-1-0000-0000-	90,800
1000-1001-2301-101-651105-23-1-0000-0000-	3,600
1000-1001-2301-101-651107-23-1-0000-0000-	82,500
1000-1001-2301-101-651109-23-1-0000-0000-	1,300
1000-1001-2301-101-652901-23-1-0000-0000-	8,900
1000-1001-2301-101-653303-23-1-0000-0000-	50,000
1000-1001-2301-101-653402-23-1-0000-0000-	1,100,000
1000-1001-2301-101-654101-23-1-0000-0000-	200,000
1000-1001-2301-101-655803-23-1-0000-0000-	10,000
1000-1001-2301-101-655804-23-1-0000-0000-	5,000
1000-1001-2301-101-656107-23-1-0000-0000-	10,000
1000-1001-2301-101-656110-23-1-0000-0000-	50,000
1000-1001-2301-101-859333-23-1-0000-0000-	10,000
1000-1001-2301-101-859337-23-1-0000-0000-	10,100
1000-1001-2301-101-859338-23-1-0000-0000-	<u>12,700</u>

Total Appropriations	<u>\$ 2,275,400</u>
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Appropriations:	
Account String: 1000-1001-2302-102-651101-23-1-0000-0000-	\$ 1,280,800
1000-1001-2302-102-651102-23-1-0000-0000-	20,000
1000-1001-2302-102-651104-23-1-0000-0000-	341,500
1000-1001-2302-102-651105-23-1-0000-0000-	2,000
1000-1001-2302-102-651107-23-1-0000-0000-	169,000
1000-1001-2302-102-651301-23-1-0000-0000-	25,000
1000-1001-2302-102-651401-23-1-0000-0000-	5,000
1000-1001-2302-102-653401-23-1-0000-0000-	50,000
1000-1001-2302-102-654241-23-1-0000-0000-	5,000
1000-1001-2302-102-654301-23-1-0000-0000-	70,000
1000-1001-2302-102-656101-23-1-0000-0000-	25,000
1000-1001-2302-102-656111-23-1-0000-0000-	25,000
1000-1001-2302-102-656112-23-1-0000-0000-	50,000
1000-1001-2302-102-656117-23-1-0000-0000-	50,000
1000-1001-2302-102-656122-23-1-0000-0000-	<u>25,000</u>

Total Appropriations	<u>\$ 2,143,300</u>
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	<u>Increase/(Decrease)</u>
Appropriations:	
Account String: 1000-1001-2303-103-651101-23-1-0000-0000-	\$ 882,700
1000-1001-2303-103-651102-23-1-0000-0000-	13,900
1000-1001-2303-103-651103-23-1-0000-0000-	100
1000-1001-2303-103-651104-23-1-0000-0000-	204,600
1000-1001-2303-103-651105-23-1-0000-0000-	3,100
1000-1001-2303-103-651107-23-1-0000-0000-	105,300
1000-1001-2303-103-651109-23-1-0000-0000-	1,300
1000-1001-2303-103-652901-23-1-0000-0000-	3,600
1000-1001-2303-103-651301-23-1-0000-0000-	25,000
1000-1001-2303-103-651401-23-1-0000-0000-	5,000
1000-1001-2303-103-653401-23-1-0000-0000-	10,000
1000-1001-2303-103-656101-23-1-0000-0000-	15,000
1000-1001-2303-103-656111-23-1-0000-0000-	15,000
1000-1001-2303-103-656112-23-1-0000-0000-	21,800
1000-1001-2303-103-656117-23-1-0000-0000-	20,000
1000-1001-2303-103-859325-23-1-0000-0000-	9,500
1000-1001-2303-103-859334-23-1-0000-0000-	35,300
1000-1001-2303-103-859335-23-1-0000-0000-	<u>36,600</u>
Total Appropriations	<u>\$ 1,407,800</u>

Appropriations:	
Account String: 1000-1001-2304-104-651101-23-1-0000-0000-	\$ 304,400
1000-1001-2304-104-651102-23-1-0000-0000-	4,700
1000-1001-2304-104-651104-23-1-0000-0000-	43,800
1000-1001-2304-104-651105-23-1-0000-0000-	1,700
1000-1001-2304-104-651107-23-1-0000-0000-	40,700
1000-1001-2304-104-652901-23-1-0000-0000-	2,600
1000-1001-2304-104-653304-23-1-0000-0000-	200,000
1000-1001-2304-104-653401-23-1-0000-0000-	5,000
1000-1001-2304-104-653402-23-1-0000-0000-	50,000
1000-1001-2304-104-656101-23-1-0000-0000-	10,000
1000-1001-2304-104-656114-23-1-0000-0000-	2,000
1000-1001-2304-104-656122-23-1-0000-0000-	<u>250,000</u>
Total Appropriations	<u>\$ 914,900</u>

THAT the purpose is to reclassify \$6,741,400 from the General City Purpose Department to the new Animal Center Department.

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, California, at a regular meeting thereof, held on the _____ Day of _____, 2023

AYES:
NOES:
ABSENT:
ABSTAIN:

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

TODD STERMER, CMC
City Clerk

BY: _____
Deputy

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO, CALIFORNIA ADOPTING THE SECOND AMENDMENT TO RESOLUTION NO 2023-184 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 2024"

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

SECTION 1.

Part V. Section 17.2 of Resolution No. 2023-184 is hereby amended to read:

GENERAL CITY PURPOSE DEPARTMENT
Section 17.2 Animal Control Division

	FROM	TO
FULL YEAR	2	0
	2	0

Part V. Section 28.1 of Resolution No. 2023-184 is hereby added to read:

ANIMAL CENTER DEPARTMENT
Section 28.1 Administration Division; Animal Care Operations Division; Community Engagement Division; and, Veterinary Services Division

	FROM	TO
FULL YEAR	0	0
SEPT – JUNE	0	7
OCT – JUNE	0	67
	0	74

Part VI. Section 28.1 of Resolution No. 2023-184 is hereby added to read:

ANIMAL CENTER DEPARTMENT

Section 28.1 Administration Division; Animal Care Operations Division;
Community Engagement Division; and, Veterinary Services
Division

Months Authorized	Number of Positions Authorized	Full-Time Equivalent
Oct-June	3	2.40

SECTION 2.

Upon final legislative approval, this Resolution shall become effective September 14, 2023.

* * * * *

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 _____ 2023.

AYES :
NOES :
ABSENT :
ABSTAIN :

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

TODD STERMER, CMC
City Clerk

By: _____
Deputy Date

APPROVED AS TO FORM:
ANDREW JANZ
City Attorney

By: _____
Mao Lee Date
Deputy City Attorney

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO MAKING THE THIRD AMENDMENT TO RESOLUTION NO. 2023-183 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 2024"

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

SECTION 1.

Exhibit 3, Unit 3, Non-Supervisory White Collar (FCEA), is hereby amended to add the new classifications and respective salary step plan range of Animal Resource Officer I (\$3,616 - \$4,332); Animal Resource Officer II (\$3,956 - \$4,751); and Senior Animal Resource Officer (\$4,304 - \$5,170), effective September 11, 2023.

SECTION 2.

Upon final legislative approval, this Resolution shall become effective September 11, 2023.

Date Adopted:
Date Approved:
Effective Date: 9/11/2023
City Attorney Approval: _____



Third Amendment to Salary
Resolution No. 2023-183
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 _____ 2023.

AYES :
NOES :
ABSENT :
ABSTAIN :

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

TODD STERMER
City Clerk

By: _____
Deputy Date

APPROVED AS TO FORM:
ANDREW JANZ
City Attorney

By: _____
Jennifer DeRuosi Date
Assistant City Attorney

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	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 Credentialing Technician	115080	12	3894	4075	4264	4467	4677
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
<u>Animal Resource Officer I***</u>	<u>560001</u>	<u>12⁴</u>	<u>3616</u>	<u>3781</u>	<u>3956</u>	<u>4139</u>	<u>4332</u>
<u>Animal Resource Officer II***</u>	<u>560002</u>	<u>12⁴</u>	<u>3956</u>	<u>4139</u>	<u>4332</u>	<u>4537</u>	<u>4751</u>
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

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
Real Estate Finance Specialist I	170001 ⁴	12 ⁴	4233	4431	4632	4854	5083
Real Estate Finance Specialist II	170002 ⁴	12 ⁴	5041	5279	5531	5792	6066
Recreation Specialist	520005	12	4210	4404	4611	4828	5054
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	3828	4006	4193	4386	4594
Senior Account Clerk	130003	12	3664	3830	4006	4195	4392
Senior Administrative Clerk	110003	12	3497	3660	3828	4006	4193
<u>Senior Animal Resource Officer***</u>	<u>560003</u>	<u>12</u>	<u>4304</u>	<u>4506</u>	<u>4717</u>	<u>4935</u>	<u>5170</u>
Senior Call Center Representative	115072	12	4218	4421	4634	4859	5095
Senior Commercial Building Inspector	230016	12	6420	6728	7047	7386	7744
Senior Community Revitalization Specialist	230054	12	6092	6378	6675	6998	7337
Senior Community Services Officer	410027	12	4304	4506	4717	4935	5170
Senior Crime Scene Technician	410012	12	5122	5365	5619	5890	6169
Senior Customer Services Clerk	115062	12	4188	4376	4579	4794	5019
Senior Cybersecurity Analyst	125091	12	7446	7808	8186	8576	8990
Senior Deputy City Clerk	115029 ⁴	12 ⁴	4022	4207	4406	4612	4831
Senior Engineering Technician	210007	12	5489	5749	6019	6308	6599
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	4304	4506	4717	4935	5170
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	4761	4986	5221	5465	5726
Senior Records Clerk	110101	12	3664	3833	4011	4198	4391
Senior Secretary	110051	12	4022	4207	4406	4612	4831

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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	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 Credentialing Technician	115080	12	3894	4075	4264	4467	4677
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
Animal Resource Officer I ^{***}	560001	12 ⁴	3616	3781	3956	4139	4332
Animal Resource Officer II ^{***}	560002	12 ⁴	3956	4139	4332	4537	4751
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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