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Agenda Item: ID#15-588

Date: 6/23/15

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## Supplemental Information Packet

Agenda Related Items – ID#15-588

### Contents of Supplement: Updated Final Version of the Fiscal Year 2016 Salary Resolution

#### Item(s)

RESOLUTION - Adopt the Fiscal Year 2016 Salary Resolution

#### **Supplemental Information:**

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2015 JUN 19 PM 3 20

CITY CLERK, FRESNO CA

# Fiscal Year 2016

(July 1, 2015 – June 30, 2016)

# Salary Resolution

## Personnel Services Department

Date Adopted:

Date Approved:

Effective Date: 7/1/15 

City Attorney Approval: 

Fiscal Year 2016 Salary Resolution

Resolution No.

FY16 SALARY RESOLUTION  
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RESOLUTION NO. \_\_\_\_\_

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 2016"

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; provided, however, that if any provisions 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") and currently in effect is clearly and specifically in conflict with any rule contained in this resolution, the provision in such MOU or T & C shall prevail.

SECTION 2. – SALARY STEP PLAN

The step plan of each salary range shall be applied and interpreted as follows for permanent and probationary employees appointed to permanent positions, unless modified by applicable MOU:

- 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 or his/her designee, 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. The fourth step shall be paid upon completion of one (1) year of service at the third step.
- E. The fifth step shall be paid upon completion of one (1) year of service at the fourth step.

- F. The sixth step shall be paid upon completion of one (1) year of service at the fifth step.
- G. Unless modified by applicable MOU, 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.
- H. Unless modified by applicable MOU, raises to the second, third, fourth, fifth, and sixth steps shall be automatic unless an unsatisfactory performance evaluation is made by the appointing authority. Following an unsatisfactory performance evaluation, a raise 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 or his/her designee. A raise to any step may be made at any time by the City Manager or his/her designee on recommendation of the appointing authority and the Director of Personnel Services whenever an employee exhibits unusual merit. Six (6) months of service equals 1,040 hours of service, and one (1) year of service equals 2,080 hours of service, except that where employees work a 56-hour work week, six (6) months of service equals 1,456 hours of service, and one (1) year of services equals 2,912 hours of service.
- I.
  - 1. Unless modified by applicable MOU, 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.
  - 2. 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.
- J. 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.

- K. A permanent employee, filling a position in a higher class on a temporary 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 Subsection I above.
- L. 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"), but no other employee may be adjusted to this rate, and it shall no longer be in effect after the termination of the employment in that class of the incumbent on whose behalf it is authorized.
- M. Step increases shall become effective immediately upon completion of required service. For purposes of this section, any employee who is absent without pay 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 weeks shown, and advancement to the next step shall be delayed by such number of weeks:

<u>At least</u>	<u>But less than</u>	<u>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>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.

- N. Transfer to a new classification in which no salary change occurs shall result in a new anniversary date upon which advancement to the next step shall be calculated.
- O. In lieu of a Salary Step Plan, an Executive Pay Range Plan for certain classes is set forth in Exhibit 2.
  - 1. For employees who separated from City service prior to July 1, 2015:
    - a. For purposes of calculating retirement benefits for any employee retired from one of the classes in the Executive Pay Range Plan prior to the effective date of the Executive Pay Range Plan, the highest step for the class shall be equal to the control point as established by these rules and regulations.

The D, C, B, and A steps shall be five percent (5%) below the respective preceding steps. In those classifications for which an "F" step exists, the "F" step for the class shall be equal to the control point as established by these rules and regulations. The E, D, C, B, and A steps shall be five percent (5%) below the respective preceding steps unless modified by the respective MOU.

- b. The salary for each executive employee in the E1 through E12 executive pay ranges and the salary range for each class within such ranges shall be established by the City Manager or his/her designee, except for those ranges established by an MOU.

The City Manager or his/her 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 E1 through E13 executive pay ranges and the salary range for each class within such ranges shall be established by the City Manager or his/her designee.

The City Manager or his/her designee shall promulgate such rules and regulations deemed appropriate in the implementation and administration of Section 2, Subsection (O)(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 exceed the Executive Pay Range approved by the City Council at the time of retirement.

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 his or her 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 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 (O)(2)(b) above.
- P. After any permanent employee holding a position in Exhibit 2 has completed ten (10) full working days of service in a higher class pursuant to one or more such assignments, 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 assigned to such higher class.

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

**SECTION 3. – MONTHLY 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.

**SECTION 4. – EXEMPT JOB CLASSES**

Employees in classes listed in any salary resolution or approved MOU whose job codes are marked with a small "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 PAID SICK LEAVE FOR TEMPORARY AND PART-TIME EMPLOYEES**

- A. Temporary and part-time 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.

B. Paid Sick Leave for Temporary Employees

1. Temporary employees will accumulate and be able to use paid Sick Leave in accordance with AB1522, Healthy Workplace Healthy Family Act of 2014.
2. Temporary 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 Sick Leave will be capped at forty-eight (48) hours. Sick Leave may be carried over from year to year.
3. Temporary employees will be eligible to use Sick Leave on the ninetieth (90<sup>th</sup>) day of employment.
4. Temporary employees may use up to three (3) days of sick leave or twenty-four (24) hours, whichever is greater in each fiscal year (July 1 through June 30).
5. 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).
6. Temporary employees who leave City employment and return within one (1) year from the date of separation will have Sick Leave accruals restored up to forty-eight (48) hours.

**SECTION 6. – FLEXIBLE STAFFING**

An employee holding a permanent appointment in a 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 and the department director recommends such appointment. Such appointments may be made without regard to the number of positions listed for that class in the Position Authorization Resolution of the current budget, provided that the number of employees assigned to all classes in the group is authorized in the Position Authorization Resolution of the budget.

**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.

Each 4/10 work schedule will consist of a total of 40 scheduled hours of actual work time per work week. The work week 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 work weeks. All employees working a 9/80 work schedule shall have an FLSA work week, 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 work week 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 12 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 and may elect to either take two (2) hours Vacation, Annual, Holiday, or Administrative Leave or receive two (2) hours leave without pay if on a 4/10 schedule, or one (1) hour Vacation, Annual, Holiday, or Administrative Leave or receive one (1) hour leave without pay 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 plan. 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: Employees on a 4/10 or 9/80 plan shall accumulate the same number of hours vacation per month as under a 5/8 plan. 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. – ADMINISTRATIVE LEAVE FOR EMPLOYEES IN EXHIBIT 2

Full time employees permanently appointed to positions in classes, which are included in Exhibit 2 who are not entitled to payment for, or equivalent Compensatory Time Off for overtime work (as described in Section 4.), shall be granted Administrative Leave, or as may be provided below. A balance of 60 hours shall be credited to each such employee as of 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 Administrative Leave for each full calendar month remaining in such appointment in the fiscal year. Employees in limited or provisional appointments to such positions shall receive five (5) hours of Administrative Leave for each full month of such provisional or limited appointment.

Administrative Leave not taken during the fiscal year in which it is credited shall not be added to the leave credited in the next fiscal year. Employees may request payment and be compensated for up to forty-eight (48) hours of Administrative Leave during the fiscal year in which it is credited, subject to rules established by the City Manager. Employees shall be

compensated for any Administrative Leave balance, not to exceed sixty (60) hours, upon termination from City service.

Administrative leave shall be scheduled at the convenience of the department. Approval by the City Manager or his/her designee must be obtained before an appointing authority may take such leave.

SECTION 9. – SICK LEAVE USAGE AND COMPENSATION FOR EMPLOYEES IN EXHIBIT 2

- A. Employees holding a permanent appointment in a class included in Exhibit 2 who are not participating in the Annual Leave Plan and who meet the eligibility criteria in Section 20(F), shall, upon separation from City service, if eligible for service retirement, or at a disability retirement if the employee is otherwise eligible for service retirement, be credited with the number of accumulated Sick Leave balances in excess of 240 hours at the time of retirement multiplied by 40 percent (40%) 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 Health Reimbursement Arrangement (hereafter "HRA") as set forth in Section 20(F).
- B. Family Sick Leave: Employees holding a permanent appointment in a class included in Exhibit 2, who are not participating in the Annual Leave Plan, shall be allowed to use up to 48 hours of accumulated Sick Leave per fiscal year for Family Sick Leave, and up to 20 hours of Supplemental Sick Leave in accordance with the provisions for such leave. The purpose of this benefit is to allow employees time to care for members of their immediate family or domestic partners (as defined by the FMC and California Labor Code Section 233). Family Sick Leave may be used to actually care for or arrange for the care of family members or domestic partners who are ill and cannot care for themselves, or to take family members or domestic partners to routine medical or dental appointments. Employees are encouraged to schedule routine medical and/or dental appointments outside of regular work hours when possible. Use of Family Sick Leave shall be authorized and recorded by an appointing authority or designee.
- C. For those employees not participating in the Annual Leave Plan, the first three (3) days or twenty-four (24) hours, whichever is greater, of Sick Leave used by an employee on or after July 1 of each fiscal year will be considered leave taken under AB1522, Healthy Workplace Healthy Family Act of 2014, and will not be subject to corrective and/or disciplinary action.

The first three (3) days or twenty-four (24) hours, whichever is greater, of Sick Leave on or after July 1 of each year 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).

After the employee has taken the first three (3) days of Sick Leave on or after July 1 of each year these provisions under AB1522, Healthy Workplace Healthy Family Act of 2014 will no longer be applicable.

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

#### SECTION 10. – ANNUAL LEAVE FOR EMPLOYEES IN EXHIBIT 2

- A. This section applies to eligible employees hired on and after July 1, 2000, and those hired prior to July 1, 2000, who elected to participate in Annual Leave. Eligible employees who elected not to participate in Annual Leave shall continue to accrue Sick Leave, as provided in FMC Section 3-107, and Vacation Leave, as provided in Section 13, Subsection A of this Salary Resolution and FMC Section 3-108.
- B. For employees on a forty (40) hour work schedule, the Annual Leave Plan shall be as follows:
  1. Annual Leave Accrual – Vacation Leave and Sick Leave will no longer be accumulated as provided in the FMC, but as detailed below. Except for Administrative Orders 2-20 (Sick Leave Policy)

and 2-19.1 (Attendance Policy) and any other exceptions noted herein, all other provisions of the FMC, City administrative orders, policies, procedures, rules and regulations concerning leave administration will continue to apply. Employees holding a permanent appointment in a class included in Exhibit 2, who are participating in the Annual Leave Plan, shall be allowed to use up to the hours of Annual Leave accumulated in six (6) months for Family Sick Leave.

- a. Less than Ten (10) Years – For such employees who have been continuously employed by the City for less than ten (10) years, and were permanent City employees prior to August 31, 2014, 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 accrual rate to the same level for employees in Exhibit 2.

For such employees who have been continuously employed by the City for less than ten (10) years and became permanent City employees on or after August 31, 2014, the Annual Leave accrual rate will be 13.33 hours for each completed calendar month of employment.

- b. More than Ten (10) Years – For such employees who have been continuously employed by the City for ten (10) years or more, and were permanent City employees prior to August 31, 2014, 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.

For such employees who have been continuously employed by the City for ten (10) years or more and became permanent City employees on or after August 31, 2014, the Annual Leave accrual rate will be 16 hours for each completed calendar month of employment.

- c. Annual Leave Accumulation Limit – Effective September 1, 2014, the accumulation of unused Annual Leave will not

exceed 1,200 hours for employees in the E1, E2, and E3 ranges; 1,000 hours for employees in the E4 range; and 840 hours for employees in Executive Pay ranges E6 through E12. 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. Use of Annual Leave – Annual Leave requests will be administered in accordance with existing FMC provisions, City administrative orders, policies, procedures, rules and regulations regarding approval of time off.

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

The first three (3) days or twenty-four (24) hours, whichever is greater, in lieu of Annual Leave used as Sick Leave on or after July 1 of each year 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, 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).

After the employee has taken the first three (3) days of Annual Leave used for sick leave purposes as defined 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.

3. Transfer – An employee transferring to a position in a bargaining group, which is not covered by Annual Leave may either cash out his or her unused Annual Leave balance at his or her applicable base rate of pay, or have the unused Annual Leave balance converted to a non-accruing Annual Leave balance of hours. The conversion is obtained by multiplying unused Annual Leave hours by the applicable class's base rate of pay (converted to an hourly figure), dividing the product by the transfer 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.

Conversion example:

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

4. 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%) percent of their Annual Leave balance, whichever is greater, each fiscal year between July 1 and December 31; no cash out may be completed between January 1 and June 30.
- 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 considered pensionable for retirement purposes.
5. Vacation Leave Balances Unused – Employees transferring to a position covered by Annual Leave will have their unused Vacation Leave balances transferred into their Annual Leave account.
6. Sick Leave Balances Unused – Employees transferring to a position covered by Annual Leave will have their unused Sick Leave balances frozen.
  - a. Use of Frozen Sick Leave – Except for usage permitted by California Labor Code Section 233 (Sick Leave; Use to Attend to Illness in Family), AB 1522 Healthy Workplace Healthy Family Act of 2014 and Special Sick Leave, frozen

Sick Leave balances may only be used by the employee for a medically verified extended illness over three (3) days or twenty-four (24) consecutive work hours, whichever is greater.

- b. Unused Frozen Sick Leave Pay Out – Upon separation from City service, if eligible for service retirement or at a disability retirement if the employee is otherwise eligible for service retirement, employees who meet the eligibility criteria in Section 20(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 40% 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 20(F). Employees who separate City employment and return within one (1) year of such separation will be entitled to reinstatement of their Sick Leave balances at the time of separation from City employment, up to a total of forty-eight (48) hours.
7. Pensionability – Monies payable under the Annual Leave Plan will not be considered pensionable for retirement purposes.

#### SECTION 11. – HOLIDAYS FOR EMPLOYEES IN EXHIBIT 2

All employees in classes or positions listed in Exhibit 2 shall be entitled to the holidays listed in FMC Section 3-116 except in lieu of February 12 (Lincoln's Birthday) and September 9 (Admissions Day), such employees shall accrue eight (8) hours Holiday Leave on July 1 of each calendar year. Employees may request payment and be compensated for up to 48 hours or ten percent (10%) percent of their Holiday Leave balance, whichever is greater, each fiscal year between July 1 and December 31; no cash out may be completed between January 1 and June 30. 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 considered pensionable for retirement purposes.

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 his or her holiday 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 if the employee does not work a Monday through Friday schedule, such employee shall receive eight (8) hours Holiday Leave.

**SECTION 12. – SUPPLEMENTAL SICK LEAVE FOR EMPLOYEES IN EXHIBIT 2**

Upon employment by the City, new employees appointed to positions/classifications set forth in Exhibit 2 shall receive 40 hours of Supplemental Sick Leave each fiscal year with an 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 in Exhibit 2 will retain all Supplemental Sick Leave hours already earned and may continue to utilize the hours: (1) once regular Sick or Annual Leave has been exhausted; (2) as service credit on an hour-per-hour basis upon retirement; (3) to be cashed out at retirement or separation from permanent status with the City if not eligible for participation in the HRA; (4) may be used in the performance of community activities during the course of the employee's normal work day, with the appropriate approval; (5) placed in the HRA in accordance with Section 20(F); or (6) up to 20 hours per fiscal year for Family Sick Leave used only for those purposes defined in the California Labor Code 233. Use of Family Sick Leave shall be authorized and recorded by the department director or designee.

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

**SECTION 13. – VACATION ACCRUALS FOR EMPLOYEES IN EXHIBIT 2**

- A. Eligible employees in classes listed in Exhibit 2 who are not participating in the Annual Leave plan, shall accumulate Vacation Leave as provided in FMC Section 3-108, except that subsection (h) shall not apply. Said employees who have been continuously employed less than ten (10) years shall be allowed to accumulate unused Vacation Leave credit for 400 hours. Said employees who have been continuously employed for ten (10) years or more shall be allowed to accumulate unused Vacation Leave credit of 500 hours. Said employees may, in November of each year, request a cash payment from eight (8) to 40 hours of any vacation accrual the employee has acquired prior to the December payroll period, if on October 31 of that year, the employee has a balance of 240 or more hours of Sick Leave. All other provisions of FMC Section 3-108 shall apply.

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

**B. Reduction in Force**

An employee in a class in Exhibit 2 who is not participating in the Annual Leave plan who is either demoted or transferred to a non-management

class as a result of a reduction-in-force, pursuant to the provisions of FMC Sections 3-291 and/or 3-277, may use any hours in the employee's Vacation Leave balance that exceed the maximum allowable within one (1) year following the effective date of the bump or transfer, or request a payoff for those hours above the applicable maximum. The employee must either use or request a payoff prior to June 30 of the fiscal year in which the hours were credited, of any remaining Administrative Leave balance.

Requests for payoff of excess Vacation Leave hours and/or Administrative Leave must be submitted prior to the effective date of the bump or transfer.

#### SECTION 14. – ADMINISTRATIVE TIME OFF FOR EMPLOYEES IN EXHIBIT 2

City employees who are designated as exempt from overtime under the provisions of the FLSA and who receive Administrative Leave pursuant to Section 8, may be granted Administrative 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. Administrative Time Off shall not be deducted from any existing leave banks.

Administrative Time Off must be scheduled in advance when possible, approved as Administrative 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 Administrative Time Off for a full day's absence.

#### SECTION 15. – 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	Police Non-Management
EXHIBIT 5	Fire Non-Management
EXHIBIT 6	Transit
EXHIBIT 7	Non-Supervisory Groups and Crafts
EXHIBIT 8	Non-Represented
EXHIBIT 9	Police Management
EXHIBIT 10	Fire Management

EXHIBIT 12	Board and Commission Members
EXHIBIT 13-1	Management Non-Confidential
EXHIBIT 13-2	Non-Management Confidential
EXHIBIT 14	Management Confidential
EXHIBIT 15	Airport Public Safety Supervisors

SECTION 16. – DEGREE AND CERTIFICATE PAY

Each employee who holds a permanent appointment to a position in the classes of Principal Internal Auditor or Internal Auditor who has been licensed as a Certified Public Accountant by the State of California or as a Certified Internal Auditor by the Institute of Internal Auditors, shall be paid an additional five percent (5%) of base pay.

SECTION 17. – BILINGUAL CERTIFICATION PROGRAM FOR EMPLOYEES OCCUPYING PERMANENT CLASSES IN EXHIBIT 2

The bilingual certification program consists of a City administered examination process whereby employees may apply for a bilingual examination in November, and if certified by the examiner, receive bilingual premium pay for interpreting and translating. Bilingual premium pay is not pensionable unless otherwise required under the FMC or under law. In conjunction with the Director of Personnel Services, department directors or their designees shall annually designate those positions or assignments for which bilingual skills are desired.

- A. Bilingual certification examinations will be conducted once per year in December. During the examination noticing period, examination applications will be available at the Personnel Services Department and City department personnel units. In order to remain eligible to receive bilingual premium pay, employees must take and pass the certification examination once every five (5) years.
- B. In order to qualify for the examination in December, the application must be received by the Personnel Services Department during the month of November, but no later than the last regular business day of November.
- C. In the event that an employee is hired, in part, because of bilingual skills, the Personnel Services Department may conduct a special examination for the employee outside of the window noted above. The determination will be made upon request by the Department/Division and approval by the Director of Personnel Services.
- D. This bilingual certification program and application deadlines are not subject to the grievance or appeal process.

- E. Bilingual certification examinations are conducted for Cambodian, Hmong, Laotian, Sign, Spanish and Vietnamese languages.
- F. The bilingual premium pay rate for certified permanent employees is one hundred dollars (\$100) per month, regardless of how many languages for which an employee is certified.
- G. 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.
- H. Certified employees shall not refuse to interpret/translate while on paid status. Refusal shall result in appropriate disciplinary action.
- I. 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.
- J. 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 18. – SHIFT DIFFERENTIAL PAY**

Unless modified by applicable MOU, each employee not represented by a recognized employee organization who is required to work a night shift where at least four (4) or more hours worked occur after 5:00 p.m. and before 8:00 a.m., shall be paid an additional \$1.00 for each shift so worked.

**SECTION 19. – SPLIT SHIFT PAY**

Each employee who holds a permanent appointment to a position in a class listed in an exhibit attached to this resolution, except any member of a class marked with a small "e," a Bus Driver, or a uniformed member of the Fire or Police Department, who is required to work a split shift in excess of nine (9) hours, shall be paid \$1.00 per hour for each shift so worked.

**SECTION 20. – BENEFITS FOR FULL-TIME PERMANENT EMPLOYEES OCCUPYING CLASSES IN EXHIBIT 2**

- A. Effective September 1, 2014, the City's contribution towards employee health insurance is seventy-five percent (75%) of the premium established by the Fresno City Employees Health and Welfare Trust Board, and the employee may opt to contribute the amount necessary to

make up the difference through payroll deductions, or accept a reduced coverage option.

The cost of any future increases in the health and welfare premium 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. At such time as the employee share is set at thirty percent (30%), the City shall pay seventy percent (70%).

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

- B. Benefits, including City contributions to deferred compensation, vehicle allowance, relocation expenses, and other such negotiated items, shall not be calculated as part of the base salary or salary ranges.
- C. Pay for performance bonuses for exempt employees shall be considered pensionable compensation for calculation of retirement benefits, but shall not be included as part of the base salary or salary ranges.
- D. Employees in Exhibit 2 who are in job classes with salary ranges E6 through E12 are eligible to receive up to fifty dollars (\$50) per month into the City Sponsored Deferred Compensation plan. Employees not currently participating in the plan will be required to complete a Participation Agreement.
- E. Permanent employees in Exhibit 2 hired 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. 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 DROP account.
- F. The City currently maintains an HRA that qualifies as a "Health Reimbursement Arrangement" 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 hours used for Workers' Compensation benefits and/or other statutory protected leave such as Family & Medical Leave and Family Sick Leave -) in the 24 months preceding their date of retirement, will be credited with an account for the employee under the HRA to be used solely to pay premiums for medical insurance (including COBRA premiums). 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 40 percent (40%) 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 40 percent (40%) 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 Exhibit, 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 book 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 solely to pay premiums for medical insurance (including COBRA premiums) 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, eligible employees 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 also be applied retroactively to those employees who separated from City employment on or after July 1, 2012.

SECTION 21. – BENEFITS FOR PERMANENT EMPLOYEES IN EXHIBIT 8 AND PERMANENT PART-TIME AND PERMANENT INTERMITTENT EMPLOYEES

- A. Benefits for the Police Cadet series shall be as follows:
1. Police Cadet is a training series and is designed to ultimately lead to appointment to a permanent position in the Police Department. Failure to successfully complete the on-going training program will be cause for termination pursuant to FMC 3-266.
  2. Upon appointment to a permanent position, 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. Workers' Compensation Benefits shall be those amounts established by the Workers' Compensation regulations of California State Law.
  4. 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.
  5. Actual hours worked in excess of 40 hours a week shall be compensated as overtime. Overtime shall be at one and one-half (1.5) times the base rate of pay.
  6. Fringe benefits for employees in permanent positions in the Cadet series will be determined by the City Manager or authorized designee.
  7. Employees in permanent positions in the Cadet series shall be eligible for the Bilingual Certification Program as provided in Section 17.
  8. An employee in who sustains an injury or illness in the course and scope of City employment shall receive 66.67% of average weekly earnings in the fifty-two weeks prior to the injury from the City, beginning on the fourth calendar day of such absence and continuing thereafter, unless hospitalized on the first day for at least 24 hours or unless the absence exceeds 14 calendar days, in which case the employee shall receive the 66.67 percent from the first day. At the employee's option, in the event that pay from the City is not provided during the first three (3) days of absence due to injury, the employee may use any available leave for that period. Except as modified herein, the provisions of FMC Section 3-118 shall apply. Should the State mandated workers' compensation rate of payment be adjusted, the City shall adjust the rate provided for in this section accordingly.
- B. Benefits for Permanent Intermittent (hereafter "PI") and Permanent Part-Time (hereafter "PPT") employees shall be as follows:
1. Health and Welfare
    - a. The City shall contribute toward the premium required by the Fresno City Employees Health and Welfare Trust, an amount of money on behalf of the employee in proportion to the number of hours scheduled for that position, as reflected in the adopted budget. The City shall make such contribution only on the condition that the employee agrees to contribute

to the Fresno City Employees Health and Welfare Trust the difference between such City contribution and the amount required by the Trust for the level of benefits provided. If the employee does not so agree, then the City shall make no contribution for Health and Welfare for such employee. Election to pay such difference shall be made within 30 days of appointment.

- b. An employee who declines to participate in the health plan at employment may elect to participate each year thereafter during the annual open enrollment period or within 30 days from the day of a qualified change in status. Participation at any time shall be done by deduction from the employee's paycheck.
2. PI employees shall be provided with Social Security benefits and shall not be members of the Fresno City Employees' Retirement System. Until the Retirement Board acts upon the joint recommendation regarding retirement benefits applicable to PPT employees, and any ordinances or resolutions are adopted implementing that action, PPT employees shall not be in the Fresno City Employees' Retirement System and shall be provided with Social Security benefits.
3. Workers' Compensation Benefits for PI and PPT employees shall be those amounts established by the Workers' Compensation regulations of California State Law.
4. PI and PPT employees shall be paid for jury duty attendance and court attendance in accordance with FMC Sections 3-109 and 3-110.
5. Holidays
  - a. PI employees shall accumulate Holiday Leave at the rate of seven and one-third (7 1/3) hours for each 173 hours of non-overtime work.
  - b. 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.
6. Leave for PPT Employees in Exhibit 2

PPT employees appointed to positions in classes, which are included in Exhibit 2, shall be granted leave under the same terms and conditions as full time employees 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.

**SECTION 22. – SPECIAL PROVISIONS FOR DEPLOYED MILITARY EMPLOYEES**

The City of Fresno will extend salary and benefits to permanent City employees while they are serving in active military duty on deployments of more than thirty-one (31) days as the result of the ongoing Middle Eastern conflict, 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 Leave, Annual Leave and/or Administrative Leave balances to which they are otherwise entitled by unit designation and employee status during the period of deployment.

**SECTION 23. – 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 24. – SALARIES FOR EMPLOYEES IN EXHIBIT 2 AND EXHIBIT 8 WHILE ABSENT DUE TO INJURY IN THE LINE OF DUTY**

Notwithstanding the provisions of FMC Section 3-118, an employee in Exhibit 2 and Exhibit 8 who sustains an injury or illness in the course and scope of City employment shall receive 66.67% of average weekly earnings in the fifty-two weeks prior to the injury from the City, beginning on the fourth calendar day of such absence and continuing thereafter, unless hospitalized on the first day for at least 24 hours or unless the absence exceeds 14 calendar days, in which case the employee shall receive the 66.67 percent from the first day. At the employee's option, in the event that pay from the City is not provided during the first three (3) days of absence due to injury, the employee may use any available leave, including frozen Sick Leave for that period. Except as modified herein, the provisions of FMC Section 3-118 shall apply. Should the State mandated

workers' compensation rate of payment be adjusted, the City shall adjust the rate provided for in this section accordingly.

**SECTION 25. – CONFLICTING RESOLUTIONS**

Resolution No. 2014-108, 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, are hereby repealed.

**SECTION 26. – RESOLUTION EFFECTIVE DATE**

This resolution was adopted on July 1, 2015.

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

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Airport Maintenance Leadworker	310010	6	3393	3562	3741	3930	4123
Airports Building Maintenance Technician	310011	12	3204	3365	3535	3710	3896
Airports Operations Specialist	310012	6	3077	3233	3393	3562	3741
Automotive Parts Leadworker	145006	6	3322	3489	3664	3847	4040
Automotive Parts Specialist	145005	6	3015	3164	3322	3489	3664
Body & Fender Repairer	320036	6	3854	4047	4250	4463	4685
Body & Fender Repairer Leadworker	320037	6	4250	4463	4685	4920	5168
Body & Fender Repairer Trainee	320035	6	3495	3670	3854	4047	4250
Brake & Front End Specialist	710085	6	4250	4463	4685	4920	5168
Bus Air Conditioning Mechanic	320031	6	3854	4047	4250	4463	4685
Bus Air Conditioning Mechanic Leadworker	320032	6	4250	4463	4685	4920	5168
Bus Air Conditioning Mechanic Trainee	320030	6 <sup>11</sup>	3495	3670	3854	4047	4250
Bus Equipment Attendant Leadworker	320040	6	3042	3196	3358	3525	3701
Bus Mechanic I	320020 <sup>2</sup>	-	3495	3670	3854	4047	4250
Bus Mechanic II	320021	6	3854	4047	4250	4463	4685
Bus Mechanic Leadworker	320022	6	4250	4463	4685	4920	5168
Collection System Maintenance Operator I	630003 <sup>2</sup>	-	2656	2778	2905	3038	3181
Collection System Maintenance Operator II	630001	12	3288	3451	3625	3804	3996
Collection System Maintenance Operator III	630002	12	3625	3804	3996	4195	4407
Combination Welder II	710065	6	3854	4047	4250	4463	4685
Combination Welder Leadworker	710066	6	4250	4463	4685	4920	5168
Communications Technician I	710050 <sup>2</sup>	-	3835	4026	4226	4436	4660
Communications Technician II	710051 <sup>4</sup>	12	4226	4436	4660	4892	5138
Cross Connection Control Technician	610040	6	3814	4007	4207	4419	4641

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).

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.

<sup>11</sup> 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
Custodian	810001	12	2368	2477	2598	2716	2841
Electronic Equipment Installer	710060	6	3085	3240	3402	3570	3751
Equipment Service Worker I	710075	12	2459	2579	2710	2845	2985
Equipment Service Worker II	710076	6	3219	3380	3549	3729	3915
Fire Equipment Mechanic I	420010	6	3495	3670	3854	4047	4250
Fire Equipment Mechanic II	420011	6	3854	4047	4250	4463	4685
Fire Equipment Mechanic Leadworker	420012	6	4250	4463	4685	4920	5168
Heavy Equipment Mechanic I	710100 <sup>2</sup>	–	3495	3670	3854	4047	4250
Heavy Equipment Mechanic II	710101	6	3854	4047	4250	4463	4685
Heavy Equipment Mechanic Leadworker	710102	6	4250	4463	4685	4920	5168
Heavy Equipment Operator	710025	6	3854	4048	4252	4464	4686
Helicopter Mechanic	410040	12	3854	4047	4250	4463	4685
Helicopter Mechanic Leadworker	410041	12	4250	4463	4685	4920	5168
Instrumentation Specialist	620025	6	4296	4508	4734	4971	5222
Instrumentation Technician	620026	12	3765	3953	4152	4359	4577
Irrigation Specialist	510005	6	3317	3482	3658	3841	4033
Laborer	710005	12	2656	2778	2905	3038	3181
Light Equipment Mechanic I	710095 <sup>2</sup>	–	3495	3670	3854	4047	4250
Light Equipment Mechanic II	710096	6	3854	4047	4250	4463	4685
Light Equipment Mechanic Leadworker	710097	6	4250	4463	4685	4920	5168
Light Equipment Operator	710020	6	3393	3562	3741	3930	4127
Locksmith	810015	6	3204	3365	3535	3710	3896
Maintenance & Construction Worker	710015	6	3077	3233	3393	3562	3741
Maintenance & Service Worker	710001	6	2281	2395	2515	2643	2775
Maintenance Carpenter I	810020	6	3526	3702	3888	4083	4288
Maintenance Carpenter II	810021	6	3888	4083	4288	4503	4730
Park Equipment Mechanic II	710110	6	3496	3669	3854	4047	4250

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).

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.

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

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Park Equipment Mechanic Leadworker	710111	6	3854	4047	4250	4463	4685
Parking Meter Attendant I	710125 <sup>4</sup>	12 <sup>4</sup>	2552	2680	2815	2954	3101
Parking Meter Attendant II	710126 <sup>4</sup>	12 <sup>4</sup>	2815	2954	3101	3259	3422
Parking Meter Attendant III	710127	6	3101	3259	3422	3592	3772
Parks Maintenance Worker I	510001	12	2596	2727	2862	3007	3157
Parks Maintenance Worker II	510002	6	3144	3301	3467	3639	3822
Parks Maintenance Leadworker	510003	6	3317	3482	3658	3841	4033
Power Generation Operator/Mechanic	620055	6	4180	4389	4608	4839	5082
Property Maintenance Worker	810006	12	3302	3467	3641	3823	4013
Property Maintenance Leadworker	810007	6	3535	3710	3896	4091	4297
Roofer	810010	6	3204	3365	3535	3710	3896
Senior Communications Technician	710052	6	4660	4892	5138	5396	5668
Senior Custodian	810002	6	2493	2617	2747	2889	3031
Senior Heavy Equipment Operator	710026	6	4743	4984	5231	5492	5769
Senior Wastewater Mechanical Specialist	620062	6	4180	4389	4608	4839	5082
Senior Wastewater Treatment Plant Operator	620043	6	4397	4616	4848	5090	5345
Solid Waste Safety & Training Specialist	640005	6	3657	3840	4034	4237	4448
Street Maintenance Leadworker	710040	6	3393	3562	3741	3930	4127
Street Sweeper Lead Operator	710036	6	3529	3705	3892	4085	4291
Street Sweeper Operator II	710035	6	3200	3361	3529	3705	3892
Tire Maintenance & Repair Technician	710081	6	3109	3264	3429	3600	3780
Tire Maintenance Worker	710080	6	2847	2987	3139	3298	3462
Traffic Maintenance Leadworker	710046	6	3419	3590	3770	3959	4157
Traffic Maintenance Worker I	710044 <sup>4</sup>	12 <sup>4</sup>	2819	2961	3108	3263	3429
Traffic Maintenance Worker II	710045	6	3099	3254	3419	3590	3770

- 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.

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

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Tree Trimmer Leadworker	510010	6	3562	3741	3930	4127	4333
Utility Leadworker	710010	6	3082	3224	3379	3535	3701
Waste Collector II	640020	6	2770	2906	3051	3205	3365
Waste Collector Leadworker	640021	6	3205	3365	3534	3709	3897
Waste Container Maintenance Assistant	640010	6	2711	2846	2986	3137	3297
Waste Container Maintenance Worker	640011	6	3190	3348	3515	3692	3879
Wastewater Distributor	620050	6	2739	2881	3023	3175	3334
Wastewater Lead Distributor	620051	6	3262	3425	3596	3776	3965
Wastewater Mechanical Specialist	620061	6	3900	4095	4300	4514	4740
Wastewater Mechanical Technician	620060	6	3097	3240	3387	3549	3720
Wastewater Treatment Plant Operator-In-Training	620040 <sup>1</sup>	–	2739	2881	3023	3175	3334
Wastewater Treatment Plant Operator I	620041	6	3375	3544	3722	3908	4102
Wastewater Treatment Plant Operator II	620042	6	3788	3978	4180	4385	4607
Water System Operator I	610025	6	3337	3505	3678	3862	4057
Water System Operator II	610026	6	3701	3887	4080	4286	4501
Water System Operator III	610027	12	4653	4887	5133	5388	5657

- 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).
- 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.
- <sup>11</sup> This class is in a flexibly-staffed series, which allows an employee to “flex” to the journey level after a required training period.

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

CLASS TITLE	JOB CODE	PROB PER	RANGE	A	B	C	D	E
Airport Public Safety Manager	310004e	–	E7		7781	-	9717	
Assistant City Attorney	160008e	–	E4		8970	-	12621	
Assistant City Manager	150135e	–	E2		12590	-	17625	
Assistant Controller	135020e	–	E4		8970	-	12621	
Assistant Director	150160e	--	E4		8970	-	12621	
Assistant Director of Personnel Services	150043e	–	E4		8970	-	12621	
Assistant Director of Public Utilities	620100e	–	E4		8970	-	12621	
Assistant Director of Public Works	210089e	–	E4		8970	-	12621	
Assistant Police Chief	415010e	–	E4		8970	-	12621	
Assistant Retirement Administrator	135040e	–	E7		7781	-	9717	
Budget Analyst	135006e	12	E11		3830	-	5390	
Budget Manager	135008e	–	E4		8970	-	12621	
Chief Assistant City Attorney	160015e	–	E3		10946	-	15325	
Chief Information Officer	125067e	–	E3		10946	-	15325	
Chief of Staff to the Mayor	150123e	–	E4		8970	-	12621	
City Attorney	160009e	-	E1		14475	-	20270	
City Clerk	150125e	–	E6		7984	-	11235	
City Engineer	210080e	–	E3		10946	-	15325	
City Manager	150130e	-	E1		14475	-	20270	
Community Coordinator	150075e	–	E11		3830	-	5390	
Community Outreach Specialist	150230e	–	E11		3830	-	5390	
Controller	135021e	–	E3		10946	-	15325	
Council Assistant	150085e	–	E9		2840	-	8834	
Deputy City Attorney II	160006e	–	E10		5714	-	8000	
Deputy City Attorney III	160007e	–	E8		7074	-	8834	
Deputy City Manager	150140e	–	E7		7781	-	9717	
Director	150170e	--	E3		10946	-	15325	
Director of Aviation	310045e	–	E3		10946	-	15325	

e Exempt class, see Narrative Section 4.

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

CLASS TITLE	JOB CODE	PROB PER	RANGE	A	B	C	D	E
Director of Development	220020e	–	E3		10946	-	15325	
Director of Personnel Services	150042e	–	E3		10946	-	15325	
Director of Public Utilities	620101e	–	E3		10946	-	15325	
Director of Transportation	310040e	–	E3		10946	-	15325	
Economic Development Coordinator	150090e	–	E9		2840	-	8834	
Economic Development Director	150099e	–	E3		10946	-	15325	
Executive Assistant to Department Director	115003e	–	E12		3683	-	5133	
Executive Assistant to the City Manager	115001e	–	E12		3683	-	5133	
Fire Chief	425007e	–	E3		10946	-	15325	
Governmental Affairs Manager	150240e	–	E9		2840	-	8834	
Human Resources Manager	150025e	–	E7		7781	-	9717	
Independent Reviewer	150220e	–	E6		7984	-	11235	
Internal Auditor	135010e	12	E11		3830	-	5390	
Labor Relations Manager	150030e	–	E7		7781	-	9717	
Labor Relations Secretary	115010e	12	E12		3683	-	5133	
Payroll Manager	135012e	–	E7		7781	-	9717	
Police Chief	415008e <sup>7</sup>	–	E2		12590	-	17623	
Principal Budget Analyst	135009e	–	E7		7781	-	9717	
Principal Internal Auditor	135011e	–	E8		7074	-	8834	
Public Affairs Officer	150118e	–	E8		7074	-	8834	
Public Works Director	210085e	–	E3		10946	-	15325	
Redevelopment Administrator	150080e	–	E4		8970	-	12621	
Retirement Administrator	135030e	–	E3		10946	-	15325	
Risk/Safety Manager	150035e	–	E7		7781	-	9717	
Senior Budget Analyst	135007e	–	E8		7074	-	8834	
Senior Deputy City Attorney	160013e	–	E7		7781	-	9717	

e Exempt class, see Narrative Section 4.

<sup>7</sup> Only applicable pursuant to employment agreements.

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

CLASS TITLE	JOB CODE	PROB PER	RANGE	A	B	C	D	E
Senior Human Resources/Risk Analyst	150017e	-	E8		7074	-	8834	
Supervising Deputy City Attorney	160010e	-	E6		7984	-	11235	

e Exempt class, see Narrative Section 4.

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

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F
Account Clerk I	130001 <sup>3</sup>	6 <sup>3</sup>	2298	2407	2521	2642	2772	-
Account Clerk II	130002 <sup>3</sup>	12 <sup>3</sup>	2521	2642	2772	2901	3041	-
Accountant-Auditor I	130011 <sup>4</sup>	12 <sup>4</sup>	3426	3587	3759	3947	4138	-
Accountant-Auditor II	130012 <sup>4</sup>	12 <sup>4</sup>	3984	4173	4381	4593	4817	-
Accounting Technician	130010	12	3041	3189	3343	3502	3674	-
Administrative Clerk I	110001 <sup>3</sup>	6 <sup>3</sup>	2125	2228	2333	2444	2561	-
Administrative Clerk II	110002 <sup>3</sup>	12 <sup>3</sup>	2333	2444	2561	2683	2815	-
Airports Operations Officer	310006	12	3409	3579	3759	3948	4143	-
Airports Property Specialist I	175001 <sup>4</sup>	12 <sup>4</sup>	4057	4256	4464	4680	4911	-
Airports Property Specialist II	175002 <sup>4</sup>	12 <sup>4</sup>	4717	4947	5190	5442	5710	-
Associate Electrical Safety Consultant I	230022	12	4544	4766	5000	5240	5498	-
Associate Electrical Safety Consultant II	230023	12	4766	5000	5240	5498	5769	-
Associate Environmental & Safety Consultant I	230003	12	4544	4766	5000	5240	5498	-
Associate Environmental & Safety Consultant II	230004	12	4766	5000	5240	5498	5769	-
Associate Plumbing & Mechanical Consultant I	230012	12	4544	4766	5000	5240	5498	-
Associate Plumbing & Mechanical Consultant II	230013	12	4766	5000	5240	5498	5769	-
Billing System Specialist	125075	12	3031	3179	3334	3489	3657	-
Budget Technician	135005	12	3090	3238	3395	3559	3733	-
Building Inspector I	230007 <sup>4</sup>	12 <sup>4</sup>	4334	4544	4766	5000	5240	-
Building Inspector II	230008 <sup>4</sup>	12 <sup>4</sup>	4544	4766	5000	5240	5498	-
Building Inspector III	230009	12	4766	5000	5240	5498	5769	-

<sup>3</sup> 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.

<sup>4</sup> 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.

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

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F
Buyer I	140001 <sup>4</sup>	12 <sup>4</sup>	3564	3739	3921	4112	4312	
Buyer II	140002	12	3921	4112	4312	4522	4743	-
Call Center Representative I	115070 <sup>3</sup>	6 <sup>3</sup>	2521	2642	2778	2901	3041	-
Call Center Representative II	115071 <sup>3</sup>	12 <sup>3</sup>	2772	2901	3041	3189	3343	-
Central Printing Clerk	120005	12	2333	2444	2561	2683	2815	-
City Records Specialist	115025	12	3090	3238	3395	3559	3733	-
Commercial Building Inspector	230015	12	4544	4766	5000	5240	5498	-
Community Recreation Assistant	520010	12	2547	2667	2781	2898	3029	-
Community Revitalization Specialist	230053	12	4015	4226	4436	4654	4913	5121
Community Services Officer I	410025 <sup>4</sup>	12 <sup>4</sup>	2650	2777	2909	3050	3196	-
Community Services Officer II	410026 <sup>4</sup>	12 <sup>4</sup>	2909	3050	3196	3351	3514	-
Computer Systems Specialist I	125010 <sup>4</sup>	12 <sup>4</sup>	3690	3867	4056	4254	4461	-
Computer Systems Specialist II	125011 <sup>4</sup>	12 <sup>4</sup>	4353	4564	4787	5021	5268	-
Computer Systems Specialist III	125012	12	4893	5132	5385	5647	5926	-
Construction Compliance Specialist	150055	12	3610	3779	3964	4157	4357	-
Crime Scene Technician I	410010 <sup>4</sup>	12 <sup>4</sup>	3450	3616	3791	3977	4171	-
Crime Scene Technician II	410011 <sup>4</sup>	12 <sup>4</sup>	3791	3977	4171	4373	4587	-
Customer Services Clerk I	115060 <sup>3</sup>	6 <sup>3</sup>	2298	2407	2521	2642	2772	-
Customer Services Clerk II	115061 <sup>3</sup>	12 <sup>3</sup>	2521	2642	2772	2901	3041	-
Development Services Coordinator	230057	12	4220	4457	4679	4907	5147	-
Emergency Services Dispatcher I	410001 <sup>5</sup>	12 <sup>5</sup>	3145	3275	3416	3578	3732	-
Emergency Services Dispatcher II	410002 <sup>5</sup>	12 <sup>5</sup>	3376	3540	3714	3895	4077	-
Emergency Services Dispatcher III	410003	12	3785	3964	4161	4358	4570	-

<sup>3</sup> 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.

<sup>4</sup> 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.

<sup>5</sup> This class is in a flexibly-staffed series. The probationary period for employees in the Emergency Services Dispatcher I class 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	PRO B PER	A	B	C	D	E	F
Engineer I	210015 <sup>4</sup>	12 <sup>4</sup>	4119	4317	4526	4748	4972	-
Engineer II	210016 <sup>4</sup>	12 <sup>4</sup>	4781	5007	5253	5504	5786	-
Engineering Aide I	210001 <sup>3</sup>	6 <sup>3</sup>	2676	2799	2933	3073	3224	-
Engineering Aide II	210002 <sup>3</sup>	12 <sup>3</sup>	3089	3238	3389	3552	3729	-
Engineering Inspector I	230075 <sup>4</sup>	12 <sup>4</sup>	4015	4224	4420	4632	4862	-
Engineering Inspector II	230076 <sup>4</sup>	12 <sup>4</sup>	4397	4610	4836	5072	5320	-
Engineering Technician I	210005 <sup>4</sup>	12 <sup>4</sup>	3162	3314	3479	3639	3815	-
Engineering Technician II	210006 <sup>4</sup>	12 <sup>4</sup>	3552	3729	3907	4095	4295	-
Environmental Control Officer	620001	12	3961	4155	4351	4564	4783	-
Facilities Construction Specialist	230085	12	4157	4356	4570	4790	5025	-
Fire Prevention Inspector I	420001 <sup>4</sup>	12 <sup>4</sup>	3662	3839	4019	4220	4427	-
Fire Prevention Inspector II	420002 <sup>4</sup>	12 <sup>4</sup>	4238	4436	4654	4886	5121	-
Fleet Operations Specialist	710105	12	3843	4026	4225	4430	4647	-
Geographic Information System (GIS) Specialist	125025	12	4893	5132	5385	5647	5926	-
Graphics Technician	120013	12	3325	3491	3666	3849	4042	-
Helicopter Pilot	410033	12	5118	5373	5642	5924	6220	-
Housing Rehabilitation Specialist	230056	12	4128	4334	4551	4779	5018	-
Industrial/Commercial Water Conservation Representative	610015	12	3961	4155	4351	4564	4783	-
Inorganic Chemist	620020	12	4018	4216	4421	4636	4863	-
Laboratory Assistant	620010	12	2754	2890	3027	3174	3327	-
Laboratory Technician I	620011 <sup>4</sup>	12 <sup>4</sup>	3327	3488	3657	3833	4018	-
Laboratory Technician II	620012 <sup>4</sup>	12 <sup>4</sup>	3657	3833	4018	4216	4421	-
Landscape Water Conservation Specialist	610005	12	3868	4057	4255	4462	4679	-

<sup>3</sup> 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.

<sup>4</sup> 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.

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

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F
Law Office Assistant	115021	12	3285	3449	3622	3803	3993	-
Network Systems Specialist	125030	12	4893	5132	5385	5647	5926	-
PAR Program Specialist	410023	12	2909	3050	3196	3351	3514	-
Paratransit Specialist	320005	12	3031	3179	3334	3489	3657	-
Parking Controller I	710120 <sup>4</sup>	12 <sup>4</sup>	2254	2349	2452	2553	2667	-
Parking Controller II	710121 <sup>4</sup>	12 <sup>4</sup>	2459	2567	2676	2788	2922	-
Parking Controller III	710122	12	2676	2788	2922	3044	3180	-
Phlebotomist	410007	12	2754	2890	3027	3174	3327	-
Planner I	220005 <sup>3</sup>	6 <sup>3</sup>	3592	3760	3945	4139	4341	-
Planner II	220006 <sup>3</sup>	12 <sup>3</sup>	4220	4457	4679	4907	5147	-
Plans Examiner I	210040 <sup>4</sup>	12 <sup>4</sup>	3583	3755	3938	4129	4333	-
Plans Examiner II	210041 <sup>4</sup>	12 <sup>4</sup>	4138	4334	4544	4766	5000	-
Plans Examiner III	210042	12	4544	4766	5000	5240	5498	-
Police Data Transcriptionist	115035	12	2815	2948	3090	3238	3395	-
Principal Account Clerk	130004	12	3041	3189	3343	3502	3674	-
Program Compliance Officer	640026	12	3339	3507	3683	3868	4061	-
Programmer/Analyst I	125020 <sup>4</sup>	12 <sup>4</sup>	3690	3867	4056	4254	4461	-
Programmer/Analyst II	125021 <sup>4</sup>	12 <sup>4</sup>	4353	4564	4787	5021	5268	-
Programmer/Analyst III	125022	12	4893	5132	5385	5647	5926	-
Programmer/Analyst IV	125023	12	5252	5511	5783	6064	6361	-
Property & Evidence Technician	145010	12	3205	3360	3523	3695	3872	-
Radio Dispatcher	120015	12	2683	2810	2931	3064	3195	-
Rangemaster/Armorer	410035	12	3977	4171	4373	4587	4812	-
Real Estate Finance Specialist I	170001 <sup>4</sup>	12 <sup>4</sup>	3268	3426	3587	3763	3947	-
Real Estate Finance Specialist II	170002 <sup>4</sup>	12 <sup>4</sup>	3736	3917	4108	4307	4517	-

<sup>3</sup> 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.

<sup>4</sup> 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.

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

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F
Recreation Specialist	520005	12	3103	3251	3409	3575	3746	-
Retirement Counselor I	135050 <sup>4</sup>	12 <sup>4</sup>	3041	3189	3343	3504	3674	-
Retirement Counselor II	135051 <sup>4</sup>	12 <sup>4</sup>	3343	3504	3674	3852	4041	-
Safety Specialist	150050	12	3162	3313	3476	3644	3821	-
Secretary	110050	12	2815	2948	3090	3238	3395	-
Senior Account Clerk	130003	12	2772	2901	3041	3189	3343	-
Senior Administrative Clerk	110003	12	2561	2683	2815	2948	3090	-
Senior Buyer	140003	12	4312	4522	4743	4975	5217	-
Senior Call Center Representative	115072	12	3158	3314	3480	3654	3837	-
Senior Commercial Building Inspector	230016	12	4766	5000	5240	5498	5769	-
Senior Community Revitalization Specialist	230054	12	4669	4902	5147	5445	5743	-
Senior Community Services Officer	410027	12	3128	3278	3437	3602	3778	-
Senior Crime Scene Technician	410012	12	3977	4171	4373	4587	4812	-
Senior Customer Services Clerk	115062	12	2772	2901	3041	3189	3343	-
Senior Engineering Technician	210007	12	4119	4317	4526	4748	4972	-
Senior Fire Prevention Inspector	420003	12	4750	4978	5216	5472	5743	-
Senior Laboratory Technician	620013	12	4018	4216	4421	4636	4863	-
Senior Network Systems Specialist	125031	12	5252	5511	5783	6064	6361	-
Senior Property & Evidence Technician	145011	12	3523	3695	3872	4060	4259	-
Senior Records Clerk	110101	12	2683	2815	2948	3090	3238	-
Senior Secretary	110051	12	3090	3238	3395	3559	3733	-

<sup>3</sup> 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.

<sup>4</sup> 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.

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

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F
Senior Storeskeeper	145002	12	3205	3360	3523	3695	3872	-
Senior Utility Service Representative	230092	12	3251	3409	3575	3746	3931	-
Senior Water Systems Telemetry & Distributed Control Specialist	610022	12	5252	5511	5739	6064	6361	-
Staff Assistant	150001	12	3031	3179	3334	3489	3657	-
Storeskeeper	145001	12	2917	3059	3205	3360	3523	-
Survey Party Technician	210030	12	3552	3729	3907	4095	4295	-
Tax/Permit Representative	135001	12	3179	3334	3489	3657	3839	-
Tree Program Specialist	510015	12	3868	4057	4255	4462	4679	-
Utility Service Representative I	230090 <sup>4</sup>	12 <sup>4</sup>	2695	2823	2958	3102	3251	-
Utility Service Representative II	230091 <sup>4</sup>	12 <sup>4</sup>	2958	3102	3251	3409	3575	-
Wastewater Reclamation Coordinator	620035	12	4057	4256	4464	4680	4911	-
Water Conservation Representative	610001	12	2667	2781	2898	3043	3179	-
Water Systems Telemetry & Distributed Control Specialist	610021	12	4353	4564	4787	5021	5268	-

<sup>3</sup> 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.

<sup>4</sup> 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.

**EXHIBIT 4**

**Unit 4 - Non-Supervisory Police (FPOA)**

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F
Police Officer Recruit	415001	12	4479	4703	-	-	-	-
Police Officer	415002	12 <sup>10</sup>	5175	5434	5706	5992	6292	6607
Police Specialist	415003	-	5175	5434	5706	5992	6292	6607
Police Sergeant	415004	12	6238	6550	6878	7222	7584	7964

- 10 A person promoting from Police Officer Recruit to Police Officer after one year at "A" step 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
Firefighter Trainee	425001	--	4424					
Firefighter	425002	12	4916	5161	5421	5691	5977	6278
Firefighter Specialist	425003	12	5506	5780	6071	6373	6692	7027
Fire Captain	425004	12	6145	6453	6776	7116	7472	7847
Fire Investigation Unit Supervisor	425010	12	6145	6453	6776	7116	7472	7847

**EXHIBIT 6**  
**Unit 6 – Bus Drivers (ATU)**

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F
Bus Driver	320015	9	16.967308	18.900000	19.817308	20.757692	22.725000	23.867307
Bus Driver	320015	9	2941	3276	3435	3598	3939	4137

**EXHIBIT 7**  
**Unit 7 – Non-Supervisory Groups and Crafts (IBEW)**

<b>CLASS TITLE</b>	<b>JOB CODE</b>	<b>PROB PER</b>	<b>RANGE</b>	<b>SALARY</b>
Air Conditioning Mechanic	730001	12	Flat Rate	6060
Concrete Finisher	730005	12	Flat Rate	5285
Electrician	730010	12	Flat Rate	5481
Painter	730015	12	Flat Rate	4816
Plumber	730030	12	Flat Rate	5481

**EXHIBIT 8**  
**Unit 8 – Non-Represented**

CLASS TITLE	JOB CODE	PROB PER	RANGE	SALARY
Airport Public Safety Officer	310008	–	Flat Rate	\$28.32 Per Hour
Background Investigator	940030	–	Hourly	\$18.00 - \$25.00 Per Hour
Cashier Clerk	910010	–	Flat Rate	\$9.00 Per Hour
Information Services Aide	125001	–	Hourly	\$9.00 - \$22.00
Law Enforcement Instructor	940020	–	Hourly	\$18.00 - \$22.00 Per Hour
Lifeguard	950001	–	Hourly	\$9.00-\$9.50 Per Hour
Police Cadet I	940005	–	Hourly	\$9.92 - \$12.48 Per Hour
Police Cadet II	940006	–	Hourly	\$12.49 - \$16.00 Per Hour
Pool Supervisor	950015	–	Hourly	\$12.00-\$22.00 Per Hour
Senior Lifeguard	950002	–	Hourly	\$9.50-\$11.00 Per Hour
Services Aide	910005	–	Hourly	\$9.00 - \$15.00 Per Hour
Sports Official	950010	–		\$9.00 - \$50.00 Per Game
Student Aide II	910002	–	Hourly	\$9.00 Per Hour
Student Bus Driver	930001	-	Hourly	\$15.42 Per Hour

**EXHIBIT 9**  
Unit 9 – Police Management

CLASS TITLE	JOB CODE	PROB PER	RANGE	A	B	C	D	E	F
Deputy Police Chief	415007e	--	E5		9639	-	12,531		
Police Captain	415006e	12		8884	9329	9796	10286	10,801	11,163
Police Lieutenant	415005e	12		7715	8101	8507	8933	9380	9695

e Exempt class, see Narrative Section 4.

**EXHIBIT 10**  
Unit 10 – Fire Management

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F
Fire Battalion Chief	425005e	12	7888	8284	8697	9131	9587	10,066
Fire Deputy Chief	425006e	--	10,001	10,502	11,028	11,580	12,160	12,768

**EXHIBIT 10**  
Unit 10 – Fire Management, effective 1/1/16

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E	F
Fire Battalion Chief	425005e	12	8086	8492	8915	9360	9827	10,318
Fire Deputy Chief	425006e	--	10,251	10,765	11,304	11,870	12,464	13,088

e Exempt class, see Narrative Section 4.

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	156030	Stipend	\$100 Per Meeting Attended, not to exceed \$300 per month

**EXHIBIT 13-1**  
**Unit 13 – Management Non-Confidential Classes (CFPEA)**

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Acoustical Program Coordinator	310100e	12	5030	5277	5533	5806	6090
Airports Airside/Landside Superintendent	310018e	12	5191	5446	5714	5994	6288
Airports Projects Supervisor	310016e	12	5819	6105	6405	6719	7052
Airports Property Supervisor	175005e	12	5084	5334	5597	5872	6159
Architect	210045e	12	5267	5525	5797	6081	6380
Assistant Chief of Wastewater Treatment Operations	620079e	12	5361	5621	5897	6187	6490
Call Center Supervisor	115073e	12	3831	4017	4212	4415	4632
Capital Development Specialist	310007e	12	5385	5651	5930	6219	6525
Chief Engineering Inspector	230078e	12	5377	5641	5918	6209	6513
Chief Engineering Technician	210009e	12	6297	6606	6932	7274	7633
Chief of Facilities Maintenance	810037e	12	5848	6137	6438	6754	7086
Chief of Solid Waste Operations	640035e	12	5597	5872	6159	6462	6780
Chief of Wastewater Environmental Services	620075e	12	5597	5872	6159	6462	6780
Chief of Wastewater Facilities Maintenance	620085e	12	5848	6137	6438	6754	7086
Chief of Wastewater Treatment Operations	620080e	12	5914	6208	6512	6832	7168
Chief of Water Operations	610070e	12	6009	6304	6617	6942	7282
Chief Police Pilot	410031e	12	6606	6932	7274	7633	8011
Chief Surveyor	210032e	12	6606	6932	7274	7633	8011
Collection System Maintenance Supervisor	630005e	12	4691	4921	5162	5416	5682
Community Recreation Supervisor I	520015e	12	4075	4275	4484	4705	4933
Community Recreation Supervisor II	520016e	12	4471	4691	4922	5165	5416
Community Sanitation Supervisor I	720042e	12	4942	5183	5439	5705	5986
Contract Compliance Officer	150061e	12	4162	4364	4578	4804	5036
Custodial Supervisor	810025e	12	3417	3584	3758	3942	4131
DBE/Small Business Coordinator	150070e	12	4806	5039	5287	5546	5820

e Exempt class, see Narrative Section 4.

**EXHIBIT 13-1**  
**Unit 13 – Management Non-Confidential Classes (CFPEA)**

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Emergency Preparedness Officer	420020e	12	3915	4107	4307	4518	4738
Emergency Services Communications Supervisor	410004e	12	4388	4601	4825	5062	5310
Energy Efficiency Supervisor	230058e	12	4691	4921	5162	5416	5682
Equipment Supervisor	720031e	12	5327	5586	5860	6149	6451
Fire Prevention Engineer	210055e	12	5819	6105	6405	6719	7052
Fleet Administration Supervisor	720025e	12	5165	5416	5682	5961	6254
Forestry Supervisor I	510030e	12	4075	4275	4484	4705	4933
Forestry Supervisor II	510031e	12	4471	4691	4922	5165	5416
Housing Program Supervisor	230055e	12	5113	5366	5628	5904	6194
Human Resources Records Supervisor	115050e	12	4180	4385	4599	4823	5060
Industrial Electrician Supervisor	720020e	12	5588	5868	6161	6469	6794
Information Services Supervisor	125032e	12	6030	6326	6635	6962	7308
Laboratory Supervisor	620014e	12	4864	5102	5352	5615	5892
Parking Supervisor	720035e	12	3003	3147	3299	3459	3628
Parks Supervisor I	510025e	12	4075	4275	4484	4705	4933
Parks Supervisor II	510026e	12	4471	4691	4922	5165	5416
Planner III	220007e	12	4792	5028	5273	5533	5804
Power Generation System Supervisor	620056e	12	5327	5586	5860	6149	6451
Principal Accountant	130014e	12	5314	5575	5850	6137	6438
Professional Engineer	210100e	12	5819	6105	6405	6719	7052
Project Manager	150065e	12	5385	5651	5930	6219	6525
Records Supervisor	115045e	12	4180	4385	4599	4823	5060
Recycling Coordinator	640001e	12	4065	4263	4470	4688	4918
Revenue Supervisor	135025e	12	3831	4017	4212	4415	4632
Senior Accountant-Auditor	130013e	12	4410	4626	4853	5092	5339
Senior Building Inspector	230034e	12	4895	5136	5387	5652	5931
Senior Electrical Safety Consultant	230024e	12	4895	5136	5387	5652	5931

e Exempt class, see Narrative Section 4.

EXHIBIT 13-1  
Unit 13 – Management Non-Confidential Classes (CFPEA)

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Senior Engineering Inspector	230077e	12	4895	5136	5387	5652	5931
Senior Environmental & Safety Consultant	230005e	12	4895	5136	5387	5652	5931
Senior Plumbing & Mechanical Consultant	230014e	12	4895	5136	5387	5652	5931
Senior Real Estate Agent	170012e	12	5237	5493	5763	6047	6344
Senior Retirement Counselor	135052e	12	4263	4477	4701	4936	5183
Solid Waste System Supervisor	640030e	12	4913	5154	5403	5670	5947
Street Maintenance Superintendent	720004e	12	6115	6420	6743	7080	7435
Street Maintenance Supervisor	720001e	12	5643	5921	6211	6516	6837
Supervising Buyer	140004e	12	4681	4911	5148	5402	5666
Supervising Commercial Building Inspector	230036e	12	4895	5136	5387	5652	5931
Supervising Crime Scene Technician	410013	12	4286	4496	4714	4946	5187
Supervising Engineering Technician	210008e	12	5544	5819	6105	6405	6719
Supervising Environmental Control Officer	620005e	12	4864	5102	5352	5615	5891
Supervising Fire Prevention Inspector	420005e	12	5125	5375	5642	5919	6210
Supervising Planner	220008e	12	5264	5522	5792	6076	6373
Supervising Plans Examiner	210044e	12	5385	5651	5930	6219	6525
Supervising Professional Engineer	210110e	12	6606	6932	7274	7633	8011
Supervising Real Estate Agent	170013e	12	5751	6034	6330	6641	6968
Survey Party Chief	210031e	12	4400	4614	4841	5076	5328
Transit Supervisor I	320050e	12	4913	5154	5403	5670	5947
Transit Supervisor II	320051e	12	5327	5586	5860	6149	6451
Treasury Officer	135015e	12	5314	5575	5850	6137	6438
Wastewater Treatment Maintenance Supervisor	620070e	12	5473	5741	6023	6320	6630
Water Conservation Supervisor	610045e	12	5473	5741	6023	6320	6630
Water System Supervisor	610055e	12	5473	5741	6023	6320	6630

e Exempt class, see Narrative Section 4.

**EXHIBIT 13-2**  
**Unit 13 – Non-Management Confidential Classes (CFPEA)**

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Database Administrator	125045e	12	5574	5844	6132	6432	6748
Grant Writer	150105e	12	4189	4399	4619	4850	5093
Human Resources Analyst	150016e	12	3915	4107	4307	4518	4738
Legal Assistant	160001	12	3487	3656	3833	4021	4218
Legal Secretary I	115015	12	2878	3016	3161	3313	3475
Legal Secretary II	115016	12	3181	3336	3496	3665	3844
Management Analyst I	150020e <sup>4</sup>	12 <sup>4</sup>	3193	3349	3511	3683	3864
Management Analyst II	150021e <sup>4</sup>	12 <sup>4</sup>	3915	4107	4307	4518	4738
Risk Analyst	150010e	12	4303	4513	4733	4965	5209
Senior Database Administrator	125046e	12	6145	6439	6748	7071	7423
Senior Human Resources Technician	150014	12	3180	3333	3492	3662	3841
Systems Security Administrator	125050e	12	5055	5300	5562	5833	6119

e Exempt class, see Narrative Section 4.

<sup>4</sup> 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.

**EXHIBIT 14**  
**Unit 14 – Management Confidential Classes (CFMEA)**

CLASS TITLE	JOB CODE	PROB PER	RANGE	A	B	C	D	E
Administrative Manager	220025e	–	E7		7781	-	9717	
Airports Marketing & Public Relations Coordinator	310150e		E16		5903		7372	
Airports Operations Manager	310020e	–	E8		7074	-	8834	
Airports Planning Manager	310019e	–	E8		7074	-	8834	
Airports Properties Manager	310021e	–	E8		7074	-	8834	
Assistant City Clerk	115030e	–	E16		5903	-	7372	
Building Services Manager	230031e	–	E7		7781	-	9717	
Business Manager	150019e	–	E8		7074	-	8834	
City Traffic Engineer	210076e	–	E9		2840	-	8834	
Communications Manager	125060e	–	E7		7781	-	9717	
Community Sanitation Manager	720040e	–	E16		5903	-	7372	
Construction Manager	210096	–	E8		7074	-	8834	
Deputy City Engineer	210081e	–	E7		7781	-	9717	
Division Manager	150024e	–	E8		7074		8834	
Economic Development Analyst	150095e	–	E16		5903	-	7372	
Facilities Manager	810040e	–	E8		7074	-	8834	
Fleet Manager	720032e	–	E8		7074	-	8834	
Housing & Neighborhood Revitalization Manager	230065e	–	E7		7781	-	9717	
Information Services Manager	125055e	–	E7		7781	-	9717	
Law Office Manager	115020e	–	E9		2840	-	8834	
Management Analyst III	150022e	–	E9		2840	-	8834	
Parks Manager	510035e	–	E8		7074	-	8834	
Planning Manager	220010e	–	E7		7781	-	9717	
Public Works Manager	210095e	–	E7		7781	-	9717	
Purchasing Manager	140005e	–	E8		7074	-	8834	
Recreation Manager	520025e	–	E8		7074	-	8834	
Retirement Benefits Manager	135045e	–	E7		7781	-	9717	

e Exempt class, see Narrative Section 4.

**EXHIBIT 14**  
**Unit 14 – Management Confidential Classes (CFMEA)**

CLASS TITLE	JOB CODE	PROB PER	RANGE	A	B	C	D	E
Revenue Manager	135026e	–	E8		7074	-	8834	
Senior Management Analyst	150023e	–	E16		5903	-	7372	
Sewer Maintenance Manager	630010e	–	E9		2840	-	8834	
Solid Waste Manager	640040e	–	E8		7074	-	8834	
Training Officer	150046e	–	E16		5903	-	7372	
Transit Maintenance Manager	320060e	–	E9		2840	-	8834	
Transit Operations Manager	320055e	–	E8		7074	-	8834	
Wastewater Manager	620095e	–	E9		2840	-	8834	
Water System Manager	610075e	–	E9		2840	-	8834	

e Exempt class, see Narrative Section 4.

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

CLASS TITLE	JOB CODE	PROB PER	A	B	C	D	E
Airport Public Safety Supervisor*	310003	12	6170	6480	6805	7144	7503
Airport Public Safety Supervisor**	310005	12	5396	5664	5949	6247	6557

\* Hired before July 1, 2010

\*\* Hired after July 1, 2010

## 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.
- 5 This class is in a flexibly-staffed series. The probationary period for employees in the Emergency Services Dispatcher I class 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 Deleted July 1, 2010. Provision no longer in use.
- 7 Only applicable pursuant to employment agreements.
- 8 Deleted July 1, 2014.
- 9 Deleted July 14, 2014.
- 10 A person promoting from Police Officer Recruit to Police Officer after one year at "A" step 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.
- 11 This class is in a flexibly-staffed series, which allows an employee to "flex" to the journey level after a required training period.
- e Exempt class, see Narrative Section 4.

\* \* \* \* \*

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

I, YVONNE SPENCE, 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 \_\_\_\_\_, 2015.

AYES :  
NOES :  
ABSENT :  
ABSTAIN :

Mayor Approval: \_\_\_\_\_, 2015  
Mayor Approval/No Return: \_\_\_\_\_, 2015  
Mayor Veto: \_\_\_\_\_, 2015  
Council Override Vote: \_\_\_\_\_, 2015

YVONNE SPENCE, CMC  
City Clerk

BY: \_\_\_\_\_  
Deputy

APPROVED AS TO FORM:  
CITY ATTORNEY'S OFFICE

BY: \_\_\_\_\_  
Tina R. Griffin, Supervising Deputy City Attorney