

Agenda Item: File ID17-802 (9:00 A.M.)

Date: 6/22/2017

FRESNO CITY COUNCIL



Supplemental Information Packet

Agenda Related Item(s) – File ID17-802

**Contents of Supplement: Resolution and Exhibit A
Item(s)**

RESOLUTION – Adopt the FY 2018 Position Authorization Resolution (PAR)

Supplemental Information:

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

Americans with Disabilities Act (ADA):

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

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO
ESTABLISHING THE NUMBER OF POSITIONS AUTHORIZED IN
THE VARIOUS DEPARTMENTS AND OFFICES OF THE CITY
FOR FISCAL YEAR 2018

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

Part I

THAT the number of permanent full-time positions in which persons may be employed by the City during Fiscal Year 2018 is hereby established and shall be as set forth in Part V of this Resolution, and the number of permanent part-time and permanent intermittent positions in which persons may be employed by the City during Fiscal Year 2018 is hereby established and shall be as set forth in Part VI of this Resolution; and,

Part II

THAT a change in the total number of permanent full-time positions authorized in a department or office in any section of Part V or permanent part-time and permanent intermittent positions authorized in a department or office in any section of Part VI shall only be accomplished by Resolution of the Council. That the number of persons employed in permanent full-time positions shall not exceed the total number of authorized positions in a department or office in any section of Part V, and that the number of persons employed in permanent part-time or permanent intermittent positions shall not exceed the total number of authorized positions or their full-time equivalency in a department or office in any section of Part VI; except as noted in Part III(e); and,

Part III

THAT the number of permanent positions allocated by class to divisions is for budgeting consideration and convenience only, and is not intended to constitute separate authorization of permanent positions by class provided, however;


(a) that the number of permanent full-time positions allocated to any division may be adjusted, provided that the total number of permanent full-time positions authorized in any section of Part V does not change, and that there are sufficient unspent appropriations available to provide funds for the adjustment; and,

(b) that the City Manager or his designee may, upon the recommendation of the Director of the Personnel Services Department, adjust the number of permanent full-time positions allocated by class within any section of Part V

Date Adopted:

Date Approved:

Effective Date:

City Attorney Approval: 

provided that the total number of permanent positions authorized in any section of Part V does not change, and that there are sufficient unspent appropriations as verified by the Budget and Management Studies Division available to provide funds for the adjustment; and,

(c) that the number of permanent part-time and permanent intermittent positions allocated to any division may be adjusted provided that the total number of permanent part-time and permanent intermittent positions or their full-time equivalency in a department or office in any section of Part VI does not change, and that there are sufficient unspent appropriations available to provide funds for the adjustment; and,

(d) that the City Manager or his designee may, upon recommendation of the Director of the Personnel Services Department, adjust the number of permanent part-time or permanent intermittent positions or their full-time equivalency allocated by class within any section of Part VI provided that the total number of permanent part-time and permanent intermittent positions or their full-time equivalency authorized in any section of Part VI does not change, and that there are sufficient unspent appropriations as verified by the Budget and Management Studies Division available to provide funds for the adjustment; and,

(e) that the City Manager may, at his discretion, extend for a period of up to two months, positions scheduled to be eliminated so as to ensure a smooth transition due to bumping, demotions, and other personnel adjustments required by attempting to accommodate employees affected by layoffs, provided that funds have been budgeted for the transition period; and,

(f) that any adjustment made pursuant to (a), (b), (c), (d), or (e) above shall only be made within guidelines established by the City Manager; and,

(g) by adoption of this Resolution, the City Council and Mayor hereby directs responsible City staff to make necessary technical and clerical corrections to this Resolution to implement the intent of the Council and Mayor. Such corrections shall not alter, in any manner, the substance or intent of the City Council and Mayor in adopting this budget Resolution; and,

Part IV

THAT pursuant to Charter Section 1000, permanent positions in the unclassified service shall be designated either by such Charter section or by inclusion in the executive pay plan in any current salary resolution; and,

Part V

THAT the following permanent positions are authorized in the various departments and offices, as listed by section, in the attached ANNUAL POSITION AUTHORIZATION RESOLUTION FISCAL YEAR 2018; and,

Part VI

THAT the following permanent part-time and permanent intermittent positions are authorized in the various departments and offices, as listed by section, in the attached ANNUAL POSITION AUTHORIZATION RESOLUTION FISCAL YEAR 2018.

CLERK'S CERTIFICATION

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, California, at a regular meeting thereof, held on the _____ day of _____, 2017.

AYES:
NOES:
ABSENT:
ABSTAIN:

Mayor Approval: _____, 2017
Mayor Approval/No Return: _____, 2017
Mayor Veto: _____, 2017
Council Override Veto: _____, 2017

YVONNE SPENCE, CMC
City Clerk

By: _____
Deputy

APPROVED AS TO FORM
CITY ATTORNEY'S OFFICE

BY: _____
TINA R. GRIFFIN
Assistant City Attorney

EXHIBIT A

Annual Position Authorization Resolution FY 2018

Part V

THAT the following permanent positions are authorized in the various departments and offices, as listed by section, as follows:

Department	Months Authorized	Number of Positions Authorized
MAYOR AND CITY MANAGER'S OFFICE		
Section 1.1 Office of the Mayor Division; City Manager Division; Budget Division; Office of Independent Review; and, Economic Development	Full Year	24
COUNCIL DISTRICT 1 OFFICE		
Section 2.1 Council District 1 Office Division	Full Year	2
COUNCIL DISTRICT 2 OFFICE		
Section 3.1 Council District 2 Office Division	Full Year	2
COUNCIL DISTRICT 3 OFFICE		
Section 4.1 Council District 3 Office Division	Full Year	2
COUNCIL DISTRICT 4 OFFICE		
Section 5.1 Council District 4 Office Division	Full Year	2
COUNCIL DISTRICT 5 OFFICE		
Section 6.1 Council District 5 Office Division	Full Year	2
COUNCIL DISTRICT 6 OFFICE		
Section 7.1 Council District 6 Office Division	Full Year	2
COUNCIL DISTRICT 7 OFFICE		
Section 8.1 Council District 7 Office Division	Full Year	2
CITY COUNCIL OPERATING		
Section 9.1 Council City Support Division	Full Year	2
AIRPORTS DEPARTMENT		
Section 10.1 FYI Division; Airports Projects Administration Division; and, Transportation Capital Division	Full Year	86
	Oct-June	1
	Jan-June	1
		88
10.2 Chandler Downtown Airport Division	Full Year	4
CITY ATTORNEY'S OFFICE		
Section 11.1 City Attorney's Office Division	Full Year	40
CITY CLERK'S OFFICE		
Section 12.1 City Clerk's Office Division	Full Year	6

Annual Position Authorization Resolution FY 2018

Department		Months Authorized	Number of Positions Authorized
DEVELOPMENT AND RESOURCE MANAGEMENT DEPARTMENT			
Section 13.1	Administration Division; Building & Safety Services Division; and, Planning Division	Full Year	90
13.2	Parking Services	Full Year	23
13.3	Community Revitalization Division	Full Year	62
13.4	Sustainable Fresno Division	Full Year	3
		Oct-June	1
			<u>4</u>
13.5	Economic Development	Full Year	2
13.6	Housing and Community Development Division	Full Year	12
13.7	Rental Housing	Full Year	19
		Oct-June	5
			<u>24</u>
FINANCE DEPARTMENT			
Section 14.1	Finance Administration Division; and, Accounting Division	Full Year	52
		Oct-June	1
			<u>53</u>
14.2	Graphic Reproduction Services	Full Year	2
FIRE DEPARTMENT			
Section 15.1	Fire Administration Division; Fire Suppression and Emergency Response Division; Fire Prevention and Investigation Division; and, Fire Training & Support Services Division	Full Year	381
		Oct-June	1
			<u>382</u>
GENERAL CITY PURPOSE DEPARTMENT			
Section 16.1	Retirement Division	Full Year	13
INFORMATION SERVICES DEPARTMENT			
Section 17.1	Information Services Administration Division; Computer Services Division; Communication Services Division; and, Geographic Info System Division	Full Year	46
17.2	System Applications Division	Full Year	12
PARKS, AFTER SCHOOL, RECREATION, AND COMMUNITY SERVICES DEPARTMENT			
Section 18.1	Parks & Recreation Administration Division; Recreation Division; and, Parks Division	Full Year	74
PERSONNEL SERVICES DEPARTMENT			
Section 19.1	HR Administration Division; Training Division; Human Resources Division; Labor Relations Division; Loss Control Division; and, HR Class and Comp Division	Full Year	24
19.2	Risk Management Division	Full Year	11

Annual Position Authorization Resolution FY 2018

Department		Months Authorized	Number of Positions Authorized
POLICE DEPARTMENT			
Section 20.1	Office of the Chief Division; Administrative Services Division; Patrol Division; Patrol Support Division; Investigative Services Division; Federal Grants Division; State Grants Division; Local Grants Division; Other Grants Division; and, Local Law Enforcement Block Grant Division	Full Year	1,083
		Aug-June	9
		Jan-June	4
		Apr-June	4
		June	4
			<u>1,104</u>
DEPARTMENT OF PUBLIC UTILITIES			
Section 21.1	Public Utilities Administration Division	Full Year	41
21.2	Water Division; and, Water Capital Division	Full Year	192
21.3	Solid Waste Management Division	Full Year	167
21.4	Wastewater Management Division	Full Year	182
21.5	Utility Billing & Collection Division	Full Year	61
PUBLIC WORKS DEPARTMENT			
Section 22.1	Administration Division; Engineering Services Division; Capital Management Division; Street Maintenance Division; and, Traffic Signals and Streetlights Division	Full Year	291
		Oct-June	7
			<u>298</u>
22.2	Facilities Management Division	Full Year	19
TRANSPORTATION DEPARTMENT			
Section 23.1	FAX Operating Division; Transportation Maintenance Division; Transportation Administration Division; Transportation Planning Division; and, Support Services Division	Full Year	418
		Oct-June	1
			<u>419</u>
23.2	Fleet Management Division; Public Safety Fleet Maintenance Division; and, Fleet Equip Acq Division	Full Year	75
		Oct-June	3
			<u>78</u>

Part VI

THAT the following permanent part-time and permanent intermittent positions and their full-time equivalencies are authorized in the various departments and offices, as listed by section, as follows:

Department		Months Authorized	Number of Positions Authorized	Full-Time Equivalent
AIRPORTS DEPARTMENT				
Section 10.1	Security & Safety	Full Year	13	7.80
DEVELOPMENT AND RESOURCE MANAGEMENT DEPARTMENT				
Section 13.2	Parking Services	Full Year	4	3.20
DEPARTMENT OF PUBLIC UTILITIES				
Section 21.3	Solid Waste Management Division	Full Year	1	0.80
TRANSPORTATION DEPARTMENT				
Section 23.1	FAX Operating Division	Full Year	15	12.00