

# Regular Meeting/Budget Hearing

June 20, 2024

## FRESNO CITY COUNCIL



### Supplement Packet

#### ITEM(S)

**9:00 A.M. Resumed Budget Hearings – Vote on Final Budget**

**B (ID 24-814)** - \*\*\*RESOLUTION - Adopt the FY 2025 Position Authorization Resolution. (Subject to Mayor's Veto)

**Contents of Supplement:** **Staff Report**  
**PAR Resolution**  
**PAR Parts V and VI**

#### Item(s)

##### **Supplemental Information:**

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

##### **Americans with Disabilities Act (ADA):**

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

RECEIVED  
2024 JUN 19 P 6:02  
CITY OF FRESNO  
CITY CLERK'S OFFICE

## REPORT TO THE CITY COUNCIL

**FROM:** HENRY FIERRO, Budget Director  
Budget and Management Studies Department

**BY:** JUAN RIOS RAMOS, Principal Budget Analyst  
Budget and Management Studies Department

### SUBJECT

..Title

\*\*\*RESOLUTION - Adopt the FY 2025 Position Authorization Resolution. (Subject to Mayor's veto)

..Body

### RECOMMENDATION

It is recommended that Council adopt the Position Authorization Resolution (PAR) for FY 2025 thereby authorizing the number of permanent full-time, permanent part-time and permanent intermittent positions as approved in the FY 2025 budget.

### EXECUTIVE SUMMARY

This Resolution will add Seventy (70) permanent full-time positions in a number of departments in an effort to improve public safety and service delivery throughout the City of Fresno.

Department	Job Title	Number of Positions
Airports Department	Community Coordinator	2
Airports Department	Airport Public Safety Supv	2
Airports Department	Airports Electrician	1
Airports Department	Custodian	4
	Total	9
Animal Center Department	Animal Resource Officer II	2
Capital Projects Department	Survey Party Technician	1
Capital Projects Department	Survey Party Chief	1
Capital Projects Department	Engineering Inspector II	2
	Total	4
City Attorney/Code Department	Accountant-Auditor II	1
City Clerk's Office	Senior Records Clerk	1
General Services Department	Bus Driver	3
General Services Department	Transit Supervisor I	1
General Services Department	Transit Supervisor II	1
General Services Department	Equipment Service Worker II	3
General Services Department	Light Equipment Mechanic II	1
General Services Department	Heavy Equipment Mechanic II	2
General Services Department	Equipment Supervisor	1
	Total	12

<b>Department</b>	<b>Job Title</b>	<b>Number of Positions</b>
Information Services Department	Call Center Representative II	2
Information Services Department	Senior Call Center Rep	1
Information Services Department	Network Systems Specialist	1
	Total	4
Department of Public Utilities	Administrative Clerk II	2
Department of Public Utilities	Project Manager	1
Department of Public Utilities	Engineer II	3
Department of Public Utilities	Professional Engineer	2
Department of Public Utilities	Program Manager	1
Department of Public Utilities	Landscape Water Conservation Specialist	2
Department of Public Utilities	Environmental Control Officer	1
Department of Public Utilities	Collection System Maint Tech	1
Department of Public Utilities	Collection System Maint Spec	1
Department of Public Utilities	Industrial Electrician	1
	Total	15
Public Works Department	Management Analyst II	1
Public Works Department	Senior Management Analyst	1
Public Works Department	Safety Specialist	1
Public Works Department	Project Manager	1
Public Works Department	Chief Engineering Technician	1
Public Works Department	Irrigation Specialist	1
Public Works Department	Parks Supervisor II	1
	Total	7
Transportation Department	Transit Scheduler Technician	1
Transportation Department	Bus Driver	6
Transportation Department	Transit Supervisor I	2
Transportation Department	Utility Leadworker	1
Transportation Department	Equipment Service Worker II	5
	Total	15
	<b>Grand Total</b>	<b>70</b>

## **BACKGROUND**

Attached is the FY 2025 Position Authorization Resolution (PAR), which legally establishes the number of permanent full-time, permanent part-time and permanent intermittent positions in which persons may be employed within the various departments and funds of the City. The FY 2025 PAR incorporates FY 2024 PAR amendments that have occurred since approval of the Mayor's FY 2024 Adopted Budget.

## **ENVIRONMENTAL FINDINGS**

This item is not a project for the purpose of the California Environmental Quality Act.

## **LOCAL PREFERENCE**

N/A

## **FISCAL IMPACT**

By approving the Annual Position Authorization Resolution, the City Council is adopting the total number of permanent full-time and permanent part-time positions by department in which persons may be employed by the City during Fiscal Year 2025.

Attachments:

PAR Resolution

PAR Parts V and VI

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 2025

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 2025 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 2025 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 City Manager's 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 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 Department available to provide funds for the adjustment; and,

Date Adopted:

Date Approved:

Effective Date:

City Attorney Approval:  \_\_\_\_\_

(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 City Manager's 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 Department available to provide funds for the adjustment; and,

(e) that the City Manager may, at the City Manager's 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 2025; 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 2025.

\*\*\*\*\*

**CLERK'S CERTIFICATION**

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

I, TODD STERMER, City Clerk of the City of Fresno, certify that the foregoing resolution was adopted by the Council of the City of Fresno, at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_ 2024.

AYES :  
NOES :  
ABSENT :  
ABSTAIN :

Mayor Approval: \_\_\_\_\_, 2024  
Mayor Approval/No Return: \_\_\_\_\_, 2024  
Mayor Veto: \_\_\_\_\_, 2024  
Council Override Vote: \_\_\_\_\_, 2024

TODD STERMER, CMC  
City Clerk

By: \_\_\_\_\_  
Deputy Date

APPROVED AS TO FORM:  
ANDREW JANZ  
City Attorney

By: \_\_\_\_\_  
MAO LEE Date  
Senior Deputy City Attorney

**Annual Position Authorization Resolution FY 2025**

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
<b>MAYOR AND CITY MANAGER'S OFFICE</b>				
Section 1.1	Office of the Mayor Division; City Manager Division; Office of Independent Review; Office of Emergency Preparedness; Office of Special Events; and, Office of Community Affairs		Full Year	25
<b>COUNCIL DISTRICT 1 OFFICE</b>				
Section 2.1	Council District 1 Office Division		Full Year	6
<b>COUNCIL DISTRICT 2 OFFICE</b>				
Section 3.1	Council District 2 Office Division		Full Year	6
<b>COUNCIL DISTRICT 3 OFFICE</b>				
Section 4.1	Council District 3 Office Division		Full Year	6
<b>COUNCIL DISTRICT 4 OFFICE</b>				
Section 5.1	Council District 4 Office Division		Full Year	6
<b>COUNCIL DISTRICT 5 OFFICE</b>				
Section 6.1	Council District 5 Office Division		Full Year	6
<b>COUNCIL DISTRICT 6 OFFICE</b>				
Section 7.1	Council District 6 Office Division		Full Year	6
<b>COUNCIL DISTRICT 7 OFFICE</b>				
Section 8.1	Council District 7 Office Division		Full Year	7
<b>CITY COUNCIL OPERATING</b>				
Section 9.1	Council City Support Division		Full Year	3
<b>AIRPORTS DEPARTMENT</b>				
Section 10.1	FYI Division; and, Airports Projects Administration Division		Full Year	129
			Oct-June	5
			Jan-June	4
				<u>138</u>
10.2	Chandler Downtown Airport Division		Full Year	3
<b>ANIMAL CENTER DEPARTMENT</b>				
Section 11.1	Animal Center Administration Division; Animal Operations Division; Community Resource and Engagement Division; and, Veterinary Services Division		Full Year	74
			Oct-June	2
<b>BUDGET AND MANAGEMENT STUDIES DEPARTMENT</b>				
Section 12.1	Budget and Management Studies Division		Full Year	10
<b>CAPITAL PROJECTS DEPARTMENT</b>				
Section 13.1	Administration Division; Design Services Division; Transportation Project Management Division; Construction Management Division; and, Utilities and On-Site Project Management Division.		Full Year	136
			Oct-June	4
				<u>140</u>
<b>CITY ATTORNEY'S OFFICE</b>				
Section 14.1	Legal Proceedings Section		Full Year	67
14.2	Code Section		Full Year	111
			Oct-June	1
				<u>112</u>
<b>CITY CLERK'S OFFICE</b>				
Section 15.1	City Clerk's Office Division		Full Year	10
			Oct-June	1
				<u>11</u>
15.2	Graphic Reproduction Services		Full Year	3



**Annual Position Authorization Resolution FY 2025**

Department		Months Authorized	Number of Positions Authorized
<b>ECONOMIC DEVELOPMENT DEPARTMENT</b>			
Section 16.1	Economic Development Division	Full Year	8
<b>FINANCE DEPARTMENT</b>			
Section 17.1	Financial Services Division	Full Year	56
17.2	Utility Billing and Collection Division	Full Year	63
<b>FIRE DEPARTMENT</b>			
Section 18.1	Fire Administration Division; Fire Suppression and Emergency Response; Fire Prevention and Investigation Division; Fire Training Division; and, Fire Support Services Divisions	Full Year	428
<b>GENERAL CITY PURPOSE DEPARTMENT</b>			
Section 19.1	Retirement Accounting	Full Year	19
<b>GENERAL SERVICES DEPARTMENT</b>			
Section 20.1	GSD Administration Division; Fleet Management Division; Trolley Services Division; Facilities Management Division; and, Fleet Equipment Acquisition Division	Full Year Oct-June	143 7 <hr/> 150
20.2	Purchasing Division	Full Year	10
<b>INFORMATION SERVICES DEPARTMENT</b>			
Section 21.1	Information Services Administration Division; Computer Services Division; Cyber Security Division; Communication Services Division; Radio Frequency Division; Call Center Division, and, Geographic Information System Division	Full Year Oct-June	113 3 <hr/> 116
21.2	System Applications Division	Full Year	19
<b>PARKS, AFTER SCHOOL, RECREATION, AND COMMUNITY SERVICES DEPARTMENT</b>			
Section 22.1	Parks & Recreation Administration Division; Recreation Division; Parks Division; Community Services Division; Capital Division; and, Office of Neighborhood Safety & Community Engagement	Full Year	162
<b>PERSONNEL SERVICES DEPARTMENT</b>			
Section 23.1	HR Administration Division; Training Division; Human Resources Division; Labor Relations Division; Loss Control Division; Workers Compensation Division; and, HR Class and Comp	Full Year	48
23.2	Risk Management Division	Full Year	13
<b>PLANNING AND DEVELOPMENT DEPARTMENT</b>			
Section 24.1	Development Administration Division; Building & Safety Services Division; Planning Division; Housing & Community Development Division; and, Local Business Initiative	Full Year	161
24.2	Parking Services Division	Full Year	28
24.3	Grants Division	Full Year	15
<b>POLICE DEPARTMENT</b>			
Section 25.1	Office of the Chief Division; Administrative Services Division; Patrol Services Division; Support & Special Services Division; Crime Scene Investigations; Federal Grants; and, Police Training Division	Full Year	1,330
<b>DEPARTMENT OF PUBLIC UTILITIES</b>			
Section 26.1	Public Utilities Administration Division	Full Year Oct-June	31 6 <hr/> 37
26.2	Water Division	Full Year	201
26.3	Solid Waste Management Division	Full Year	202
26.4	Wastewater Management Division	Full Year Oct-June	178 4 <hr/> 182

**Annual Position Authorization Resolution FY 2025**

Department		Months Authorized	Number of Positions Authorized
<b>PUBLIC WORKS DEPARTMENT</b>			
Section 27.1	Administration Division; Engineering Services Division; Capital Management Division; Traffic Operations & Planning Division; Sustainable Fresno Division; Graffiti Abatement; Street Maintenance Division; Landscape Maintenance; Fulton Street Maintenance; and, Traffic Signal and Streetlights Division	Full Year	396
		Oct-June	<u>7</u>
			403
<b>TRANSPORTATION DEPARTMENT</b>			
Section 28.1	FAX Operating Division; Transportation Maintenance Division; Transportation Administration Division; Transportation Planning Division; and, Support Services Division	Full Year	491
		Oct-June	6
		Jan-June	2
		Apr-June	<u>6</u>
			505

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
<b>MAYOR AND CITY MANAGER'S OFFICE</b>				
Section 1.1	Office of the Mayor Division; City Manager Division; Office of Independent Review; Office of Emergency Preparedness; Office of Special Events; and, Office of Community Affairs	Full Year	5	4.00
<b>AIRPORTS DEPARTMENT</b>				
Section 10.1	FYI Division; and, Airports Projects Administration Division	Full Year	14	8.40
<b>ANIMAL CENTER DEPARTMENT</b>				
Section 11.1	Animal Center Administration; Animal Operations; Community Resource and Engagement; and, Veterinary Services	Full Year	3	2.40
<b>CITY CLERK'S OFFICE</b>				
Section 15.1	City Clerk's Office Division	Full Year	3	2.40
<b>PERSONNEL SERVICES DEPARTMENT</b>				
Section 23.1	HR Administration Division; Training Division; Human Resources Division; Labor Relations Division; Loss Control Division; Workers Compensation Division; and, HR Class and Comp	Full Year	3	2.20
<b>PLANNING AND DEVELOPMENT DEPARTMENT</b>				
Section 24.2	Parking Services Division	Full Year	3	2.40
<b>DEPARTMENT OF PUBLIC UTILITIES</b>				
Section 26.1	Public Utilities Administration Division	Full Year	1	0.80
<b>TRANSPORTATION DEPARTMENT</b>				
Section 28.1	FAX Operating Division; Transportation Maintenance Division; Transportation Administration Division; Transportation Planning Division; and, Support Services Division	Full Year	25	20.00