

Agenda Item: ID#19-1926 (9:00 A.M.-C)

Date: 6/27/2019

## FRESNO CITY COUNCIL



### Late Submission Information Packet

Agenda Related Item(s) – ID#19-1926 (9:00 A.M. -C)

**Contents: FINAL 2020 Position Authorization Resolution and Final 2020 PAR Parts V and VI**

#### Item(s)

**\*\*\*RESOLUTION – Adopt the FY 2020 Position Authorization Resolution (Subject to Mayor's veto)**

#### **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 2020

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 2020 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 2020 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 City 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 their 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 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 their 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 their 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 City 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 2020; 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 2020.

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**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 \_\_\_\_\_, 2019.

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor Approval: \_\_\_\_\_, 2019  
Mayor Approval/No Return: \_\_\_\_\_, 2019  
Mayor Veto: \_\_\_\_\_, 2019  
Council Override Veto: \_\_\_\_\_, 2019

\_\_\_\_\_  
YVONNE SPENCE, MMC  
City Clerk

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

APPROVED AS TO FORM  
CITY ATTORNEY'S OFFICE

BY: \_\_\_\_\_  
TINA R. GRIFFIN  
Assistant City Attorney

## Annual Position Authorization Resolution FY 2020

### 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 Division; Economic Development Division; and, Budget Division	Full Year	29
<b>COUNCIL DISTRICT 1 OFFICE</b>		
Section 2.1 Council District 1 Office Division	Full Year	2
<b>COUNCIL DISTRICT 2 OFFICE</b>		
Section 3.1 Council District 2 Office Division	Full Year	2
<b>COUNCIL DISTRICT 3 OFFICE</b>		
Section 4.1 Council District 3 Office Division	Full Year	2
<b>COUNCIL DISTRICT 4 OFFICE</b>		
Section 5.1 Council District 4 Office Division	Full Year	2
<b>COUNCIL DISTRICT 5 OFFICE</b>		
Section 6.1 Council District 5 Office Division	Full Year	2
<b>COUNCIL DISTRICT 6 OFFICE</b>		
Section 7.1 Council District 6 Office Division	Full Year	2
<b>COUNCIL DISTRICT 7 OFFICE</b>		
Section 8.1 Council District 7 Office Division	Full Year	3
<b>CITY COUNCIL OPERATING</b>		
Section 9.1 Council City Support Division	Full Year	2
<b>AIRPORTS DEPARTMENT</b>		
Section 10.1 FYI Division; and, Airports Projects Administration Division	Full Year	91
	Oct-June	3
		94
10.2 Chandler Downtown Airport Division	Full Year	3
<b>CITY ATTORNEY'S OFFICE / NEIGHBORHOOD SERVICES</b>		
Section 11.1 City Attorney's Office Division	Full Year	47
	Oct-June	2
		49
11.2 Code Enforcement Division; Neighborhood Revitalization; and, Rental Housing	Full Year	80
<b>CITY CLERK'S OFFICE</b>		
Section 12.1 City Clerk's Office Division	Full Year	6

## Annual Position Authorization Resolution FY 2020

	Department	Months Authorized	Number of Positions Authorized
<b>FINANCE DEPARTMENT</b>			
Section 13.1	Finance Accounting Division	Full Year	53
13.2	Graphic Reproduction Services Division	Full Year	2
13.3	Utility Billing & Collection Division	Full Year	63
<b>FIRE DEPARTMENT</b>			
Section 14.1	Fire Administration Division; Fire Suppression and Emergency Response Division; Fire Prevention and Investigation Division; and, Fire Training & Support Services Divisions	Full Year	345
		Oct-June	<u>1</u>
			346
<b>GENERAL CITY PURPOSE DEPARTMENT</b>			
Section 15.1	Retirement Division	Full Year	14
		Oct-June	<u>1</u>
			15
<b>INFORMATION SERVICES DEPARTMENT</b>			
Section 16.1	Information Services Administration Division; Computer Services Division; Communication Services Division; and, Geographic Information System Division	Full Year	48
		Oct-June	<u>3</u>
			51
16.2	System Applications Division	Full Year	14
<b>PARKS, AFTER SCHOOL, RECREATION, AND COMMUNITY SERVICES DEPARTMENT</b>			
Section 17.1	Community Services Division; Parks & Recreation Administration Division; Recreation Division; and, Parks Division	Full Year	76
<b>PERSONNEL SERVICES DEPARTMENT</b>			
Section 18.1	Administration Division; Training Division; Human Resources Division; Labor Relations Division; Loss Control Division; Workers Compensation Division; and, Class and Comp Division	Full Year	28
18.2	Risk Management Division	Full Year	10
<b>PLANNING AND DEVELOPMENT DEPARTMENT</b>			
Section 19.1	Development Administration Division; Building & Safety Services Division; and, Planning Division	Full Year	97
		Oct-June	<u>2</u>
			99
19.2	Economic Development	Full Year	2
19.3	Parking Division	Full Year	24
19.4	Housing and Urban Development (HUD)	Full Year	11
<b>POLICE DEPARTMENT</b>			
Section 20.1	Office of the Chief Division; Administrative Services Division; Patrol Services Division; Support & Special Services Division; Crime Scene Investigations Division; Federal Grants Division; and, Police Training Division	Full Year	1,122

## Annual Position Authorization Resolution FY 2020

Department			Months Authorized	Number of Positions Authorized
<b>DEPARTMENT OF PUBLIC UTILITIES</b>				
Section	21.1	Public Utilities Administration Division	Full Year	38
	21.2	Water Division	Full Year	194
	21.3	Solid Waste Management Division	Full Year	171
			Oct-June	5
				176
	21.4	Wastewater Management Division	Full Year	181
<b>PUBLIC WORKS DEPARTMENT</b>				
Section	22.1	Administration Division; Engineering Services Division; Capital Management Division; Traffic Operations & Planning Division; Sustainable Fresno Division; Street Maintenance Division; Landscape Maintenance Division; and, Traffic Signals and Streetlights Division	Full Year	330
			Oct-June	3
				333
	22.2	Facilities Management Division	Full Year	23
			Oct-June	2
				25
<b>TRANSPORTATION DEPARTMENT</b>				
Section	23.1	FAX Operating Division; Transportation Maintenance Division; Transportation Administration Division; Transportation Planning Division; and, Support Services Division	Full Year	433
			Oct-June	1
				434
	23.2	Public Safety Fleet Maintenance Division; Fleet Management Operations Division; and, Fleet Equipment Acquisition Division	Full Year	89
			Oct-June	3
				92

### 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>AIRPORTS DEPARTMENT</b>					
Section	10.1	Security & Safety	Full Year	14	8.40
<b>PLANNING AND DEVELOPMENT DEPARTMENT</b>					
Section	19.3	Parking Services	Full Year	4	3.20
<b>TRANSPORTATION DEPARTMENT</b>					
Section	23.1	FAX Operating Division	Full Year	10	8.00