



## Legislation Details (With Text)

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**Title:** \*\*\*RESOLUTION - 6th amendment to Fiscal Year 2017 Salary Resolution No. 2016-120, adding new Supervising Airports Operations Officer, Supervising Airports Building Maintenance Technician, and Landscape Maintenance Superintendent classifications to Exhibit 13-1, Exempt Supervisory and Professional (CFPEA), and Plans and Permit Technician classification to Exhibit 3, Non-Supervisory White Collar (FCEA); and amending the Plan Examiner I/II and III classification titles and respective salaries in Exhibit 3, Non-Supervisory White Collar (FCEA)

**Sponsors:** Personnel Services Department

**Indexes:**

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**Attachments:** 1. 6th Amend to FY17 Salary Resolution.pdf

Date	Ver.	Action By	Action	Result
9/22/2016	1	City Council	approved	Pass

## REPORT TO THE CITY COUNCIL

**September 22, 2016**

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Personnel Services Department

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Personnel Services Department

## SUBJECT

\*\*\*RESOLUTION - 6<sup>th</sup> amendment to Fiscal Year 2017 Salary Resolution No. 2016-120, adding new Supervising Airports Operations Officer, Supervising Airports Building Maintenance Technician, and Landscape Maintenance Superintendent classifications to Exhibit 13-1, Exempt Supervisory and Professional (CFPEA), and Plans and Permit Technician classification to Exhibit 3, Non-Supervisory White Collar (FCEA); and amending the Plan Examiner I/II and III classification titles and respective salaries in Exhibit 3, Non-Supervisory White Collar (FCEA)

## RECOMMENDATION

It is recommended Council approve the Sixth Amendment to Salary Resolution No. 2016-120 to establish new classifications to Exhibit 13-1, Exempt Supervisory and Professional (CFPEA), and

Exhibit 3, Non-Supervisory White Collar (FCEA); and amend the classification titles and respective salaries of the Plans Examiner series in Exhibit 3, Non-Supervisory White Collar (FCEA).

## **EXECUTIVE SUMMARY**

Following the approval of the Fiscal Year 2017 (FY17) Budget, Personnel Services in collaboration with respective City Departments developed four new classifications. These classifications include Supervising Airports Operations Officer (Supervising AOO), Supervising Airports Building Maintenance Technician (Supervising ABMT), and Landscape Maintenance Superintendent, which are being added to Exhibit 13-1, Exempt Supervisory and Professional (CFPEA) represented by City of Fresno Professional Employees Association; and Plans and Permit Technician, which is being added to Exhibit 3, Non-Supervisory White Collar (FCEA) represented by The Fresno City Employees Association. Additionally, as a result of the new Plans and Permit Technician classification in the plans examiner job series, the Plans Examiner I/II and III were retitled and salary ranges modified accordingly in Exhibit 3.

## **BACKGROUND**

The Fiscal Year 2017 Budget reflects a fiscally responsible and sustainable approach to restoring essential City services. In collaboration with respective City Departments, Personnel Services proposes the establishment of new classifications and assigned salary ranges and the amendment of a salary range in order to execute and implement the actions approved in the FY17 budget.

The Supervising AOO and Supervising ABMT classifications are being established to provide improved span of control given the 24/7 operation of the Airports Department and to develop a career path for succession planning. The Supervising AOO will perform advanced duties related to compliance, inspection, and supervision to effectively address passenger growth and Federal Aviation Administration (FAA) regulatory mandates commencing in 2017. In addition, the Supervising AOO will monitor the activities of tenants and personnel during the assigned shift to ensure compliance with airport standards, policies, and regulations; issue and file Notices to Airmen (NOTAMS) to report conditions that impact the safe operations of aircraft; and ensure prompt communication to the FAA, air carriers, and other users.

The Supervising ABMT was created to supervise the day-to-day activities of staff engaged in the repair and maintenance work of airport buildings, hangars, fueling systems, and mechanical and related equipment. The Supervising ABMT will also inspect facilities and equipment for compliance standards, ensure proper function and operation, and determine maintenance needs for the department.

The Landscape Maintenance Superintendent will be responsible for directing field activities, contract administration, and safety programs of the Landscape Maintenance Division in Public Works. The Superintendent will supervise and coordinate ongoing construction, maintenance, chemical application, parks maintenance, and equipment repairs; and in support of the beautification of Fresno neighborhoods, will ensure compliance of Community Facility Districts (CFD) and Landscape Maintenance Districts agreements.

The Plans and Permit Technician was created to meet the increase and ongoing needs of building and plans reviews, and to support customer service operations. The Plans and Permit Technician will perform front counter duties such as receive, log, and distribute building plans and applications;

calculate appropriate fees; and check plans and issue building permits for minor residential additions and alterations.

Additionally, as a result of the creation of the Plans and Permit Technician classification, it was determined that the Plans Examiner series should be modified to better define the roles by retitling the Plans Examiner I/II classification to Plans Examiner and modifying from a dual/flex class to a single level class; and retitling the Plans Examiner III classification to Senior Plans Examiner. There are currently no incumbents in the Plans Examiner I classification so the elimination of a flexible promotion from I to II does not affect any current employees. Finally, due to the nature and scope of the Plans Examiner duties, the salaries for Plans Examiner and Senior Plans Examiner are being amended to maintain the appropriate pay relationship with other classes with similar minimum qualifications and scope of responsibility.

The City provided notice to all bargaining units regarding the new classifications and their associated salary ranges, as well as FCEA regarding the modified classification titles and salary ranges for the Plans Examiner series, and has concluded its meet and confer obligation.

The City Attorney's Office has approved the Sixth Amendment to Salary Resolution No. 2016-120 as to form.

## **ENVIRONMENTAL FINDINGS**

By the definition provided in the California Environmental Quality Act Guidelines Section 15378 this item does not qualify as a "project" and is therefore exempt from the California Environmental Quality Act requirements.

## **LOCAL PREFERENCE**

Local preference is not implicated because this item does not involve public contracting or bidding with the City of Fresno.

## **FISCAL IMPACT**

This Salary Resolution Amendment will not result in any new salary and benefit costs for the creation of the three new classes, nor for the amended salary range, as these were incorporated and approved in the FY17 budget.

Attachment:  
Sixth Amendment to Salary Resolution No. 2016-120