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Title: *** RESOLUTION - 12th amendment to Fiscal Year 2017 Salary Resolution No. 2016-120: (1) amending Exhibit 2, Unit 2, Non-Represented Management and Confidential Classes, to add one unrepresented Management Analyst II position (Job Code 150032e), and increase the salary range for Payroll Accountant; (2) amending Exhibit 3, Unit 3, Non-Supervisory White Collar, (FCEA) to add the new classification of Crime Specialist; and (3) amending Exhibit 6, Unit 6, Bus Drivers (ATU) to show an F step for the Bus Driver classification for the sole purpose of retirement benchmark calculations.

Sponsors: Personnel Services Department

Indexes:

Code sections:

Attachments: 1. FINAL 12th Amend to FY17 Salary Resolution.pdf, 2. REDLINE 12th Amend to FY17 Salary Resolution.pdf

Date	Ver.	Action By	Action	Result
2/16/2017	1	City Council	approved	

REPORT TO THE CITY COUNCIL

February 16, 2017

FROM: JEFF CARDELL, Director
Personnel Services Department

BY: SANDRA CHAVEZ MARTIN, Human Resources Manager
Personnel Services Department

SUBJECT

*** RESOLUTION - 12th amendment to Fiscal Year 2017 Salary Resolution No. 2016-120: (1) amending Exhibit 2, Unit 2, Non-Represented Management and Confidential Classes, to add one unrepresented Management Analyst II position (Job Code 150032e), and increase the salary range for Payroll Accountant; (2) amending Exhibit 3, Unit 3, Non-Supervisory White Collar, (FCEA) to add the new classification of Crime Specialist; and (3) amending Exhibit 6, Unit 6, Bus Drivers (ATU) to show an F step for the Bus Driver classification for the sole purpose of retirement benchmark calculations.

RECOMMENDATIONS

It is recommended Council approve the Twelfth Amendment to Salary Resolution No. 2016-120 to:

- Add one unrepresented Management Analyst II position (Job Code 150032e) in Range E16 in Unit 2 - Non-Represented Management and Confidential Classes effective February 20, 2017;
- Increase the salary range for Payroll Accountant in Exhibit 2, effective February 20, 2017;
- Add the new classification of Crime Data Specialist to Exhibit 3, Non-Supervisory White Collar represented by the Fresno City Employees Association (FCEA) effective February 20, 2017; and
- Show an F step for the Bus Driver classification for the sole purpose of retirement benchmark calculations.

EXECUTIVE SUMMARY

A Management Analyst II position was assigned to the Labor Relations Division of the Personnel Services Department. Under provisions of the Fresno Municipal Code (FMC) Section 3-614 (c), the position is being moved to the confidential unit as delineated in Exhibit 2. The position is being assigned to Range E16.

The salary range for Payroll Accountant is hereby increased to maintain the desired internal relationship with the Senior Accountant Auditor classification, which was established to attract and retain people in the Payroll Unit.

In collaboration with the Police Department, Personnel Services has developed a new classification: Crime Data Specialist which is being added to FCEA.

Finally, Exhibit 6 is being amended to display an F step for the Bus Driver classification aligned with the current E step for purposes of retirement benchmarking.

BACKGROUND

A Management Analyst II position was placed to the Labor Relations Division in Personnel Services. Since the position will be working on confidential issues related to negotiations with bargaining units, it is being placed in Unit 2 - Non-Represented Management and Confidential Classes in accordance with FMC Section 3-614 (c). A review of the salary ranges in Exhibit 2 indicates that appropriate placement of the position would be in salary range E16.

The Payroll Accountant classification was created and approved by Council in February of 2016. In an effort to attract and retain in this position, the compensation was originally established at 10% above the top step for Senior Accountant-Auditor. An increase of 2.5% maintains the desired 10% between the classifications. The salary range for Payroll Accountant in Exhibit 2 is being increased and the position is being assigned to salary range E15 as noted in the attachment.

A new classification of Crime Data Specialist has been developed to accurately reflect the duties performed such as evaluating and interpreting crime information as well as preparing and disseminating information regarding crime activity, series, trends and patterns. Individuals performing this work have been assigned to the classification of Community Outreach Specialist. Following approval of this item, the employees will be moved to the new classification.

In order to establish the appropriate benchmark for retirement purposes and consistent with FMC 3-205, Exhibit 6 is being amended to display an F step for the Bus Driver classification. As approved by Council, effective January 1, 2017, in accordance with the 10th Salary Resolution Amendment, the salary steps decreased from six steps to five steps eliminating the F step. Showing an F step in the Salary Resolution that is consistent with the E step is necessary for calculating retirement benefits for employees who are no longer employed as Bus Drivers.

The City provided notice to all of the bargaining units regarding the new classification; and the affected bargaining units regarding the placement of a position in the confidential unit. The City has concluded its meet and confer obligation, and the affected bargaining units concurred with the changes that are being presented to Council for approval.

The City Attorney's Office has approved the Twelfth 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 result in increased salary and benefit costs in FY 17 of approximately \$12,500 which will be absorbed by the respective Departments.

Attachment:

Final - Twelfth Amendment to Salary Resolution No. 2016-120

Redline - Twelfth Amendment to Salary Resolution No. 2016-120