

RESOLUTION R2022-\_\_

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NAPA, STATE OF CALIFORNIA, (A) APPROVING THE CLASSIFICATION SPECIFICATION, COMPENSATION, AND BENEFITS FOR THE RISK MANAGER POSITION, AND (B) APPROVING THE CLASSIFICATION SPECIFICATION REVISIONS AND ADOPTING A NEW SALARY RANGE FOR THE DEPUTY CITY MANAGER POSITION; AND (C) AMENDING THE BUDGET STAFFING PLAN FOR THE CITY MANAGER'S OFFICE BY DELETING ONE DEPUTY CITY MANAGER POSITION, AND ADDING ONE RISK MANAGER POSITION

WHEREAS, on June 21, 2022, as a part of the City of Napa Budget for Fiscal Year 2022-2023, the City Council approved Resolution R2022-066 which included an adjustment to staffing levels in the City Manager's Office, to add one Management Analyst I/II position and one Deputy City Manager position; and

WHEREAS, following approval of the budget, as the City Manager's Office worked with the Human Resources Department regarding the more particular needs of the position which resulted in the need to create a new position of Risk Manager and modify the Deputy City Manager position; and

WHEREAS, by separate ordinance of the City Council, the Risk Manager and Management Analyst I/II positions will be established as "appointive officers" under City Charter section 75 and as codified at Napa Municipal Code Section 2.24.070, meaning that the positions are "unclassified" at-will positions, and it is therefore necessary to document the compensation and benefits of the Risk Manager as being equivalent to those approved by the City Council for the Administrative & Managerial Professional Employees ("AMP"); and

WHEREAS, the City Council has approved the compensation and benefits for amp through a Memorandum of Understanding with a term through December 31, 2022, and those compensation and benefits may be referred to in this resolution as "AMP MOU"; and

WHEREAS, as described in the staff report presented to Council in support of this resolution, the services previously performed by two Deputy City Managers are proposed to be performed by one Risk Manager and one Deputy City Manager; and

WHEREAS, these changes require approval of the classification specification and compensation for the Risk Manager, and minor adjustment to the classification specification for the Deputy City Manager position (to reflect the changes in position duties), and an amendment to the budget staffing plan for the City Manager's Office; and

WHEREAS, the City Council has considered all information related to this matter, as presented at the public meetings of the City Council identified herein, including any supporting reports by City Staff, and any information provided during public meetings.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Napa, as follows:

1. The City Council hereby finds that the facts set forth in the recitals to this Resolution are true and correct, and establish the factual basis for the City Council's adoption of this Resolution.

2. The City Council hereby approves the Class Specification for the Risk Manager as set forth on Exhibit "A," attached hereto and incorporated herein by reference. The salary range for the Risk Manager is hereby established at \$138,195.10 to \$166,952.70 annually.

3. The City Council hereby establishes the Risk Manager position as a member of the "City Unrepresented Management Staff" (which may also be referred to as "AMPX"). Members of AMPX shall receive compensation and benefits pursuant to the terms of the AMP MOU, as it may be further amended by the parties to the AMP MOU; provided however, the Grievance Procedure (AMP MOU Section 29.2) shall not apply to any AMPX employee.

4. The City Council hereby approves the Class Specification for the Deputy City Manager, as set forth on Exhibit "B," attached hereto and incorporated herein by reference. The salary range for the Deputy City Manager is hereby established at \$167,693.60 to \$202,592.14 annually. The effective date of the salary range for the Deputy City Manager shall be 30 days after the effective date of the ordinance establishing the Deputy City Manager as an "appointive officer."

5. The City Council hereby approves an amendment to the Budget Staffing Plan for the City Manager's Office by deleting one Deputy City Manager position, and adding one Risk Manager position. Upon Council adoption of this resolution, the Budget Staffing Plan for the City Manager's Office will include: one City Manager, one Assistant City Manager, one Deputy City Manager, one Risk Manager, one Community Relations and Media Manager and one Management Analyst I/II. The effective date of the deletion of the Deputy City Manager position shall be 30 days after the effective date of the ordinance establishing the Risk Manager as an "appointive officer."

6. This Resolution shall take effect immediately upon its adoption.

I HEREBY CERTIFY that the foregoing Resolution was duly adopted by the City Council of the City of Napa at a public meeting of said City Council held on the 20<sup>th</sup> day of September, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: \_\_\_\_\_  
Tiffany Carranza  
City Clerk

Approved as to form:

\_\_\_\_\_  
Michael W. Barrett  
City Attorney