

RESOLUTION R2024-___

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NAPA, STATE OF CALIFORNIA, AMENDING THE CITY CLASSIFICATION PLAN BY ADOPTING THE NEW CLASSIFICATION SPECIFICATION AND SALARY RANGE FOR PRINCIPAL MANAGEMENT ANALYST; AND AMENDING THE BUDGET STAFFING PLAN BY ADDING ONE (1) PRINCIPAL MANAGEMENT ANALYST POSITION, AND DELETING ONE (1) MANAGEMENT ANALYST I/II POSITION

WHEREAS, the Human Resources Department assessed the needs of the City, and determined it was necessary to add the Principal Management Analyst classification specification; and

WHEREAS, staff in the Human Resources Department reviewed the duties to be performed and recommend adopting the classification specification and salary range based on internal and external comparators; and

WHEREAS, the Human Resources Department determined the Principal Management Analyst classification better meets the operational needs of the Fire Department; and

WHEREAS, the Budget Staffing Plan for the Fire Department will require a corresponding change to reflect the addition of one (1) Principal Management Analyst position, and deletion of one (1) Management Analyst I/II position; and

WHEREAS, the employee bargaining group was provided an opportunity to review and provide input on the recommendations; and

WHEREAS, the Civil Service Commission recommended the proposed new classification specification and salary range as presented to the Council; 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 amendments to the City Classification Plan by: (a) approving the classification specification for the class of Principal Management

ATTACHMENT 1

Analyst (as described on Exhibit "A," attached hereto, and incorporated herein by reference) and (b) approving the Principal Management Analyst salary range of Step 1 - \$120,399.64 to Step 5 - \$145,451.14. The effective date of the classification addition and salary range shall be the first day of the pay period following City Council approval.

3. The City Council hereby amends the Budget Staffing Plan for the Fire Department to reflect the addition of one (1) Principal Management Analyst position, and deletion of one (1) Management Analyst I/II position. The effective date of the change to the Budget Staffing Plan shall be the first day of the pay period following City Council approval.

4. 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 2nd day of April, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: _____
Tiffany Carranza
City Clerk

Approved as to form:

Michael W. Barrett
City Attorney