

RESOLUTION R2018-__

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NAPA,
STATE OF CALIFORNIA, AMENDING THE CITY
CLASSIFICATION PLAN BY ADOPTING NEW CLASSIFICATION
SPECIFICATION AND SALARY RANGE FOR SENIOR
ACCOUNTANT

WHEREAS, the Finance and Human Resources Departments have conducted a study to review the classification structure within the Accounting Division to evaluate the work load and reporting structure; and

WHEREAS, staff in the Human Resources Department reviewed the roles and responsibilities of the Accountant, Accounting and Audit Supervisor, Finance Analyst and Finance Manager positions and determined there was a significant gap in complexity and role responsibility between the Accountant and the higher-level positions within the unit; and

WHEREAS, a new classification of Senior Accountant will ensure succession planning and provide a career path to Finance Manager, which is a hard-to-fill position; and

WHEREAS, the Civil Service Commission recommended the proposed adoption of the new classification for Senior Accountant; and

WHEREAS, setting the salary range for the Senior Accountant to Salary Range 5160, (Top Step \$101,892) align with the City's internal equity structure and external market comparisons; 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 an amendment to the City Classification Plan by: (a) approving the new classification specification for the class of Senior Accountant (as described on Exhibit "A," attached hereto, and incorporated herein by reference) and (b) approving the salary range for the class of Senior Accountant at a top step of \$101,892 annually (Range 5160).
3. This Resolution shall take effect immediately upon its adoption.

ATTACHMENT 1

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 19th day of June, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: _____
Dorothy Roberts
City Clerk

Approved as to form:

Michael W. Barrett
City Attorney