

RESOLUTION R2020-__

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NAPA,
STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO
AMEND THE BUDGET STAFFING PLANS TO ADD ONE LIMITED
TERM OFFICE ASSISTANT TO THE COMMUNITY
DEVELOPMENT DEPARTMENT BUILDING DIVISION

WHEREAS, the Community Development Director recommends the addition of one Limited Term Office Assistant to ensure continuity at the front counter in order to meet customer needs and help the division transition toward greater efficiency through technology and workforce planning through June 30, 2021; and

WHEREAS, the changes do not require additional budget allocation, only the reallocation of current budgeted funds within the Community Development Department; 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 authorizes the City Manager to amend the Citywide Staffing Plan for the Community Development Department by adding one Limited Term Office Assistant. The initial term of the limited term Office Assistant position shall be up to two years from the time that the position is filled.
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 3rd day of March 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: _____
Tiffany Carranza
City Clerk

Approved as to form:

Michael W. Barrett
City Attorney