

RESOLUTION R2021- __

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NAPA, STATE OF CALIFORNIA, APPROVING THE CLASSIFICATION SPECIFICATION AND SALARY RANGE FOR UTILITIES PROGRAM COMPLIANCE COORDINATOR; AND AMENDING THE BUDGET STAFFING PLAN BY DELETING ONE CODE ENFORCEMENT OFFICER AND ADDING ONE UTILITIES PROGRAM COMPLIANCE COORDINATOR TO THE UTILITIES DEPARTMENT.

WHEREAS, the Utilities and Human Resources Departments have reviewed the duties, responsibilities and qualifications currently needed for this classification; and

WHEREAS, staff in the Human Resources Department reviewed the duties to be performed and recommend the new class specification and salary range for Utilities Program Compliance Coordinator to replace the classification of Code Enforcement Officer within the FY2020-20201 Staffing Plan; and

WHEREAS, the Civil Service Commission recommended the proposed adoption of the classification specification for the class of Utilities Program Compliance Coordinator; 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 classification specification for the class of Utilities Program Compliance Coordinator, as shown on Exhibit "A," attached hereto and incorporated herein by reference; and (b) approving the annual salary range for the Utilities Program Compliance Coordinator of \$76,030 - \$91,833.

3. The City Council hereby amends the budget staffing plan within the Utilities Department by deleting one Code Enforcement Officer position, and adding one Utilities Program Compliance Coordinator.

4. 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 5th day of January, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: _____
Tiffany Carranza
City Clerk

Approved as to form:

Michael W. Barrett
City Attorney