

RESOLUTION R2025-__

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
NAPA, STATE OF CALIFORNIA, APPROVING REVISIONS
TO THE CLASSIFICATION PLAN FOR CITY EMPLOYEES
TO DELETE INACTIVE CLASSIFICATION
SPECIFICATIONS

WHEREAS, City Charter section 76.1(B)(5) documents the City Council’s authority to approve revisions to the City’s “position classification plan” based on recommendations from the Civil Service Commission; and

WHEREAS, on March 17, 2025, the Civil Service Commission recommended that the City Council approve the revisions to the position classification plan as set forth in this resolution; and

WHEREAS, as used in this Resolution, the phrase “Classification Plan” includes the classification specifications for each of the classifications set forth on Exhibit “A,” attached hereto and incorporated herein by reference, including all full-time employees of the City of Napa: (a) Classified Positions for classified employees (as defined by City Charter Section 76.1); (b) Non-Classified Positions for Appointive Officers (as defined by City Charter Section 76); and (c) Limited-Term Positions for limited-term employees (as defined by Council Resolution R1999-247); and

WHEREAS, the Human Resources Department conducted a comprehensive review of the Classification Plan with City departments to assess the needs of each department by determining which classification specifications were in alignment with the department’s current operational needs, as well as, future organizational goals with the classifications assigned under their department; and

WHEREAS, it is recommended by the Human Resources Department to adopt revisions to the Classification Plan to reflect the active classification specifications for each department; and

WHEREAS, the Classification Plan will require revisions by deleting the following inactive classification specifications from the Classification Plan:

- Associate Traffic Engineer
- Control Systems Administrator
- Imaging Clerk
- Plant Maintenance Mechanic I/II
- Records Analyst
- Supervising Water Service Worker

WHEREAS, the revised Classification Plan containing the active list of Classification Specifications for the City of Napa is labeled as Exhibit “A,” attached hereto and incorporated herein by reference; and

ATTACHMENT 1

WHEREAS, the affected employee bargaining groups were provided an opportunity to review and provide input on the recommendations; and

WHEREAS, the Civil Service Commission recommended the revisions to the Classification Plan 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 the revised Classification Plan, as attached hereto as Exhibit “A.”
3. 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 1st day of April 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: _____
Tiffany Carranza
City Clerk

Approved as to form:

Christopher Diaz
Interim City Attorney