

RESOLUTION R2026-\_\_\_\_

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 EMERGENCY MANAGER IN THE FIRE DEPARTMENT

WHEREAS, on June 17, 2025, as a part of the City of Napa Budget for Fiscal Year 2025/26 and Fiscal Year 2026/27, the City Council approved Resolution R2025-073 which included an adjustment to staffing levels in the Fire Department, to add one Emergency Manager position; and

WHEREAS, following approval of the budget, the Human Resources Department assessed the needs of the Fire Department, and determined it was necessary to create a new classification for Emergency Manager; 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 Emergency Manager classification meets the operational needs of the Fire Department; 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 Emergency Manager (as described on Exhibit "A," attached hereto, and incorporated herein by reference) and (b) approving the Emergency Manager salary range of Step 1 - \$127,719.94 to Step 5 -

**ATTACHMENT 1**

\$154,294.57. The effective date of the classification addition and salary range shall be the first day of the pay period following City Council approval.

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 2<sup>nd</sup> day of June, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: \_\_\_\_\_  
Tiffany Carranza  
City Clerk

Approved as to form:

\_\_\_\_\_  
Christopher Diaz  
Interim City Attorney