

Town of Yountville
Resolution Number 24-4299

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF YOUNTVILLE APPROVING
JOB DESCRIPTION AND SALARY RANGE FOR COMMUNITY DEVELOPMENT DIRECTOR.**

Recitals

- A. WHEREAS, pursuant to Yountville Municipal Code section 2.08.030(A) and Yountville Personnel Rules and Policies section 6(G), the Town Manager oversees the Classification Plan for all Town employees and shall make recommendations to the Town Council from time to time when changes are deemed necessary; and
- B. WHEREAS, there is currently a severe staffing shortage in the Town's Planning and Building Department; and
- C. WHEREAS, the Town Manager has determined that a temporary Community Development Director position is necessary to prevent stoppage of public business while the staffing shortage is resolved. The proposed job description for the Community Development Director is included as Exhibit A; and
- D. WHEREAS, the Town Manager recommends that the salary range for the Community Development Director position align with the Planning and Building Director series.

Now therefore, the Town Council of the Town of Yountville does resolve as follows:

- 1. The job description for the Community Development Director is hereby approved.
- 2. The following monthly salary range is established for the Community Development Director series and incorporated into the Monthly Salary Schedule:

Effective August 6, 2024

Community Development Director Monthly Salary -	Entry	Control Point	Top
	\$12,772.34	\$14,191.30	\$17,951.73

- 3. The Town Clerk shall attest and certify to the passage and adoption of this Resolution, and it shall become effective immediately upon its approval.

PASSED AND ADOPTED at a regular meeting of the Town Council of the Town of Yountville, State of California, held on this 6th day of August, 2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Margie Mohler, Mayor

ATTEST:

Hilary Gaede
Communications Director/ Town Clerk