

**RESOLUTION NO. 2023-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COACHELLA, CALIFORNIA, APPROVING THE CREATION AND FUNDING FOR A FULL-TIME ECONOMIC DEVELOPMENT TECHNICIAN IN THE ECONOMIC DEVELOPMENT DEPARTMENT**

**WHEREAS**, the City has identified staffing reassignment efficiencies in the Economic Development and Finance Departments.

**WHEREAS**, the City currently has a Business License Technician in the Finance Department who provides technical input for business license processing. The City has a need to expand services to local businesses and facilitate community growth through grant administration activities. The proper Department to process technical input for business licenses is Finance while extended business services fall under the purview of the Economic Development Department.

**WHEREAS**, the City evaluated department structures in the Finance and Economic Development departments and determined that an Economic Development Technician position and reassignment of a Department Assistant II would better align with the department needs and skill levels necessary to facilitate and streamline services within the respective departments.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED** by the City Council of the City of Coachella, as follows:

**Section 1.** The City Council hereby finds and determines that the foregoing Recitals of this Resolution are true and correct and hereby incorporated into this Resolution as though fully set forth herein.

**Section 2.** The City Council hereby approves the Creation and Funding of a Full-Time Economic Development Technician position consistent with the job description attached hereto as Exhibit 1.

**Section 3.** The City Council hereby removes the Business License Technician job description as an approved City position.

**Section 4.** The City Council hereby reassigns the Department Assistant II position approved in the Economic Development Department (Grants Division) to the Finance Department as a Customer Service Representative II position to add sufficient staffing capacity to allow for technical processing of business licenses by Customer Service staff.

**PASSED, APPROVED and ADOPTED** this 25<sup>th</sup> day of January, 2023.

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Steven A. Hernandez  
Mayor

**ATTEST:**

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Angela M. Zepeda  
City Clerk

**APPROVED AS TO FORM:**

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Carlos Campos  
City Attorney

STATE OF CALIFORNIA            )  
COUNTY OF RIVERSIDE        ) ss.  
CITY OF COACHELLA            )

**I HEREBY CERTIFY** that the foregoing Resolution No. 2023-02 was duly adopted by the City Council of the City of Coachella at a regular meeting thereof, held on the 25<sup>th</sup> day of January 2023, by the following vote of Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Deputy City Clerk