

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ESTERO MUNICIPAL IMPROVEMENT DISTRICT AUTHORIZING THE RECLASSIFICATION OF ONE TECHNOLOGY ANALYST I IN THE ADMINISTRATIVE SERVICES DEPARTMENT TO A FLEXIBLY STAFFED ADMINISTRATIVE ASSISTANT I/II

ESTERO MUNICIPAL IMPROVEMENT DISTRICT

WHEREAS, Administrative Services Director has evaluated the Administrative Services Department's structure and identified the need for a flexibly staffed Administrative Assistant I/II position; and

WHEREAS, the Department currently has one vacant Technology Analyst I; and

WHEREAS, the Technology Analyst I position has been vacant since it was first approved as part of the FY 2022-2023 budget and there is currently no plan to fill the position; and

WHEREAS, the addition of an Administrative Assistant I/II would provide much needed clerical assistance to the Information Technology Division, Human Resources Division, and CalOpps.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Estero Municipal Improvement District does hereby authorize the reclassification of one Technology Analyst I in the Administrative Services Department to a flexibly staffed Administrative Assistant I/II.

PASSED AND ADOPTED as a resolution of the Board of Directors of the Estero Municipal Improvement District at the Regular Meeting held on the 20<sup>th</sup> day of March, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
JON FROOMIN, PRESIDENT

ATTEST:

\_\_\_\_\_  
PRISCILLA SCHAUS, DISTRICT SECRETARY