

DATE SUBMITTED 12/28/2022  
 SUBMITTED BY ACM  
 DATE ACTION REQUIRED 01/04/2023

COUNCIL ACTION (X)  
 PUBLIC HEARING REQUIRED ( )  
 RESOLUTION (X)  
 ORDINANCE 1<sup>ST</sup> READING ( )  
 ORDINANCE 2<sup>ND</sup> READING ( )  
 CITY CLERK'S INITIALS ( )

**IMPERIAL CITY COUNCIL  
 AGENDA ITEM**

SUBJECT: DISCUSSION/ACTION: Resolution to Establish Compensation for the City Clerk 1. Approval of Resolution 2023-01 Establishing Compensation for the City Clerk	
DEPARTMENT INVOLVED: City Manager's Office	
BACKGROUND/SUMMARY: Kristina Shields was elected to the position of City Clerk during the General Municipal Election held on November 8, 2022. In accordance with Government Code Section 36517 and Imperial Municipal Code, Article 1, Chapter 2, Section 2-3-1, the City Clerk's compensation shall be established by resolution of the Imperial City Council.	
FISCAL IMPACT: \$200 per month stipend <i>\$1,200 to remaining Fiscal Year 22-23 Municipal Budget</i>	ADMIN SERV INITIALS <u>DP</u>
STAFF RECOMMENDATION: It is staff's recommendation to establish a monthly stipend for the elected city clerk, with the understanding that compensation can be adjusted as the newly elected clerk gains experience in her duties as outlined in the Statutes of the State of California for City Clerks of General Law Cities.	DEPT. INITIALS <u>AB</u>
MANAGER'S RECOMMENDATION: <i>approve</i>	CITY MANAGER'S INITIALS <u>DHM</u>
MOTION:	
SECONDED: APPROVED ( ) REJECTED ( ) AYES: DISAPPROVED ( ) DEFERRED ( ) NAYES: ABSENT: REFERRED TO:	

RESOLUTION 2023-01

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL ESTABLISHING  
COMPENSATION FOR THE POSITION OF CITY CLERK

WHEREAS, pursuant to Government Code Section 36517 and Imperial Municipal Code, Article 1, Chapter 2, Section 2-3-1, the City Clerk's compensation shall be established by resolution of the Imperial City Council; and

WHEREAS, the City Clerk is elected by the voters of the City of Imperial, a General Law City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA,  
DOES HEREBY RESOLVE AS FOLLOWS:

1. Except as provided by duly adopted ordinance or resolution of the City Council, the duties and responsibilities of the position of City Clerk shall be those functions and duties as set forth by the Statutes of the State of California for City Clerks in General Law Cities of the State of California.
2. Effective January 4, 2023, and until amended by resolution of the City Council, the full compensation for the position of the City Clerk shall be two hundred dollars (\$200.00) per month.

APPROVED, PASSED AND ADOPTED at a Regular Meeting of the City Council held on the 4<sup>th</sup> day of January, 2023.

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Katherine Burnworth, Mayor

ATTEST:

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Kristina Shields, City Clerk