

DATE SUBMITTED 02/27/2024  
 SUBMITTED BY Kristen Smith  
 DATE ACTION REQUIRED 03/06/2024

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

**IMPERIAL CITY COUNCIL  
 AGENDA ITEM**

SUBJECT: DISCUSSION/ACTION: 1. Adopt the proposed resolution 2024-07 to provide a 10% stipend for the incoming Public Services Director in recognition of dual expertise and add responsibility.	
DEPARTMENT INVOLVED: Human Resources	
BACKGROUND/SUMMARY: The City of Imperial is requesting a compensation package for the newly selected Public Services Director. The compensation proposal includes a base salary in line with the established salary range for the position, along with a 10% annual stipend. This recommendation is based on the candidate's exceptional qualifications, which are expected to provide significant benefits to the City.  Please see page 2 for the staff report for more details.	
FISCAL IMPACT: NOT TO EXCEED The annual fiscal impact for this request is \$14,894.88. Funding Sources Allocation: Public Services 01-320-5101 - 34% \$5,064.26 Water Enterprise 50-510-5101 - 33% \$4,915.31 Wastewater Enterprise 55-520-5101 - 33% \$4,915.31	FINANCE INITIALS <u>DP</u>
STAFF RECOMMENDATION: Recommendation to approve and adopt Resolution 2024-07.	DEPT. INITIALS <u>KWS</u>
MANAGER'S RECOMMENDATION: Approve Staff Recommendation	CITY MANAGER'S INITIALS <u>OTM</u>
MOTION:  SECONDED: APPROVED ( ) REJECTED ( ) AYES: DISAPPROVED ( ) DEFERRED ( ) NAYES: ABSENT: REFERRED TO:	

## **Discussion/Action Item:**

**Adopt the proposed resolution 2024-07 to provide a 10% stipend for the incoming Public Services Director in recognition of dual expertise and add responsibility.**

### **Justification for Request**

While the offered base salary is competitive, we recommend a 10% annual stipend in recognition of the candidate's unique qualifications and the significant value they are expected to bring to the City. Key factors supporting this recommendation are as follows:

- **Extensive Experience:** The candidate possesses extensive experience serving in similar capacities in other public agencies at the executive level. This experience translates to a deep understanding of local government systems and the ability to navigate complex challenges effectively.
- **Dual Expertise:** The candidate holds professional licenses as both a civil engineer and a land surveyor. This unique combination eliminates the need for the City to outsource certain services, resulting in significant cost savings.
- **Exceptional Qualifications:** The candidate has an exceptional educational background, including job-related credentials, certificates, and training. This ensures they possess the necessary knowledge and skills to excel in the role and surpass the typically expected contributions.
- **Added Responsibilities:** Due to the Candidate's qualifications, they will be entrusted with additional duties beyond the standard Public Services Director role. These include providing engineering expertise for City projects and conducting specific surveyor assignments.

### **Financial Considerations**

The proposed 10% stipend will be incorporated into the candidate's annual compensation package. While this represents an increase in the overall cost, the City is expected to recoup these funds and achieve significant savings through:

- **Reduced reliance on outsourced services:** The candidate's engineering and surveying expertise reduces the need to hire external consultants for specific projects, resulting in cost savings over time.
- **Increased efficiency and effectiveness:** The candidate's extensive experience and expertise are expected to contribute to improved efficiency and effectiveness within the Public Services Department, potentially leading to cost savings in other areas.

Based on the aforementioned justifications, staff recommends the City Council approve the following compensation package for the incoming Public Services Director, [Candidate Name]:

- **Base Salary:** Aligned with the established salary range for the position.
- **Annual Stipend:** 10% of the base salary.

We believe this package recognizes the exceptional value the candidate brings to the City and ensures we attract and retain a highly qualified individual who can significantly contribute to our continued success.

**RESOLUTION NO. 2024-07**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, PROVIDING A 10% STIPEND FOR THE INCOMING PUBLIC SERVICES DIRECTOR**

**WHEREAS**, the City Council of the City of Imperial, California (hereinafter referred to as the "City"), is seeking to fill the vacant position of Public Services Director; and

**WHEREAS**, the Public Services Director is responsible for overseeing and managing a broad range of critical city services, including but not limited to public works, infrastructure, planning, and permitting; and

**WHEREAS**, the successful candidate for the Public Services Director position will be entrusted with additional duties and special surveyor assignments, requiring them to leverage their extensive experience in similar capacities with other public agencies; and

**WHEREAS**, the applicant possesses the following qualifications, demonstrating their exceptional ability to contribute significantly to the City:

- a. Extensive experience serving in executive-level positions at other public agencies, demonstrating familiarity with local government systems;
- b. Professional licensure as a civil engineer and land surveyor, offering valuable expertise in-house;
- c. Superior experience enabling them to deliver a level of service exceeding that typically provided by other applicants;
- d. An exceptional educational background, including job-related credentials, certificates, and training, which will directly enhance their performance; and

**WHEREAS**, by filling the Public Services Director role and providing civil engineering services for City projects and plan review, the applicant will generate cost savings for the City by reducing reliance on contracted services; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Imperial, California, as follows:

**SECTION 1. Findings.** Council hereby finds that all recitals are true and correct. The Council also finds the need for additional duties that the incoming Director of Public Services shall perform

**SECTION 2. Stipend Authorization.** The City Council hereby authorizes a 10% stipend to be added to the base salary of the incoming Public Services Director, in recognition of the additional duties in which they are qualified and shall perform, and anticipated contributions to the City.

**SECTION 3. Effective Date.** This Resolution shall take effect immediately upon its passage and adoption.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Imperial on the 6<sup>th</sup> day of March, 2024.

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ROBERT AMPARANO,  
Mayor

ATTEST:

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KRISTINA SHIELDS,  
City Clerk

## CERTIFICATION

I, Kristina Shields, City Clerk of the City of Imperial, California, hereby certify that the foregoing resolution was duly adopted at a meeting of the City Council of said City at its meeting held on the 6<sup>th</sup> day of March 2024, by the following vote, to wit:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the official seal of the City of Imperial, California, this 6<sup>th</sup> day of March, 2024.

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KRISTINA SHIELDS,  
City Clerk