



AGENDA

Special City Council Meeting

Council Chambers, Chowchilla City Hall - 130 S. Second Street,
Chowchilla, CA 93610

Tuesday, January 28, 2020 - 7:00 p.m.

Agendas for all City Council meetings are posted at least 72 hours prior to the meeting at the Civic Center, 130 S. Second St., Written communications from the public for the agenda must be received by the City Clerk no less than 7 days prior to the meeting date.

Any writing or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the City Clerk's Counter. In addition, most documents will be posted on the city website at www.CityofChowchilla.org.

The City of Chowchilla complies with the Americans with Disabilities Act (ADA of 1990). The Council Chambers is accessible to the physically disabled. If you need special assistance, please call (559) 665-8615, ext. 102 at least 4 days prior to the meeting.

CALL TO ORDER/ROLL CALL:

Mayor: Waseem Ahmed

Mayor Pro Tem: Diana Palmer

Council Members: Ray Barragan, John Chavez, Dennis Haworth

City staff and contract employees present at the meeting will be noted in the minutes

CONSIDERATION OF APPROVAL OF AGENDA

Additions and/or Deletions:

OPEN SESSION – 7:00 PM

PLEDGE OF ALLEGIANCE:

INVOCATION:

CLOSED SESSION REPORT:

CONSENT - Section 1

- 1.1 A City Council Resolution Authorizing a Temporary 5% Increase in Base Pay for the City Administrator While Concurrently Serving as Finance Director (McClendon)**

ADJOURNMENT

I, Joann McClendon, CMC, City Clerk, do hereby declare under penalty of perjury that the foregoing agenda was posted at Chowchilla City Hall, 130 S Second Street, Chowchilla, CA and made available for public review on this 27th day of January, 2020 at or before 4:30pm.

Joann McClendon, CMC, City Clerk



Item 1.1

CLICK HERE TO RETURN TO THE AGENDA

REPORT TO THE CITY COUNCIL

Special Meeting of: January 28, 2020

AGENDA SECTION: Consent

SUBJECT: A City Council Resolution Authorizing a Temporary 5% Increase in Base Pay for the City Administrator While Concurrently Serving as Finance Director

PREPARED BY: Joann McClendon, City Clerk

ATTACHMENTS: Resolution

REVIEWED BY ADMINISTRATOR

REVIEWED BY ATTORNEY

REVIEWED BY FINANCE

RECOMMENDATION:

That the City Council approve the resolution authorizing a temporary 5% increase in base pay for the City Administrator while serving as Finance Director.

BACKGROUND:

The City has recently been through executive-level staffing changes, one of which is the position of City Administrator. When the previous City Administrator vacated the position in early 2019, the Police Chief took on the added position of Acting City Administrator and received an increase in base pay for doing so. The City Council then appointed the Finance Director as the Interim City Administrator with a similar increase in base pay for additional duties, allowing the Police Chief to adhere to prior commitments. At the January 14, 2020 City Council meeting, an employment contract was unanimously approved to appoint the Finance Director as the City’s new City Administrator; however, the new City Administrator did not vacate the Finance Director position. Rather, the City Administrator is also serving as the Finance Director until recruitment efforts allow for filling of the position by another.

REASON FOR RECOMMENDATION:

It has been past practice that when an executive position is vacant due to an extended leave or vacancy, another qualified executive employee is appointed and responsible for two positions. Recognizing that by making this temporary dual appointment for an extended period of time, for these efforts, the City Council has authorized a temporary 5% increase in the City Administrator’s base pay.

This increase is in accordance with the Mid Management – Confidential Association’s MOU.

At the January 14, 2020 City Council Meeting in Closed Session, the City Council agreed to the temporary 5% increase. Authorizing this resolution memorializes the Closed Session action.

FISCAL IMPACT:

Due to the cost savings of not filling the Finance Director position, there is no increase in the budget to the general fund. The current annual base salary of the City Administrator is \$151,777.60. The additional salary cost for the 5% is \$291.88 per pay period.

ACTIONS FOLLOWING APPROVAL:

Scan a copy of the signed resolution to payroll and attach to Personnel Action Form granting the 5% increase.

COUNCIL RESOLUTION # -20

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHOWCHILLA, CALIFORNIA
AUTHORIZING A TEMPORARY 5% INCREASE IN BASE PAY FOR THE CITY ADMINISTRATOR
WHILE CONCURRENTLY SERVING AS FINANCE DIRECTOR**

WHEREAS, the City began recruitment of the City Administrator vacancy on April 9, 2019; and,

WHEREAS, the Finance Director, among many other applicants, submitted his qualifications to be considered for the City Administrator position; and,

WHEREAS, although Rod Pruetz was appointed as City Administrator, he continues to complete the job duties of the Finance Director; and,

WHEREAS, during employment contract negotiations under Closed Session, the City Council unanimously agreed to pay the City Administrator 5% for completing the additional duties of the Finance Director; and,

WHEREAS, as soon as a new Finance Director is selected, or when the City Administrator reaches 960 hours of working out of class within a fiscal year per CalPERS law, the City Administrator will relinquish the 5% increase in base pay for concurrent Finance Director duties.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Chowchilla hereby finds, determines and declares the following:

1. The above recitals are true and correct.
2. The temporary 5% increase in base pay is approved.
3. This resolution is effective immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Chowchilla this 28th day of January, 2020 by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mayor Waseem Ahmed

ATTEST:

Joann McClendon, CMC
City Clerk