

DATE SUBMITTED 6/30/2021
 SUBMITTED BY ACM
 DATE ACTION REQUIRED 7/7/2021

COUNCIL ACTION (X)
 PUBLIC HEARING REQUIRED ()
 RESOLUTION (X)
 ORDINANCE 1ST READING ()
 ORDINANCE 2ND READING ()
 CITY CLERK'S INITIALS 28

**IMPERIAL CITY COUNCIL
 AGENDA ITEM**

SUBJECT: DISCUSSION/ACTION: CITY CLERK COMPENSATION AND BENEFITS 1. ADOPTION OF RESOLUTION NO. 2021 <u>41</u> ESTABLISHING COMPENSATION AND BENEFITS FOR THE CITY CLERK THROUGH JULY 31, 2021.	
DEPARTMENT INVOLVED: City Manager's Office/City Attorney	
BACKGROUND/SUMMARY: Please see attached documentation regarding recommended action relating to the City Clerk's compensation and benefits.	
FISCAL IMPACT: As approved in the 2021-2022 Municipal Budget by the Imperial City Council on June 16, 2021	ADMIN SERV INITIALS <u>AB</u>
STAFF RECOMMENDATION: N/A	DEPT. INITIALS _____
MANAGER'S RECOMMENDATION: Approve Resolution establishing benefits and compensation for the City Clerk as provided.	CITY MANAGER'S INITIALS <u>JHM</u>
MOTION:	
SECONDED:	
AYES:	APPROVED ()
NAYES:	DISAPPROVED ()
ABSENT:	REFERRED TO:
REJECTED ()	DEFERRED ()

RESOLUTION NO. 2021-41

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL
ESTABLISHING COMPENSATION FOR THE CITY CLERK**

WHEREAS, Imperial City Code, Article 1, Chapter 2, Section 2-3.1 provides for the City Clerk's compensation to be established by resolution.

**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 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. The compensation of the City Clerk shall be \$6,979 per month.
2. In addition to the compensation provided for in Paragraph 1 above, the City Clerk shall receive only those benefits as described in Exhibit A.
3. This resolution shall be effective on the date of its adoption and shall be automatically repealed on July 31, 2021.
4. Resolution No. 2013-50 and all prior resolutions related to the compensation of the City Clerk are repealed.

APPROVED, PASSED AND ADOPTED at a regular meeting of the City Council held on the ___ day of _____, 2021 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mayor

ATTEST:

City Clerk

EXHIBIT "A"

- A. City will pick up 100% of Medical, Dental, Vision Health Plan Costs
- B. Employee will earn sick leave at the rate of hours 3.6923 per pay period.
- C. Employee will earn vacation at the rate of hours 7.6923 per pay period
- D. Accrues 63 Hours of Administrative Leave Time
- E. Group membership in REACH.
- F. Employee shall be provided with basic Group Term Life insurance paid for by the City through July 31, 2021.
- G. Employee shall be eligible to participate in the City sponsored Flexible Spending Account Plan through July 31, 2021.
- H. Holidays observed by the City.
- I. Car Allowance of \$200.00/month.