



Agenda Report

File #: 20-0575

**AGENDA REPORT
REQUEST FOR CITY COUNCIL ACTION**

DATE: 07/01/2020

TO: Honorable Mayor and City Council Members

FROM: Management Services Department

SUBJECT:

City Council consideration of Resolution No. 2020-082 amending the compensation and benefits of non-represented executive group employees to authorize reimbursement of reasonable relocation expenses for new hires.

RECOMMENDED ACTION:

That the City Council adopt Resolution No. 2020-082 amending the compensation and benefits of non-represented executive group employees to authorize reimbursement of reasonable relocation expenses for new hires.

ANALYSIS:

In an effort to attract the most talented and experienced employees, the City often employs a recruitment strategy that involves a statewide or sometimes nationwide marketing approach. As a result, from time to time new hires in the Executive Group may be required to relocate in order to work for the City. In these situations, it is typical to provide relocation benefits for new hires in connection with their acceptance of employment.

The compensation and benefits provided to non-represented executive group employees are established by the Corona Municipal Code and the Executive Group Employee Resolution. While relocation benefits are typical for executive level employees, neither the CMC nor the resolution expressly allow for them, and thus out of an abundance of caution staff would ask that the City Council provide such express authority for the City Manager.

The attached Resolution No. 2020-082 would update the Executive Group Employee Resolution to authorize the City Manager to reimburse new Executive Group employees for reasonable relocation

expenses (air travel, auto or moving truck rental, food and temporary lodging). The employee would, of course, be required to provide written documentation, such as receipts, to receive reimbursement. While the City Manager would not include them in every executive employment agreement, giving the City Manager the ability to determine when they are necessary and in what amount will be provide an even greater ability to attract top executive talent.

COMMITTEE ACTION:

Not applicable.

STRATEGIC PLAN:

Not applicable.

FISCAL IMPACT:

Approval of the recommended action will not have an additional budgetary impact to the City. The reimbursable amount for relocation expenses will vary based upon reasonable, actual costs incurred. Expenses will only be reimbursed upon submittal of supporting documentation. The reimbursement will be expensed within the respective hiring department's operating budget.

ENVIRONMENTAL ANALYSIS:

No environmental review is required because the proposed action is not a project under the California Environmental Quality Act.

PREPARED BY: DEAN DERLETH, CITY ATTORNEY/LRM DIRECTOR

REVIEWED BY: KIM SITTON, ACTING ADMINISTRATIVE SERVICES DIRECTOR

SUBMITTED BY: JACOB ELLIS, CITY MANAGER

Attachments:

1. Resolution No. 2020-082 (Redline)
2. Resolution No. 2020-082 (Final)