

DATE SUBMITTED 3/14/2018
 SUBMITTED BY CITY MANAGER'S OFFICE
 DATE ACTION REQUIRED 3/21/2018

COUNCIL ACTION (x)
 PUBLIC HEARING REQUIRED ()
 RESOLUTION ()
 ORDINANCE 1ST READING ()
 ORDINANCE 2ND READING ()
 CITY CLERK'S INITIALS 8

**IMPERIAL CITY COUNCIL
 AGENDA ITEM**

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| SUBJECT: DISCUSSION: TRANSITION PLAN FOR CITY CLERK APPOINTMENT PROCESS 1. DISCUSS AND PROVIDE DIRECTION TO CITY MANAGER REGARDING TRANSITION PLAN AND APPOINTMENT OF CITY CLERK TO A FULL TIME EMPLOYEE (OR FTE) POSITION; | |
| DEPARTMENT INVOLVED: CITY MANAGER/CITY CLERK | |
| BACKGROUND/SUMMARY: Per Council direction, the City Manager and City Clerk would like to present and discuss opportunities that would allow for the current City Clerk's position to transition from elected to appointed. In addition, the current holder of the Office of the City Clerk would be hired as a full time employee, or full time equivalent. | |
| FISCAL IMPACT: n/a | FINANCE INITIALS <u>VS</u> |
| STAFF RECOMMENDATION: | DEPT. INITIALS _____ |
| MANAGER'S RECOMMENDATION: n/a | CITY MANAGER'S INITIALS <u>SA</u> |
| MOTION: | |
| SECONDED: AYES: NAYES: ABSENT: | APPROVED () DISAPPROVED () REJECTED () DEFERRED () REFERRED TO: |