

RESOLUTION NO. 2021-02

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF COACHELLA, CALIFORNIA, APPROVING THE CREATION
AND FUNDING FOR A FULL-TIME ASSISTANT COMMUNITY DEVELOPMENT
DIRECTOR POSITION AND A FULL-TIME PUBLIC INFORMATION OFFICER
POSITION**

WHEREAS, the Community Services Director has notified the City of his intent to retire towards the end of the fiscal year. Staff is asking that Council approve the Assistant Community Development Director position so that the City can begin recruitment and fill the position in preparation of this transition.

WHEREAS, the Assistant Community Development Director position falls under Management Group II. This position would be added to the existing Salary Schedule, with a Pay Grade of \$119,053.93 to \$144,710.79 annually.

WHEREAS, the City currently contracts with CV Strategies to provide assistance to the Assistant to the City Manager for public relations, marketing, and social media activities. Staff is asking that Council approve the Public Information Officer position so that these contracted services can be administered in-house under one position. Upon filling of the position, the Assistant to the City Manager position would be frozen. The Public Information Officer is required to be bilingual in English and Spanish.

WHEREAS, the Public Information Officer position falls under Management Group II and would report to the City Manager. This position would be added to the existing Salary Schedule, with a Pay Grade of \$100,000.08 to \$121,560.34 annually.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the City Council of the City of Coachella, as follows:

Section 1. **Incorporation of Recitals.** The City Council hereby finds and determines that the foregoing Recitals of this Resolution are true and correct and hereby incorporated into this Resolution as though fully set forth herein.

Section 2. **Title.** Adopt Resolution No. 2021-02, a Resolution of the City Council of Coachella, California, Approving the Creation and Funding for a Full-Time Assistant Community Development Director Position and a Full-Time Public Information Officer Position.

PASSED, APPROVED and ADOPTED this 27^h day of January, 2021.

Steven A. Hernandez
Mayor

ATTEST:

Angela M. Zepeda
City Clerk

APPROVED AS TO FORM:

Carlos Campos
City Attorney

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss.
CITY OF COACHELLA)

I HEREBY CERTIFY that the foregoing Resolution No. 2021-02 was duly adopted by the City Council of the City of Coachella at a regular meeting thereof, held on the 27th day of January, 2021, by the following vote of Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

Andrea J. Carranza
Deputy City Clerk