



## CITY COMMISSION STAFF REPORT

**DEPARTMENT:** Utilities Department

**SUBJECT:** Motion to approve and authorize the appointment of Hamid Nikvan as the Assistant Utilities Director.

**CITY MANAGER RECOMMENDATION:**

The City Manager recommends that the position of Assistant Utilities Director be filled with the appointment of Hamid Nikvan at a salary of \$123,000 and changing the salary grade from 23 to 24 which will be created for this position.

Mr. Nikvan has a Master's Degree in Electrical Engineering from Sadjad University of Technology, Mashhad, Iran. He has over 15 years of experience in design, maintenance and project management of utility systems, including instrumentation.

**BACKGROUND OF ITEM:**

Besides the City's web site, the position of Assistant Utilities Director was advertised in three (3) professional journals: American Society of Civil Engineers, Government Jobs and Florida League of Cities. Due to lack of qualified applicants, the position had remained open for 59 days. As of October 17, 2022, the date of the interviews, 16 applicants had applied. Although most did not meet the experience and qualifications for the positions, the Utilities Director was able to narrow the list to three (3) best applicants. One candidate, who was from out-of-town, dropped out before the interview, leaving only two local candidates. They were interviewed on October 17, 2022 by a panel consisting of Lourdes Mantecon, Human Resources Director; Tom Good, Public Works Director; and Raj Verma, Utilities Director. Hamid Nikvan was rated as the top candidate by all three (3) interviewers and was recommended for hiring subject to passing the background checks.

**ANALYSIS:**


In making this recommendation, long-term interest of the Department, professional adequacy, pending capital projects, increasing regulatory requirements and market constraints have been taken into consideration. Due to our aging infrastructure and the impact of climate changes on City's utility system, resources that would meet these challenges are necessary for the well-being of the organization and the City. Based on this assessment, Hamid Nikvan is being recommended for the position of Assistant Utilities Director. Placing this position in the next pay category ensures that the City is competitive and able to recruit and retain an individual with the qualifications and experience for this critical and technical position.

**ALTERNATIVES:**

The City would continue to search for another suitable candidate.

**ATTACHMENTS:**

1. Application package, including resume of Hamid Nikvan
2. Assistant Utilities Director's job description
3. City of Cooper City current pay ranges

Workflow History 			
User	Task	Action	Date/Time
Allen, Tedra	NEW ITEM: Not Yet R...	*FINANCIAL IM...	11/03/22 10:15 AM
Kendrick, Aaron	Assigned to Finance D...	COMPLETE: F...	11/04/22 03:10 PM
Horowitz, Jacob	Assigned to Attorney	COMPLETE: F...	11/04/22 03:17 PM
Napoli, Joseph	Assigned to City Mana...	COMPLETE: F...	11/04/22 03:19 PM
Allen, Tedra	Assigned to City Clerk	APPROVE ITE...	11/09/22 02:28 PM
Allen, Tedra	END WORKFLOW - A...		11/09/22 03:47 PM