



## STAFF REPORT

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**MEETING DATE:** July 12, 2023

**PRESENTER:** John Jansons, City Manager

**SUBJECT:** Professional Services Agreement with Margaret Mims for Law Enforcement, Police Department Operational Consulting and Advisory Services (JAJ)

**RECOMMENDATION:** Council by motion adopt resolution approving Professional Services Agreement with Margaret Mims for Law Enforcement and Police Department Operational Consulting and Advisory Services, consulting services in the amount of \$30,000.00 and authorizing the City Manager to execute.

**DISCUSSION:**

With the transition underway in the City's Police Department, this is an opportune time to assess and fine tune, if needed, operations to ensure regulatory compliance and to maintain and possibly enhance, the level of service provide to Kerman resident, businesses and visitors.

Such assessment, identification of areas for potential improvement, and adoption of "Best (better) Practices" requires experience knowledge and motivation. Fortunately, Kerman has available to them, an experienced, knowledgeable, respected and available person in Margaret Mims to assist with such an endeavor.

As Former Fresno County Sheriff, Mims brings decades of law enforcement experience including a unique knowledge and understanding of small town (Kerman) policing having begun her law enforcement career here in Kerman in 1980.

Adoption of the resolution will authorize the Professional Services Agreement (Exhibit 'A') to have Mims serves as a consultant at a rate of \$80 (Eighty Dollars) per hour during FY 23/24 to provide assessment, advisory and recommendation services to the City.

**FISCAL IMPACT:**

The costs for Consultant Services will be paid for with salary savings resulting from vacant positions, which are unlikely to be filled rapidly, within the approved FY 23/24 Personnel Budget of the Police Dept.

**ATTACHMENTS:**

A. Resolution w/Exhibit

**RESOLUTION NO. 23\_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KERMAN AUTHORIZING THE CITY  
MANAGER TO EXECUTE AN AGREEMENT WITH MARGARET MIMS FOR LAW ENFORCEMENT  
OPERATIONAL CONSULTING AND ADVISORY SERVICES**

WHEREAS, the City of Kerman requires Police Department consulting services; and  
WHEREAS, CITY has determined that it requires specialized law enforcement, Police  
Department operations consulting services for the City; and

WHEREAS, such services benefit CITY by providing dedicated, experienced and expert  
services; and

WHEREAS, CONSULTANT represents that it is fully qualified to perform such professional  
services by virtue of their experience, training, education and expertise; and

WHEREAS, CONSULTANT further represents that it is willing to accept responsibility for  
performing such services in accordance with the terms and conditions set forth in this  
Agreement;

WHEREAS, CONSULTANT was selected on a sole source basis given their unique  
knowledge of the subject matter, local experience and local interagency interdependence in  
Fresno and Madera Counties; and

NOW, THEREFORE, the City Council of the City of Kerman resolves as follows:

1. The foregoing recitals are true and correct.
2. The City Council approves the Professional Services Agreement attached as Exhibit "A" and incorporated by reference with Margaret Mims in the amount of \$30,000 and authorizes the City Manager to execute the Agreement.
3. The City Manager, with concurrence of City Attorney and in coordination with Consultant, is authorized to make any minor non-substantive changes to the Agreement to effectuate their execution and implementation.
4. This resolution shall be effective immediately.

Attestation on next page

The foregoing resolution was considered by the City Council to the City of Kerman at a regular meeting of said Council held on this 12<sup>th</sup> day of July 2023, and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

The foregoing resolution is hereby approved.

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Maria Pacheco  
Mayor

ATTEST:

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Marci Reyes  
City Clerk