



Staff Report

TO: City Council
FROM: Kari Mendoza, Administrative Services Director
DATE: March 18, 2025
SUBJECT: Authorize Employment Contract with Economic Development Director

Description Staff is requesting Council review and authorize the City Manager to sign the employment agreement with Kirk Pelsler appointing him to the position of Economic Development Director

Background and Analysis:

One November 19, 2024, City Council authorized the addition of an Economic Development Director employment classification. Staff immediately engaged HR Dynamics & Performance Management Inc to assist the City with the search for the Economic Development Director. The position was advertised on Government Jobs, Western City Magazine, Jobs Available, Public CEO, California City News, California Association for Local Economic Development and social media. More than 20 qualified applications were received and reviewed, and an executive panel interviewed finalists. A separate interview was held with the applicant and the City Manager. The panel and City Manager unanimously recommended the applicant, Kirk Pelsler, be selected for the position of Economic Development Director.

Kirk has a Bachelor of Arts Degree in Economics from California State University, San Bernardino. He has a Master of Public Administration from the University of La Verne. He has over 30 years of experience in both the public and private sector in various agencies with increasing responsibilities. He has spent the last 8 years as Economic Development Director for the City of Pomona assisting the City Manager with issues ranging from municipal real estate matters to tax incremental deferral agreements. The City Manager negotiated the terms of the employment contract, and the City Attorney has reviewed and approved the language in the contract.

Fiscal Impact:

The contract provides for an annual fully loaded fiscal impact of \$258,817. The increase for the remainder of FY 24/25 is approximately \$64,705 to be paid out of the

general fund for personnel costs. City staff estimates the cost to prepare this report was \$510.

Recommended Action:

Approve the employment agreement with Kirk Pelsler for the Economic Development Director and authorize the City Manager to sign the agreement.

Attachments:

- A. Employment Agreement