



Staff Report

TO: City Council
FROM: Kari Mendoza, Administrative Services Director
DATE May 6, 2025
SUBJECT: Authorize Employment Contract with Community Development Director

Description Staff is requesting Council review and authorize the City Manager to sign the employment agreement with Steven Jones appointing him to the position of Community Development Director.

Background and Analysis:

The City began an external search for the Community Development Director in February 2025. The position was advertised on Government Jobs. More than 30 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, Steven Jones, be selected for the position of Community Development Director.

Mr. Jones has a bachelor's degree in Sociology from the University of California, Los Angeles. He has a master's degree in Public Administration from California State University, Northridge. He has 25 years of experience in Planning, serving both cities and counties. He spent over 10 years as a United States Marine Reserve. 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 \$319,463. The remainder of FY 24/25 is approximately \$26,622 to be paid out of the Planning Department 1350 personnel costs.

City staff estimates the cost to prepare this report was \$510.

Recommended Action:

Approve the employment agreement with Steven Jones for the Community Development Director and authorize the City Manager to sign the agreement

Attachments:

- A. Employment Contract