

**RESOLUTION 2020-37-CC**

**CITY OF SOUTH GATE  
LOS ANGELES COUNTY, CALIFORNIA**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE,  
CALIFORNIA, APPOINTING PAUL L. ADAMS AS INTERIM DIRECTOR OF  
COMMUNITY DEVELOPMENT AND APPROVING EMPLOYMENT AGREEMENT  
EFFECTIVE OCTOBER 19, 2020**

**WHEREAS**, Government Code Sections 21221(h) and 7522.56 permit retired annuitants under the California Public Employees' Retirement System ("CalPERS") to be employed without reinstatement from retirement upon appointment by a governing body to fill a vacant position on an interim basis during the recruitment to permanently fill the vacant position;

**WHEREAS**, the City's former Director of Community Development recently resigned, such that the position is currently vacant;

**WHEREAS**, the City is currently conducting an open recruitment to permanently fill the position of Director of Community Development;

**WHEREAS**, as a CalPERS retired annuitant under Government Code Section 21221(h), Paul L. Adams possesses extensive experience as a City department director and prior work experience in the field of community development and possesses the specialized skill set to perform the required duties of Interim Director of Community Development and desires to perform the duties of, and assume responsibility for, the position of Interim Director of Community Development and acknowledges that such employment is at-will and of a limited duration for a definite period of time, as described below; and

**WHEREAS**, the City desires to hire Mr. Adams as an at-will, limited duration employee for the position of Interim Director of Community Development, which is a position that requires specialized skills, for a definite period of time, effective October 19, 2020.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:**

**SECTION 1.** The City Council does hereby declare that the above recitals are true and correct and are incorporated herein by this reference.

**SECTION 2.** The City Council hereby approves the appointment of Paul L. Adams as the Interim Director of Community Development for the City of South Gate.

**SECTION 3.** The City Council hereby approves the Interim Director of Community Development Employment Agreement between the City of South Gate and Paul L. Adams, attached hereto as Exhibit "A".

**SECTION 4.** The Mayor is hereby authorized to execute the Employment Agreement on behalf of the City of South Gate.

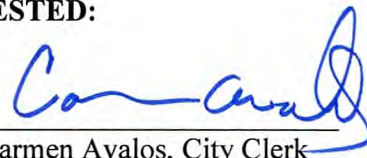
**SECTION 5.** The City Clerk shall certify to the adoption of this Resolution which shall be effective upon its adoption.

**PASSED, APPROVED and ADOPTED** on this 13<sup>th</sup> day of October 2020.

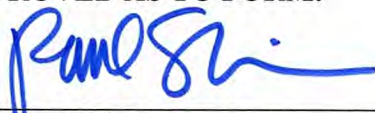
**CITY OF SOUTH GATE:**

By  \_\_\_\_\_  
Maria Davila, Mayor

**ATTESTED:**

By:  \_\_\_\_\_  
Carmen Avalos, City Clerk  
(SEAL)

**APPROVED AS TO FORM:**

By:  \_\_\_\_\_  
Raul F. Salinas, City Attorney



**EMPLOYMENT AGREEMENT  
AS THE INTERIM DIRECTOR OF COMMUNITY DEVELOPMENT  
BETWEEN THE CITY OF SOUTH GATE AND PAUL L. ADAMS**

This Employment Agreement as the Interim Director of Community Development (“Agreement”) is made and entered into on October 13, 2020, and effective October 19, 2020, by and between the City of South Gate, a municipal corporation (“City”) and Paul L. Adams (“Employee”). The City and Employee may be referred to individually as a “Party” or collectively as “the Parties.”

**RECITALS**

**WHEREAS**, Government Code Sections 21221(h) and 7522.56 permit retired annuitants under the California Public Employees’ Retirement System (“CalPERS”) to be employed without reinstatement from retirement upon appointment by a governing body to fill a vacant position on an interim basis during the recruitment to permanently fill the vacant position;

**WHEREAS**, the City’s former Director of Community Development recently resigned, such that the position is currently vacant;

**WHEREAS**, the City is currently conducting an open recruitment to permanently fill the position of Director of Community Development;

**WHEREAS**, the City anticipates that the Director of Community Development position will be filled with a permanent replacement within twelve (12) months after the effective date of this Agreement;

**WHEREAS**, as a CalPERS retired annuitant under Government Code Section 21221(h), Employee possesses extensive experience as a City department director and prior work experience in the field of community development and possesses the specialized skill set to perform the required duties of Interim Director of Community Development and desires to perform the duties of, and assume responsibility for, the position of Interim Director of Community Development and acknowledges that such employment is at-will and of a limited duration for a definite period of time, as described below;

**WHEREAS**, since retirement, Employee has not previously served as the Interim Director of Community Development for the City;

**WHEREAS**, the City desires to hire Employee as an at-will, limited duration employee for the position of Interim Director of Community Development, which is a position that requires specialized skills, for a definite period of time, effective October 19, 2020;

**WHEREAS**, pursuant to South Gate Municipal Code §1.06.060(C), the City Manager has the authority “[t]o appoint, promote, discipline, demote and remove any offices or employees of the city, except the city clerk, the city treasurer and the city attorney, . . .”; and

**WHEREAS**, the Parties wish to establish the terms and conditions of Employee's services to the City, as described in this Agreement.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, City and Employee hereby agree as follows:

### **AGREEMENT**

**SECTION 1. TERM.** The term of this Agreement shall commence on October 19, 2020, and shall automatically terminate on October 18, 2021 ("Term"). The City shall terminate this Agreement in accordance with Section 4(B) of this Agreement upon the City's appointment of a permanent replacement for the position of Director of Community Development. October 19, 2020, shall be Employee's "Hire Date" for purposes of this Agreement. In no event shall Employee work more than 960 hours per fiscal year during the Term. In the event Employee works 960 hours during the Term of this Agreement, then this Agreement shall terminate automatically.

### **SECTION 2. DUTIES, RESPONSIBILITIES AND WORK HOURS.**

- A. Employee shall be appointed to the position of Interim Director of Community Development, the duties of which are set forth in South Gate Municipal Code Chapter 1.13 and in Exhibit "A" to this Agreement. Employee acknowledges that the position of Interim Director of Community Development requires specialized skills and expert professional services for a definite period of time, as described above in Section 1 of this Agreement.
- B. Employee acknowledges proper performance of the duties of Interim Director of Community Development will generally require Employee to observe normal business hours (Monday through Thursday, 7:00 a.m. to 6:00 p.m.) as well as work occasional time outside of normal office hours. Employee shall work under the direction of the City Manager. Subject to the Term as stated in Section 1 of this Agreement, Employee shall work the number of hours each week as directed and authorized by the City Manager.
- C. All data, studies, reports and other documents prepared and/or reviewed by Employee while performing his duties during the Term of this Agreement shall be furnished to, and become the property of the City, without restriction or limitation on their use. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information and other materials either created by, or provided to, Employee in connection with the performance of this Agreement shall be held confidential by Employee to the extent permitted by applicable law. Such materials, without the prior written consent of the City Manager or his designee, shall not be used by Employee for any purpose other than the performance of his duties. Nor shall such materials be disclosed to any person or entity not connected with the performance of services under this Agreement, except as required by law.



### **SECTION 3. COMPENSATION AND BENEFITS.**

- A. The City agrees to compensate Employee at the top step of the salary range for the Director of Community Development position, which is currently Fourteen Thousand Eight Hundred and Six Dollars (\$14,806.00) per month, to equal an hourly rate of Eighty Five Dollars and Forty Two Cents (\$85.42; \$14,806.00 divided by 173.333). That calculated hourly rate is simply to show compliance with CalPERS' requirements (Government Code Section 21221(h)) and not to be construed as designating the Director of Community Development position as hourly employment and anything other than salaried and exempt pursuant to the Fair Labor Standards Act ("FLSA").
- B. Employee shall not be eligible for any other benefits, incentives, compensation in lieu of benefits or any other forms of compensation.

### **SECTION 4. RESIGNATION/TERMINATION.**

- A. Employee may resign at any time; provided, however, Employee shall reasonably provide the City Manager with at least two (2) weeks advance written notice.
- B. Employee is an at-will employee and serves at the will and pleasure of the City Manager and may be terminated at any time, with or without cause, and with or without notice. Employee expressly waives any rights provided for the Director of Community Development under the City's Personnel Rules, Municipal Code, or under other state or federal law to any other form of pre- or post-termination hearing, appeal or other administrative process pertaining to termination.
- C. In accordance with state law and the requirements of the California Public Employees' Retirement Law, Employee may not be reappointed to this position following the expiration of this Agreement, nor may this Agreement be modified to extend the term of the Agreement.
- D. After notice of resignation or termination, Employee shall cooperate with the City, as requested by the City, to effect a transition of Employee's responsibilities and duties and to ensure that the City is aware of all matters being handled by Employee.
- E. Employee shall not be entitled to severance pay and Employee expressly waives any and all rights with respect to severance pay.

**SECTION 5. NOTICES.** Notices required to be served pursuant to this Agreement shall be served in person or by first-class U.S. mail addressed as follows:

**TO CITY:**  
City Manager  
City of South Gate  
8650 California Avenue  
South Gate, CA 90280

**TO EMPLOYEE:**

Paul L. Adams

[Address on file with Human Resources]

**SECTION 6. GENERAL TERMS AND CONDITIONS.** The General Terms and Conditions of this Agreement are described as follows:

- A. Indemnification. To the extent mandated by the California Government Code, the City shall defend, hold harmless, and indemnify Employee against any tort, professional liability, claim or demand, or other legal action arising out of an alleged act or omission occurring in the performance of Employee's services under this Agreement. This section shall not apply to any intentional tort or crime committed by Employee, to any action outside the course and scope of Employee's employment, or any other intentional or malicious conduct or gross negligence of Employee.
- B. Entire Agreement. The text of this Agreement shall constitute the entire and exclusive agreement between the Parties. All prior oral or written communications, understandings or agreements between the Parties not set forth herein shall be superseded in total by this Agreement. No amendment or modification to this Agreement may be made except by a written agreement signed by the Employee and the Mayor and approved as to form by the City Attorney.
- C. Assignment. This Agreement is not assignable by either the City or Employee.
- D. Severability. In the event any provision of this Agreement is finally held or determined to be illegal or void by a court having jurisdiction over the Parties, the remainder of this Agreement shall remain in full force and effect unless the parts found to be illegal or void are wholly inseparable from the remaining portions of this Agreement.
- E. Effect of Waiver. The failure of either Party to insist on strict compliance with any of the terms, covenants or conditions in this Agreement by the other Party shall not be deemed a waiver of that term, covenant or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other time or times.
- F. Governing Law and Jurisdiction. This Agreement shall be governed by and construed in accordance with the laws of the State of California, which are in full force and effect as of the date of execution. Any action to interpret or enforce the terms of this Agreement shall be held exclusively in a state court in Los Angeles County, California. Employee expressly waives any right to remove any such action from Los Angeles County.
- G. Effective Date. This Agreement is effective October 19, 2020.



- H. Effect of Agreement on Employee's CalPERS Retirement Benefits. The City makes no representation on the impact, if any, this Agreement shall or may have upon Employee's CalPERS retirement benefits, status, duties and/or obligations. Employee acknowledges that in entering into this Agreement, he has not relied upon any such representations (none of which being in existence) in assessing the CalPERS-related impact of his employment. Therefore, Employee releases the City from any and all CalPERS-related claims or liabilities that may arise in connection with his employment pursuant to this Agreement.
- I. No Unemployment Insurance Benefits Received By Employee. Employee expressly certifies and warrants to the City that he has not received any unemployment insurance payments for retired annuitant work for any public employer within the 12 months prior to his appointment date.
- J. Compliance With 960 Hours Per Fiscal Year Limit. Employee further certifies and warrants to the City that he will not exceed the 960 hours per fiscal year limit pursuant to Government Code Section 21221(h), including work for any other CalPERS employer during the current fiscal year.
- K. Conflicts Prohibited. During the term of this Agreement, Employee shall not engage in any business or transaction or maintain a financial interest which conflicts, or reasonably might be expected to conflict, with the proper discharge of Employee's duties under this Agreement. Employee shall comply with all requirements of law, including but not limited to, Sections 1090, 1125 and 87100 *et seq.* of the Government Code, and all other similar statutory and administrative rules.
- L. Independent Legal Advice. The City and Employee represent and warrant to each other that each has received legal advice from independent and separate legal counsel with respect to the legal effect of this Agreement, or has at least had the opportunity to do so, that each has carefully reviewed this entire Agreement, that each and every term thereof is understood, and that the terms of this Agreement are contractual and not a mere recital. This Agreement shall not be construed against the Party or its representatives who drafted it or who drafted any portion thereof.

M. Government Code §§ 53243 - 53243.4. Government Code §§ 53243 - 53243.4 sought to provide greater transparency in local government and institute certain limitations on compensation paid to local government executives. Those statutes also require that contracts between local agencies and their employees include provisions requiring an employee who is convicted of a crime involving an abuse of his/her office or position to provide reimbursement to the local agency. Those statutes are incorporated herein by reference. Accordingly, the Parties agree it is their mutual intent to fully comply with the cited Government Code sections and all other applicable law as it exists as of the date of execution of this Agreement and as such laws may be amended from time to time thereafter. Specifically, the following Government Code sections are called out and hereby incorporated by this Agreement:

§53243. Reimbursement of paid leave salary required upon conviction of crime involving office or position.

§53243.1. Reimbursement of legal criminal defense upon conviction of crime involving office or position.

§53243.2. Reimbursement of cash settlement upon conviction of crime involving office or position.

§53243.3. Reimbursement of noncontractual payments upon conviction or crime involving office or position.

§53243.4. "Abuse of office or position" defined.


Employee represents he has reviewed, is familiar with and agrees to comply fully with each of these provisions if any of these provisions are applicable to Employee.

[Remainder of page left blank intentionally.]



**IN WITNESS WHEREOF**, the City of South Gate has caused this Agreement to be signed and executed on its behalf by the Mayor, City Attorney and duly attested to by the City Clerk, and the Employee has signed and executed two (2) copies of this Agreement.

**CITY OF SOUTH GATE:**


By:   
Maria Davila, Mayor

Dated: 10/14/2020

**ATTESTED:**

By: \_\_\_\_\_  
Carmen Avalos, City Clerk  
(SEAL)

**APPROVED AS TO FORM:**

By:   
Raul F. Salinas, City Attorney

**EMPLOYEE:**

By: \_\_\_\_\_  
Paul L. Adams

Dated: \_\_\_\_\_

In signing this Agreement, Employee understands and agrees that he is an **at-will employee** and that his rights to employment with the City are governed by the terms and conditions of this Agreement rather than the ordinances, resolutions and policies of the City of South Gate which might otherwise apply to classified or other employees of the City. Employee further acknowledges that he was given the opportunity to consult with an attorney prior to signing this Agreement.

**EMPLOYEE:**

By: \_\_\_\_\_  
Paul L. Adams

Dated: \_\_\_\_\_



***City of South Gate***  
CLASS SPECIFICATIONS AND ATTRIBUTES

**DIRECTOR OF COMMUNITY DEVELOPMENT**

**DESCRIPTION**

Under the direction of the City Manager, the Director of Community Development plans, organizes and directs the activities of the Community Development Department to design and implement economic development and marketing strategies and programs that will attract, retain and expand the City's commercial, retail and business base, as well as manage and oversee the day-to-day operations of the housing, planning, code enforcement and building & safety activities of the City.

**CLASS CHARACTERISTICS**

The Director of Community Development is responsible for the management and direction of all community development, housing, planning, code enforcement, building & safety activities. The Director of Community Development is a member of the Executive Management Team of the City.

**SUPERVISION RECEIVED**

Works under the general administrative direction and supervision of the City Manager.

**SUPERVISION EXERCISED**

Exercises direct supervision over all divisions of the Community Development Department, including Code Enforcement, Building & Safety, Housing, and Planning.

**ESSENTIAL FUNCTIONS**

The following functions are typical for this classification. The incumbent may not perform all of the listed functions and/or may be required to perform additional or different functions from those set forth below to address business needs and changing business practices.

Assume full management responsibility for all department services and activities including planning, organizing and directing all internal support functions for all of the divisions within the Community Development department; recommend and implement policies and procedures.

Set goals and objectives consistent with City Council and Successor Agency policies and directives;

Assist new and existing businesses, developers and other public and private entities in the investment in or expansion of operations within the City;

Establish and administer the budget of the Community Development Department;

Prepare action plans and work schedules and ensure their timely implementation;

Direct the agenda and activities of all employees of the Department, including those responsible for City Planning, Code Enforcement, Building & Safety and Housing;

Evaluate or review evaluations of their performance against established goals and objectives; make all decisions regarding their hiring, discharge, discipline, promotion and transfer.

**QUALIFICATIONS**

Education and Experience

Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary. A typical way of obtaining the knowledge and abilities would be: graduation from an accredited college or university with a Bachelor's degree in public or business administration, urban planning, marketing, economics, or related field and two (2) years of professional management experience in directing economic development programs, preferably with a public or non-profit agency. Five (5) years of progressively responsible experience in directing activities similar to those described above may be substituted for the educational degree requirement.

License/Certification/Special Requirements

Possession of a valid California Class C Driver's License and a satisfactory driving record is required at time of appointment and throughout employment in this position.

Knowledge, Skills, and Abilities

Knowledge of: the demographics, economic and social concerns of the City, combined with effective management and administrative skills, including budget preparation and expenditure control, are also essential. Fluency in oral and written Spanish, in addition to English, is highly desirable.

Skill and Ability to: be an effective public speaker with the ability to present information to the City Manager, City Council, Successor Agency, commercial retail and business leaders and representatives; possess effective problem solving and reconciliation skills; be able to lead and motivate others, and to set manageable goals and objectives.

**ADDITIONAL INFORMATION:**

**CALIFORNIA DEPARTMENT OF MOTOR VEHICLE (DMV) PULL NOTICE SYSTEM:**

An incumbent appointed to this position is subject to enrollment in the California DMV Pull Notice Program. The Pull Notice program provides information on the incumbent's driving record and Driver's License status on a periodic basis to the City of South Gate. An employee assigned a City vehicle must acknowledge receipt and understanding of City Administrative Regulations covering the use of City vehicles.

**PHYSICAL DEMANDS AND WORK ENVIRONMENT**

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. The noise level in the work environment is usually quiet in the office and moderately loud when outdoors. Incumbents are not substantially exposed to adverse environmental conditions.

DIRECTOR OF COMMUNITY DEVELOPMENT

Created, 07/26/76

Revised, 09/09/03

Revised, 10/13/15



**RESOLUTION CERTIFICATION PAGE**

**STATE OF CALIFORNIA            )**

**COUNTY OF LOS ANGELES    )     SS**

**CITY OF SOUTH GATE         )**

I, Carmen Avalos, City Clerk of the City of South Gate, California, hereby certify that the whole number of Members of the City Council of said City is five; that Resolution No. 2020-37-CC was adopted by the City Council at their Regular Meeting held on October 13, 2020, by the following vote:

Ayes:            Council Members:    Davila, Rios, Avalos, Diaz and Hurtado

Noes:            Council Members:    None

Absent:          Council Members:    None

Abstain:         Council Members:    None

Witness my hand and the seal of said City on October 21, 2020.



\_\_\_\_\_  
Carmen Avalos, City Clerk  
City of South Gate, California