



# STAFF REPORT – CITY COUNCIL MEETING

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**TO:** Honorable Mayor and City Council Members

**FROM:** Keira Vink, Human Resources and Administrative Services Director

**PREPARER:** Keira Vink, Human Resources and Administrative Services Director

**DATE:** May 7, 2025

**TITLE:** **Ratify Employment Agreement with David Loya for Director of Community Development for the Term of April 30, 2025, through April 29, 2028.**

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## **RECOMMENDATION:**

It is recommended that the Council:

1. Accept the re-appointment of David Loya to the position of Director of Community Development; and
2. Ratify the employment agreement with David Loya for the position of Director of Community Development, for the term of April 30, 2025, through April 29, 2028.

## **INTRODUCTION:**

Upon the City Manager's re-appointment of David Loya to the position of Director of Community Development, the Council is asked to ratify the resulting employment agreement for a term of three (3) years, commencing April 30, 2025, through April 29, 2028, and re-approve the placement of salary at the Management M232 level step 6, annual salary of \$140,233.53.

## **BACKGROUND:**

Per Title II, Chapter 2, Article 2, Section 2121 of the Arcata Municipal Code, department heads are to be appointed by and are directly responsible to the City Manager.

## **DISCUSSION:**

Mr. Loya has been the Director of Community Development for the City of Arcata since April 2016. He is currently in an automatic extension of his employment contract which would expire April 29, 2026. Mr. Loya has been an employee of the City of Arcata since 2005 serving the Arcata community. In 2024, he achieved two major accomplishments which were the completion and adoption of the City of Arcata General Plan and City of Arcata Gateway Plan as the Community Development Director. The attached employment agreement is the result of the City Manager's negotiations with Mr. Loya and is in the standard format currently being used with our Department Director and executive leadership positions.

**BUDGET/FISCAL IMPACT:**

The cost for this position is currently included in the Fiscal Year 2024/2025 Budget and it will be included in the Fiscal Year 2025/2026 Budget.

**RECOMMENDED COUNCIL ACTION:**

Motion to 1.) Accept the re-appointment of David Loya to the position of Director of Community Development; and 2) Ratify the employment agreement with David Loya for the position of Director of Community Development, for the term of April 30, 2025, through April 29, 2028. Consent Calendar vote.

**ATTACHMENTS:**

- A. Community Development Director Agreement