



Agenda Item

City Council

Item #: 9.1.

6/24/2025

File #: 25-0313

TO: Honorable Mayor and Members of the City Council

THRU: Tom Kisela, City Manager

FROM: Monica Espinoza, Human Resources Director

1. SUBJECT

Agreement for Employment with City Manager Jarad L. Hildenbrand.

2. SUMMARY

The proposed Agreement for Employment with City Manager Jarad L. Hildenbrand provides for a three-year contract renewing each year. Pursuant to Orange Municipal Code Section 2.16.080, the City Council determines the City Manager's compensation and benefits.

3. RECOMMENDED ACTION

Approve Agreement for Employment with City Manager Jarad L. Hildenbrand; and authorize the Mayor and City Clerk to execute on behalf of the City.

4. FISCAL IMPACT

The Agreement provides for an annual base salary of \$320,000.00 (\$26,666.67 per month), an annual deferred compensation contribution of the maximum Internal Revenue Service (IRS) allowable amount currently at \$23,500.00, and fringe benefits as outlined in the Executive/Senior Management Resolution No. 11599, or as such Resolution may be superseded.

The General Fund (100) account will pay for expenses related to this Agreement.

5. STRATEGIC PLAN GOALS

Goal 4: Employee Retention and Recruitment

6. DISCUSSION AND BACKGROUND

The City Council has completed a comprehensive recruitment process for a new City Manager. After a nationwide executive search and extensive interview and selection process, the City Council has identified Jarad L. Hildenbrand as its preferred candidate. With all stages of the pre-employment process successfully completed, including a thorough background investigation, reference checks, and pre-employment physical requirements, the time is appropriate for City Council consideration of the attached Agreement for Employment.

Mr. Hildenbrand offers 19 years of experience working in public service, serving most recently as the City Manager for the City of Laguna Hills. Prior to this role, he served at the cities of Stanton, La Habra Heights, and Villa Park.

Pursuant to Council direction, the following employment terms include: A monthly base salary of \$26,666.67, an annual deferred compensation contribution of the maximum Internal Revenue Service (IRS) allowable amount currently at \$23,500.00, and use of a City vehicle for professional and personal use.

In recognition of Mr. Hildenbrand's public sector experience, paid vacation accrual would be commensurate with an employee with 19 years of service, at a rate of approximately 220 vacation hours per year. The Agreement also includes an advancement of 40 hours of vacation leave, 40 hours of sick leave, and administrative leave pro-rated to his beginning employment date.

Applicable rules and regulations for Executive Directors within Resolution No. 11599, and the Orange Municipal Code, as amended, govern all other benefits and terms of employment.

7. ATTACHMENTS

- Agreement for Employment