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foothill community built on California's rich gold rush history*



**City Manager's Report**  
**July 8, 2025, City Council Meeting**  
**Prepared by: Cleve Morris, City Manager**  
**Item #: 12.5**

**Subject:** Consider approval of two City employees attending the Greater Sacramento Valley Leadership Academy for the 2025-2026 program year at a total cost of \$4,800 and approve a \$4,800 budget appropriation of NCCSIF Risk Management Reserve funds for the said training.

**Recommendation:** Adopt a resolution:

- Approving two employees to attend the Greater Sacramento Valley Leadership Academy for the 2025-2026 program year at a total cost of \$4,800, and
- Approving a \$4,800 budget appropriation of NCCSIF Risk Management Reserve funds for the said training.

**Purpose:** To assist in succession planning and training for supervisory employees.

**Strategic Plan Strategy:** Good Governance

4) Strategy - Provide support to staff through behaviors and actions

**Background:** Over the past couple of years, the City has experienced turnover at the management level due to retirements. Staff has worked on mentoring and preparing employees to advance and fill these positions where possible. Part of succession planning includes providing training to interested employees to prepare them to advance when management positions become available.

In Fiscal Year 2024-2025, training was provided through the Sacramento Valley Leadership Academy to Director of Public Works, Nick Stone. The program was very good and increased Mr. Stone's managerial skills and knowledge. Due to the expected turnover in the coming 1-2 years, staff would like to recommend employees to attend this training so that they are prepared to take on additional responsibilities and hopefully advance to a higher level.

The attached information packet outlines the details of the program including the format, duration of the training, Topics of discussion, etc.

In order to be part of the program, the City needs to commit by August 1, 2025.

**Discussion:** Staff has identified four employees who would benefit from the program. If approved, we will speak to each of the employees and identify those who would benefit the City the most if they attend the program. This will put the City in a good position to promote from within and encourage employees to continue their training and goals to advance.

**Environmental:** This item is not applicable.

**Options:**

1. Approve staff's recommendation to send two employees to the training.
2. Modify the recommendation and send only one employee to the training.
3. Modify the recommendation and provide funding for four employees to attend the training.
4. Do not approve the funding at this time and provide direction, if any, to staff.

**Cost:** The total cost for two City employees to attend the Greater Sacramento Valley Leadership Academy for the 2025-2026 program year is \$4,800.

**Budget Impact:** The \$4,800 cost of the Greater Sacramento Valley Leadership Academy training for two employees was not included in the adopted Fiscal Year 2025/2026 Operating Budget. Staff recommends that the City Council approve a \$4,800 budget appropriation of NCCSIF Risk Management Reserve funds to cover the cost of the said training.



M. Cleve Morris, City Manager

**Attachments:**

Att. A: Resolution

Att. B: Training Information