



## CITY OF BANNING STAFF REPORT

**TO:** CITY COUNCIL

**FROM:** Art Vela, Interim City Manager

**PREPARED BY:** Lisa Rossi, Human Resources Director

**MEETING DATE:** February 24, 2026

**SUBJECT:** Consideration of Resolution 2026-39, Appointment of Elizabeth M. Gibbs as City Manager and Approving the City Manager Employment Agreement

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### **RECOMMENDATION:**

Adopt Resolution 2026-39 approving a City Manager Employment Agreement between the City of Banning and Elizabeth Gibbs.

### **BACKGROUND:**

The purpose of this item is for the City Council to consider and take formal action on the Employment Agreement for the position of City Manager. Following an extensive recruitment and evaluation process, the City Council has identified Elizabeth M. Gibbs as the best-qualified individual to lead the City's operations and implement Council policy.

In accordance with Government Code Section 54953(c)(3), this report serves to provide a summary of the recommended compensation and fringe benefits. By approving this agreement, the City ensures executive leadership stability and provides the City Manager with the necessary contractual framework to effectively manage City departments, oversee the municipal budget, and support the Council's long-term strategic goals for the Banning community.

The agreement establishes a five-year term beginning February 25th, 2026, with an initial gross annual base salary of \$311,955.00. In addition to base salary, the City will provide the following itemized benefits:

- Retirement & Deferred Compensation: Participation in CalPERS as a "Classic Member" (2% @ 60) and a City-paid contribution to a 457 deferred compensation plan equal to 5% of the base salary.
- Health & Welfare: An annual cafeteria benefit capped at \$20,000.00 for health insurance and related plans, plus City-paid premiums for a \$150,000.00 term life insurance policy and short-term disability coverage.
- Leave Accruals: Annual allotments of 160 hours of vacation leave (with a 40-hour initial bank), 96 hours of sick leave, 98 hours of executive leave (with a 40-hour initial bank), and 13 paid holidays plus one floating holiday.

- Allowances & Reimbursements: A monthly vehicle allowance of \$250.00, and City-issued technology (cell phone, laptop, and desktop) and \$250 per month for the candidate holding a Master's Degree.
- Professional Development: City-paid dues and travel expenses for participation in professional organizations such as ICMA.

**JUSTIFICATION:**

The City Manager position is critical to successful operations of the City of Banning. Ms. Gibbs is highly qualified and has the experience necessary to successfully perform the duties of the position.

**FISCAL IMPACT:**

The fiscal impact of this agreement includes a starting annual base salary of \$311,955.00, along with a 5% deferred compensation contribution, a \$20,000.00 annual cafeteria benefit and monthly stipend for vehicle use totaling \$250.00.

**ALTERNATIVES:**

Do not approve Resolution 2026-39 and provide alternative directions to staff.

**BUDGETED?:**

Yes

**CONTRACT/AGREEMENT:**

Yes

**ATTACHMENTS:**

1. [Resolution\\_2026-39.doc](#)
2. [City of Banning City Manager Employment Agreement FINAL.docx](#)