



DATE: October 21, 2025

TO: Mayor and City Council

FROM: Mayor

SUBJECT: Adopt a Resolution Appointing Jennifer Ott as City Manager of the City of Hayward Effective December 8, 2025; Approving the Employment Agreement between Ott and the City of Hayward; and Authorizing the Mayor to Execute the Agreement

RECOMMENDATION

That Council adopts a resolution (Attachment III) approving the appointment of Jennifer Ott as the City Manager for the City of Hayward, approving the employment agreement between the City and Ott, and authorizing the Mayor to execute the agreement.

SUMMARY

Pursuant to Article VII of the Hayward City Charter, the City Manager shall be appointed by the Council and serve at the pleasure of the Council. After the separation of the former City Manager, the Council initiated a search for a candidate to fill the position. Jennifer Ott has been selected to serve in the City Manager role beginning December 8, 2025.

BACKGROUND AND DISCUSSION

Following the separation of the former City Manager on June 24, 2025, the City and the Council appointed an interim City Manager pending the recruitment and selection of a new City Manager.

Aided by an executive search firm, the Council conducted an extensive search to select the appropriate candidate. The search culminated with the selection of three finalists, who participated in interviews with Council and the City's Executive team. Community and labor groups were also invited to participate in the interview process.

After careful consideration of all applicants, the Council has selected Jennifer Ott to serve as the next City Manager effective December 8, 2025. Ott has more than 25 years of experience working on local government issues, especially in Alameda County where she is considered one of its most dynamic civic leaders.

Before her initial service to the City of Hayward from 2018 to 2022, Ott worked for 13 years in numerous capacities for the City of Alameda, which included Base Reuse and Transportation Planning Director and Deputy City Manager prior to eventually returning as City Manager.

Ott was previously a Vice President at Economic & Planning Systems (EPS) of Berkeley, a leading land-use policy and real estate development consultancy to local governments and private developers. Ott earned a Master of Public Policy degree from the University of California, Berkeley, and a Bachelor of Arts in History and Spanish from the University of California, Davis.

The Council and Ott have reached agreement as to the terms of employment, and the Council is asked to approve the employment agreement and authorize the Mayor to sign the agreement on behalf of the City. Terms of the agreement include yearly compensation of \$393,000, with increases subject to annual performance reviews. In recognition of a pre-arranged leave in January, Ott will be advanced vacation leave entitlements for the first year of employment with subsequent years following the accrual schedule of other unrepresented employees.

In light of the City's current fiscal crisis, Ott will forego for one year the personal equipment and automobile allowance provided in her contract, resulting in a reduction of \$18,000 to her overall compensation during the first year of employment. This adjustment is made in lieu of the 4% salary reduction taken by other City leadership.

FISCAL IMPACT

The City Manager's compensation, as reflected in the employment agreement, is currently budgeted for \$385,000. The new agreement authorizes compensation of \$393,000 for the newly appointed City Manager, resulting in a \$8,000 increase to the general fund.

STRATEGIC ROADMAP

This agenda item is a routine operational item and would not impact the priorities outlined in the Council's Strategic Roadmap.

NEXT STEPS

If approved, Human Resources staff will finalize the employment agreement and offer letter and coordinate implementation of the salary and compensation in coordination with the Finance Department.

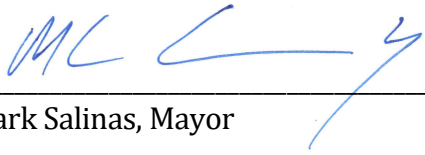
Prepared by:

Michael Lawson, City Attorney

Recommended by:

Mark Salinas, Mayor

Approved by:



Mark Salinas, Mayor

Attachments:

Attachment II	Employment Agreement
Attachment III	Resolution