



DATE: June 25, 2019

TO: Mayor and City Council

FROM: Director of Human Resources

SUBJECT: Adoption of Resolutions Approving Extensions of the Employment Agreements Between the City of Hayward and the City Attorney and City Clerk and Authorizing the Mayor to Execute Those Agreements on Behalf of the Council

RECOMMENDATION

That the City Council adopts the attached Resolutions (Attachments II and III) authorizing extensions of the employment agreements between the City of Hayward and the City Attorney and City Clerk and authorizing the Mayor to execute those agreements on behalf of the Council.

SUMMARY

The City Council completed its annual performance review for the City Manager, City Attorney, and City Clerk and is recommending that the agreements for the City Attorney and City Clerk be extended through June 30, 2020. The agreement for the City Manager is current and will expire on June 30, 2023. There are no changes to other terms of the employment agreements.

BACKGROUND/DISCUSSION

The current employment agreements with the City Attorney and City Clerk will expire on June 30, 2019. Last November, the Council approved a five-year employment agreement with the City Manager that will expire on June 30, 2023. Each year, the Council reviews the performance of the City Manager, City Attorney, and City Clerk. The Council has completed its review for the period of January 1, 2018 through December 31, 2018. Based on the outcome of the performance evaluations, the Council has expressed a desire to extend the terms of the employment for the City Attorney and City Clerk through June 30, 2020.

No other terms of the employment agreements have been modified. The City Manager, City Attorney, and City Clerk will continue to contribute to the cost of their benefits as follows:

Table 1: Council Appointed Officers Benefit Contribution Levels

Benefit	Contribution Level
CalPERS Retirement	13% (8% employee & 5% of employers share)
Medical	20%
Dental	20%
Vision	50%

Additionally, the following compensation terms were previously approved by the Council in 2018 and will be implemented during fiscal year 2020:

Table 2: Council Appointed Officers Compensation Terms to be Implement in FY 2020

Officer	Term	Effective Date
City Manager	7% Market Equity Adjustment	Effective the pay period including January 1, 2020
City Manager, City Attorney, and City Clerk	2% Cost of Living Adjustment	Effective the pay period including January 1, 2020

FISCAL IMPACT

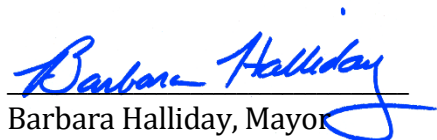
The approximate cost of the salary adjustments discussed above for Fiscal Year 2020 is \$45,000, which has been included as part of the General Fund Operating Budget.

NEXT STEPS

Human Resources staff will finalize the employment agreements for execution by the Mayor. Human Resources staff will also work with the Finance Department to implement the salary adjustments.

Prepared and Recommended by: Nina S. Collins, Director of Human Resources

Approved by:


Barbara Halliday, Mayor