



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
www.Hayward-CA.gov

## Cover Memo

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**File #:** LB 20-047, **Version:** 1

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**DATE:** September 22, 2020

**TO:** Mayor and City Council

**FROM:** Assistant City Manager

### **SUBJECT**

City Clerk Employment Agreement Extension: Adopt a Resolution Approving the Extension and Modification to the Employment Agreement Between the City of Hayward and the City Clerk and Authorizing the Mayor to Execute the Agreement

### **RECOMMENDATION**

That Council adopts a resolution (Attachment II) approving the extension and modification to the employment agreement between the City of Hayward and the City Clerk and authorizes the Mayor to execute the agreement.

### **SUMMARY**

The current employment agreement between the City of Hayward and the City Clerk will expire on September 30, 2020. Following a three-month extension to the employment agreement, Council has completed the City Clerk's performance and compensation review and has expressed a desire to extend the terms of the employment agreement for the City Clerk through June 30, 2021.

If approved, the employment agreement between the City of Hayward and the City Clerk will become effective October 1, 2020.

### **ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution