



CITY OF HAYWARD

Hayward City Hall
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Cover Memo

File #: LB 21-026, **Version:** 1

DATE: June 22, 2021

TO: Mayor and City Council

FROM: Director of Finance

SUBJECT

City Manager Employment Agreement: Adopt a Resolution Approving an Amendment to the Employment Agreement Between the City of Hayward and the City Manager and Authorizing the Mayor to Execute the Amended Agreement

RECOMMENDATION

That Council adopts a resolution (Attachment II) approving the amendment to the employment agreement between the City of Hayward and the City Manager and authorizing the Mayor to execute the amended agreement.

SUMMARY

The current employment agreement between the City of Hayward and the City Manager expires on June 30, 2023. Pursuant to the agreement, the City Manager was entitled to a cost-of-living adjustment (COLA) for the pay period including July 1, 2020. As approved by Council on June 23, 2020, the City Manager agreed to forego the COLA originally due to her the pay period including July 1, 2020 because of a projected revenue shortfall resulting from impacts of the COVID-19 pandemic. As Fiscal Year 2021 comes to a close, the City has determined that actual revenues have exceeded projections. Consequently, Council has expressed a desire to restore the agreed upon concessions staff provided at the outset of Fiscal Year 2021, including the City Manager's foregone COLA. In addition, the Council recommends increasing the amount of paid leave the City Manager may cash out each fiscal year to match cash-out options available to the City Attorney, City Clerk, and members of Unrepresented Executives, Management, City Manager, Human Resources, and City Attorney Employees (Unrepresented Employees) as well as awarding two one-time cash payments in FY 2022 as the City Manager's compensation adjustment for this coming fiscal year.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	City Manager Contract Amendment

