



# CITY OF HAYWARD

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

## Cover Memo

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**File #:** LB 20-022, **Version:** 1

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**DATE:** May 19, 2020

**TO:** Mayor and City Council

**FROM:** Assistant City Manager/Interim Director of Human Resources

### **SUBJECT**

Adopt Resolutions Amending the Employment Agreement Between the City Manager and the City of Hayward to Eliminate the City Manager's July 2020 Scheduled 2% Cost of Living Adjustment and Authorizing the Mayor to Execute the Agreement and Reducing the Mayor and City Council's Salary by 2% and the Mayor and Council's Travel and Miscellaneous Budget by 50% for Fiscal Year 2021

### **RECOMMENDATION**

That Council adopts a Resolution (Attachment II) authorizing a single amendment to the employment agreement between the City of Hayward and the City Manager, Kelly McAdoo, to eliminate the City Manager's July 2020 scheduled 2% Cost of Living Adjustment (COLA) and authorizing the Mayor to execute the agreement on behalf of the City Council, and that Council adopts a resolution (Attachment III) reducing the Mayor and Council's salary by 2% and the City Council's travel and miscellaneous budget by 50% for Fiscal Year 2021.

### **SUMMARY**

If the attached Resolutions are approved, the City Manager's five-year contract will be amended to reflect the elimination of a 2% COLA scheduled for July 1, 2020. Furthermore, the Mayor and Council's salary will be reduced by 2% and the Council's travel and miscellaneous budget will be reduced by 50% for Fiscal Year 2021.

### **ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution: Amending City Manager's Employment Agreement
Attachment III	Resolution: Mayor and Council Reduction of Salary and Budget for FY 2021