

City of San Leandro

Meeting Date: April 18, 2016

Staff Report

File Number: 16-181 Agenda Section: CONSENT CALENDAR

Agenda Number: 8.G.

TO: City Council

FROM: Chris Zapata

City Manager

BY: Lianne Marshall

Assistant City Manager

FINANCE REVIEW: David Baum

Finance Director

TITLE: Staff Report for Resolution Amending the City Manager Salary Schedules

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council adopt a resolution to amend the salary schedules for the City Manager.

BACKGROUND

As approved by the City Council on November 19, 2012, the City Manager, Chris Zapata, voluntarily contributed twenty thousand dollars (\$20,000.00) per year (at \$10,000.00 each) of his Annual Base Salary towards the salaries of the Police Chief and the Assistant City Manager, respectively. Per the City Manager's employment agreement Section 7.a.i., the City Manager is entitled to the return of his voluntary contribution made towards the annual base salaries of the Police Chief and the Assistant City Manager, respectively, if the employment of the Police Chief and Assistant City Manager terminates before the end of the terms of their respective employment agreements. In such an instance, the pro rata return of Annual Base Salary shall be paid back to Manager through his regular salary distribution.

The Police Chief, Sandra Spagnoli, resigned effective March 13, 2016. Effective March 14, 2016, \$10,000 that was contributed towards the Police Chief's salary was returned to the City Manager's salary to be paid on a pro rata basis through his regular salary distribution.

The Assistant City Manager, Lianne Marshall, is due to retire on April 30, 2016. Effective May 1, 2016, the \$10,000 that was contributed towards the Assistant City Manager's salary will be returned to the City Manager's salary to be paid on a pro rata basis through his regular salary distribution.

The salary schedules are in accordance with California Code of Regulations Section 570.5, which requires that salary schedules be in a format that identifies the position title, the pay

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rate, the effective date, the range, and be duly approved and adopted by the governing body.

Fiscal Impacts

There is no fiscal impact associated with the return of the City Manager's voluntary contributions to the Police Chief and Assistant City Manager; all items have been budgeted.

ATTACHMENT

None.

ATTACHMENT

Attachments to Resolution

Salary Schedules

PREPARED BY: Emily Hung, Human Resources Manager, City Manager's Office



City of San Leandro

Meeting Date: April 18, 2016

Resolution - Council

File Number: 16-182 Agenda Section: CONSENT CALENDAR

Agenda Number:

TO: City Council

FROM: Chris Zapata

City Manager

BY: Lianne Marshall

Assistant City Manager

FINANCE REVIEW: David Baum

Finance Director

TITLE: RESOLUTION Amending the City Manager Salary Schedules

WHEREAS, per the City Manager's employment agreement, he voluntarily contributed \$20,000 per year of his annual base salary towards the salaries of the Police Chief and the Assistant City Manager, respectively; and

WHEREAS, upon the resignation of the Police Chief, \$10,000 will be restored to the City Manager's annual salary effective March 14, 2016, which represents the amount the City Manager contributed toward the Police Chief's salary during her employment; and

WHEREAS, upon the retirement of the Assistant City Manager, an additional \$10,000 will be restored to City Manager's annual salary effective May 1, 2016, which represents the amount the City Manager contributed towards the Assistant City Manager's salary during her employment.

NOW, THEREFORE, the City Council of the City of San Leandro does RESOLVE as follows:

That the City Manager salary schedules are hereby established according to the terms of his employment agreement, which is attached hereto and made a part hereof.

CLASSIFICATION	Monthly
City Manager	\$ 19,715

CLASSIFICATION	:: Monthly:
City Manager	\$ 18,882