



Legislation Details (With Text)

File #: 20-547 **Version:** 1 **Name:** Staff Report Interim City Manager appointment

Type: Staff Report **Status:** Filed

In control: City Council

On agenda: 12/7/2020 **Final action:** 12/7/2020

Enactment date: **Enactment #:**

Title: Staff Report for a City of San Leandro City Council Resolution Approving an Employment Agreement for an Interim City Manager

Sponsors: Jeff Kay

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Code sections:

Attachments: 1. Interim City Manager contract for Fran Robustelli

Date	Ver.	Action By	Action	Result
12/7/2020	1	City Council	Received and Filed	

Staff Report for a City of San Leandro City Council Resolution Approving an Employment Agreement for an Interim City Manager

SUMMARY AND RECOMMENDATIONS

City Manager and staff recommend that the City Council approve an Interim City Manager employment agreement with Fran Robustelli with an effective date of December 21, 2020.

BACKGROUND

Jeffrey Kay has served as the City of San Leandro City Manager since 2018 and spent a total of 11 years with the organization in multiple positions. Earlier this year, Mr. Kay announced that he would be leaving his position with the City of San Leandro effective December 31, 2020 to accept the City Manager position in the City of Healdsburg.

The City Council interviewed several candidates for the position of Interim City Manager. At the conclusion of those interviews, the City Council selected Fran Robustelli to serve in the interim position while the City recruits for the permanent position. Ms. Robustelli most recently served as the Interim City Manager for the City of Clayton. Prior to that appointment, Ms. Robustelli served as the Assistant City Manager for the City of Napa, and as the Assistant and Interim City Manager for the City of Walnut Creek. She has over 25 years of local government experience working in diverse communities and multi-service organizations with a proven track record of building top performing teams and the successful implementation and administration of strategic organizational policies, programs and initiatives. Ms. Robustelli would begin her role effective December 21, 2020, and the contract would run until a permanent City Manager is appointed unless otherwise determined by the City Council.

The proposed employment agreement provides a salary of \$236,703 and the same supplemental benefits provided to department heads under the San Leandro Management Organization

Memorandum of Understanding. The salary schedule is in accordance with California Code of Regulations Section 570.5, which requires that salary schedules be duly approved and adopted by our governing body.

The City Council is currently in the process of selecting an executive recruitment firm to conduct a comprehensive recruitment for a new City Manager.

Fiscal Impacts

There is no negative fiscal impact. The proposed salary for the Interim City Manager is less than the current budgeted salary for the City Manager position.

ATTACHMENT(S)

- Interim City Manager Employment Agreement and Salary Schedule

PREPARED BY: Emily Hung, Human Resources Manager and Richard D. Pio Roda, City Attorney