



Legislation Details (With Text)

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**Title:** Adopt a Resolution to Approve Amendment No. 2 to the City Manager’s Employment Agreement between the City of San Leandro and Frances Robustelli  
**Sponsors:** Emily Hung  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. A - Resolution Amending the City Manager employment agreement, 2. B - Amendment No. 2 with salary schedules

| Date      | Ver. | Action By    | Action             | Result |
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| 7/17/2023 | 1    | City Council | Received and Filed |        |

Adopt a Resolution to Approve Amendment No. 2 to the City Manager’s Employment Agreement between the City of San Leandro and Frances Robustelli

**SUMMARY**

In May 2023, the City Council completed an annual performance evaluation of City Manager Frances Robustelli. An amendment to the employe agreement was proposed to include salary increases for the next four years, as well as an increase in the City’s contribution to the City Manager’s deferred compensation.

**RECOMMENDATIONS**

Staff recommends that the City Council adopt a resolution to approve Amendment No. 2 to the employment agreement for City Manager Frances Robustelli, as presented.

**BACKGROUND**

On May 3, 2021, the City Council approved an employment agreement with Frances Robustelli providing the terms and conditions of her employment as the City Manager. On June 6, 2022, the City Council approved Amendment No. 1 extending the term of the agreement through May 3, 2026 and approving additional provisions.

**Analysis**

In May 2023, the City Council completed its annual evaluation of the City Manager’s performance and determined, based on a positive performance review, to amend the City Manager’s Employment Agreement. The proposed Amendment No. 2 to the City Manager’s Employment Agreement

recognizes the performance of the City Manager, maintains external competitiveness within the labor market, and addresses internal compaction issues. The changes include:

### **Compensation**

Retroactive to January 1, 2023, base salary will be increased by 10%. Thereafter, salary increase will be 4% effective July 1, 2024, 4% effective July 1, 2025, and 3% effective July 1, 2026. Management incentive pay will also be rolled into base salary. The salary schedules are attached to the proposed amendment and are presented in accordance with California Code of Regulations Section 570.5.

### **Retirement**

The City's matching contribution towards the City Manager's deferred compensation 457 account will increase from 2% to 5%.

### **Previous Actions**

- On May 3, 2021, by Resolution No. 2021-070, the City Council approved an employment agreement with Frances Robustelli to serve as City Manager.
- On June 6, 2022, by Resolution No. 2022-082, the City Council approved Amendment No.1 to the City Manager's employment agreement between the City of San Leandro and Frances Robustelli

### **Financial Impacts**

The 10% salary increase will be retroactively effective January 1, 2023, which will result in a budget increase and require Council appropriation from the General Fund Undesignated Fund Balance to the corresponding salary allocation account as follows:

- FY23: \$27,272
- FY24: \$34,333
- FY25: \$16,632
- FY26: \$12,973

### **ATTACHMENT(S)**

- Attachment A: Resolution of the City of San Leandro City Council to Approve Amendment No. 2 to the City Manager's Employment Agreement between the City of San Leandro and Frances Robustelli
- Attachment B: Amendment No. 2 to Employment Agreement between the City of San Leandro and Frances Robustelli and salary schedules

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