



Legislation Text

File #: 18-082, **Version:** 1

Staff Report for a Resolution to Approve an Interim City Manager agreement with Jeff Kay

SUMMARY AND RECOMMENDATIONS

Approve an Interim City Manager agreement with Jeff Kay.

BACKGROUND and ANALYSIS

While City Manager Chris Zapata is on paid administrative leave, the City Council desires to employ Jeff Kay as the Interim City Manager, to fulfill all of the duties of the City Manager as required by the Charter and Municipal Code. Effective January 23, 2018, City would pay Mr. Kay a salary 15% above his current step as Assistant City Manager as shown in the City Council adopted salary schedule for the San Leandro Management Organization; his new salary will be \$19,395 per month. Effective April 18, 2018, Mr. Kay's compensation will be adjusted as such Baseline Salary is adjusted due to step advancement eligibility.

If Mr. Kay is terminated by the City Council, or the City Manager is permitted by the City Council to retain his position upon return from paid administrative leave, Mr. Kay will have the right to revert to his previously held position as the Assistant City Manager and will be entitled to receive the salary and benefits commensurate with that position, at the salary step he was receiving or due to receive prior to his appointment.

During his tenure as Interim City Manager, Mr. Kay will receive the same health and fringe benefits he received as when he was employed as the Assistant City Manager.

ATTACHMENTS

- Interim City Manager Employment Agreement

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