



Legislation Text

File #: 21-268, **Version:** 1

Staff Report for a City of San Leandro City Council Resolution to Approve an Employment Agreement with Frances Robustelli to Serve as the City Manager.

SUMMARY AND RECOMMENDATIONS

Approve an employment agreement with Frances Robustelli to serve as the City Manager.

BACKGROUND

In January 2021, the City Council engaged CPS HR Consulting to lead an executive recruitment for a new city manager. After a nationwide search, numerous qualified candidates were screened and interviewed by the City Council. Three finalists participated in an extensive community engagement process, which included a Town Hall event and two stakeholder panel interviews. After conducting further interviews and evaluation, the City Council announced on April 19, 2021 its decision to appoint Frances Robustelli as the new City Manager.

Ms. Robustelli has served as the Interim City Manager since the resignation of the prior City Manager, Jeff Kay, in December 2020. Her municipal experience spans more than 25 years of working in diverse communities and multi-service organizations. Ms. Robustelli previously served as the Interim City Manager for the City of Clayton, the Assistant City Manager for the City of Napa, and the Assistant and Interim City Manager for the City of Walnut Creek.

The City Council and Ms. Robustelli completed negotiations and reached agreement on employment terms, including compensation and benefits. The proposed employment agreement provides the following:

- Term of agreement: Three (3) years;
- An annual salary of \$262,650.00;
- Employee to contribute 3% toward the City's employer CalPERS retirement rate;
- Salary increase equal to the lesser of 3% or any salary increase negotiated with San Leandro City Employees' Association's members, to be effective January 1, 2022; and
- Other benefits such as health insurance, leave accrual, and deferred compensation will be commensurate with those provided to department heads under the San Leandro Management Organization Memorandum of Understanding.

As established by the terms of the employment agreement, the City Council will also approve a new salary schedule for the City Manager classification. Approval of the salary schedule will comply with CalPERS' requirement for publicly available pay schedules in accordance with California Code of Regulations Section 570.5.

Fiscal Impacts

Funding for this position is included in the City Manager's Office department budget and no additional

funds are required.

ATTACHMENT

Employment Agreement between City of San Leandro and Frances Robustelli

PREPARED BY:

Emily Hung, Human Resources Manager

Richard D. Pio Roda, City Attorney