



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: MAY 29, 2018**
FROM: HUMAN RESOURCES DEPARTMENT **WARDS: ALL**
SUBJECT: EXECUTION OF THE EMPLOYMENT AGREEMENT WITH ALFRED W. ZELINKA

ISSUE:

Approve the Employment Agreement between the City of Riverside and Alfred W. Zelinka, setting forth the terms and conditions of his employment as City Manager, for an initial term to expire on July 31, 2021, with automatic two-year extensions beginning March 31, 2020.

RECOMMENDATION:

That the City Council:

1. Approve the Employment Agreement between the City of Riverside and Alfred W. Zelinka, setting forth the terms and conditions of his employment as City Manager, for an initial term to expire on July 31, 2021, with automatic two-year extensions beginning March 31, 2020;
2. Authorize the Mayor Pro Tem to sign the Employment Agreement with Alfred W. Zelinka; and
3. Adopt the attached Resolution amending the Master Salary and Fringe Benefits Resolution to enact certain provisions of the Employment Agreement.

DISCUSSION:

On April 17, 2018, the City Council exercised its authority to release John Russo, City Manager, from his employment agreement.

After an internal recruitment effort, the City Council selected Alfred W. Zelinka to serve as the City Manager for the City. The City Council has found Mr. Zelinka to be well qualified to lead the City management team as he has both the experience and a record of strong leadership.

Mr. Zelinka brings over 25 years of experience to his new role as City Manager. Mr. Zelinka has served as an Assistant City Manager for three years overseeing Community and Economic Development; Parks, Recreation and Community Services; Public Works; Innovation and Technology; and Office of Communications. Prior to being an Assistant City Manager, Mr. Zelinka served as the Community Development Director for the City of Riverside.

FISCAL IMPACT:

The proposed agreement is for \$295,000, with a total compensation package of approximately \$360,000, with cost of living increases consistent with those of the Executive Employee Group effective January 2019. Additional annual salary increases are possible through annual reviews by the City Council, but are not guaranteed and no specific percentage is included in the proposed agreement. The proposal also requires the City Manager to pay their share of CalPERS costs (8%). The one-year severance pay is reduced from one-year to six months after two years of service to the City. All other costs are included in all budget estimates for the Proposed FY 2018-2020 Two-Year Budget.

Due to the severance payment made to the prior City Manager, the current City Manager's Office is projected to be approximately \$225,000 over budget in FY 2017-18.

Prepared by:	Stephanie Holloman, Human Resources Director
Certified as to	
availability of funds:	Adam Raymond, Chief Financial Officer/City Treasurer
Approved as to form:	Gary G. Geuss, City Attorney

Concurs with:



Chris Mac Arthur, Mayor Pro Tem

Attachments:

1. Employment Agreement
2. Resolution
3. Amended Fringe Benefit and Salary Plan