



DATE: January 14, 2020

CATEGORY: New Business

DEPT.: City Manager/Human Resources

TITLE: **Appointment of City Manager and Authorization to Execute Employment Agreement with Kimbra McCarthy**

RECOMMENDATION

- Appoint Kimbra McCarthy to serve as City Manager for the City of Mountain View and authorize the Mayor, or designee, to execute an employment agreement with Ms. McCarthy.
- Adopt a revised salary plan to reflect this compensation change to the City Manager classification (Attachment 1 to the Council report).

BACKGROUND

The City of Mountain View conducted an extensive recruitment and selection process for the City Manager position in preparation for Daniel H. Rich's retirement on December 17, 2019. At the conclusion of the process, the City Council selected Kimbra McCarthy for the City Manager position with the action at this meeting serving as the Council's formal appointment and report out on its Closed Session recommendation. Ms. McCarthy has 11 years of experience in local government, including two years working in the City Manager's Office with the City of Mountain View from 2014 to 2016 as Deputy City Manager, and currently serves as Assistant City Manager for the City of Redwood City. Ms. McCarthy holds a Master of Laws degree from the University of Limerick in Ireland and a Juris Doctorate degree and Bachelor of Arts degree in political science from Washburn University in Topeka, Kansas.

ANALYSIS

Following City Council approval of Ms. McCarthy's appointment, an employment agreement will be finalized. Staff recommends approval of the following terms and compensation and authorization for the Mayor, or designee, to execute the agreement on behalf of the City Council.

- Salary of \$307,000 annually.
- Participation in health, retirees' health, life, and disability insurance plans. Participation in the CalPERS retirement system with the same employee cost-share and employer contribution as provided to department heads.
- Holidays, sick leave, and management leave as provided to department heads.
- Vacation leave in the amount of 23 days per year, increasing to 24 days after four years of service. Initial bank of 90 hours of vacation leave and 80 hours of sick leave.
- Cell phone allowance of \$50 per month.
- Eligible to request relocation reimbursement and a loan through City Council Policy D-13, Mountain View Employee Homebuyer and Relocation Assistance Program, subject to City Council approval and availability of funds at the time of the request.
- In the event of termination of the employment agreement, six months of severance as provided to Council appointees.

FISCAL IMPACT

There are sufficient funds in the Fiscal Year 2019-20 budget for the proposed compensation.

ALTERNATIVES

1. Provide different direction regarding the employment agreement.
2. Continue the City Manager search process.

3. Provide other direction.

PUBLIC NOTICING – Agenda posting.

Prepared by:

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Attachment: 1. Revised Salary Plan (Revision No. 3)