



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: March 28, 2023

TO: Honorable Mayor and Members of the City Council

FROM: Cora Dino, Chief People Officer

SUBJECT: Consider Resolution Authorizing Mayor to Execute Employment Agreement Between the City of San Bruno and Interim City Manager Alex D. McIntyre

BACKGROUND: On April 15, 2023, the City will have a vacant City Manager position due to current City Manager Jovan Grogan's resignation after nearly five years of leading the City. Pending the successful executive search and recruitment of the City's next full-time regular City Manager, the City is poised to appoint an Interim City Manager to provide executive oversight of the City's government and implementation of City Council priorities to ensure effective service delivery to the San Bruno community.

DISCUSSION: The City Manager job classification reports to the City Council and is one of two positions appointed directly by the City Council.

After the announcement of current City Manager Jovan Grogan's departure, the City Council first met in closed session on February 10, 2023 to discuss the recruitment of a City Manager and the appointment of an Interim City Manager. Due to the time needed to recruit for an Interim City Manager, Council opted for staff to not conduct a recruitment for the Interim City Manager position. Instead, staff reached out to various contacts, former city managers, contacted referrals from executive search firms for leads and for potential candidates interested in the Interim City Manager position.

To ensure the City efficiently obtained names of seasoned city manager candidates within a short window of time, City Manager Grogan authorized staff to use Baker Tilly (formerly Management Partners), a reputable management consulting firm familiar with the needs of San Bruno to provide names of immediately available, experienced city manager candidates interested in leading the City for approximately four to five months. The resumes were reviewed by the entire City Council and the candidates that best met Council requirements advanced and were interviewed by the entire City Council on March 7, 2023. The City Council was impressed with the top candidates overall and ultimately selected Alex D. McIntyre because of his thirty plus years of city management and governmental leadership experience, some in the bay area/peninsula region, specifically in the County of San Mateo. It was a unanimous decision.

At the March 14, 2023 council meeting, the City Council designated Mayor Rico Medina and Councilmember Michael Salazar as labor negotiators. The labor negotiators and Interim City Manager candidate Alex D. McIntyre discussed compensation, benefits, and terms and conditions of an employment agreement and reached a verbal agreement on March 16, 2023. The proposed employment agreement reflects the result of the negotiations. If the City

Council approves the employment agreement, it is anticipated that Interim City Manager Alex D. McIntyre will officially join the City on April 15, 2023, and will transition with current City Manager Jovan Grogan the week prior.

FISCAL IMPACT: It is anticipated that there will be no additional impact on the adopted budget of the City Manager's Office for this action, as the total cost for the Interim City Manager position is proposed to be nearly equivalent to the current budgeted cost for a fully benefited permanent City Manager. The proposed employment agreement with Alex D. McIntyre provides for a monthly salary of \$25,000, plus a \$422 per month opt-out benefit payment option, a monthly auto allowance of \$300, and other standard employee benefits.

ENVIRONMENTAL IMPACT: There is no environmental impact.

RECOMMENDATION: If the City Council wants to hire Alex D. McIntyre as the Interim City Manager, approve the resolution entitled "A RESOLUTION AUTHORIZING MAYOR TO EXECUTE EMPLOYMENT AGREEMENT BETWEEN THE CITY OF SAN BRUNO AND ALEX D. MCINTYRE"

ALTERNATIVES: Do not approve the resolution authorizing the Mayor to execute the employment agreement and direct staff to pursue other potential candidates.

ATTACHMENTS:

1. Resolution authorizing Mayor to execute employment agreement, with employment agreement attached as Exhibit A