Item Number 13.

ROCKLIN
CALIFORNIA

City Council Staff Report

Subject: Director of Human Resources Employment Agreement

Date: February 9, 2021

Submitted By: Aly Zimmermann, City Manager

Department: City Manager's Office

Staff Recommendation:

Adopt a Resolution of the City Council of the City of Rocklin authorizing the City Manager to execute an employment agreement for the Director of Human Resources.

BACKGROUND:

The Director of Human Resources position became vacant in September 2020. Following completion of an extensive recruitment process, and based on her qualifications and experience, the City Manager recommends the execution of an employment agreement with Tameka Usher for the positon of Director of Human Resources. Ms. Usher is currently the Director of Human Resources for El Dorado County, and brings with her more than two decades of experience in all aspects of human resources. Ms. Usher has accepted a contingent offer from the City Manager, with a tentative start date of March 18, 2021.

Mayor to Read Prior to Taking Final Action: Pursuant to Government Code section 5493(c)(3), the Key Terms of the employment agreement are as follows:

- The term of the agreement is for four years, commencing on March 18, 2021;
- The annual base salary is $186,295;
- The Director of Human Resources shall receive the benefits provided to non-public safety City department heads, as set forth in the City's Rules, Regulations, Benefits and Policies for Management Employees as modified by the City Council from time to time, unless otherwise provided in the Employment Agreement;
- The PERS retirement benefit shall be according to the 2% at 62 plan for CalPERS PEPRA members, with an average of the three highest years of service compensation, as required by law. Employee will make employee retirement contributions as required by state law and in addition, Employee will contribute two percent of her salary toward the City's employer retirement contribution.
- The City shall contribute a yearly amount of $4,200 to Employee's deferred compensation plan;
- The Director of Human Resources shall receive a City-paid basic life insurance plan in the amount of $200,000 and a policy for AD&D for up to $200,000;
- The Director of Human Resources shall receive an automobile and cell phone allowance in the total amount of $3,000 annually;
- If the City terminates the Employment Agreement early, without cause, the Agreement provides for a severance payment equivalent to three months base salary.

Fiscal Impact:

The fiscal impact of the employment agreement is within the approved Human Resources department budget for Fiscal Year 2020/21.