



CITY OF SALINAS COUNCIL STAFF REPORT

DATE: February 15, 2022

FROM: Mayor Kimbley Craig and
Council Member Anthony Rocha, Council Subcommittee members

TITLE: EMPLOYMENT AGREEMENTS FOR COUNCIL APPOINTEES

RECOMMENDED MOTION:

It is recommended that the City Council adopt the attached resolutions authorizing the Mayor to sign the Employment Agreements with Salinas City Manager Steven S. Carrigan., and Salinas City Attorney Christopher A. Callihan.

BACKGROUND:

City Manager:

The City Council and City Manager have completed the annual public employee performance evaluation process. As part of this process, the parties desire the following changes to his Employment Agreement:

1. Section 4 of the Employment Agreement is hereby amended to include a term extension of two years until February 2026.

2. Section 5.1 of the Employment Agreement is hereby amended to reflect twelve (12) months of base salary as severance.

3. Section 7.1 of the Employment Agreement is hereby amended with a salary adjustment to an annual base salary amount of Two Hundred, Forty-Six Thousand, Seven Hundred Fifty dollars (\$246,750), payable on a bi-weekly basis in the same manner as other employees of the City are paid.

4. Section 7.5 of the Employment Agreement is hereby amended to reflect a City contribution of a flat dollar amount toward monthly health benefits premiums equal to ninety-five (95%) of the PERS Platinum Plan premium.

5. Section 7.7 of the Employment Agreement is amended to include an additional forty (40) hours of Annual Leave.

Mr. Carrigan has worked as the Salinas City Manager since January 11, 2021. His Employment Agreement has been reviewed and approved as to form by independent legal counsel retained by the City and is attached to this report.

City Attorney:

The City Council and City Attorney have completed the annual public employee performance evaluation process. As part of this process, the parties desire the following changes to his Employment Agreement:

1. Section 4 of the Employment Agreement is hereby amended to include a term extension of three years until February 2027.
2. Section 5.1 of the Employment Agreement is hereby amended to reflect twelve (12) months of base salary as severance.
3. Section 7.1 of the Employment Agreement is hereby amended with one-time salary adjustment to an annual base salary amount of Two Hundred, Thirty Thousand dollars (\$230,000), payable on a bi-weekly basis in the same manner as other employees of the City are paid.
4. Section 7.4 of the Employment Agreement is hereby amended to reflect a City contribution of a flat dollar amount toward monthly health benefits premiums equal to ninety-five (95%) of the PERS Platinum Plan premium.
5. Section 7.6 of the Employment Agreement is hereby amended to reflect that effective January 2023, no additional management leave/administrative leave will accrue which will eliminate this benefit of 240 management leave hours.
6. Section 7.7 of the Employment Agreement is hereby amended to reflect an accrual of an additional 120 hours of annual leave with a maximum of 600 hours.

Mr. Callihan has worked in the City Attorney's Office since September of 2003, and as City Attorney since January 7, 2014. His Employment Agreement has been reviewed and approved as to form by independent legal counsel retained by the City and is attached to this report.

CEQA CONSIDERATION:

Not a Project. *The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378).*

STRATEGIC PLAN INITIATIVE:

The proposed action meets the Operational Efficiencies Council goal. This contract also meets the Salinas Plan goal of eliminating management leave for executives.

FISCAL AND SUSTAINABILITY IMPACT:

The Employment Agreements would result in an annual increase of approximately \$11,750 for the City Manager and \$25,559 for the City Attorney for the term of these Agreements.

ATTACHMENTS:

Resolution – City Manager
Employment Agreement City Manager
Resolution – City Attorney
Employment Agreement City Attorney

RESOLUTION NO. _____ (N.C.S.)

**A RESOLUTION OF THE SALINAS CITY COUNCIL AUTHORIZING THE MAYOR TO EXECUTE
AN EMPLOYMENT AGREEMENT BETWEEN THE CITY OF SALINAS AND STEVEN S.
CARRIGAN, CITY MANAGER**

WHEREAS, on January 5, 2021, the Salinas City Council approved the Employment Agreement between the City of Salinas and Steven S. Carrigan; and

WHEREAS, the City Council and City Attorney have completed the annual public employment performance evaluation process; and

WHEREAS, the City of Salinas desires to make changes to the Employment Agreement with Steven S. Carrigan; and

NOW, THEREFORE, BE IT RESOLVED that the Salinas City Council that the Mayor of Salinas is hereby authorized and directed, for and on behalf of the City of Salinas, and as its act and deed, to execute the attached Employment Agreement between the City of Salinas and Steven S. Carrigan.

PASSED AND APPROVED this 15th day of February 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Kimbley Craig, Mayor

ATTEST:

Patricia M. Barajas, City Clerk

RESOLUTION NO. _____ (N.C.S.)

**A RESOLUTION OF THE SALINAS CITY COUNCIL AUTHORIZING THE MAYOR TO EXECUTE
AN EMPLOYMENT AGREEMENT BETWEEN THE CITY OF SALINAS AND CHRISTOPHER A.
CALLIHAN, CITY ATTORNEY**

WHEREAS, on January 7, 2014, the Salinas City Council approved the Employment Agreement between the City of Salinas and Christopher A. Callihan; and

WHEREAS, the City Council and City Attorney have completed the annual public employment performance evaluation process; and

WHEREAS, the City of Salinas desires to make changes to the Employment Agreement with Christopher A. Callihan; and

NOW, THEREFORE, BE IT RESOLVED that the Salinas City Council that the Mayor of Salinas is hereby authorized and directed, for and on behalf of the City of Salinas, and as its act and deed, to execute the attached Employment Agreement between the City of Salinas and Christopher A. Callihan.

PASSED AND APPROVED this 15th day of February 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Kimbley Craig, Mayor

ATTEST:

Patricia M. Barajas, City Clerk