



City of Emeryville

C A L I F O R N I A

MEMORANDUM

DATE: April 3, 2018

TO: Carolyn Lehr, Executive Director

FROM: Sheri Hartz, City Clerk
Lorrayne Leong, Deputy City Clerk

SUBJECT: Resolution Of The Board Of Directors Of The Management Of Emeryville Services Authority Amending The 2018 Regular Meeting Schedule Of The Management Of Emeryville Services Authority

RECOMMENDATION

Staff recommends that the City Council approve the amended 2018 regular meeting schedule for the Management of Emeryville Services Authority.

BACKGROUND

On December 5, 2017, the City Council passed and adopted Resolution No. 17-189, adopting the 2018 regular meeting calendar for the City Council and Successor Agency. Included in this resolution and meeting calendar were the incorporation of a regular meeting of the Management of Emeryville Services Authority ("MESA") on the third Tuesday of June. All other MESA meetings during 2018 were to be scheduled as special meetings as needed, with dates to coincide with the City Council/Successor Agency regular meeting schedule.

DISCUSSION

Government Code section 54956(b) of the Brown Act provides that a legislative body may not call a special meeting regarding salaries, salary schedules, or compensation of a local agency executive. The City Manager and the City Attorney are both "local agency executives" within the meaning of the statute.

Since the adoption of Resolution No. 17-189, the City/MESA has received notice of intended retirement from City Manager Carolyn Lehr, whose current contract will expire as of June 30, 2018. In addition, the current term for the City Attorney expires on June 30, 2018. To prepare for the recruitment process for a new City Manager and appointment thereof, as well as contract negotiations with the City Attorney, the City/MESA are required to hold regular meetings of the agency body to hear, review and act on items related to salary and compensation. To make this recruitment process possible, staff wishes to amend the 2018 regular meeting calendar of MESA to include the following dates to coincide with regular City Council/Successor Agency meeting dates at the City Hall Council Chambers:

April 17, 2018
May 1, 2018

May 5, 2018
June 5, 2018
June 19, 2018
July 10, 2018
July 24, 2018
September 4, 2018
September 17, 2018

All proposed MESA regular meetings will commence at 7:14 p.m. on each date.

FISCAL IMPACT

There is no fiscal impact.

STAFF COMMUNICATION WITH THE PUBLIC

Staff has had no communication with the public regarding this item.

PREPARED BY: Sheri Hartz, City Clerk
Lorrayne Leong, Deputy City Clerk

**APPROVED AND FORWARDED TO THE BOARD OF DIRECTORS OF THE
EMERYVILLE MANAGEMENT SERVICES AUTHORITY:**



Carolyn Lehr, Executive Director

ATTACHMENTS

- Resolution