



# City of Emeryville

CALIFORNIA

## MEMORANDUM

**DATE:** June 19, 2018  
**TO:** Chair John Bauters and MESA Board of Directors  
**FROM:** Lisa Lopez, Human Resources Director  
**SUBJECT:** Interim City Manager Employment Agreement:

**Resolution Of The Board Of Directors Of The Management Of Emeryville Services Authority (MESA) Approving An Agreement Of Employment Between MESA And James Nil Holgersson, As Interim City Manager, And Authorizing The Chair Of The Board Of Directors To Execute Said Agreement On Behalf Of MESA**

**Resolution Of The City Council Of The City Of Emeryville Approving And Consenting To An Agreement Of Employment Between The Management Of Emeryville Services Authority And James Nil Holgersson As Interim City Manager**

## RECOMMENDATION

Staff recommends the MESA Board of Directors and City Council review and adopt the attached resolutions approving An Agreement of Employment ("Agreement") between MESA and James Nil Holgersson as Interim City Manager, for a three-month period from July 1, 2018, and terminating September 30, 2018.

The MESA resolution approves the Agreement and authorizes the Chair of the Board of Directors to execute the document with James Nil Holgersson. The City Council resolution approves and consents to the Agreement between MESA and James Nil Holgersson. The proposed Agreement is attached as Exhibit A to both resolutions.

## BACKGROUND

Earlier this year, current City Manager Carolyn Lehr announced her retirement with her last day of work being June 30, 2018. The City Council directed the Human Resources Director to retain Management Partners to assist in the recruitment of an interim City Manager to fill the gap and aid with the transition when a new City Manager is selected and brought aboard.

During the week of June 11, a Council committee interviewed three candidates for the position of Interim City Manager. At the conclusion of those interviews the Committee expressed a desire to retain the services of James Nil Holgersson, the former City Manager for the City of Modesto. The Committee directed the Human Resources Director to finalize an agreement with Mr. Holgersson. A short-term agreement was drafted with Mr. Holgersson for the period July 1 through September 30, 2018.

## **DISCUSSION**

The proposed Employment Agreement, a copy of which is attached as Exhibit A, is the agreement staff is recommending the MESA/Council approve to appoint Mr. Holgersson as Interim City Manager from July 1<sup>st</sup>, 2018 until September 30<sup>th</sup>, 2018. Currently the City is recruiting for a full-time City Manager and the expectation is that the position will be filled by October 2018.

If the MESA/Council approves, the contract with Mr. Holgersson will commence on July 1, 2018, and continue until September 30, 2018, or until the position is filled permanently.

Mr. Holgersson has a proven track record as a successful senior executive in local government management, foundation management, recruitment consulting and most recently as interim Town Manager in Moraga, California. His experience is that of a seasoned executive who is progressive result oriented and actively engaged with Council, staff and community.

Mr. Holgersson has worked in a variety of diverse and complex organizations of different sizes and characteristics in five different States including California. As a Manager and leader, his experience encompasses the full range of Council policy development and implementation in nearly all service areas managed by local government. He has an overall focus of building successful communities that are inclusive, engaged and sustainable, while creating and seizing opportunities that improve the quality of life for the residents. Specific areas of expertise include: organizational development and capacity building, finance and budget, land use planning; economic development; civic engagement and neighborhood building; environment; capital improvement planning and development; and intergovernmental/inter-organizational relations.

## **FISCAL IMPACT**

Salary and benefits for the Interim City Manager position are estimated at \$56,000. Sufficient funds are available in the fiscal year 2018-19 budget. Budget for the City Manager position will be used to cover the cost for this interim position.

## **STAFF COMMUNICATION WITH THE PUBLIC**

There has been no communication with the public

## **CONCLUSION**

Staff recommends the MESA Board of Directors and City Council review and adopt the attached resolutions approving An Agreement of Employment ("Agreement") between MESA and James Nil Holgersson as Interim City Manager, for a three-month period from July 1, 2018, and terminating September 30, 2018.

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



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Lisa Lopez, Human Resources Director

**ATTACHMENTS**

1. MESA Resolution Exhibit A: Proposed Contract July 1, 2018 – September 30, 2018
2. City Council Resolution Exhibit A: Proposed Contract July 1, 2018 – September 30, 2018