



## City Council Agenda Item

**City Council Meeting Date:** December 21, 2021

**TO:** Honorable Mayor and City Council Members

**FROM:** Jeff M. Malawy, City Attorney  
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**SUBJECT:** Adoption of Resolution No. 6469(21) Appointing Dean Albro as City Manager and Approving His Employment Agreement

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### **Recommendation:**

It is recommended that the City Council adopt Resolution No. 6469(21) (Attachment 1), approving the employment agreement with Dean Albro to be the Lompoc City Manager (Attachment 2).

### **Background/Discussion:**

The current Lompoc City Manager, Jim Throop, will be resigning effective January 2, 2022. The City Council has selected the City's current Management Services Director, Dean Albro, to be the next City Manager.

Mr. Albro's first day as City Manager for the City will be January 3, 2022. The employment agreement attached to this staff report is for a term of two years, with the possibility of two one-year extensions. However, the agreement is contingent on the City Council considering and approving it at a public meeting. Mr. Albro has indicated his acceptance of the agreement.

California Government Code Section 54953(c)(3) requires an oral report prior to taking final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive (*i.e.*, City Manager) in an open and public City Council meeting. Therefore, prior to City Council action on this agenda item, the City Attorney will read aloud the following terms of the City Manager employment agreement:

1. Annual salary of \$230,000.
2. Vehicle allowance of \$350 per month.
3. Holiday leave for 11 City Holidays and one floating holiday per year.
4. Sick leave of 12 days per year with a maximum of 720 hours accrual and payment of 50% of accrued sick leave upon resignation.
5. Vacation leave of 160 hours per year.
6. Management leave of 64 hours per year.

7. Payment of pre-authorized professional dues and travel expenses each year.
8. A cell phone and laptop computer will be provided for business use.
9. Dental and retirement benefits as provided to the City's Management, Supervisory and Confidential employees.
10. Mr. Albro is waiving and opting out of City health coverage.

In addition, Government Code section 36506 requires the City Council to establish, by resolution, the compensation of all appointive officers and employees of the City. Since the City Manger's salary is not part of the City's salary schedules, which are adopted by resolution, the City Council is requested to adopt Resolution No. 6469(21) approving the City Manager agreement and salary.

**Fiscal Impact**

The Biennial Budget Fiscal Years 2021-23 reflects the salary and benefits outlined in the subject agreement.

**Conclusion:**

Adoption of Resolution No. 6469(21) will appoint Dean Albro as City Manager effective January 3, 2022, and approve the attached employment agreement.

Respectfully submitted,



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Jeff M. Malawy, City Attorney

Attachments: 1. Resolution No. 6469(21)  
2. City Manager Agreement