



City Council Agenda Item

City Council Meeting Date: December 19, 2017

TO: Honorable Mayor and City Council Members

FROM: Joseph W. Pannone, City Attorney
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SUBJECT: Approval of Interim Employment Agreement for Interim City Manager

Recommendation:

Staff recommends the City Council approve the proposed Interim Employment Agreement with Teresa Gallavan for interim City Manager (attached).

Background/Discussion:

As previously announced, Patrick Wiemiller, City Manager, will be resigning effective January 5, 2018, as agreed to by the City Council. The City Council is commencing the process for finding the person to fill that position. During the period of time needed to complete that search and appointment, the City of Lompoc (City) will need an interim City Manager for continued management of the City. After a closed session held on December 5, 2017, the City Attorney reported the City Council decided to appoint Teresa Gallavan, Economic Development Director/Assistant City Manager, to fill that interim position.

In summary, the interim agreement memorializes Ms. Gallavan's appointment as interim City Manager, commencing on the effective date of Mr. Wiemiller's resignation. That appointment would continue until the new City Manager is appointed and takes over that position. Ms. Gallavan's compensation during the term of the interim agreement would be \$14,583.00 per month; and her benefits would be the same as those she is entitled to as of January 6, 2018, unless the City Council determines otherwise.

The City Council retains full authority to terminate the interim agreement at any time to terminate Ms. Gallavan's employment as interim City Manager and upon that termination Ms. Gallavan would return to her current position of Economic Development Director/Assistant City Manager. The interim agreement also acknowledges, during Ms. Gallavan's tenure as interim City Manager, she may select an interim department head for Economic Development and Community Development to assume specific duties as she directs. In addition, the interim agreement notes she will utilize the services of Laura Dubbels, Deputy City Manager, to assist with day-to-day matters carrying out some of Ms. Gallavan's duties as interim City Manager, as needed.

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Fiscal Impact:

Since the salary paid to Ms. Gallavan during the period of the interim agreement will be in lieu of any salary she would receive in her current position, there is no additional fiscal impact due to the interim appointment. As the proposed salary is equal to the current contract salary for City Manager, budgetary savings from the vacancy of the position of City Manager will accrue to the City's budget from January 6, 2018, until the appointment of a permanent City Manager to the position.

Conclusion:

After reviewing and discussing the proposed interim employment agreement, the City Council is requested to approve that agreement.

Respectfully submitted,

Joseph W. Pannone
City Attorney

Attachment: [Interim Employment Agreement](#)