



# ***Agenda Report***

## ***Fullerton City Council***

**MEETING DATE:** JULY 20, 2021

**TO:** CITY COUNCIL / SUCCESSOR AGENCY

**SUBMITTED BY:** STEVE DANLEY, ACTING CITY MANAGER

**PREPARED BY:** LAURA GIANNETTI-MERCER, HUMAN RESOURCES  
MANAGER II

**SUBJECT:** INTERIM DIRECTOR OF COMMUNITY AND ECONOMIC  
DEVELOPMENT AND INTERIM DIRECTOR OF HUMAN  
RESOURCES EMPLOYMENT AGREEMENTS

---

### **SUMMARY**

Ratify employment agreements with Greg Pfof to serve as Interim Director of Community and Economic Development and Eddie Manfro to serve as Interim Director of Human Resources.

### **RECOMMENDATION**

Adopt Resolution No. 2021-XX

RESOLUTION NO. 2021-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FULLERTON, CALIFORNIA, RATIFYING AN AGREEMENT RETAINING GREG PFOF AS THE INTERIM DIRECTOR OF COMMUNITY AND ECONOMIC DEVELOPMENT IN ACCORDANCE WITH GOVERNMENT CODE SECTIONS 7522.56 AND 21221(h)

Adopt Resolution No. 2021-XX

RESOLUTION NO. 2021-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FULLERTON, CALIFORNIA, RATIFYING AN AGREEMENT RETAINING EDDIE MANFRO AS THE INTERIM DIRECTOR OF HUMAN RESOURCES IN ACCORDANCE WITH GOVERNMENT CODE SECTIONS 7522.56 AND 21221(h)

### **PRIORITY POLICY STATEMENT**

This item matches the following Priority Policy Statement:

- Fiscal and Organizational Stability.

**FISCAL IMPACT**

The agreement for Interim Director of Community and Economic Development costs an estimated \$80,640. The Community and Economic Development Department budget has funds available due to the current Director position vacancy.

The agreement for Interim Director of Human Resources costs an estimated \$76,000. The Human Resources Department budget has funds available due to the current Director position vacancy.

## DISCUSSION

### Community and Economic Development

The Director of Community and Economic Development position has been vacant since June 4, 2021. This action will provide for an Interim Director until the City can conduct a recruitment. Staff interviewed four high quality candidates for the interim position, with Mr. Greg Pfof being selected. The City has negotiated the attached agreement with Mr. Pfof. Pursuant to the terms of the agreement, Mr. Pfof shall serve as the Interim Director of Community and Economic Development for up to an eight month period, until the City hires a permanent candidate. The City will pay Mr. Pfof at the rate of \$84.00 per hour, which is within the salary range for this position and meets the requirements of the California Public Employees Retirement System (CalPERS) for hiring CalPERS retirees. Mr. Pfof will work approximately 30 hours per week.

### Human Resources

The Director of Human Resources position has been vacant since February 21, 2020. In September 2020, the City hired retired annuitant Eddie Manfro on contract as a Consultant / Specialist to provide assistance with the backlog of work including assisting with pending labor negotiations. Mr. Manfro served as a HR Director prior to retiring as a City Manager for the City of Westminster.

Since that time, Mr. Manfro's duties have expanded to taking on the full complement of HR Director duties. In accordance with CalPERS rules for a retired annuitant and given the nature of the work being performed, staff recommends appointing Mr. Manfro as an interim city employee (i.e., Interim Director of Human Resources). The City has negotiated the attached agreement with Mr. Manfro. Pursuant to the terms of the agreement, Mr. Manfro shall serve as the Interim Director of Human Resources for up to an eight month period, allowing sufficient time to recruit for a permanent HR Director. The City will pay Mr. Manfro at the rate of \$72.00 per hour, which is within the salary range for this position and meets the requirements of CalPERS for hiring CalPERS retirees. Mr. Manfro will work approximately 30 hours per week.

In accordance with CalPERS rules, City Council must ratify the employment agreements.

### Attachments:

- Attachment 1: Draft Resolution No. 2021-XX - CED
- Attachment 2: Pfof Employment Agreement
- Attachment 3: Draft Resolution No, 2021-XX - HR
- Attachment 4: Manfro Employment Agreement