



**CITY OF MARTINEZ**

**CITY COUNCIL AGENDA  
November 5, 2014**

**TO:** Mayor and City Council  
**FROM:** Jim Jakel, Interim City Manager  
**SUBJECT:** Acting City Manager  
**DATE:** October 29, 2014

**RECOMMENDATION:**

Appoint Assistant City Manager Alan Shear as Acting City Manager until the permanent City Manager has been selected and begins City service.

**BACKGROUND:**

Since July 28, Jim Jakel has been serving as Interim City Manager. On November 15, 2014, Mr. Jakel's service in the role will end. While Mr. Jakel will remain available to the City on an hourly basis to assist on complex and time-sensitive projects, the responsibility to act as City Manager should be passed to another qualified individual. Mr. Shear has served as Assistant City Manager since 2010 and has acted as City Manager a number of times in the past. Mr. Shear has indicated a willingness to serve in this role until the City Manager hiring process is completed.

Applications for the City Manager position are due by November 14, 2014, and the search firm has indicated they will move rapidly through the screening and background process. While it is highly unlikely a selection will be made prior to the end of calendar year 2014, a new Manager should be on board in the 1<sup>st</sup> quarter of 2015.

**FISCAL IMPACT:**

As the City Manager position remains vacant during this period, the existing 2014-15 fiscal year budget will not be impacted in a negative manner by this proposed action.

**ACTION:**

Motion designating Assistant City Manager Alan Shear as Acting City Manager effective November 16, 2014, until such time as a new permanent City Manager begins City service.