

## CITY ATTORNEY EMPLOYMENT CONTRACT

This contract, dated September 9, 2025, is made between the City of Livermore ("City") a California municipal corporation, and Kimberly D. Cilley ("Employee").

### RECITALS

City desires to employ the services of Employee as City Attorney of the City of Livermore and to provide certain compensation and establish certain conditions of employment of the City Attorney.

Employee desires to accept employment as City Attorney under the conditions contained in this contract.

In consideration of the mutual covenants contained in this contract, the parties agree as follows:

#### I. TERM

The term of this contract shall begin on, and its effective date shall be September 29, 2025, and shall continue indefinitely subject only to the Termination and Severance (section IV) and Resignation (section IX) provisions of this contract. Both City and Employee understand that Employee's employment is at the will of both parties. Thus, Employee serves at the pleasure of the City Council, subject only to the Termination and Severance (section IV) and Notices (section VIII) provisions contained in this contract. In like manner, nothing in this contract shall interfere with the right of Employee to resign at any time subject to the Resignation (section IX) and Notices (section VIII) provisions of this contract.

#### II. DUTIES

City agrees to employ Employee as City Attorney to perform the duties specified in Livermore Municipal Code Chapter 2.12 and the laws of the State of California, as well as other duties assigned by the City Council, which reasonably relate to the position of City Attorney.

Employee agrees to remain in the exclusive employment of City except that City acknowledges that Employee may engage in other professional activities (including teaching, writing, legal representation of family members in matters unrelated to the City of Livermore, and the like) so long as these activities do not interfere or conflict with Employee's duties as City Attorney.

#### III. COMPENSATION

A. Salary. City agrees to pay Employee a salary of \$315,269 per year, payable at the same time as other City employees are paid. Employee's salary may increase after Employee's first performance review pursuant to section V (A) of this contract.

B. Benefits. Employee shall be entitled to receive the same benefits as are provided for all City Department Heads. The Employee shall also receive: 80 hours vacation leave when the contract commences and shall thereafter accrue vacation leave annually at an amount of

135.98 hours increasing to 160.91 hours on Employee's anniversary date in 2028. Employee shall also receive 60 hours of administrative leave when the contract commences and shall thereafter receive administrative leave in an amount of 120 hours (annually). Additionally, Employee shall receive:

- (1) A car allowance of \$400 per month.
- (2) City contribution of \$270/pay period into a City deferred compensation program to the extent that such contribution is matched by Employee's contribution. Employee's City deferred compensation may increase after Employee's first performance review pursuant to section V (A) of this contract.
- (3) Retiree health savings benefit – Employee is eligible for the retirement health savings benefit, with the City contributing 4% of Employee's annual base salary into the Employee's account.
- (4) Vacation cash-out – Employee shall be eligible to cash out any amount of accrued vacation leave each year and any portion of which may be applied to deferred compensation.

#### **IV. TERMINATION AND SEVERANCE**

A. City may terminate, without cause, this contract and the employment of Employee by providing written notice of such termination to Employee in a manner set forth in the Notices (section VIII) provisions of this contract.

B. If the City Council acts in a manner such that the California Rules of Professional Conduct of lawyers require Employee to withdraw from representing the City of Livermore, then that mandatory withdrawal will be treated as a termination without cause for the purposes of this contract. The California Rules of Professional Conduct of lawyers are adopted by the Board of Trustees of the State Bar of California and approved by the California Supreme Court to protect the public, the courts, the legal profession, and the integrity of the legal system. Examples of City Council actions that require mandatory withdrawal are set forth in Rule of Professional Conduct 1.16(a)(1) and include scenarios where a client brings an action, conducts a defense, asserts a position in litigation, or takes an appeal, without probable cause and for the purpose of harassing or maliciously injuring any person. Other scenarios include situations where a client persists in instructing the lawyer to act contrary to professional ethics or the law. If there is a disagreement whether the City Council's conduct warrants the Employee's mandatory or permissive withdrawal, the question will be presented to either the State Bar of California, or to a court of competent jurisdiction, to evaluate and determine whether that conduct requires the Employee's mandatory withdrawal, which determination shall then be applied for the purpose of implementing this section in the contract.

C. In the event of such termination without cause as set forth in this Section IV, while Employee is willing and able to perform the duties of City Attorney, City shall pay Employee's salary and benefits (in the amounts as of the date of termination) for a period of 12 months from the date of termination subject to, and such payment shall be interpreted to comply with, the limitations set forth in California Government Code Sections 53260 and 53261. This provision shall not apply if termination is for cause. For the purpose of this contract, termination for cause shall mean that Employee is terminated for:

- (1) willful misconduct;
- (2) abuse of drugs or alcohol which materially affects the performance of her duties;
- (3) repeated and protracted unexcused absences from the City Attorney's office;
- (4) conviction of any felony;
- (5) conviction of a misdemeanor involving moral turpitude;
- (6) acceptance of employment from another source inconsistent with this contract;
- or
- (7) any material breach of this contract.

## **V. PERFORMANCE EVALUATION**

A. The Employee's first performance review shall occur after six months of employment with the City leading to a possible 6% salary increase and an additional \$3,000 annually in deferred compensation contribution.

B. Each October, the City Council shall review Employee's performance to determine, among other things, entitlement to any salary increase (including merit and/or cost of living) or whether to award any one-time special merit award, or bonus, for the accomplishment of the City Council's specific goals, or for exceptional results or performance above the expected fulfillment of Employee's job obligations.

C. Each year as part of the Employee's evaluation process, Employee and City Council shall meet to discuss establishing performance objectives for Employee. Evaluations shall be primarily based upon the mutually developed and agreed upon performance goals and objectives for that year's evaluation as well as upon the performance of the full range of duties required of Employee as the City Attorney by the laws of the State of California, the Livermore Municipal Code, and the Council goals and policies. The City Council and Employee shall also assess the quality and effectiveness of their working relationship. After reviewing Employee's performance based upon the agreed upon goals and objectives, the City Council shall notify City Attorney in writing whether the City Attorney has performed, in the Council's judgment, satisfactorily or unsatisfactorily.

D. Merit Increases. City may increase the Employee's base salary and/or other benefits in an amount and to the extent as the City may determine that is desirable to do so on the basis of an annual performance evaluation and salary review. In addition, a lump-sum merit payment may be awarded in the City Council's sole judgment and discretion if it finds that the Employee's job performance exemplifies excellence in a unique program or activity having a significant positive impact on City operations or the community, but such award shall not be added to the Employee's salary.

## **VI. PROFESSIONAL DEVELOPMENT**

City will pay for an executive coach to help the Employee transition to her City Attorney role.

City acknowledges its mutual interest in the continuing professional development of Employee. Thus, City agrees to allow and pay all expenses associated with membership fees as well as employment-related conferences, including meals, subscriptions, and professional

development costs associated with professional organizations, such as the California Bar Association, the League of California Cities, the Bay Area City Attorney's Association, the Contra Costa City and County Attorney's Association, and the East Alameda County Bar Association. This may include activities such as serving as an officer or board member of such organizations. Professional development activities will not distract Employee from her other duties as City Attorney.

**VII. EMPLOYEE SCHEDULE**

The Employee shall have a 9/80 work schedule. Week one of the 9/80 schedule shall be nine hours a day, Monday through Thursday and eight hours on Friday working remotely. Week two shall consist of nine hours a day, Monday through Thursday and Friday off.

**VIII. NOTICES**

The notices pursuant to this contract shall be by certified registered mail return receipt requested addressed as follows:

A. City:

City Council  
City of Livermore  
1052 South Livermore Avenue  
Livermore, California 94550

B. Employee:

Kimberly Cilley  
City Attorney  
City of Livermore  
1052 South Livermore Avenue  
Livermore, California 94550

**IX. RESIGNATION**

Employee may resign, retire, or terminate, without cause, this contract by providing written notice of such event to City in a manner set forth in the Notices (section VIII) section of this contract. Employee shall provide the written notice at least 60 days in advance of such event. During the period following notice and until the date the resignation, retirement, or termination of this contract becomes effective, all rights and obligations of City and Employee under this contract will remain in effect. Upon separation, Employee will be paid for all benefits and earned, accrued, and unused leave in the same manner as City Department Heads upon separation.

**X. GENERAL PROVISIONS**

A. This written contract shall constitute the entire agreement between the parties, and they have drafted it jointly. No representations, except for those herein, have been made or relied upon.

B. This contract shall be binding upon and inure to the benefit of the heirs at law and

executors of Employee.

C. If any provisions or any portion thereof contained in this contract is held invalid by a court of competent jurisdiction, the remainder of this contract shall be deemed severable and shall not be affected and shall remain in full force and effect.

D. This contract may be modified or extended only upon the written consent of City and Employee.

E. Employee will provide the City at least 60 days written notice of the effective date of his resignation or retirement.

F. While the Employee shall have a 9/80 work schedule, it is recognized that the position of City Attorney is an executive management position which often requires more than a conventional 40 hour-per-week to provide the desired level of professional service. It is further recognized that to properly fulfill her duties and responsibilities, Employee will devote a considerable amount of time outside normal office hours to the business of the City. Therefore, Employee will not be required to maintain a strict 40 hour-per-week on-site presence at City Hall, and may occasionally be absent from City Hall during normal business hours as is reasonable and appropriate. This flexibility in work schedule shall not be abused. In this regard, Employee is required to maintain a regular on-site presence during normal business hours that is sufficient to properly administer and oversee the activities of the City Attorney's office and its employees, to provide accessibility to City Council members, Department Heads, citizens, and other persons or firms who have business with the City and to generally ensure that the City Attorney's office functions appropriately on a day-to-day basis. Excessive absences during regular business hours will be a matter of concern to the City. Employee is expected to be available at all times, except for the time taken on personal matters, such as vacations. City expects Employee to make prudent and reasonable arrangements for such personal time off, such as reasonable notice and arrangements, for example, for acting City Attorneys.

It is one of the duties of the City Attorney of the City of Livermore to serve as the primary legal advisor to the City for the implementation, support, and articulation of the City Council's policies and objectives. As such, Employee is expected to maintain a reasonably high level of community involvement and should become an active participant in community activities including those conducted or sponsored by City and its departments and those conducted or sponsored by various community organizations.

G. City and Employee agree to fully comply with AB 1344 that became effective on January 1, 2012, and to fully comply with other applicable law as it exists on the date of this contract. In that regard, the following Government Code Sections are hereby incorporated into this contract:

*Section 53243 Reimbursement of paid leave salary required upon conviction of crime involving office or position*

*Section 53243.1 Reimbursement of legal criminal defense upon conviction of crime involving office or position*

*Section 53243.2 Reimbursement of cash settlement upon conviction of crime involving office or position*

Section 53243.3 *Reimbursement of noncontractual payments upon conviction or crime involving office or position*

Section 53243.4 *"Abuse of office or position" defined, and*


Section 53244 *Forfeiture of rights to pension or retirement benefits by local public officer upon conviction of felony for conduct arising out of, or in the performance of, official duties.*

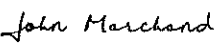
H. Employee understands and agrees that the term of her employment is governed only by this contract and that no right of regular employment for any specific term is created by this contract. Employee further understands that she acquires no property interest in her employment by virtue of this contract, and that the employment is "at will" as defined in the laws of the State of California (meaning that she can be terminated at any time for any reason or for no reason), and that she is not entitled to any pre- or post-deprivation administrative hearing or other due process upon termination or any disciplinary action, except those specifically set forth in Government Code section 54957(b)(2).

In witness whereof, City has caused this contract to be signed on its behalf by its Mayor, and duly attested by its City Clerk, Employee has signed this document on or before the date written above.

ATTEST:


CITY:

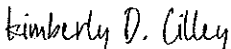
Signed by:  
  
C27B58262791420  
Deborah L. Elam  
City Clerk

Signed by:  
  
F8D7011F800F43B...  
John Marchand  
Mayor

APPROVED AS TO FORM

EMPLOYEE:

DocuSigned by:  
  
B099F687157C4E2  
Tara Mazzanti  
Senior Assistant City Attorney

Signed by:  
  
E8B2607850E74E0...  
Kimberly D. Cilley  
City Attorney