



CITY OF

NEWPORT BEACH

City Council Staff Report

July 22, 2025
Agenda Item No. 27

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: Aaron Harp, City Attorney - 949-644-3131,
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PREPARED BY: Aaron Harp, City Attorney

TITLE: Appointment of Seimone Jurjis as City Manager Effective
December 27, 2025, and Approval of Employment Agreement

ABSTRACT:

With the retirement of City Manager Grace K. Leung on December 26, 2025, the City Council will consider adopting a resolution to appoint Assistant City Manager Seimone Jurjis as the city manager effective December 27, 2025, as well as consider the approval of an employment agreement between Mr. Jurjis and the City of Newport Beach.

RECOMMENDATIONS:

- a) Determine this action is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) and 15060(c)(3) of the CEQA Guidelines because this action will not result in a physical change to the environment, directly or indirectly;
- b) Adopt Resolution No. 2025-52, *A Resolution of the City Council of the City of Newport Beach, California, Appointing Seimone Jurjis as City Manager Effective December 27, 2025*;
- c) Approve and authorize the Mayor to execute an Employment Agreement between the City of Newport Beach and Seimone Jurjis, subject to the terms and conditions approved by the City Council; and
- d) Approve Budget Amendment No. 26-013, appropriating \$40,104 from unappropriated General Fund balance to various salary and benefit accounts to implement the terms of the Agreement for FY 2025-2026.

DISCUSSION:

City Charter Section 500 (City Manager)

Pursuant to Section 500 of the City Charter of Newport Beach (Charter), the City Council is responsible for appointing a city manager who serves as the City's chief administrative officer. The Charter requires that the City Council appoint the person it believes to be best qualified based on executive and administrative qualifications, with particular reference to experience and knowledge of accepted practices relevant to the duties of the office as set forth in the Charter.

Background

The current city manager's employment agreement will conclude on December 26, 2025. In anticipation of this leadership transition, the City Council is considering the appointment of Assistant City Manager Seimone Jurjis to the position of city manager, effective December 27, 2025.

Assistant City Manager Seimone Jurjis

Seimone Jurjis possesses extensive executive and administrative experience in both the public and private sectors, making him exceptionally well-qualified for the role of city manager as defined by Charter Section 500. Mr. Jurjis joined the City of Newport Beach on June 27, 2011, initially serving as the chief building official before being appointed as community development director in August 2017. In this leadership role, he oversaw critical functions including planning, building, real property and code enforcement. He was promoted to assistant city manager in July 2023, gaining broader oversight of City operations and policies.

Prior to his public service for the City, Mr. Jurjis served as president and chief operating officer of a private real estate development company, where he was responsible for strategic operations involving entitlements, land transactions, and development - key functions that parallel many responsibilities of a city manager.

Also, Mr. Jurjis previously served the City of El Segundo in several executive capacities including director of planning and building safety, city engineer, and building official, further demonstrating his broad municipal experience.

Mr. Jurjis holds a Bachelor of Science degree in Civil Engineering and maintains several professional licenses.

Raised in the City of Orange, Mr. Jurjis has long-standing ties with the region. His familiarity with the local community and regional dynamics contributes to his understanding of the City's needs and values.

Resolution of Appointment and Employment Agreement

The attached resolution appoints Mr. Jurjis as city manager, effective December 27, 2025. (Attachment A). If appointed by the City Council, the following are key deal points included in Mr. Jurjis's proposed employment agreement:

1. Term of Employment: A term from December 27, 2025, through December 30, 2030.

2. Compensation and Benefits.

- **Annual Base Salary:** \$363,071.
- **Adjustments to Base Salary - Cost of Living:** Same as Key & Management.
- **Performance Bonus:** Beginning in calendar year 2026, an annual lump sum bonus of 2.5% of base salary, as adjusted, payable on the next normal payday that includes December 27.
- **Deferred Compensation:** Beginning in calendar year 2026, an annual City contribution to his 401(a) defined contribution plan of \$51,000, which increases by \$5,000 per calendar year thereafter.
- **Annual Physical Exam:** Reimbursement for an annual physical exam up to \$2,500.
- **Phone Allowance:** A phone allowance that is equal to the phone allowance provided to Management Employees.
- **Auto Allowance:** An auto allowance of \$750 per month.
- **Attorney's Fees:** Reimbursement for attorney's fees of up to \$5,000 to review the Agreement.
- **CalPERS Contribution:** An initial CalPERS contribution of 8% (tied to the same formula or percentage contribution as is applied to the Tier I non-safety members of the Key & Management Group covered under the Compensation Plan and for the same duration).
- **Administrative Leave:** Beginning in calendar year 2026, 120 hours of administrative leave per year.
- **Flex Leave Cap:** 450 hours.
- **Severance Benefit:** A severance of up to 12 months of the adjusted base salary and 6 months medical. (See, Employment Agreement - Attachment B).

FISCAL IMPACT:

The estimated cost associated with the Employment Agreement for the new city manager is \$516,172. The FY 2025-26 Adopted Budget includes funding for this position with a 2% cost of living adjustment. However, a budget amendment is required to fund the difference

between the budgeted amount and the actual cost of the new contract for the six-month period from December 27, 2025, through June 30, 2026.

A budget amendment is also needed to cover the City's contributions to the new city manager's 401(a) defined contribution plan. Beginning in calendar year 2026, the City will contribute \$51,000 annually to this plan. Accordingly, the budget amendment includes \$25,500 for deferred compensation to cover the portion applicable to Fiscal Year 2025-26.

The total amendment appropriates \$40,104 in additional General Fund expenditures from the unappropriated fund balance. (See Budget Amendment – Attachment C.)

ENVIRONMENTAL REVIEW:

Staff recommends the City Council find this action is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

NOTICING:

The agenda item has been noticed according to the Brown Act (72 hours in advance of the meeting at which the City Council considers the item).

ATTACHMENTS:

Attachment A - Resolution No. 2025-52
Attachment B - Employment Agreement for City Manager
Attachment C - Budget Amendment