



Staff Report

City Council

Item No. 3.D

Meeting Date: May 8, 2024

From: Eugenia Torres, Human Resources Manager

Title: Eighth (8th) Amendment to the City Manager Contract

RECOMMENDATION:

To approve the eighth amendment to the City Manager contract resulting in an annual base salary of \$280,000 effective the first full pay period after July 1, 2024.

BACKGROUND:

On February 28, 2024, City Council conducted the annual performance evaluation with the City Manager.

On March 13, 2024, City Council discussed the eighth amendment to the employment contract with the City Manager.

DISCUSSION:

This eighth amendment to the agreement makes the following changes:

Section 4.a Salary. Section 4.a. "Salary" of the Employment Agreement is amended to read as follows:

"4.a. Salary. Employee shall be paid an annual base salary of \$280,000 effective and commencing the first full pay period following July 1, 2024 ("Base Salary"). Payments shall be made in accordance with the City's normal payroll practices and procedures.

Employee's salary may be adjusted at the sole discretion of the City Council. Any increase or decrease is not effective until the Parties draft and sign an amendment to this Agreement that states the new annual base salary and the effective date of that new salary which is adopted by the City Council at a duly noticed public meeting. If Employee possesses a Master's Degree he is entitled to an educational stipend equal to five-percent (5%) of base salary pursuant to the Executive Policy ("Adjusted Base Salary"), which is subject to change at the discretion of the City Council.

FISCAL IMPACT:

The budget adjustment required for this salary increase for FY 2024-2025 is \$8,048.

FIVE-YEAR STRATEGIC PLAN:

No relation to the strategic plan

ATTACHMENTS:

1. Eighth Amendment to Employment Agreement for the Position of City Manager