STAFF REPORT

DATE: **March 27, 2018**

TO: **Ronald L. Olson, City Manager**

FROM: **Eva Bark, Executive Director of Human Resources**

SUBJECT: **Approval of the City Manager's Contract addendum**

BACKGROUND AND FINDINGS:

Mr. Ronald L. Olson, City Manager was hired for this position on February 8, 2017. Per contract, the Council shall review the City Manager's job performance at least once annually. The Mayor and the City Council conducted the City Manager's annual evaluation on March 20, 2018.

After the evaluation, City Council reached a consensus to increase Mr. Olson's vacation time from four (4) weeks to six (6) weeks and also increase his deferred compensation from $18,000 per year to $22,000 per year. All other items in the City Manager's contract remained the same.

THE ALTERNATIVES CONSIDERED:

Council can choose to confirm Mr. Ronald L. Olson's contract addendum that increases Mr. Olson's vacation time from four (4) weeks to six (6) weeks and increases his deferred compensation from $18,000 to $22,000 per year or choose to not confirm the City Manager's contract addendum.

Which alternative is recommended? Why?

Staff recommends that the Council confirms the City Manager's contract addendum based on the majority consensus reached at the Council workshop held on March 20, 2018.

CONFORMITY TO CITY POLICY:

Article III. - The Council, Section 28 of the City Charter authorizes the City Council to appoint a City Manager.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

FY18 - $2,333.00
FY19 - $4,000.00

Is this a one-time or recurring expenditure?

This is a recurring expenditure for FY18-FY21.

Is this expenditure budgeted?

Yes, it is budgeted in account 010-0200-413.45-30

Is there a sufficient amount in the budgeted line-item for this expenditure?

Yes

RECOMMENDATION:

Staff recommends that the Council approves the City Manager's attached contract addendum.

DEPARTMENTAL CLEARANCES:

Finance
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

City Manager Contract Addendum