



## Staff Report

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**File #:** TMP-1424, **Version:** 1

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**MEETING DATE:**

SEPTEMBER 8, 2020

**SUBJECT:**

RESOLUTION NO. 2020-8810 - AMENDMENT TO THE CITY MANAGER EMPLOYMENT AGREEMENT

**Recommendation**

ADOPT a resolution amending the City Manager employment agreement.

**Board or Commission Action**

Not applicable

**Relevant Council Strategic Theme**

Good Governance

**Relevant Department Goal**

Not applicable

**Introduction**

In April of 2012, the City Council approved an Employment Agreement for City Manager Jack Griffin. The Employment Agreement provided an initial term of two (2) years, with a potential extension for a third year. On May 28th, 2013, after the City Council recently satisfactorily reviewed the performance of the City Manager, it approved a one-year extension.

On June 10, 2014, after the City Council again satisfactorily reviewed the performance of the City Manager and approved an additional two-year extension. On June 9, 2015, after the City Council satisfactorily reviewed the performance of the City Manager, it approved a one-year extension and a contribution to the City Manager's deferred compensation account. On June 14, 2016, after the City Council once again satisfactorily reviewed the performance of the City Manager, the City Council approved a one-year extension and provided a merit increase of 6%. On June 13, 2017, after the City council again satisfactorily reviewed the performance of the City Manager, The City Council approved a two-year extension and provided a merit increase of 6%. On June 11, 2019, the City Council approved a one year extension and provided a merit increase of 6%, 3% of which was applied to base pay and 3% of which was applied to the City Manager's deferred compensation account.

**Discussion**

The City Council has again reviewed the City Manager's performance and found it to be acceptable. In light of this, the Council wishes to extend the Employment Agreement with Mr. Griffin an additional two (2) years. The

initial term of the contract now would expire on June 3, 2024. The possible one-year extension, if triggered, would extend the Employment Agreement until June 3, 2025. The City Council is also of the opinion that the City Manager's performance warrants adjustments in the non-monetary compensation area. The Employment Agreement provides that the City Manager will receive 9 (nine) months of severance pay if he is terminated without cause. This severance pay amount will be increased to twelve (12) months. Also, the Council, recognizing the difficulty presented to the City Manager by the prolonged emergency situation related to the COVID-19 pandemic, will provide the City Manager with an additional 40 hours of vacation leave, these hours must be used for vacation purposes by the City Manager prior to June 30, 2021.

**Fiscal Impact**

There are no fiscal impacts as a result of this action.

**Attachment(s)**

Resolution 7th Addendum to Contract

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Approved by: Jack Griffin, City Manager