

City Council Agenda Memo

From: Susan Rotert, Human Resources Director

Council Meeting: December 13, 2022

Subject: City Manager Contract

Presenter: Susan Rotert, Human Resources Director

Summary:

The City Manager serves at the pleasure of and is appointed by the City Council. The City Council entered into an employment agreement with City Manager Paul Briseno on April 24, 2018. The Resolution allows for City Council to make adjustments to the City Manager's compensation package based on performance and merit, as well as adds language regarding City Manager Paul Briseno's 457 retirement fund.

Background:

The City Manager serves at the pleasure of, and is appointed by the City Council. The City Council entered into an employment agreement with City Manager Paul Briseno on April 24, 2018. It is prudent to review contractual language for relevance and identify any needed or desired adjustments at regular intervals. Additionally, the City Manager receives an annual performance review from City Council and is eligible for increases to his compensation package based on performance and merit.

Item Details:

The Resolution allows for City Council to make adjustments to the City Manager's compensation package based on performance and merit. The Resolution also adds language to the employment agreement asking City Council to fund the employee's 457 retirement plan at the maximum allowable amount annually.

Legal Consideration:

City Attorney Steve Britzman has reviewed the Resolution.

Strategic Plan Consideration:

The City Manager is responsible for furthering the advancement and achievement of the City Council's Strategic Plan and five (5) focus areas of Fiscal Responsibility; Safe, Inclusive, and Connected Community; Service and Innovation Excellence; Sustainability; and, Economic Growth.

Financial Consideration:

The City Manager's compensation package is subject to adjustment based on the discretion of City Council.

Options and Recommendation:

The City Council has the following options:

1. Approve as presented
2. Amend
3. Deny
4. Move the item to a Study Session
5. Discuss / take no action / table

There is no staff recommendation on this item as the decision is based on City Council's performance review of the City Manager and their discretion.

Supporting Documentation:

Memo

Resolution

2022 Contract

2018 Employment Agreement