



CITY COMMISSION STAFF REPORT

DEPARTMENT: Commission

DATE: October 8, 2024

SUBJECT: Motion to approve a modification to the City Manager's Contract to require the manager to provide at least 180 days' notice before terminating his agreement. – **Commission Shrouder**

RECOMMENDATION:

Commissioner Shrouder recommends approval of the modification to the City Manager's Contract to provide at least 180 days' notice prior to terminating the agreement. This change allows for adequate time to plan and transition management responsibilities, ensuring continuity of operations.

BACKGROUND OF ITEM:

The City Manager's Employment Contract currently states:

Section 4 (Termination by Employee) - In the event that Employee voluntarily resigns his position during the initial term or an extended term of this agreement, Employee shall give the City at least sixty (60) days' written notice prior to the effective date of such resignation...

ANALYSIS:

The proposed modification to the City Manager's contract is intended to create stability and predictability in leadership transitions. Extending the notice period to 180 days would provide the City Commission ample time to recruit and appoint a suitable replacement. It also allows city departments to prepare for leadership changes without the risk of disruption to ongoing projects and services. This modification aligns with best practices in executive-level contracts and ensures that the city can maintain effective management during transitional periods.

ATTACHMENTS:

1. City Manager Employment Agreement