



AGENDA REPORT SUMMARY

Meeting Date: October 11, 2022

Subject Contract Amendment: City Manager Employment Agreement

Prepared by: Anita Enander, Mayor

Attachment(s):

1. Amendment No. 1 to the City Manager Employment Agreement

Initiated by:

City Council

Previous Council Consideration:

August 30, 2022

Fiscal Impact:

This amendment will result in an increase of \$12,500 in the City Manager's annual salary.

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- Does the Council wish to approve the 5% salary increase for the City Manager?

Summary:

- Amendment would provide a salary adjustment for the City Manager.

Staff Recommendation:

Move to approve Amendment No. 1 to the City Manager Employment Agreement which amends the City Manager's contract to include an increase of \$12,500 in the City Manager's annual salary for a base salary of \$257,595.

City Manager

GE

Reviewed By:

City Attorney

JH

Finance Director

SN



Subject: Contract Amendment: City Manager Employment Agreement

Purpose

To consider an amendment to the City Manager Employment Agreement

Background

The Los Altos City Council selects, appoints and is responsible for evaluating the performance of the City Manager on an annual basis. As the result of the performance evaluation process, compensation adjustment may be considered.

Discussion/Analysis

The 2022 performance evaluation process has been conducted. Based upon this review, the following compensation and contractual modifications are recommended:

1. Compensation increase of 5% based upon the peer cities competitive salary market.

These modifications are included in the amendment to the City Manager Employment Agreement (Attachment 1) and take effect the first pay period beginning after July 1, 2022.

Options

- 1) Approve the amendment to the City Manager Employment Agreement

Advantages: Allows the City to adjust the City Manager's compensation based upon peer cities competitive salary market.

Disadvantages: None identified

- 2) Do not approve the amendment

Advantages: None identified

Disadvantages: The compensation of the City Manager would begin to lag the increasing economic conditions of the region

Recommendation

It is recommended that Council approve option 1.