

CITY OF LYNDEN

EXECUTIVE SUMMARY – City Council



Meeting Date:	July 19, 2021	
Name of Agenda Item:	City Administrator Employment Agreement	
Section of Agenda:	New Business	
Department:	Administration	
<u>Council Committee Review:</u>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input type="checkbox"/> Other: _____
<u>Legal Review:</u>	<input checked="" type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input type="checkbox"/> Review Not Required	
Attachments:	City Administrator Employment Agreement	
Summary Statement:	<p>At its July 6 Council meeting, the City Council confirmed the appointment of John Williams as the successor to City Administrator Mike Martin and authorized the Mayor to negotiate an employment agreement with him. The attached document is the result of those negotiations.</p> <p>Notably, it includes an annual salary of \$141,743, which is the 8th step on a 10-step salary scale. He will receive annual Cost of Living Adjustments consistent with those all City Department heads receive. He will also receive a \$300/month car allowance, and accrue twenty days of vacation annually, along with standard City benefits (health, retirement etc.) received by all non-represented employees.</p> <p>Mr. Williams is expected to join the City in mid-August, but a definite date is not yet confirmed.</p>	
Recommended Action:	Approve the attached Employment Agreement between John Williams and the City of Lynden.	