

MEMORANDUM OF UNDERSTANDING BETWEEN INFRAMARK LLC AND CITY OF WESTLAKE FOR ADDITIONAL PERSONNEL

The Memorandum of Understanding (hereafter referred to as MOU) is being entered into by and among Inframark LLC (herein after referred to as “Manager”) and the City of Westlake (herein after referred as “City”) (collectively, the parties) by mutual consent.

STATEMENT OF FACTS

1. The Manager and CITY are currently in contract where the Manager provides management and administrative services via its personnel.
2. The compensation and service levels have been adjusted in the past my MOU as approved by the City Council in addition to the annual budget process outlined within the contract.
3. With the CITY’s increasing growth, the maintaining of appropriate service levels necessitate additional management personnel to be added at this time.
4. Manager shall provide an additional dedicated person to assist in the daily operational management of the City. The Operations Coordinator duties shall include but not be limited to the following: program management, contract administration, process control, documentation, and other specific duties as assigned by the Manager.
5. The compensation to the manager for the Operations Coordinator position shall be \$93,500 annually. Going forward this position shall be adjusted within the annual budget process. There are no additional ancillary fees for this position.
6. All other provisions of the general contract remain in force and are acknowledged by the parties.

Inframark LLC

By: _____

Chris Tarase, Vice President

City of Westlake

By: _____

Roger Manning, Mayor