



City Council Meeting Staff Report

Meeting Date: July 14, 2026

SUBJECT: Consideration and Adoption of Resolution Authorizing Execution of an Employment Agreement for the Position of City Manager

PREPARED BY: Gavin Ralphs, Deputy City Attorney

RECOMMENDATION:

Staff recommends that the Wheatland City Council consider adoption of a resolution authorizing execution of an employment agreement for the position of City Manager.

DISCUSSION:

Due to the pending retirement of the current City Manager, the City has conducted a recruitment process for a new City Manager. Several potential candidates were interviewed and one individual was determined to be the most qualified candidate for this position. The City Council will meet in Closed Session at 6:00 pm on July 14, 2026, to further discuss the qualifications of this candidate.

The key provisions of the proposed employment agreement include:

- Compensation of \$111.40 per hour
- Part-time – approximately 30 hours per week
- Vacation and sick leave accrual at same rate as City's general employees (pro-rated consistent with part-time schedule)
- Reimbursement for mileage incurred while performing City business
- Three year contract term, to October 31, 2029

If the City Council appoints the candidate to the position of City Manager during Closed Session, City staff will provide the City Council and the public with copies of the attached Employment Agreement and Resolution that include the appointed candidate's name.

FISCAL IMPACT:

Funding for this position is included in the adopted Fiscal year 2026-27 budget.

ATTACHMENTS:

A. Resolution w/Exhibit