



ADMINISTRATIVE SERVICES DEPARTMENT

CITY HALL

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CITY COUNCIL STAFF REPORT

Meeting: December 5, 2017

Subject

Approve the fifth amendment to Employment Contract for the City Manager and amend the Appointed Employees' Compensation Program.

Recommended Action

Adopt Resolution No. 17-_____, approving the fifth amendment to the employment contract for the City Manager and authorizing the Mayor to execute the contract; and Adopt Resolution No. 17-_____, amending the Appointed Employees' Compensation Program to reflect changes in compensation for the City Manager.

Discussion

The City Council conducted its annual evaluation of the City Manager on November 6, 2017. Consistent with the City's total compensation survey the City Council desires to adjust the City Manager's compensation as follows:

The monthly base salary of the City Manager shall be increased from \$22,398.81 to \$23,439.48 representing at 4.646% increase.

The amended Employment Contract is submitted for Council approval with an effective date of November 6, 2017.

Staff also proposes to amend the Appointed Employees' Compensation Program to reflect the increase in monthly salary.

Fiscal Impact

Approval of the above will increase the FY 2017-18 budget appropriations by \$10,654 in salary and benefits.

Prepared by: Laura Miyakawa, Human Resources Analyst II

Reviewed by: Kristina Alfaro, Director of Administrative Services, and Rocio Fierro, Assistant City Attorney

Approved by: Kristina Alfaro, Director of Administrative Services

Attachments:

- A - Draft Resolution approving the Fifth Amendment to the Employment Contract
- B - Draft Resolution amending the Appointed Employees' Compensation Program

C - Appointed Employees' Compensation Program - Redlined

D - Appointed Employees' Compensation Program – Clean

E - Fifth Amendment to the Employment Contract – Redlined

F – Fifth Amendment to the Employment Contract – Clean