



Item No. 19 Town of Atherton

CITY COUNCIL STAFF REPORT – REGULAR AGENDA

**TO: HONORABLE MAYOR AND CITY COUNCIL
GEORGE RODERICKS, CITY MANAGER**

FROM: MONA G. EBRAHIMI, CITY ATTORNEY

DATE: SEPTEMBER 15, 2021

**SUBJECT: CITY MANAGER PERFORMANCE EVALUATION AND APPROVAL OF
AMENDMENT TO CITY MANAGER EMPLOYMENT CONTRACT**

RECOMMENDATION

Review the staff report and consider adoption of the attached amendment to the employment agreement between the Town of Atherton and George Rodericks.

BACKGROUND

Each year beginning in March, the City Council conducts an annual evaluation of the City Manager's performance. Following the evaluation, the Council considers modifications to the employment agreement and does so in Closed Session. Each January since 2015, the City Council has also had the opportunity to review the City Manager's performance for consideration of an annual bonus up to \$15,000.

While the City Council considered a performance bonus in February 2021, the City Council had not yet completed the City Manager's comprehensive review, including consideration of a salary increase at that time. The City Council authorized an Ad Hoc Subcommittee of the City Council consisting of the Mayor and Vice Mayor to meet with the City Manager to discuss the overall performance evaluation and consideration of salary adjustments.

ANALYSIS

The City Council is pleased with the City Manager's performance and desires to amend his employment agreement with respect to this salary, both as a reflection of Mr. Rodericks' accomplishments and efforts, but also to bring his salary in closer alignment with that of other comparable cities. To accomplish this, following a negotiation with the Mayor and Vice Mayor as an Ad Hoc Subcommittee of the City Council, the Subcommittee recommends the following;

- The City Manager's existing annual base salary of \$233,196 be increased to \$244,623 through the application of the two most recent Cost of Living Adjustments provided to local miscellaneous staff – a Consumer Price Indexed (CPI) adjustment of 2.9% in January

City Manager Performance Evaluation

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2021 and a CPI adjustment of 2% in July 2021. These adjustments were not provided to the City Manager at the time they were enacted for all staff.

- This increase will be retroactively effective on August 1, 2021.
- All other terms shall remain the same.

POLICY FOCUS

The amendment to the employment agreement which provides CPI salary adjustments to the City Manager for his performance, also serves as a retention tool for the Town and prevents salary compaction with other staff.

FISCAL IMPACT

The approval of this eight amendment to the City Manager's employment agreement will result in an increase of \$11,427 to his salary.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the item is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,600 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer) and regional elected officials.

COMMISSION/COMMITTEE FEEDBACK/REFERRAL

This item ___ has or X has not been before a Town Committee or Commission.

- ___ Audit/Finance Committee (meets every other month)
- ___ Bicycle/Pedestrian Committee (meets as needed)
- ___ Civic Center Advisory Committee (meets as needed)
- ___ Environmental Programs Committee (meets every other month)
- ___ Park and Recreation Committee (meets each month)
- ___ Planning Commission (meets each month)
- ___ Rail Committee (meets every other month)
- ___ Transportation Committee (meets every other month)
- ___ Tree Committee (meets each month)

ATTACHMENTS

ATTACHMENT 1 – Amendment No. 8 to the Employment Agreement between the Town of Atherton and George Rodericks

Amendment No.8 to the Employment Agreement
between the Town of Atherton and George Rodericks

The Employment Agreement ("Agreement") entered into by and between the TOWN OF ATHERTON, a municipal corporation ("Town") and GEORGE RODERICKS ("City Manager") on or about October 19, 2012, and amended on July 1, 2013, July 1, 2014, July 1, 2015, July 1, 2016, July 1, 2017, July 1, 2019, and February 17, 2021, as set forth below:

1. The parties agree to replace the following sentence from Paragraph 4 of the Agreement:

"The Town shall pay a base salary of Two Hundred Thirty-Three Thousand One Hundred Ninety-Six Dollars (\$233,196.00) per year, payable in prorated monthly installments, payable at the same intervals and in the same manner as regular employees, as may be amended from time-to-time to reflect percentage increases granted to all other management employees."

This deleted sentence will be replaced with the following sentences in Paragraph 4 of the Agreement:

"The Town shall pay a base salary of Two Hundred Forty-Four Thousand Six Hundred and Twenty Three Dollars (\$244,623) per year, payable in prorated monthly installments, payable at the same intervals and in the same manner as regular employees, as may be amended from time-to-time to reflect percentage increases granted to all other management employees."

2. All other provisions of the Agreement shall remain in full force and effect.

In witness whereof, the parties have executed this 8th Amendment to the Agreement as of September 15, 2021, however, all terms of this eight Amendment shall be effective on August 1, 2021.

TOWN OF ATHERTON

Elizabeth Lewis, Mayor

CITY MANAGER

George Rodericks

Approved as to Form:

Mona G. Ebrahimi, City Attorney