Date: Monday, April 20, 2020

To: Honorable Mayor and City Council

From: Suzanne Hawkins, Mayor

Request:

Discussion and possible action on an amendment to the agreement between the City of Twin Falls and the City Manager.

Time Estimate:

This item is scheduled to take 10 minutes, plus time for questions and answers.

Background:

The City Council and the City Manager developed an Agreement that summarizes the terms and conditions of employment to which both parties have agreed upon. The current Agreement was approved by the City Council on February 2, 2015.

The International City/County Management Association recommends the use of employment agreements and considers it a best practice.

The initial agreement took effect on October 1, 2014. The agreement automatically renews annually should neither party elects to open or terminate it. Section 2 of the Agreement states the City of Twin Falls and the City Manager "…shall review the terms of this Agreement on or before the five-year anniversary of this Agreement, and every five years thereafter. Any changes or amendments to this Agreement shall be in writing and signed by the parties."

Mayor Hawkins, Councilman Shawn Barigar and City Manager Travis Rothweiler reviews the Agreement. The discussion resulted in four changes are proposed. Those changes are:

- Section 3, on page 2: Updating the current rate of compensation to reflect what current salary of the City Manager, which is $169,124. This agreement does not increase the rate of compensation the City Manager is currently receiving.

- Section 3, on Page 2: Inserting "and compensation" after the word salary. This section now reads:
  This agreement shall be automatically amended to reflect any salary and compensation adjustments that are provided or required by the Employer's compensation policies, or as may otherwise be approved by the City Council.

- Section 4, on Page 2: Changing the word Resolution to Handbook. This section now reads:
  The employer agrees to provide vacation and sick leave in accordance with the current Employee Handbook, which establishes general terms and conditions of employment for City employees, or as it may be amended from time to time. In addition, the employer will provide an additional forty hours (40) of personal leave to be placed in a separate bank on January 1st of each year. These hours will have no compensatory value and will not affect other leave bank accruals. Any of these additional hours remaining on December 31st shall (be forfeited) or (not carry-over to the next year.)

The agreement has been reviewed by the City Attorney and ICRMP.

Approval Process:

Approval of this request requires a simple majority (50%+1) of the members in attendance at this meeting.

Regulatory Impact:

Idaho Code Title 50, Section 8

Attachments:

Amended Agreement between the City of Twin Falls and the City Manager