

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

<p>AGENDA TITLE: Amendments to City Manager Employment Contract DEPARTMENT: City Council PRESENTED BY: Scott Jepsen, Mayor</p>

ISSUE STATEMENT:

The City Council recently completed the annual performance evaluation of the City Manager according to the City Manager's contract executed April 17, 2001. The Council and City Manager use this review as an opportunity to define goals and objectives and professional development for the City Manager for the upcoming year, and to adjust salary and benefits based on city operations, and progress on the Council Work Plan and other performance objectives over the past year.

As a result of this evaluation the Council recommended base salary of Section 4 be increased to \$120,691 which reflects an adjustment of 1.4% over 2002 compensation. This is the same increase made to other city employee salaries for 2003. This increase is effective February 1, 2003.

The change to base salary (Section 4) is incorporated into the Second Amended Employment Agreement Between the City of Shoreline, Washington and Steven C. Burkett (Attachment A).

These changes will continue to maintain Mr. Burkett close to the median of total compensation for his peers in the Puget Sound region.

FINANCIAL IMPACT:

This contract amendment will result in a base salary increase of \$1666. \$1527 of this increase along with an increase of \$213.80 in annual retirement benefit¹ will be paid in 2002. The 2003 budget for salaries and benefits in the City Manager's Office will increase by a total of \$1740.80. There is sufficient funding in the department's budget to cover this increase.

RECOMMENDATION

¹ Section 5 of the contract sets a total retirement benefit payment of 14% of base salary as adjusted under Section 4.

Approve the proposed Second Amended Employment Agreement with Steven C. Burkett for 2003.

Approved By: Deputy City Manager  City Attorney 

Attachment A

FIRST AMENDED EMPLOYMENT AGREEMENT BETWEEN THE CITY OF
SHORELINE, WASHINGTON AND STEVEN C. BURKETT

**SECOND AMENDED EMPLOYMENT AGREEMENT BETWEEN THE CITY OF SHORELINE,
WASHINGTON AND STEVEN C. BURKETT.**

CONTRACT NO.

WHEREAS an agreement was entered into by and between the City of Shoreline, Washington, and Steven C. Burkett on April 17, 2001; and

WHEREAS the parties desire to amend said agreement in order to reflect a review of performance, salary and benefits and other conditions of employment conducted by the City Council;

Now, therefore, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. **Existing Agreement Amended:** The City and Steven C. Burkett entered into the agreement identified as: EMPLOYMENT AGREEMENT BETWEEN THE CITY OF SHORELINE, WASHINGTON AND STEVEN C. BURKETT dated April 17, 2001. The parties hereby amend that agreement.
2. **Amendment to Existing Agreement:** The agreement is amended in the following respect(s):
 - a.) Section 4 is amended to read:

Employer agrees to pay City Manager for his services as City Manager an annual base salary of ~~\$119,025~~ \$120,691 effective February 1, ~~2002~~ 2003, payable on the City's regular payroll schedule. Adjustments to this amount may be made at the discretion of the City Council as a result of the annual performance evaluation described in Section 12.
3. **Terms and Conditions of Existing Agreement Remain the Same:** The parties agree that, except as specifically provided in this amendment, the terms and conditions of the existing agreement continue in full force and effect.

EXECUTED this the _____ day of _____, 20_____.

CITY OF SHORELINE

STEVEN C. BURKETT, City Manager

Scott Jepsen, Mayor

APPROVED AS TO FORM:

Ian Sievers, City Attorney

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