

Staff Summary Report



Council Meeting Date: 05/14/2009

Agenda Item Number: _____

SUBJECT: Request approval of an Amendment to the Employment Agreement for Janet R. Hort as City Clerk.

DOCUMENT NAME: 20090514casv01 **POSITIONS AUTHORIZED (0302-01)**

SUPPORTING DOCS: No

COMMENTS: Annual salary increase for City Clerk and approval of extending vacation accrual limits through June 30, 2010.

PREPARED BY: Andrew B. Ching, City Attorney (350-8575)

REVIEWED BY: Renie Broderick, Human Resources Manager (350-8407)

LEGAL REVIEW BY: Andrew B. Ching, City Attorney (350-8575)

FISCAL NOTE: This contract amendment will result in a base salary increase of \$35,115 (\$30,000 plus FICA and ASRS) and an additional \$14,550 in vacation accruals for a total fiscal impact of \$49,665. Sufficient funds will be provided in the City Clerk's budget.

RECOMMENDATION: Approve Amendment.

ADDITIONAL INFO: City Clerk Janet R. Hort's ("Hort") Employment Agreement currently provides for an annual salary of \$103,436. With this Amendment, the City Clerk's annual salary will be increased to \$127,435. Additionally, the Amendment will maintain Hort's current vacation accrual and all future monthly accruals through Hort's retirement date of June 30, 2010 without any maximum accrual limit. All unused, accrued hours will be paid out at 100% as part of the Voluntary Separation Incentive Program (VSIP).

AMENDMENT TO EMPLOYMENT AGREEMENT

Contract No. C2007-15A

This AMENDMENT TO EMPLOYMENT AGREEMENT (“Amendment”) is made this _____ day of May, 2009, by and between Janet R. Hort, hereinafter referred to as “Hort”, and the City of Tempe, a municipal corporation of the State of Arizona, hereinafter referred to as the “City”.

WITNESSETH:

WHEREAS, Hort and the City entered into that certain Employment Agreement dated February 1, 2007, City of Tempe Contract No. C2007-15 (the “Agreement”) with respect to the Hort’s appointment as Tempe City Clerk; and

WHEREAS, Clerk and the City desire to amend the Agreement as follows:

NOW THEREFORE, in consideration of the mutual promises, covenants and undertakings set forth in the Agreement and below, the parties do hereby agree to amend the Agreement as follows:

1. Paragraphs 2(a) and 2(b) of the Agreement are hereby deleted and replaced to read as follows:
 - a. To provide Hort with an annual base salary of \$127,435, effective April 9, 2009.
 - b. To establish a salary range for the position of City Clerk of \$96,232 to \$129,913.
2. Paragraph 2(l) is hereby added to the Agreement as follows:
 1. To maintain Hort’s current vacation accrual and all future monthly accruals from May 14, 2009 through her retirement date of June 30, 2010 without any maximum accrual limit. All unused, accrued hours as of June 30, 2010 will be paid out at 100% as part of the Voluntary Separation Incentive Program.

[SIGNATURE PAGE TO FOLLOW]

DATED this _____ day of May, 2009.

CITY OF TEMPE, a municipal corporation

By: _____
MAYOR

JANET R. HORT

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney