



# CITY OF WHEATLAND

## CITY COUNCIL MEETING STAFF REPORT

February 27, 2018

**SUBJECT:** Amend the Employment Agreement for the Finance Director to Provide for a 3.8% COLA and to Change the Title of the Position to Administrative Services Director

**PREPARED BY:** Greg Greeson, City Manager

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### **Recommendation**

The Council direct the City Manager to amend the Employment Agreement for the Finance Director to provide for a 3.8% COLA and to change the title of the position to Administrative Services Director.

### **Background**

The Finance Director was hired on June 9, 2017. Due to the hiring date being less than a month prior to all other City employees receiving a 3.8% COLA, the Finance Director did not receive that COLA. Based her performance since being hired, I am recommending she receive that 3.8% COLA effective February 1, 2018.

In addition, her position is listed as "Administrative Services Director" in our most recent personnel classification study, not "Finance Director". Therefore, I am recommending amending the Employment Agreement to reflect the correct title of the position as "Administrative Services Director".

### **Fiscal Impact**

The fiscal impact to the City's FY 17-18 Budget is approximately \$1,800; which is allocated across the City's General, Water, Sewer, Gas Tax and LLD Funds.