



Town of Cutler Bay

Town Hall
10720 Caribbean Blvd
Cutler Bay, FL 33189

Memorandum

File #: Item # 2017-179, **Version:** 1

MEMORANDUM

To: Honorable Members of the Town Council

From: Mayor Peggy R. Bell

Date: September 27, 2017

Re: Proposed Amendment to Town Manager's Employment Agreement

REQUEST

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING AN AMENDED EMPLOYMENT AGREEMENT WITH THE TOWN MANAGER; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

On June 21, 2017, performance evaluations were submitted to the Town Clerk's office by the Town Council. Subsequently, I have reviewed the performance evaluations, and am recommending a three percent (3%) merit increase, based on the Manager's Annual Performance Evaluation.

In addition, I am recommending a three (3) year contract, rather than a two (2) year contract.

Please find below a summary of changes to the Town Manager's Employment Contract:

- The Agreement shall have a three (3) year term commencing on June 18, 2017 and automatically renew for successive three-year terms (Page 2); and
- Upon termination of the Agreement, the Manager can cash-out the balance of his accrued sick leave (Page 4).

RECOMMENDATION

It is recommended that the Town Council adopt the attached Resolution amending the Town Manager's Employment Agreement.