

City of Culver City, California
Joint City Council/Redevelopment Agency Agenda Item Report

Meeting Date: 06/28/2007		Item Number: <u>J-1</u>	
AGENDA ITEM: (1) City Council Approval of an Amendment to the Executive Employment Agreement with Jerry Fulwood as City Manager, including a salary adjustment and other related provisions and (2) Adoption of a Motion by the Redevelopment Agency fixing and determining the compensation for services rendered as Executive Director of the Redevelopment Agency.			
Contact Person/Dept.: Serena Wright		Phone Number: (310) 253-5640	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☐	
Public Notification: Master Notification List (06/26/2007)			
Department Approval: Serena Wright (06/26/2007)		City Attorney Approval: Carol Schwab (06/26/2007)	
City Controller Approval: Marlee Chang (06/26/2007)		City Manager Approval: Jerry B. Fulwood (06/26/2007)	
<u>RECOMMENDATION:</u> This joint item is placed before both the City Council and Redevelopment Agency for (1) City Council's consideration to approve an amendment to the Executive Employment Agreement with Jerry Fulwood as City Manager and (2) the Redevelopment Agency to adopt a motion fixing and determining the compensation for services rendered as Executive Director of the Culver City Redevelopment Agency, with the items being effective retroactively to June 23, 2007 and July 1, 2007 respectively. <u>BACKGROUND:</u> The Executive Employment Agreement (Employment Agreement) by and between the City of Culver City and Jerry Fulwood was originally entered into on June 23, 2003. On January 23, 2006, the City Council approved, and Mr. Fulwood accepted, an amendment to the Agreement which extended the term of the Agreement until June 23, 2009. Further, on June 12, 2006, the City Council approved, and Mr. Fulwood accepted, an amendment to the agreement that updated the title references in the Employment Agreement to reflect the title of City Manager in accordance with the City Charter.			

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DISCUSSION:

City Council Items

As part of a periodic review of the Employment Agreement, the City Manager is requesting the City Council approve the following items:

- **Salary Adjustment:** Pursuant to Section 6B (Pay for Performance) of the Employment Agreement, the City Council is requested to grant a salary adjustment in the amount of 7% as direct pay.
- **Administrative Leave:** Administrative Leave granted the City Manager is requested to be increased from 10 days to 15 days.
- **Sick Leave Cash-Out Provision:** Upon separation of employment with the City, the City Council is requested to authorize the City Manager to “cash-out” of the accrued balance of his sick leave bank.
- **City-Provided Automobile:** Currently, the City Manager is granted a monthly car allowance in the amount of \$675. In lieu thereof, the City Manager shall receive a City-Owned vehicle for “professional use.”

Redevelopment Agency Item

Section 201 of the By-Laws of the Culver City Redevelopment Agency provides in pertinent part:

“...The [City Manager] shall be the Executive Director of the Agency...”

Section 205 of the By-Laws of the Culver City Redevelopment Agency provides:

“Agency Members may fix and determine the compensation and allowable expenses for the discharge of Agency Duties of Officers, other than Agency Members, by resolution or motion.”

In partial compensation for his duties as Executive Director of the Culver City Redevelopment Agency, the Executive Director has requested that the Agency provide an increase in the monthly stipend from the current \$500 to \$1,000.

All of the proposed amendments (with the exception of the change from Automobile Allowance to City-Provided Automobile) shall be effective retroactively to June 23,

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2007. The current automobile allowance would continue until the date upon which the City-Provided Vehicle is available for use by the City Manager.

FISCAL IMPACT:

Sufficient funding for each of the above items has been included in the proposed budget for Fiscal Year 2007/2008 for both the City and the Redevelopment Agency.

ATTACHMENTS:

None

MOTION:

That the City Council:

(1) Approve an Amendment to the Executive Employment Agreement with Jerry Fulwood with the following provisions:

- o **Salary Adjustment:** a salary adjustment in the amount of 7% as direct pay effective on June 23, 2007.
- o **Administrative Leave:** an increase of Administrative Leave granted to the City Manager from 10 days to 15 days effective June 23, 2007.
- o **Sick Leave Cash-Out Provision:** Upon separation of employment with the City, the City Manager is eligible to "cash-out" of the accrued balance of his sick leave bank effective June 23, 2007.
- o **City-Provided Automobile:** The City shall provide the City Manager with a vehicle for professional use as soon as practical (until the City owned vehicle is made available, the currently approved automobile allowance would remain in effect).

(2) Authorize the City Attorney to prepare/approve the appropriate contract documents; and,

(3) Authorize the Mayor to execute the contract documents on behalf of the City.

AND

That the Redevelopment Agency:

(1) Adopt a motion fixing and determining the amount of the stipend paid to the Executive Director to be \$1,000 per month effective July 1, 2007.