



Meeting Date: 03/06/2019
Agenda Item: # _____

Mission Statement
To provide our growing dynamic community excellent municipal services to make Fernley a great place to live, work, and play. Together, we enhance the desirability, safety, friendliness, aesthetics and quality of life in our city.

FERNLEY CITY COUNCIL MEETING - STAFF REPORT

REPORT TO: Mayor & City Council
REPORT THRU: Daphne Hooper, City Manager
REPORT FROM: Shannon McKnight, Human Resources
REVIEWED BY: Brandi Jensen, City Attorney
REVIEWED BY: Denise Lewis, Finance Director

Four empty rectangular boxes stacked vertically.

AGENDA ITEM: **A. Discussion and Possible Action to approve the City Manager's annual employment performance, established goals, and the City Council and Mayor's satisfaction with the City Manager's employment performance and general performance as the City Manager.**
B. Discussion and Possible Action to approve the City Manager's salary.

ACTION REQUESTED: Consent Ordinance Resolution Motion Receive/File

RECOMMENDED ACTION BY CITY COUNCIL

Staff recommends the following action:

- A. "I move to approve the City Manager's evaluation."
- B. "I move to approve a salary of \$(amount) for the City Manager effective ____."

Key Points:

1. The City Manager was appointed on March 4, 2015 by the Mayor with the consent of the City Council.
2. The City Manager's annual evaluation was provided to the Mayor and City Council on February 6, 2019, for completion by February 15, 2019.
3. The City Manager received a 2% increase effective July 1, 2018.

POLICY REFERENCE

Nevada Statutes: NRS 266.190
Fernley Municipal Code: FMC 1.05
Policies & Procedure Manual: N/A
Community Assessment: N/A
Other: N/A

SUPPORTING INFORMATION

Attached is an evaluation form for the City Manager’s Annual Evaluation provided for approval by the Mayor and City Council.

The evaluation form requests a rating of 5 (exceeds expectations) to 1 (needs improvement).

The evaluation form was submitted to the Mayor and each City Council Member for rating on February 6, 2019, with a deadline for submission of February 15, 2019. The ratings were averaged and compiled for presentation to the City Manager at the City Council Meeting on Wednesday, March 6, 2019 for Council Approval.

FINANCIAL INFORMATION

FISCAL IMPACT:

1. Is There A Fiscal Impact?	Potentially
2. Is it Currently Budgeted?	
3. If Budgeted, Which Line Item/Account?	
	100.413.199

FISCAL SYNOPSIS:

The City Manager’s salary must be approved by City Council. If an increase is given for Fiscal Year 2019-2020, it will need to be included in the budgeting process for that fiscal year.

BACKGROUND INFORMATION

The City Manager was appointed by the Mayor with the consent of the City Council on March 4, 2015.

PRIOR COUNCIL ACTION/REVIEW

March 2018 – City Manager received an above Exceeds Expectations evaluation average.
March 2017 – City Manager received an above Exceeds Expectations evaluation average.

ATTACHED INFORMATION

Evaluation form