

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: December 23, 2013
	Agenda Item No. <input type="text"/> Roll Call No. <input type="text"/> Communication No. <u>13-627</u> Submitted by: Richard A. Clark, City Manager

AGENDA HEADING:

Confirming appointment of Scott Sanders as Assistant City Manager and continuing confirmation as City Treasurer.

SYNOPSIS:

Recommend Council confirmation appointing Scott Sanders as Assistant City Manager effective December 23, 2013, and continuing confirmation as City Treasurer.

FISCAL IMPACT:

Amount: Fiscal Year 2014 savings of approximately \$11,000 over the next six (6) months as the budget has a vacant Deputy City Manager position that is being filled by this Assistant City Manager appointment. Savings will also accrue in the Finance Department budget until the Finance Director position is filled.

Funding Source: General Fund; GE001 CMO 010000, page 30

ADDITIONAL INFORMATION:

The Deputy City Manager position has been vacant since Allen McKinley’s retirement nearly one (1) year ago. At this time, I will fill the budgeted Deputy position with an Assistant. This will maintain three (3) senior level positions in the City Manager’s Office.

Scott has served as the City’s Finance Director since March of 2011. Scott previously worked in the same capacity for the City of West Des Moines. Scott’s work in the Finance Department has been exemplary, most notably for his work developing operating and capital improvement budgets during a most challenging time and for his work and expertise during the legislative season.

We are pleased that Scott has accepted my offer to work in the City Manager’s Office. Scott’s financial expertise and ability to work and understand the operations of the City make him well suited to help the City with its fiscal and performance needs at this critical time.

Scott will maintain his responsibilities as the City’s Finance Director and Treasurer until a new Finance Director and Treasurer are hired. I do not expect recruitment for a new Finance Director to begin until spring 2014 at the earliest.

The compensation of the Assistant City Manager is within the purview of the City Manager. However, in order to maintain transparency, I intend to establish Scott's starting annual pay at \$145,000. Scott is eligible for across-the-board adjustments similar to his peers and other adjustments based on performance.

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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