

Mammoth Lakes Town Council Agenda Action Sheet

Title: Annual evaluation of the Town Manager and consideration of merit pay adjustment

Council Meeting Date: 3/19/2025

Prepared by: Rob Patterson, Town Manager

Recommended Motion: The evaluation and any merit pay adjustment for the Town Manager is a matter of Town Council Policy. The merit adjustment recommended is 5%, resulting in an annual wage of \$219,558.

Summary: Each year the Town Council conducts a formal evaluation of the Town Manager. This evaluation is conducted pursuant to the Town Manager's employment agreement as follows:

Section 3.3.4 Merit Increase. Employee shall be eligible for a merit increase of not more than 5% based on an annual performance evaluation conducted by the Town Council. Notwithstanding the foregoing, Employee's salary will not exceed the adopted salary range for the Town Manager as it may be amended from time to time.

The current salary range for the Town Manager is \$197,130 to \$236,556. The Manager's current salary is \$209,103. The Town Council may consider a 0 – 5% merit pay adjustment. A 5% merit would place the salary slightly above the mid-point of the salary range at \$219,558. Any merit adjustment would be effective March 1, 2025, as provided in section 3.3.1. A copy of the Town Manager's employment agreement is provided for review and to be amended to reflect any change in base salary.