



## CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

### **AGENDA ITEM**

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Report: Approval of Second Amendment to City Manager Employment Agreement with Roubik Golanian to Extend the Term of the Agreement and Provide for Salary Adjustments

1. Motion Approving Second Amendment to City Manager Employment Agreement
2. Resolution Establishing Classification Titles and Compensation for Employees of the City of Glendale – City Manager

### **COUNCIL ACTION**

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**Item Type:** Action Item

**Approved for** October 24, 2023 **calendar**

### **EXECUTIVE SUMMARY**

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A Second Amendment to the City Manager Employment Agreement with Roubik Golanian to extend the Term of the Agreement and provide for salary adjustments is proposed.

## **COUNCIL PRIORITIES**

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Not applicable.

## **RECOMMENDATION**

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That the City Council approve the Second Amendment to the City Manager Employment Agreement with City Manager Roubik Golanian to extend the Term of the Agreement and provide for salary adjustments.

## **BACKGROUND**

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On March 9, 2021, the City Council appointed Roubik Golanian as the City Manager for the City of Glendale. On March 31, 2021, the City and Mr. Golanian executed a City Manager Employment Agreement (“Agreement”). The City and Mr. Golanian executed a First Amendment to the Agreement on January 28, 2022 (“First Amendment”), which provided for a 5% salary adjustment to \$24,325 per month (\$291,900 per year). The Agreement and the First Amendment are attached as Exhibit 1. The Agreement has a three-year term which is set to expire March 8, 2024. Under the terms of the Agreement, the Council and the City Manager commenced negotiations on an extension and directed preparation of a Second Amendment as set forth below.

## **ANALYSIS**

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The Council has considered the matter and directed the preparation of a Second Amendment to the City Manager Employment Agreement (“Second Amendment”). If approved, the Second Amendment will amend the Agreement as follows:

- Extend the Term of the Agreement by three (3) years to March 8, 2027;
- Effective November 5, 2023, adjust the City Manager’s salary to \$29,225 per month (\$350,700 per year);
- Effective July 1, 2024, adjust the City Manager’s salary to \$31,325 per month (\$375,900 per year);
- Other than a minor amendment reflecting the current PERS cost sharing arrangement, all other terms of the Agreement will remain in effect.

The proposed Second Amendment is attached as Exhibit 2. In addition to a motion approving the Second Amendment and authorizing the Mayor to sign, it is also recommended that Council adopt a resolution adjusting the salary range for the City Manager so that that the Agreement, as amended, is consistent with the approved salary schedule.

## **STAKEHOLDERS/OUTREACH**

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Not applicable.

## **FISCAL IMPACT**

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The Second Amendment will have an annual fully loaded cost (salary and benefits) of \$94,410 for the November 2023 salary adjustment, and an additional fully loaded cost of \$40,461 for the July 1, 2024 salary adjustment. The prorated amount for the remainder

of FY 2023-24 is \$61,729. The Office of the City Manager’s budget can absorb this cost and therefore no new appropriation is being requested at this time. The July 2024 salary adjustment will be budgeted in FY 2024-25 as part of the annual budget process.

#### **ENVIRONMENTAL REVIEW (CEQA/NEPA)**

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This matter is exempt from CEQA under Section 15061(b)(3) as there is no reasonable possibility that the Amendment will have a significant effect on the environment.

#### **CAMPAIGN DISCLOSURE**

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This item is exempt from campaign disclosure requirements.

#### **ALTERNATIVES**

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The Council may consider any of the following alternatives:

Alternative 1: Council may approve the Second Amendment to the City Manager Employment Agreement with Roubik Golanian.

Alternative 2. Council may choose to not approve the Amendment.

Alternative 3: The City Council may consider any other alternative not proposed by staff.

#### **ADMINISTRATIVE ACTION**

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**Prepared by:**

Michael J. Garcia, City Attorney

**Approved by:**

Dan Brotman, Mayor

#### **EXHIBITS/ATTACHMENTS**

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Exhibit 1: City Manager Employment Agreement & First Amendment

Exhibit 2: Proposed Second Amendment to City Manager Employment Agreement.