

TOWN OF SAN ANSELMO

RESOLUTION NO. #3265

**A RESOLUTION OF THE TOWN COUNCIL OF THE
TOWN OF SAN ANSELMO
SETTING TOWN ADMINISTRATOR SALARY AND BENEFITS**

WHEREAS, the Town Administrator's salary is set by Council Resolution,

NOW, THEREFORE, BE IT HEREBY RESOLVED that the following monthly salary is set, effective June 10, 1994:

<u>Position</u>	<u>Monthly Salary</u>
Town Administrator	\$5,333

BE IT FURTHER RESOLVED that the Town Administrator receives the benefits as shown on the attached Exhibit "A".

I hereby certify that the foregoing Resolution was duly passed and adopted at a regular meeting of the San Anselmo Town Council held on the 14th day of June, 1994, by the following vote, to wit:

AYES: Breen, Kroot, Yarish, Chignell

NOES: (None)

ABSENT: Zaharoff

Caroline Foster

Town Clerk

TOWN OF SAN ANSELMO
EXHIBIT "A"
BENEFITS AND TERMS OF EMPLOYMENT
TOWN ADMINISTRATOR

CAFETERIA BENEFIT PACKAGE: The Town will contribute an amount of money to a cafeteria benefit package for health, dental, vision and life insurance, as specified in the collective bargaining agreement with the Marin Association of Public Employees/SEIU Local 949 (MAPE). Any unused portion of the contribution will be returned to the employee, in accordance with the agreement.

LIFE INSURANCE: The Town provides term life insurance coverage with a face value equal to double the annual salary, rounded up to the nearest \$1,000, to a maximum of \$75,000.

RELOCATION ALLOWANCE: The Town provides a one-time payment of up to \$2,500 for expenses upon relocation to Marin County.

HOLIDAYS: Per the MAPE Agreement.

SICK LEAVE: Per the MAPE Agreement.

RETIREMENT: Per the MAPE Agreement.

SUPPLEMENTAL RETIREMENT/DEFERRED COMPENSATION: Per the MAPE Agreement.

SOCIAL SECURITY: The Town participates in the Social Security program and pays the employer contribution.

VACATION LEAVE: Per the MAPE Agreement.

Note: Minimum annual vacation leave shall be 3 weeks.

SEVERANCE PAY: Per the MAPE Agreement.

Note: Minimum severance pay shall be 3 months, unless termination is the result of a dishonest, violent or otherwise criminal act.

ADMINISTRATIVE LEAVE: The Town provides up to 120 hours per year, on the honor system, in lieu of specific compensatory time off for overtime worked. Management employees' responsibilities are related to the tasks to be accomplished, with flexibility regarding the specific hours worked.

LONG TERM DISABILITY: The Town provides Long Term Disability Insurance coverage for management employees.

CAR ALLOWANCE -The Town provides a car allowance of \$275 per month.

CONFERENCES: The Town provides entitlement to membership in ICMA and attendance at the ICMA Annual Conference and the League of California Cities City Manager Conference each year at Town expense.

TERMINATION OF EMPLOYMENT, SEVERANCE PAY:

- a. It is understood that the Town Council holds the unilateral right to terminate your employment at any time, with or without cause; and,
- b. Should the Town Council, by three or more votes, choose to terminate your employment, you will be given the right to resign, which right must be exercised immediately.
- c. Under such circumstances, the Town severance policy shall apply.

JOB PERFORMANCE: The Town Council and the Town Administrator agree to meet semi-annually for the purpose of evaluating each other's job performance.

Accepted:

Date:
