

**RESOLUTION NO.**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:**

The City Council appoints Spencer Cronk as City Manager effective February 12, 2018. The compensation and benefits for the City Manager shall be as follows:

1. **Base Salary:** Annual salary of \$\_\_\_\_\_, paid in accord with the City's normal payroll practice.
2. **Cell Phone Allowance:** \$1,620.32 annually, distributed equally over the annual biweekly payroll cycle, plus an additional \$225 cell phone equipment allowance annually.
3. **Deferred Compensation:** annual deferred compensation contributions equal to the maximum permissible annual contribution for which the City Manager is eligible, as announced by the Internal Revenue Services for each calendar year (currently \$18,500.00 per calendar year), distributed equally over the annual biweekly payroll cycle.
4. **Executive Allowance:** \$\_\_\_\_\_ annually, distributed equally over the annual biweekly payroll cycle.
5. **Retirement:** participation in the City of Austin Employee Retirement System on terms applicable to full time, exempt City employees. City contribution is 18.0% of base pay; employee contribution is 8.0% of base pay. Vesting occurs after five years of continuous employment.

- 6. Health and Wellness Benefits:** participation in the following City employee group benefits programs under the terms and conditions of such programs that apply to employees:
- A.** Healthcare plan (currently with three plan options to choose from, each with available dependent coverage);
  - B.** Dental plan (with available dependent coverage);
  - C.** Life insurance plan (City-provided one times annual base salary for basic life and AD&D coverage, with optional supplemental coverage and dependent coverage);
  - D.** Short-term disability plan (City-provided coverage at 70% of base salary for off-the-job injuries or illnesses);
  - E.** Long-term disability insurance (available as an option);
  - F.** Healthcare and dependent care accounts (available option that permits costs associated with group benefits, healthcare expenses, and dependent care expenses to be managed through pre-tax payroll deductions); and
  - G.** Workers assistance program (pre-paid professional counseling services available to employees and household members).
- 7. Vacation Leave:** Accrual of 1.92 days of vacation leave per month (23 days per year) with a maximum accumulation of 400 hours. An additional 80 hours of vacation leave will be credited upon start of employment and available for immediate use. Cash payout of unused

vacation leave balance not to exceed 240 hours will be made upon separation from the City in good standing.

8. **Sick Leave:** accrual of one day per month with unlimited accrual. Unused sick leave is not paid out on separation from employment with the City.
9. **Paid Holidays:** All paid holidays, as provided in the City's annual holiday schedule.
10. **Service Incentive Pay:** paid after a pre-determined number of years and upon approval of funding by the City Council.
11. **Annual Physical Examination:** reimbursement for copayments/coinsurance not covered by the group health plan, up to \$500 per year. Any unused amounts may be carried forward up to three years (maximum carry forward is \$1,500).
12. **House Hunting Trip:** reimbursement of expenses for a house hunting trip of up to seven days duration for employee and spouse (subject to limits and procedures in current City policy). Maximum duration may be split into two shorter trips.
13. **Housing Allowance:** payment of \$\_\_\_\_\_ per month for six months (paid equally over the first 12 biweekly pay periods) to offset costs of a temporary residence. Housing allowance may be extended by Council for up to an additional six months. Temporary residence must be located within the City.

**14. Relocation & Moving Assistance:** Payment of moving costs pursuant to City policy.

**15. Severance Package:** a lump sum payment equal to 12 months of base pay plus an additional amount equal to six times the monthly premium for continued healthcare coverage available through COBRA for the City Manager and eligible dependents covered at the time of a separation. Severance package is payable only under circumstances of involuntary separation, forced resignation, or change in the form of City government. In no event is the severance package payable if termination is due to conviction of a crime of moral turpitude or any criminal act involving the performance of job duties.

**BE IT FURTHER RESOLVED:**

The content of this Resolution, including compensation and severance, shall be reassessed at least annually. This resolution is not funded beyond one year.

**BE IT FURTHER RESOLVED:**

This Resolution does not create a definite term of employment for the City Manager. Removal of the City Manager is governed by Article V Section 1 of the Austin City Charter.

**ADOPTED:** \_\_\_\_\_, 2018      **ATTEST:** \_\_\_\_\_

Jannette S. Goodall  
City Clerk