

Item # 11C

**City of Carson City
Agenda Report**

Date Submitted: 8/25/2007

Agenda Date Requested: 9/6/2007

Time Requested: 15 Minutes

To: Board of Supervisors

From: Linda Ritter, City Manager

Subject Title: Action to confirm the duties and authorities of the City Manager listed in the current job description and employment contract and discussion of any current job performance issues.

Staff Summary: The position of the City Manager works at the pleasure of the Board of Supervisors. As with any supervisor / employee relationship, a frank and honest discussion regarding duties, authorities and performance can be very beneficial for both parties.

Type of Action Requested: (check one)
 Resolution Ordinance
 Formal Action/Motion Other (Specify)

Does This Action Require A Business Impact Statement: Yes No

Recommended Board Action: I move to confirm the duties and authorities of the City Manager listed in the current job description and employment contract .

Explanation for Recommended Board Action: The action confirms that the current job description and employment agreement for the position of City Manager adequately reflects the expectations of the Board of Supervisors.

Applicable Statue, Code, Policy, Rule or Regulation: Carson City Charter

Fiscal Impact: - n/a

Explanation of Impact: n/a

Funding Source: n/a

Alternatives: Do not approve, suggest changes and ask that a revised job description come back to the Board for approval.

Supporting Material: Carson City Charter, NRS, Job Description and Employment Contract