



MEMORANDUM

To: Mayor and Council

From: Jim Smith

Date: October 15, 2015

Subject: Modifications to the City Clerk's Employment Contract

The proposed changes for the 2015 Employment Contract with the City Clerk DeeAnn Mickelsen are as follows:

1. The base salary in the 2014 Employment Contract will be increased by 5%.
2. In section III(b) on deferred compensation delete the word "qualified" before defined contribution plan because a 457 plan is considered a nonqualified plan under federal law.
3. The heading for section IV will be changed from "Termination Provision" to "Liquidated Damages for Termination" so as to be more descriptive.
4. The contract will be dated to be effective as of July 1, 2015.
5. All other terms of the 2014 Employment Contract will remain the same.