



MEMORANDUM

To: Mayor and Council

From: Jim Smith

Date: October 15, 2015

Subject: Modifications to the City Auditor's employment contract

The proposed changes for the 2015 Employment Contract with the City Auditor Jennifer Ruttman are as follows:

1. The contract will include deferred compensation in the amount of 5% of the base salary of the City Auditor to be paid in equal proportional amounts each pay period into a defined contribution plan established by the City.
2. The heading for section IV will be changed from "Termination Provision" to "Liquidated Damages for Termination" so as to be more descriptive.
3. The contract will be dated to be effective as of July 1, 2015.
4. All other terms of the 2014 employment contract will remain the same.