

TUOLUMNE CITY SANITARY DISTRICT

TCS
18050 BOX FACTORY ROAD
TUOLUMNE, CA 95379

REGULAR MEETING STAFF REPORT FEBRUARY 7, 2024

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Agenda Item No. 4

To: Board of Directors
From: Dave Andres, General Manager
Subject: Current and New General Manager Contracts
Date: January 29, 2024

Background: Your Board has completed the General Manager recruitment process. This process involved an extensive advertising campaign, application reviews, initial interviews with five candidates, follow-up interviews with two candidates and final selection. As a result, Jeff Cooley was selected and has agreed to accept this contract position. He has signed the attached contract for services. The contract start date is March 11, 2024.

In addition, your Board has requested that I stay on in a consulting basis to assist in the transition to a new General Manager and to complete certain activities in process. An amendment to my agreement is also attached.

Discussion: The General Manager consulting agreement provides for compensation at \$95.00 per hour for up to 625 hours in a fiscal year. This is the same hourly rate you are currently being charged. The District will only be charged for work actually performed on an hourly basis. The work to be performed is outlined in the attached agreement and more particularly described in EXHIBIT A. In addition, Legal Counsel advised that a termination date, rather than an open contract be included. As a result, a termination date of December 31, 2026 was established in the contract. Nothing prevents your Board from extending this agreement for an additional term. Please review the attached contract and I can respond to any questions you may have.

In addition, you have AMENDMENT NO. 1 to my agreement. This amendment relieves me of my responsibilities as General Manager effective March 11, 2024. I will be available to assist in the transition and to complete some outstanding issues until this agreement will terminate effective October 31, 2024.

Fiscal Impact: The General Manager Contract is for \$95.00 per hour with a maximum of 625 hours per fiscal year. The maximum fiscal year costs are approximately \$60,000.

Attachment(s): General Manager Contract effective March 11, 2024 and Addendum No.1 to the current General Manager Contract.

Recommendation: Approve attached New General Manager Contract and Addendum No. 1 to the current General Manager Contract.

Recommended Motion: I move to approve the attached General Manager Contract with Jeff Cooley and authorize the Board President to sign.

I move to approve the attached Addendum No. 1 to the current contract with Dave Andres for transition services and authorize the Board President to sign.

BOARD ACTION:

<input type="checkbox"/> Resolution No _____	Moved by: _____	Second by: _____
_____ AYES	_____ NOES	_____ ABSTAINED
_____ ABSENT	<input type="checkbox"/> No Action Taken	