



**CITY COUNCIL STAFF REPORT**

**ITEM NO. 8.2**

---

**DATE:** April 27, 2026  
**TO:** Honorable Mayor and City Council  
**FROM:** Tina Olson, Administrative Services Director  
**SUBJECT:** Resolution approving an amendment to the City Attorney's contract.

**RECOMMENDED ACTION**

City Council recommends the City Council adopt a resolution approving an amendment to the City Attorney's employment contract.

**DECISION TYPE**

Administrative

**SUMMARY**

The City Attorney's contract stipulates under Section V.A. that the City Council shall conduct a performance review after 6-months of employment with the City leading to a possible 6% salary increase and an additional \$3,000 annually in deferred compensation. City Council conducted the City Attorney's 6-month performance review on April 13, 2026, and is recommending the City Attorney receive a 6% salary increase and an additional \$3,000 annually in deferred compensation contributions.

**DISCUSSION**

The City Attorney's employment contract is dated September 9, 2025, indicates that the City Council shall conduct a performance evaluation after 6-months of employment with the City leading to a possible 6% salary increase and an additional \$3,000 annually in deferred compensation contributions. The City Council met in Closed Session with the City Attorney on April 13, 2026, to discuss her performance evaluation. At the Closed Session City Council agreed to provide the City Attorney a 6% salary increase and an additional \$3,000 annually in deferred compensation contributions as allowed for in her employment contract.

Council approval would be the first amendment to the City Attorney's contract dated September 9, 2025, to add the following material change: provide a 6% salary increase bringing the City Attorney's annual base salary to \$334,185 and an additional \$3,000 annually in deferred compensation for a total \$10,020 in City funded deferred compensation contributions.

## **FISCAL AND ADMINISTRATIVE IMPACTS**

The additional annual net salary and benefits cost \$23,618 including increased contributions to CalPERS and Medicare.

## **COMMUNITY PILLAR**

5: A City that Works

## **GOAL**

8: Attract, develop, engage, and retain a diverse and highly skilled workforce across the organization.

## **ATTACHMENTS**

1. Resolution
2. Exhibit A - City Attorney Amended Contract

Prepared by: Tina Olson  
Administrative Services Director

Approved by:



---

Marianna A. Burch  
City Manager

Fiscal Review by:



---

Tina Olson  
Administrative Services Director