



ITEM ID: 2024-223-0

TRANSMITTAL DATE: May 17, 2024

MEETING DATE: May 24, 2024

TO: Board of Directors

FROM: Roxanne Randolph, Interim Chief People Officer

SUBJECT: Third Amendment to the At-Will Employment Agreement of Chief Executive Officer

Issue

Approval is needed to execute the Third Amendment to the At-Will Employment Agreement for the Chief Executive Officer (CEO), Darren Kettle.

Recommendation

It is recommended that the Board approve the Third Amendment to the At-Will Employment Agreement for the CEO, Darren Kettle.

Background

CEO Darren Kettle began his employment with the Authority on September 7, 2021, which is the effective date of his Employment Agreement. This Agreement reflects a three-year term until September 7, 2024.

Discussion

Based on the CEO's performance review conducted on March 29, 2024 and April 26, 2024, it is recommended that effective May 24, 2024, the Board authorize the Authority to pay CEO Darren Kettle an annual base salary of Three Hundred Seventy-Five Thousand Dollars (\$375,000) on a pro-rata bi-weekly basis. The base salary shall be payable as current salary subject to all applicable withholdings and deductions and at the same time all other Authority employees are paid.

In addition, it is recommended that effective May 24, 2024, the Board authorize the Authority to extend CEO Darren Kettle's employment agreement for five years through September 7, 2029.

Lastly, effective May 24, 2024, the Authority will on an annual basis match dollar-for-dollar Kettle's 457 contribution, if any. The Authority's total 457 contribution shall not exceed fifty percent of the maximum contribution limit per calendar year.

The above terms are reflected in the Third Amendment to the Agreement found in Attachment A.

Budget Impact

Funding is included in the FY24 Operating Budget and will be included in subsequent annual budgets.

Next Steps

Upon receiving Board approval, the Third Amendment to the At-Will Agreement will be executed.

Prepared by: Roxanne Randolph, Interim Chief People Officer

Approved by: Roxanne Randolph, Interim Chief People Officer

Attachment(s)

[Attachment A - Third Amendment to Employment Agreement - Kettle](#)