

**TOWN OF WINDSOR
AGENDA REPORT**

Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date: October 4, 2023

To: Mayor and Town Council
From: Jose M. Sanchez, Town Attorney
Subject: First Amendment to the Town Manager Employment Agreement with Jonathan Davis

Recommendation to Council:

Adopt a resolution approving a first amendment to the Town Manager Employment Agreement with Jonathan Davis.

Strategic Plan Element:

The recommended action supports the goal of Organizational Effectiveness. Goal Statement: Achieve a high performing organization by nurturing an engaged workforce committed to a shared vision of public service.

Background:

On August 15, 2022, the Town Council approved an Employment Agreement (“Employment Agreement”) with Jonathan Davis for the position of Town Manager. Section 5(C) and Section 9 of the Employment Agreement states that the Town Council may consider salary increases for Mr. Davis annually.

On September 25, 2023, the Town Council conducted Mr. Davis’ performance evaluation and reported that “The Council highly values Town Manager Davis and unanimously concluded that he is doing a great job.” In recognition of the positive performance evaluation, the Town Council desires to provide Mr. Davis a salary increase of 6%, bringing his annual base salary to \$219,853.12. The salary increase will be effective on the anniversary date of the Employment Agreement, August 15, 2023.

Fiscal Impact:

Approval of the attached Resolution and First Amendment to the Town Manager’s Employment Agreement will increase the Town Manager’s compensation from \$207,408.60 to \$219,853.12.

Environmental Review:

The recommended action is not subject to review under the California Environmental Quality Act.

Attachment(s):

[1. Resolution Approving a First Amendment to the Town Manager Employment Agreement](#)
[Exhibit A - First Amendment to the Town Manager Employment Agreement](#)

Prepared by:

Jose M. Sanchez
Town Attorney

Recommended by:

Jose M. Sanchez

Town Attorney