



Legislation Text

---

**File #:** Res. 2019-038, **Version:** 1

---

**City Council Meeting Date:** April 16, 2019

**To:** Mayor and City Council  
City Administrator Martig

**From:** Michelle Mahowald, Communications & Human Resources Director

Summary of conclusions of the evaluation of the performance of Ben Martig, City Administrator, pursuant to Minn. Stat. §13D.05, subd. 3 and consider approval of salary increase.

**Action Requested:**

Mayor Pownell will summarize the conclusions of City Administrator Martig's performance evaluation during the Regular City Council meeting as a follow-up to the closed session of April 16, 2019 held at 4:30 p.m. Following the summary, the Northfield City Council is asked to consider approval of a resolution related to City Administrator Martig's salary.

**Summary Report:**

Per Council Administrative Policy "City Administrator Performance Evaluation Process" approved April 17, 2018, three resolution options are attached for consideration.

1. No change (0%) to salary if performance did not meet expectations. In this circumstance, similar to other employees, the City Administrator would continue to receive Council approved across-the-board increases to the City's Base Pay Schedule for his current pay grade.
2. One step increase upon anniversary date if performance meets expectations.
3. More than one step increase (such as two step increase or more) upon anniversary date if performance meets or exceeds expectations.

If the City Council action directs another salary change concept, the Communications & Human Resources Director will add the appropriate language in the resolution(s) as directed by Council with the salary change that was proposed.