

CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



| | |
|------------------|---|
| Agenda Date: | October 4, 2021 |
| Action Required: | Adoption of Resolution Amending Employment Contract |
| Presenter: | Heather Hill, City Councilor |
| Staff Contact: | N/A |
| Title: | Amend Employment Contract—Clerk of Council |

Background:

City Council employed Kyna Thomas to serve as its Chief of Staff/ Clerk of Council, by means of a contract made and entered into January 10, 2019 (“Employment Contract”). The Clerk of Council is an employee who performs duties under the direction and supervision of City Council, per Section 6 of the City Charter.

Discussion:

City Council desires to amend one of the provisions of the Employment Contract, as follows:

The City Council or the Employee may terminate Employee’s employment at any time after giving one hundred twenty (120) ~~thirty (30)~~ calendar days’ advance written notice to the other party. However, the City Council reserves the right, at its sole discretion and determination, not to provide one hundred twenty (120) ~~thirty (30)~~ calendar days’ advance written notice to the Employee if the Employee commits a crime other than a traffic violation or an act of serious misconduct.

Budgetary Impact:

None, if the clerk performs the duties of office throughout the notice period.

Alternatives:

Council may choose to leave the contract as originally written.

Recommendation of Councilor(s): Approval

Community Engagement: N/A

Attachments: Resolution

**RESOLUTION
RATIFYING THE EMPLOYMENT CONTRACT FOR THE CLERK OF COUNCIL
AND AMENDING THE CONTRACT TO PROVIDE 120 DAYS' ADVANCE NOTICE
OF TERMINATION**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CHARLOTTESVILLE that the contract for employment of Kyna Thomas to serve as Chief of Staff/ Clerk of City Council, made January 10, 2019 is hereby ratified, with the following amendment:

The City Council or the Employee may terminate Employee's employment at any time after giving **one hundred twenty (120)** ~~thirty (30)~~ calendar days' advance written notice to the other party. However, the City Council reserves the right, at its sole discretion and determination, not to provide **one hundred twenty (120)** ~~thirty (30)~~ calendar days' advance written notice to the Employee if the Employee commits a crime other than a traffic violation or an act of serious misconduct.

And, with the foregoing amendment, said contract and all of its provisions shall be and remain in full force and effect.

The Mayor is hereby authorized to execute the amended contract on behalf of City Council.