



# TOWN OF APPLE VALLEY

## TOWN COUNCIL STAFF REPORT

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**To:** Honorable Mayor and Town Council                      **Date:** May 9, 2017  
**From:** Frank Robinson, Town Manager                      **Item No:** 8  
**Subject:** **CONSIDER THE APPOINTMENT OF ASSISTANT TOWN MANAGER, LORI LAMSON, TO THE POSITION OF INTERIM TOWN MANAGER UPON THE RETIREMENT OF TOWN MANAGER, FRANK ROBINSON, AND RELATED ACTIONS**

**T.M. Approval:** \_\_\_\_\_                      **Budgeted Item:**  Yes    No    N/A

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### RECOMMENDED ACTION:

1. Establish the temporary position of “Interim Town Manager” effective July 29, 2017, and Appoint Assistant Town Manager, Lori Lamson to this position;
2. If Item No. 1 is affirmed, authorize the Mayor and Town Manager to discuss Council’s expectations, contract terms and compensation for this appointment with Assistant Town Manager, Lori Lamson; and
3. Agendize for a future Regular Council Meeting, date to be determined, consideration and action on contract terms and compensation for the Interim Town Manager appointment.

### SUMMARY:

Town Manager, Frank Robinson, has announced his intent to retire on or about the 28<sup>th</sup> day of July, 2017. Mayor Nassif has requested an agenda item for the next regular Council Meeting to allow for consideration of the appointment of Assistant Town Manager, Lori Lamson, to the position of Interim Town Manager effective July 29, 2017.

An affirmative action by Council to appoint an Interim Town Manager will include an authorization of the Mayor and Town Manager to meet with Assistant Town Manager, Lamson, to discuss expectations, terms and compensation.

At a future Regular Council Meeting, an agenda item will be required for Council to take action on approval of contract terms and compensation for the Interim Town Manager appointment.

**BACKGROUND:**

On March 21, 2017, Town Manager, Frank Robinson, announced his plans to retire after 35 years of public service by the end of July, 2017. During Mr. Robinson's annual performance evaluation, it was recommended that Council consider its options for Mr. Robinson's replacement. In preparation for the recruitment of a new Town Manager, during the wrap up of Mr. Robinson's performance evaluation, it was recommended that Council create the position of "Interim Town Manager." This action will maintain organizational stability while conducting a national search for new leadership. Following the closed session, Mayor Nassif requested, in open session, an agenda item for the next regular Council Meeting to allow for Council to consider the appointment of an Interim Town Manager and appoint Assistant Town Manager, Lori Lamson, to the position effective July 29, 2017.

Legal Counsel also advised that the Town Council would need to agendaize for a future Regular Council Meetings, actions to approve and negotiated contract terms and compensation.

**FISCAL IMPACT:**

The actual fiscal impact will be determined through contract negotiations related to compensation for the Interim Town Manager position. The position of Town Manager and Assistant Town Manager are budgeted items and any compensation change from Assistant Town Manager to Interim Town Manager will fall within those budget limits.