

**MEMORANDUM  
NO. 2015-041**

TO: BOB MARGOLIS, MAYOR  
JOHN GREENE, VICE MAYOR  
MATT WILLHITE, COUNCILMAN  
ANNE GERWIG, COUNCILWOMAN  
JOHN MCGOVERN, COUNCILMAN

CC: Paul Schofield  
Senior Staff  
Awilda Rodriguez

FROM: Laurie S. Cohen *L.S.C.*

DATE: September 1, 2015

RE: Village Manager Negotiations

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As directed by Council at its meeting on August 25, 2015, my office contacted Lynn Tipton of the Florida League of Cities concerning the procedures used by other municipalities to negotiate contracts with their managers. According to Ms. Tipton, other municipalities use any of the following methods:

1. The City Council appoints one member of Council to negotiate with Attorney and Manager; or
2. The Manager and Attorney develop a proposal, which is then presented to the Mayor and Council or their designee; or
3. The Manager retains private legal counsel to negotiate with attorney.

At Ms. Tipton's suggestion, we spoke with Kurt Bresner, Senior Advisor to the Florida League of Cities. Mr. Bresner stated that the predominate method he has seen used by municipalities is option number one above, with the Mayor being the designee. He stated that the negotiations usually occur after the results of a performance evaluation are discussed at a public meeting.

We then spoke with city attorneys for several other municipalities of similar size in Palm Beach and Broward Counties. All of the cities contacted informed us that they utilize option number two above.

If you have any further questions, please do not hesitate to contact my office.