

**CITY OF NEVADA CITY**  
**SIDE LETTER NO. 1 TO MEMORANDUM OF UNDERSTANDING**

**TO:** Catrina Olson, City Manager

**FROM:** Loree' McCay, Administrative Services Manager

**SUBJECT:** Amendment No. 1 to the Nevada City Management Employee's Association Memorandum of Understanding (MOU) – New classification of Parks and Recreation Manager and establishment of the Administrative Services Manager Position

**EFFECTIVE DATE:** January 27, 2018

Amendment No. 1 to the MOU agreement effective July 2, 2016 through June 30, 2018 between the City of Nevada City and the Nevada City Management Employee's Association to reclassify the Parks and Recreation Supervisor (currently a part of the Nevada City Supervisory Unit) to the Parks and Recreation Manager based on increased administrative responsibilities. This will require that the position be moved into the Management Employee's Association and to establish the Administrative Services Manager position.

The following outlines the recommended salary to be provided by the City for the position of Parks and Recreation Manager and Administrative Services Manager.

**Administrative Services Manager**

	A	B	C	D	E	Annual Range	
Monthly	\$ 5,833.33	\$ 6,125.00	\$ 6,431.25	\$ 6,752.81	\$ 7,090.45	\$ 70,000.00	\$ 85,085.43
Hourly	\$ 33.65	\$ 35.33	\$ 37.10	\$ 38.95	\$ 40.90		

**Parks & Recreation Manager**

	A	B	C	D	E	Annual Range	
Monthly	\$ 4,077.22	\$ 4,281.08	\$ 4,495.13	\$ 4,719.89	\$ 4,955.88	\$ 48,926.62	\$ 59,470.62
Hourly	\$ 23.52	\$ 24.70	\$ 25.93	\$ 27.23	\$ 28.59		

  
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 Catrina Olson, City Manager

3/15/18  
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 Amy Kesler-Wolfson

3/15/2018  
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 Date

  
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 Sam Goodspeed

3/15/2018  
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