



# City of Homer

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## Human Resources

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## Memorandum 20-100

TO: City Council  
THROUGH: Mayor Castner  
FROM: Andrea Browning, HR  
DATE: July 9, 2020  
SUBJECT: Consideration of Rick Abboud to Interim CM

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Rick Abboud was appointed Acting City Manager for the 2020 calendar year, through Resolution 20-002 approved by Council at the January 13, 2020 meeting. The intention of a yearly resolution that appoints an Acting CM has always been to serve in a short-term capacity in the event the CM is sick or on annual leave. However, since Mr. Abboud has taken over the full-time duties of City Manager since June 9, 2020 and will continue to do so until the new City Manager arrives in Homer, this has been a significant shift and more in line with an Interim City Manager by scope and responsibility.

I would ask Council to consider naming Mr. Abboud the Interim City Manager until the time that the new City Manager can travel to Homer and assume the responsibilities of the office. Additionally, I would ask Council to consider additional compensation for the duties Mr. Abboud has as the Interim City Manager.

The Personnel Regulations allow for Temporary Assignment Pay for City employees who assume all of the job duties, typically of their supervisor, of a period of five consecutive days or more. This provides a very small pay increase for taking on additional workload while supervisors are on leave. This provision does not equitably apply to a Department Head stepping in for a long period of time, taking on the significant job duties that come with the office of City Manager. I would suggest a one-time bonus in order to provide additional compensation for duties as Interim City Manager. This would be paid in accordance with the rules of taxable income, and subject to all withholdings required by law.