



400 Second Avenue South
Suite 1200
Minneapolis, MN 55401
(612) 344-1400 tel
(612) 344-1550 fax

www.smithpartners.com

MEMORANDUM

TO: MCWD Board of Managers
FROM: Chuck Holtman
RE: District Agreement with Jeff Spartz
DATE: December 16, 2014

Jeff Spartz is serving as interim district administrator under an agreement that specifies his term of retention as ending on or before December 31, 2014 and limits total compensation to \$60,000. Because the administrator search process will not conclude by that date, the board of managers may wish to extend this agreement. We are advised that an additional six weeks would be adequate, and that Mr. Spartz is amenable to this additional period.

Accordingly, we offer the following motion for the board's consideration: Moved by Manager _____, that the board president is authorized to execute an extension of the interim administrator agreement for a period of up to six weeks at the existing hourly rate of pay, not to exceed a total of \$10,000.