



City of Racine, Wisconsin
COMMON COUNCIL

AGENDA BRIEFING MEMORADUM (ABM)

COMMITTEE: Common Council **LEGISLATION ITEM #:** 0104-21

AGENDA DATE: February 17, 2021

DEPARTMENT:

Prepared By: Kathleen Fischer, Interim City Administrator

Reviewed By: Shannon Powell, Chief of Staff

SUBJECT:

A Communication from Mayor Mason appointing Paul Vornholt as City Administrator

EXECUTIVE SUMMARY:

Since the departure of the previous City Administrator, The Mayor has been aware that the position would need to be filled. The duties and responsibilities of the City Administrator position are extensive, and while other City Staff were filling an interim role it was anticipated that the position would be filled. Not unusual with executive level jobs, we chose to reach out to some contacts prior to beginning a formal search for various reasons; to expedite the process, to save the City money, and most importantly to see if we could find someone that had extensive relevant experience and was familiar with the intricacies and limitations of the Wisconsin political climate. Several of us reached out to various contacts to gauge interest. One of those contacts was Paul Vornholt.

Paul has over 20 years of experience at all levels of State, County, and Local Government including over 5 years at Brown County, and 13 years with the City of Milwaukee. His time at the City of Milwaukee included time as the Port Director for the Port of Milwaukee and most recently as Chief of Staff for Mayor Tom Barrett. Paul is an excellent leader and communicator with a reputation for efficiency and effectiveness in high pressure, deadline situations among different disciplines.

Pending approval, Paul employment with the City of Racine will commence on March 1, 2021 with a term ending July 31, 2023 unless otherwise negotiated.

BUDGETARY IMPACT:

1. Salary:

- a. Annual Salary will be \$147, 097.60-The Salary range was analyzed by the City's compensation consultant and consistent with what the City has paid in the past and is included in the 2021 budget.
 - i. For Reference-The City of Kenosha Administrator is at \$165,000, and the average salary for a City Administrator is \$154,000, former Administrator was at \$146,000.

2. Benefits:

- a. 15 days sick leave - consistent with others we have hired recently
- b. 15 days paid vacation – also consistent or less than others staff we have hired recently
- c. Pending an annual review, no more than a 5% annual salary increase based on hire date - half of that of former Administrator
- d. \$175/mo car allowance - same as previous Administrator
- e. Relocation-Up to \$5,000 for moving expenses-to be paid directly to the moving company - far less than we have paid in the past.

RECOMMENDED ACTION:

To approve the appointment of Paul Vornholt as City Administrator starting March 1, 2021 and authorize the Mayor and City Clerk to execute an employment contract with Mr. Vornholt.
