

MEMORANDUM



TO: Mayor & City Council
FROM: Steve Williams, City Manager
DATE: January 2, 2024
SUBJECT: Request Approval of Outside Employment as an Adjunct Professor at St. Mary's University

St. Mary's University of San Antonio has offered me the opportunity to teach a class as a part of its Master of Public Administration program entitled, "The Management of Public Budgets." Since this arrangement will constitute outside employment and includes compensation for teaching the class, I am requesting your approval of the attached Resolution as required by Section 1.7 of my Employment Contract:

The Manager will devote full time and effort to the performance of the City Manager's Duties and shall remain in the exclusive employ of the City during the Term of this Agreement; provided that, with the prior consent of the Council, the Manager may accept outside professional employment which does not interfere with the Manager performing the City Manager's Duties hereunder. The term "outside professional employment" means professional services provided to third parties for which the Manager is compensated and which are performed on the Manager's time off.

The class will be for the Spring 2024 semester on Wednesday evenings from 6:00 PM to 9:00 PM, and I do not anticipate that it will conflict with my duties as City Manager. I believe that this is an opportunity to not only give back to the profession of professional city management but will also serve to expose emerging and mid-career professionals to the City of Schertz; thus, furthering one of my stated goals, which is to raise the profile of our organization among potential candidates for future employment.