

TOWN COUNCIL MEETING

September 2, 2025

Agenda Item: Approval of Employment Agreement with Mr. David Murzin, Town Administrator

Requested Action:

Adopt Resolution No. 2025-XX approving and authorizing execution of an Employment Agreement between the Town of Century, Florida, and Mr. David Murzin to serve as Town Administrator.

Background:

The Town Council has identified the need to formally appoint and contract with a qualified individual to serve as Town Administrator. Following review of candidates, the Council has selected Mr. David Murzin and negotiated the terms of an Employment Agreement.

The agreement provides:

- Position: Town Administrator
- Term: Two (2) years, commencing September 1, 2025, with automatic two-year renewals unless ninety (90) days' notice of nonrenewal is given by either party
- Compensation: \$112,000 annually, payable consistent with Town payroll practices
- Benefits: Standard benefits provided to full-time employees, including retirement, health, and leave accruals
- Training & Development: The Town shall provide reasonable travel and training opportunities, subject to budget availability, including programs of the Florida League of Cities and the Florida City and County Management Association
- Termination: Employee may resign with ninety (90) days' notice; the Town may terminate with or without cause upon written notice

Resolution No. 2025-XX authorizes Mayor Benjamin D. Boutwell to execute the Employment Agreement on behalf of the Town, with the Town Clerk attesting.

Fiscal Impact:

The agreement establishes a base annual salary of \$112,000, funded through the Town's adopted budget for FY 2025-2026, plus standard employee benefits.

Recommendation:

Staff recommends that the Town Council adopt Resolution No. 2025-XX and approve the Employment Agreement with Mr. David Murzin to serve as Town Administrator.

Attachments:

1. Resolution No. 2025-XX
2. Employment Agreement – Mr. David Murzin
3. Exhibit A – Town Administrator Job Description