




City of Hartford * County of Van Buren * State of Michigan

TO: Mayor Danger and the Hartford City Commission

FROM: Nicol Pulluiam, City Manager 

DATE: May 7, 2026

RE: **DISCUSSION OF CITY MANAGER'S CONTRACT**

DISCUSSION POINTS:

Article 2

Section 1: Annual cola increases according to the budget approval in May.

Article 3

Section 3: City Manager performance evaluation will be merit-based, with a one-time annual pay of 2%, 3%, or 3.5% based on the evaluation score. The performance evaluation committee will determine the score range based on the percentages. Determined by the annual budget.

Annual evaluation – in March of every year – annual written formal evaluation. City council members must be on the council for 6 months or longer to qualify to evaluate CM. All council members must evaluate the CM.

By March each year, the city manager and the city council establish performance goals for the city manager.

Article 5

Section 1a: Change from sick and vacation time to PTO hours 336 – 360 hours per year w/ one carryover.
Discuss severance protection payout of accrued PTO.

Section 3: Secretarial and clerical support – change to Administrative Assistant will be provided in accordance with the fiscal year budget. The minimum: the utility clerk/administrative assistant will be available to the city manager as needed.

Professional dues and subscription – the amount will vary depending on the fiscal year budget. CM shall not exceed the budgeted amount set and approved by the city council unless the council approves it.

Section 4: Conferences, conventions, and trainings - the amount will vary depending on the fiscal year budget. CM shall not go over the budgeted amount set and approved by the city council unless approved by the council.

Article 6

Section 5: City Manager's severance pay equals 6 months' salary and health benefits.
New: Review the city manager's contract every even year (next review 2028).