

To: City Council
Cc: City Clerk

From: Councilman Todd Sampson

Date: April 18, 2022

Subject: Recommend pro forma contract terms to candidate Glen Adams

- Employment Date: On, or about. May 15, 2022.
- Base Salary: An annual base salary of \$160,000 with a mandatory review of the annual base salary after one year of employment.
- Relocation Expenses: Reimbursement of relocation expenses of up to \$10,000.00.
- Employee Benefits: Entitlement to all benefits offered to the highest classification of a full-time employee including medical, dental, vision, life insurance, disability insurance, retirement savings, annual leave, sick leave, and tuition. All benefits begin on the first day of employment.
- Additional Benefits: Two weeks of annual leave in addition to the default annual leave provided for full-time employees in the classification plan; individual computer laptop, tablet and software, mobile phone, a city-owned vehicle for business use, and life insurance equal to annual salary
- Business Expenses: Expenses related to position of city manager including travel, professional memberships in local associations, professional memberships in professional associations, and continuing professional development and education.
- Severance: If terminated without cause, 20 weeks of salary and benefits at the then rate of pay; payment of accrued leave time.
- Performance Evaluation: Annual evaluation based on goals set during workshop with professional facilitator/consultant.