



**CITY OF ROLLINGWOOD, TEXAS
SIGN-ON BONUS AGREEMENT**

This Agreement is made between CITY OF ROLLINGWOOD, Texas (“City”) and [REDACTED] (“Employee”).

WHEREAS the Employee begins employment for the City in the Police Department (“Department”) as a PATROL OFFICER;

WHEREAS the Department wishes to bestow upon the Employee a sign-on bonus (“Sign-on Bonus”) as an incentive for the Employee to accept employment at City and remain satisfactorily employed in the Department for least three full years;

WHEREFORE, City and the Employee agree to the following terms.

1. City, acting through the Department, agrees to bestow upon the Employee the amount of \$2,000.00 as a Sign-on Bonus in return for the Employee accepting City’s offer of employment. This amount shall be paid directly to the Employee on the Employee’s paycheck as follows:

- 50% paid upon successful completion of the City’s Field Training Officer (“FTO”) program as determined by the Chief of Police; and
- 50% paid upon successful completion of eighteen (18) months of employment.

2. City will apply all required federal and state tax deductions and will report all payments made under this Agreement as required by federal and state law. Taxes shall be withheld as bonus earnings from the Sign-on Bonus and reported to the Internal Revenue Service as income on the Employee’s Form W-2. The Sign-on Bonus is not considered “salary” and shall not be included for purposes of retirement benefit calculations or salary increases.

3. In return for accepting the Sign-on Bonus as provided in paragraphs 1 and 2, above, the Employee agrees to work for the Department, on a regular and full-time basis for at least two years beginning on [REDACTED] and ending on [REDACTED].

4. Should the Employee resign or quit before the above stated ending date, the Employee shall have the duty to repay any amounts already paid to employee under this agreement

on a pro-rata basis. Should the Employee be terminated for cause before the above stated ending date, the Employee shall have the duty to repay all amounts already paid to employee under this agreement in full.

5. The Employee's failure to remain employed by the Department for two years, will trigger the Employee's duty to repay pursuant to paragraph 4, above, any amounts already paid by the Department pursuant to paragraph 1, above.

6. To facilitate this repayment, the Employee, by signing below, expressly gives City a lien on all his/her salary, wages, and other sums payable to him/her by City. In addition, the Employee hereby authorizes City to withhold all amounts so due from any sum payable to the Employee by the Department and City. The Employee also agrees that any tax consequences borne as a result of the repayment of the Sign-on Bonus or any portion thereof will be the sole and exclusive responsibility of the Employee.

7. If any part of this Agreement is found to be invalid or unenforceable, the other parts shall remain valid and enforceable and Employee agrees, represents, and warrants that he/she will be held to any applicable repayment of Sign-on Bonus.

BY SIGNING BELOW, the Employee certifies that he/she has not accepted a financial incentive for accepting employment at City, other than as described in this Agreement.

IN WITNESS THEREOF:

Employee Signature

Date

Chief of Police Signature

Date

City Administrator Signature

Date