

## EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT (hereinafter referred to as "Agreement"), made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2017, by and between the City of Riviera Beach, Florida, a Florida municipal corporation (hereinafter referred to as "The City"), and \_\_\_\_\_ (hereinafter referred to by name or as "City Manager").

### WITNESSETH:

WHEREAS, the City of Riviera Beach desires to employ Jonathan Evans as City Manager of the City of Riviera Beach, Florida, as provided for in Article II, Section 20 of the Charter of the City of Riviera Beach; and

WHEREAS, the City of Riviera Beach, through its City Council, desires to provide for certain benefits and compensation for the City Manager and to establish conditions of employment applicable to the City Manager; and

WHEREAS, Jonathan Evans desires to accept employment as City Manager of the City of Riviera Beach, Florida under the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual promises as set forth in this Agreement, the parties agree as follows:

#### **Section 1. Employment.**

A. The City of Riviera Beach hereby hires and appoints Jonathan Evans as its City Manager, under the terms established herein, to perform the duties and functions specified in the City Charter and the City's Code of Ordinances and to perform such other legally permissible and proper duties and functions as the City Council shall from time to time assign.

B. The City's employment of Jonathan Evans as City Manager shall be effective \_\_\_\_\_, 2017.

#### **Section 2. Salary and Evaluation.**

A. Beginning in February 2017, the annual base rate salary will be \_\_\_\_\_.

B. The City agrees to increase said base salary and/or other benefits of the City Manager in such amounts and to such an extent as the City Council may determine desirable on the basis of an annual performance evaluation of the City Manager. Such evaluation shall be in such form as the City Council deems appropriate using benchmarks established by City Council and City Manager within thirty (30) days of the effective date of this new agreement. Said benchmarks to be amended by the parties as necessary. An evaluation shall take place annually measuring progress toward meeting the benchmarks.

C. Nothing in this Section shall require the City to increase the base salary or other benefits of the City Manager. However, the City Manager shall be entitled to receive across the board/cost-of-living increases that may be granted to general employees from time to time. Furthermore, the City's failure to conduct the scheduled evaluation shall not constitute non-compliance with a material provision on the part of the City Manager of this Agreement.

### **Section 3. Duties and Obligations.**

A. The City Manager shall have the duties, responsibilities and powers of said office under the Charter and Ordinances of the City of Riviera Beach. The City Manager agrees to perform all duties and responsibilities faithfully, industriously, and to the best of his ability in a professional and competent manner.

B. The City Manager shall remain in the exclusive employ of the City and shall devote all such time, attention, knowledge and skills necessary to diligently perform his duties under this Agreement. The City Manager may, however, engage in educational and professional activities and other employment activities upon receipt of approval by the City Council, provided that such activities shall not interfere with his primary obligation to the City as its City Manager. The City Manager may not engage in business opportunities that conflict with the interests of the City and/or his fiduciary duty as City Manager. The City Manager shall dedicate no less than an average of forty (40) hours per week in the performance of his duties hereunder.

C. In the event the City Manager shall serve on any appointed boards or elected boards of any professional organization, or serve on any committees related to her professional activities, in the event any monies are paid, or gifts received, by the City Manager related to such service, such money or property shall be paid over to or delivered to the City, unless otherwise provided by the City Council.

### **Section 4. Automobile Allowance and Communications Equipment.**

The City Manager is required to be on call for twenty-four (24) hour service. In recognition thereof:

A. The City shall grant to the City Manager an automobile allowance of \$500 per month, and the City Manager shall purchase, maintain and insure said vehicle. The City Manager shall not seek, and is not entitled to reimbursement for vehicular travel within 150 miles of the City. The City agrees to reimburse the City Manager for mileage for travel outside of 150 miles of the City associated with business of the City pursuant to the City's normal reimbursement policy.

B. The City shall provide the City Manager with cellular telephone capacity in accordance with City policy.

### **Section 5. Dues and Subscriptions.**

The City agrees to pay the City Manager's professional dues for membership in the International City/County Management Association (ICMA), and the Florida City and County Management Association (FCMMA). The City shall pay other dues and subscriptions on behalf of the City Manager as are approved in the City's annual budget (on a line item basis) or as authorized separately by the City Council.

**Section 6. Professional Development and Travel.**

To the extent provided for and approved in the City's adopted budget, the City agrees to pay reasonable and customary travel and subsistence expenses for the City Manager's travel to and attendance at the International City/County Management Association's (ICMA) annual conference, the Florida City and County Management Association's annual conference and the Florida League of Cities, and such other national, regional, state, and local governmental groups and committees thereof which City Manager serves as a member. The City may choose to pay for the City Manager's attendance at other seminars, conferences, and committee meetings as it deems appropriate and approved by Council action.

**Section 7. Community Involvement.**

The City recognizes the desirability of representation in and before local civic and other organizations, and encourages the City Manager to participate in these organizations to foster a continuing awareness of the City's activities as well as the community's attitudes and ideas.

**Section 8. Personal Time Off.**

The City Manager shall be entitled to twenty five (25) vacation days per year. Vacation benefits shall accrue at the rate established under standard City personnel policies. Any unused vacation days shall accrue to the City Manager in accordance with City policy. Upon termination of this Agreement by either party, the City Manager shall be paid for each vacation day accrued at his then current salary. Payment for said vacation days shall be made to the City Manager regardless of the manner of termination.

**Section 9. Holidays.**

The City Manager shall be entitled to observe the same paid legal holidays as other City employees.

**Section 10. Sick Leave.**

The City Manager shall be entitled to twelve (12) sick days per year. Sick leave shall accrue at the rate established under standard City personnel policies. Payment for all unused sick days shall be made to the City Manager regardless of the manner of termination.

**Section 11. Health, Dental, Life and Disability Insurance.**

During the City Manager's employment with the City, the City agrees to pay the full premium costs of health, dental and disability insurance under the terms of the City's group policies for an individual plan, subject to any standard City applicable co-pay obligation.

The City agrees to pay for life insurance on the Manager's life, with the City's group life underwriter, in the amount of the City Manager's base salary. Insurance shall be available to the Manager during the Manager's employment with the City, on equal terms as is available to other full-time employees.

## **Section 12. Retirement.**

The City agrees to pay, on an annual basis, deferred compensation in an amount equal to the maximum permitted by law. Said deferred compensation shall be paid to the Manager's ICMA retirement Corporation 457 Plan or other qualified 457 designated retirement fund designated by the City Manager. The Deferred Compensation Retirement program shall not exceed the limit established by federal statute and/or regulation. Such payments shall be payable in installments at the same time as other retirement benefits are paid for other employees of the City. The City Manager is required to participate in the Florida Retirement System.

## **Section 13. Termination by the City and Severance Pay.**

### **A. Without Cause**

Should a majority of the entire Council (three members) vote to terminate the services of the City Manager "without cause", then within thirty (30) business days following such vote, the City Council shall cause the City Manager to be paid any accrued and unpaid salary and benefits earned (including personal time off, holiday time and insurance) prior to the date of termination based on a forty (40) hour work week and twenty (20) weeks base salary as severance. As consideration for such payment, the City Manager shall, prior to receipt thereof, execute and deliver to the City a general release of the City and its Council members and its officers, agents, and employees for all acts and actions (whether accrued or subsequently accruing) from the beginning of time until the date of release, said release to be prepared by the City Attorney. The termination without cause is not conditioned upon the City Manager's acceptance of the terms and conditions of the general release.

### **B. With Cause**

In the event the City Manager is terminated for "just cause," the City shall be obligated to pay only the City Manager's compensation, if any, earned up to the last date of employment and any earned but unused vacation leave and sick leave. For purposes of this Agreement, "just cause" is defined and limited for purposes of this Agreement to any of the following:

1. Misfeasance, malfeasance and/or nonfeasance in performance of the City Manager's duties and responsibilities.

2. Conviction or a plea of guilty or no contest to a misdemeanor or felony crime, whether or not adjudication is withheld.
3. Neglect of duty, including the inability or unwillingness to properly discharge the responsibilities of office.
4. Violation of any substantive City policy, rule, or regulation, which would subject any other City employee to termination.
5. The commission of any fraudulent act against the interest of the City.
6. The commission of any act which involves moral turpitude, or which causes the City disrepute.
7. Violation of the International City/County Management Association Code of Ethics.
8. Any other act of a similar nature of the same or greater seriousness.

C. In the event the Council, at any time during the employment term, reduces the salary or other benefits of the City Manager, as identified herein, in a greater percentage than an equivalent across-the-board reduction for all full-time City employees, or in the event the City allegedly refuses to comply with any other material provision of this Agreement benefiting the City Manager, the City Manager shall notify the Council in writing of the alleged violation. The Council shall have forty-five (45) days from such notice within which to cure the violation, otherwise, the City Manager may at her option, consider such violation as termination “without cause” as of the date of such alleged reduction or refusal, and the severance pay provision and other termination provisions contained herein shall become applicable at the annual salary and benefit level in effect prior to the reduction or refusal.

D. In the event the City Council desires to terminate this Agreement without cause such termination shall be provided to the City Manager ninety (90) days prior to said termination. In such event, the severance provision of this agreement shall not apply. In the event that ninety (90) days prior notice is not provided, then severance shall be provided as outlined herein.

#### **Section 14. Termination by the City Manager.**

The City Manager may terminate this Agreement at any time by delivering to the City Council a written notice of termination not later than sixty (60) days prior to the effective date of the termination. If the City Manager terminates this Agreement, then the severance provisions of Section 13, Paragraph A above, shall not apply. If the City Manager voluntarily resigns pursuant to this Section, the City shall pay to the City Manager all accrued compensation due the City Manager up to the City Manager’s final day of employment, including any accrued personal time

off. The City shall have no further financial obligation to Employee pursuant to this Agreement. This subsection shall not prevent the City Manager from collecting any money earned as a result of participation in the City's deferred compensation retirement program.

### **Section 15. Residency**

A. In accordance with the City Charter, Article II, section 21, the City Manager agrees to establish residency within the corporate limits of the City within 120 days of employment and to maintain residence within the corporate limits of the City throughout the term of this Agreement.

### **Section 16. Disability.**

If the City Manager becomes permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity or health for a period of four consecutive weeks beyond any accrued leave, the City shall have the option to terminate this Agreement, subject to the severance pay provision outlined in Section 13, Paragraph A of this Agreement, as offset by any disability benefits the City Manager receives from or through the City.

Where necessary, to determine whether to continue the services of the City Manager due to his disability, the City reserves the right to require a physical or psychiatric examination by a qualified physician or psychiatrist to be chosen by the City Manager from a list of at least three doctors approved by the City. In the event such an examination is required, the City will pay all costs of said examination.

### **Section 17. Indemnification.**

A. The City agrees, pursuant to Section 111.07, Florida Statutes to defend, save harmless, and indemnify the City Manager against any action for any injury or damage suffered as a result of any act, event, or omission of action that the City Manager reasonably believes to be in the scope of his duties or function, unless he acted in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. The City will compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon. The City shall not be liable for the acts or omissions of the City Manager committed while acting outside the course and scope of his agreed duties or committed in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. In such instance, the City Manager shall reimburse the City for any legal fees and expenses the City has incurred or otherwise paid, for or on her behalf, in connection with the charged conduct.

B. Said indemnification shall extend beyond the termination of employment and the expiration of this Agreement to provide protection for any such acts undertaken or committed in his capacity as City Manager, regardless of whether the notice of claim or filing of a lawsuit occurs during or following employment with the City.

**Section 18. Bonding.**

The City agrees to bear the full cost of any fidelity or other bonds required of the City Manager under any policy, regulation, ordinance or law.

**Section 19. Code of Ethics.**

Inasmuch as the City Manager is an active full member of the International City/County Management Association (ICMA), the "Code of Ethics" promulgated by ICMA is incorporated herein, and by this reference made a part hereof. Said "Code of Ethics" shall furnish principles to govern the City Manager's conduct and actions as City Manager of the City.

**Section 20. Attorney's Fees.**

If any litigation is commenced between the parties concerning any provision of this Agreement or the rights and duties of any person in relation thereto, each party agrees to bear its own attorney's fees and costs up to and including trial and appellate proceedings.

**Section 21. Relocation Expenses.**

Upon execution of this Agreement by all parties, the City agrees to make a one time, lump sum payment of \$7,000.00 to the City Manager for the purpose of relocating to the City. Should the City Manager be terminated, either voluntarily or involuntarily, from his position as City Manager prior to one year from the date of this Agreement, the City Manager shall be required to reimburse the City \$7,000.00, within thirty (30) days of said termination.

**Section 22. General Terms and Conditions.**

A. If any provision, or any portion thereof, contained in this Agreement is held by a court of competent jurisdiction to be unconstitutional, illegal, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall not be affected and shall remain in full force and effect.

B. The waiver by either party of a breach of any provision of this Agreement by the other shall not operate or be construed as a waiver of any subsequent breach by that party.

C. This Agreement shall be binding upon and inure to the benefit of the heirs at law or personal representative of City Manager.

D. This Agreement contains the entire Agreement of the parties. It may not be changed verbally, but only by an Agreement in writing signed by the parties.

E. Florida law shall govern this Agreement and any litigation that may arise from this Agreement, shall be filed and litigated in Palm Beach County, Florida.

F. Upon City Manager's death, the City's obligations under this Agreement shall terminate except for the following and the City agrees to:

1. Transfer of ownership of retirement funds, if any, to the City Manager's designated beneficiaries;
2. Payment of accrued leave balances in accordance with this Agreement;
3. Payment of outstanding hospitalization, medical and dental bills in accordance with the City's insurance policies or plans; and
4. Payment of all life insurance benefits in accordance with the City's insurance policies or plans.

G. The parties acknowledge that each has shared equally in the drafting and preparation of this Agreement and, accordingly, no court construing this Agreement shall construe it more strictly against one party than the other and every covenant, term and provision of this Agreement shall be construed simply according to its fair meaning.

H. This Agreement may be executed in duplicate or counterparts, each of which shall be deemed an original and all of which together shall be deemed one and the same instrument. No term, condition or covenant of this Agreement shall be binding on either party until both parties have signed it.

I. The effective date of this Agreement shall be the last date it is executed by either of the parties to this Agreement.

**[THE REST OF THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY]**



**IN WITNESS WHEREOF**, the parties have caused this Employment Agreement to be made and entered into the day and year first written above.

CITY OF RIVIERA BEACH, FLORIDA

By: \_\_\_\_\_  
Thomas Masters  
Mayor

By: \_\_\_\_\_  
Terrence Davis  
Chairperson

ATTEST:

As to form and legal sufficiency:

By: \_\_\_\_\_  
Claudene L. Anthony  
City Clerk

By: \_\_\_\_\_  
Andrew DeGraffenreidt, III  
City Attorney

By: \_\_\_\_\_  
\_\_\_\_\_  
City Manager

**DRAFT**