

Suggested Employment Contract

1.

This contract is entered into between Name and the City of XXXXXXXX, Texas, Development Corporation (City)) for employment as Executive Director.

2.

XXXXXXXXXXXX (City) shall pay XXXXXXXX an annual salary in the amount of of \$\$\$\$\$, commencing date, 20__ . In addition to the stated salary, XXXXXXXX Development Corporation will pay name \$xxxxxx/ month as a car allowance and \$xxxxx/ month as a cellular phone allowance. Name will also receive insurance benefits through the City of XXXXXXXX and retirement benefits available at the following rate:____. The salary will be paid in equal installments of \$xxxxx at regularly scheduled pay periods, consistent with the City XXXXXXXX pay periods.

3.

Do you want the terms to be annual or perhaps a 3 year term? My suggestion is a 3 year term with a payment of 90 days to employee if terminated prior to the agreement's end. (You need to determine if you should insert a clause describing "for cause or without cause." —my recommendation is to pay out a 90 day check either way after the employee has been with the Corporation for a minimum of 18 months—this gives definition for employee's safety and security to employer that the largest check is 90 days) Should the employee leave employment prior to the 3 year term for purposes other than medical, the employee will reimburse the XXXXXXXX a pro rata share of the moving and relocation expenses provided the employee. For example, if the employee were to leave at the end of 2 years, his reimbursement would be 1/3 of the relocation/moving expenses, etc.

4.

I suggest this section simply contain an "act of good faith in dealings between employee and employer." Your attorney should have language for that insertion.....

5.

Signature page for employee and you.