



Huntsville, Alabama

308 Fountain Circle
Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting **Meeting Date:** 1/12/2023

File ID: TMP-2385

Department: Planning

Subject:

Type of Action: Approval/Action

Resolution authorizing the Mayor to enter into a Special Employee Agreement between the City of Huntsville and Kimberly Gosa.

Resolution No.

Does this item need to be published? No

If yes, please list preferred date(s) of publication: N/A

Finance Information:

Account Number: TBD

City Cost Amount: \$14,592.00

Total Cost: \$ 14,592.00

Special Circumstances:

Grant Funded: N/A

Grant Title - CFDA or granting Agency:

Resolution #: N/A

Location: (list below)

Address: N/A

District: District 1 ☐ District 2 ☐ District 3 ☐ District 4 ☐ District 5 ☐

Additional Comments:

RESOLUTION NO. 23 - _____

BE IT RESOLVED by the City Council of Huntsville, Alabama, that the Mayor be, and is hereby authorized to enter into an agreement with Kimberly Gosa, on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreement is substantially in words and figures similar to that certain document attached hereto and identified as "Special Employee Agreement Between The City Of Huntsville And Kimberly Gosa" consisting of two(2) pages, and the date of January 12, 2023, appearing on the margin of the first page, together with the signature of the President or President Pro Tem of the City Council, an executed copy of said document being permanently kept on file in the Office of the City Clerk-Treasurer of the City of Huntsville, Alabama.

ADOPTED this the 12th day of January, 2023

President of the City Council of
the City of Huntsville, Alabama

APPROVED this the 12th day of January, 2023

Mayor of the City of Huntsville, Alabama

SPECIAL EMPLOYEE
AGREEMENT BETWEEN THE
CITY OF HUNTSVILLE AND
KIMBERLY GOSA

STATE OF ALABAMA)
COUNTY OF MADISON)

AGREEMENT BETWEEN THE CITY OF HUNTSVILLE
AND KIMBERLY GOSA

THIS AGREEMENT is made and entered into on the 12th day of January 2023, by and between Kimberly Gosa, an individual, ("Gosa") and the City of Huntsville, Alabama, a municipal corporation in the State of Alabama ("City"),

WITNESSETH:

In consideration of the mutual promises and covenants herein contained, the parties do hereby agree as follows, to wit:

1. Gosa shall be employed by the City of Huntsville as "Special Employee" in the Planning Department and shall be classified as a "Special Employee" under the City's Personnel Policies and Procedures Manual.
2. The term of this contract shall be for a period of one (1) year commencing on January 16, 2023.
3. This contract may be terminated by either party upon thirty (30) days written notice being provided to the other party.
4. During the term of this contract, Gosa shall perform the duties and responsibilities of a Special Employee described as follows; Work involves performing professional accounting or fiscal planning, ensure compliance with administrative policies and procedures, prepare resolutions, ordinances, contracts, grant proposals, and transcribe oral and recorded dictation involving various commissions and committees. Work is performed with considerable professional independence according to professional standards, City ordinances and regulations, state law, and federal law and regulations. Work shall be under the direct supervision of the Manager of Planning Services.
5. In consideration of the services rendered hereunder, City shall pay to Gosa at the rate of \$38.00 per hour, not to exceed 8 hours per week, with the total sum Not to Exceed \$14,592.00 per year which shall be paid bi-weekly in accordance with City's regular, payroll processing system. During the term of this agreement, Gosa shall not receive any cost- of-living adjustment approved by the City Council for all

PRESIDENT OR PRESIDENT
PRO TEM OF THE CITY COUNCIL
OF HUNTSVILLE, ALABAMA

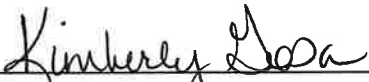
DATE

other employees of the City. In addition, Gosa shall not receive any benefits available to any employee of the City except those benefits she receives as a result of being retired from regular employment with the City.

Gosa shall have no authorization to incur any debt or obligation on behalf of the City. Gosa shall not receive any benefits available to any employee of the City except those benefits she receives as a result of being retired from regular employment with the City. Gosa shall have no authorization to incur any debt or obligation on behalf of the City.

6. Gosa acknowledges that confidential information in the way of financial practices, internal activities and operations, may be made available to her in connection with her work pursuant to this agreement. Gosa agrees not to disclose the confidential information to any third party at any time following execution of this agreement. This clause shall survive the termination of this agreement.
7. Except as specified herein, Gosa shall be subject to all policies applicable to part-time employees.
8. This agreement constitutes the entire agreement between the parties.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the 12th day of January, 2023.



Kimberly Gosa, an Individual

CITY OF HUNTSVILLE, ALABAMA
a Municipal Corporation

BY: _____

Tommy Battle

ITS: Mayor

ATTEST:

BY: _____

Kenneth Benion