CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number_____

Meeting Type: Regular

Meeting Date: 3/14/2013

Action Requested By:
Finance

Agenda Item Type
Resolution

Subject Matter:

Employment Agreement

Exact Wording for the Agenda:

Resolution authorizing the Mayor to execute a special employment with Veena Kaul.

Note: If amendment, please state title and number of the original

Item to be considered for: Action

Unanimous Consent Required: No

Briefly state why the action is required; why it is recommended; what Council action will provide, allow
and accomplish and; any other information that might be helpful.

Associated Cost: 22,000

Budgeted Item: Yes

MAYOR RECOMMENDS OR CONCURS: Yes

Department Head: _____

Date: 3/11/13

revised 3/12/2012

ROUTING SLIP
CONTRACTS AND AGREEMENTS

Originating Department: **Finance**

Council Meeting Date: **3/14/2013**

Department Contact: **Randy Taylor**

Phone # **5062**

Contract or Agreement: **Special Employment Agreement with Veena Kaul**

Document Name: **20130314 Kaul Contract.doc**

City Obligation Amount: **22,000**

Total Project Budget:

Uncommitted Account Balance:

Account Number: **01-8300-0101-7402**

Procurement Agreements

Not Applicable	**Not Applicable**

Grant-Funded Agreements

Not Applicable	**Grant Name:**

Department	Signature	Date
1) Originating		3/7
2) Legal		3-7-13
3) Finance		3/7
4) Originating		
5) Copy Distribution		
a. Mayor's office (1 copies)		
b. Clerk-Treasurer (Original & 2 copies)		

Revised 04/15/2011

RESOLUTION NO. 13-____

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama, that the Mayor be, and he is hereby authorized to enter into an Agreement by and between the City of Huntsville and Veena Kaul, 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 "AGREEMENT BETWEEN THE CITY OF HUNTSVILLE AND VEENA KAUL" consisting of two (2) pages and the date of March 14, 2013, 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 14th day of March, 2013.

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

APPROVED this the 14th day of March, 2013.

_____
Mayor of the City of Huntsville,
Alabama

AGREEMENT BETWEEN
THE CITY OF HUNTSVILLE
AND VEENA KAUL

STATE OF ALABAMA)
COUNTY OF MADISON)

AGREEMENT BETWEEN THE CITY OF HUNTSVILLE AND VEENA KAUL

THIS AGREEMENT is made and entered into on the 14th day of March, 2013, by and between Veena Kaul, an individual, ("Kaul") 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. Kaul shall be employed by the City of Huntsville as an Accountant III, working as a Tax Auditor in the Finance Department.

2. Kaul is hereby employed as a special employee of the City, working on a part-time basis, and as such, shall have no authorization to incur any debt or obligation on behalf of the City, and shall not be entitled to any benefits of any kind while working for the City. During the term of this agreement, Kaul shall report to the Tax Audit Supervisor.

3. The term of this contract shall be for a period of one (1) year commencing on February 28, 2013 and ending on February 27, 2014.

4. This contract may be terminated by either party upon thirty (30) days written notice being provided to the other party.

5. During the term of this contract, Kaul shall work when requested by her supervisor and shall be paid an hourly rate of $31.40, not to exceed $22,000 per year.

6. The City shall provide Kaul a parking space during work hours at a location determined by the City's Director of Parking and Public Transit.

Agreement between the City of Huntsville and
Veena Kaul by Resolution No. 13 - _____
adopted and approved on March 14, 2013.

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

7. Kaul shall be responsible for maintaining automobile liability insurance on any vehicle owned or leased by her and used while performing services for City with minimum limits of $100,000 for personal injury; $100,000 property damage; and $300,000 per occurrence.

8. Kaul acknowledges that confidential information may be made available to her in connection with her work pursuant to this agreement. Kaul 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.

9. This agreement constitutes the entire agreement between the parties.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

Veena Kaul

Veena Kaul, an Individual

CITY OF HUNTSVILLE, ALABAMA
a municipal corporation

BY:_____
Tommy Battle
ITS: Mayor

ATTEST:

BY: _____
Charles E. Hagood
ITS: Clerk-Treasurer