



Allouez Village Hall • 1900 Libal Street • Green Bay, WI 54301-2453 • (920) 448-2800 • Fax (920) 448-2850
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Memo

To: Members of the Allouez Village Board
From: Steve VandenAvond
cc: Debbie Baenen
Date: July 31, 2014
Re: Employment Agreement for New Village Administrator

Village Board Members;

It is my pleasure to inform you that, per your recent direction, I have completed discussions with Brad Lange regarding the Allouez Village Administrator position. I subsequently drafted a letter of agreement which is currently being reviewed by Attorney Duffy.

In summary, Mr. Lange has agreed to serve as the administrator according to the following terms:

1. An annual salary of \$88,000.
2. Health care and retirement benefits identical to those that he currently receives as the Director of Parks, Recreation, and Forestry.
3. Vacation and other time off benefits identical to those that he currently receives as the Director of Parks, Recreation, and Forestry.
4. Eligibility for merit pay increases identical to other exempt employees of the Village.
5. Discontinuation of the car allowance afforded to the Director of Parks, Recreation, and Forestry.
6. A start date as the new administrator of August 6, 2014.
7. Professional development funds sufficient for membership in professional organizations and travel and registration fees to at least one conference annually (e.g., the International City/County Management Association Annual Conference).

I look forward to a discussion of the proposed agreement at the August 5, 2014 Village Board meeting.