

**CITY OF UPLAND
EMPLOYMENT AGREEMENT**

This Employment Agreement (Agreement) is made and entered into by and between the City of Upland, California Municipal Corporation, "City", and Robert Dalquest, "Employee". The terms and conditions agreed upon by the parties are expressed as follows:

RECITALS

A. City desires to hire Employee to act and serve in the capacity of Development Services Director for the City of Upland under the terms and conditions of employment set forth in the Agreement.

B. Employee desires to become employed by the City of Upland as its Development Services Director under the terms and conditions of employment set forth in the Agreement.

OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the foregoing recitals, the terms and conditions set forth herein, and other valuable consideration, the receipt and adequacy of which are hereby acknowledged, the parties agree as follows:

1. **Employment.** Employee agrees to enter the services of the City as of the effective date herewith and City agrees to pay Employee for services.

2. **Term of Employment:**

(a) **Initial Term** The initial term of employment for Employee under this Agreement shall commence on the Effective Date reflected by joint execution on February 4, 2019 and continue for a period of three (3) years to end, February 4, 2022 unless terminated at an earlier date as provided in this Agreement.

(b) **Second Term** Unless City or Employee has given the other party written notice at least ninety (90) days before the end of the Initial Term that this Agreement shall be renewed for a Second Term, the Term and other provisions of this Agreement shall be automatically extended for a period of three (3) years.

(c) **At-Will Status** Notwithstanding any term of this employment agreement to the contrary, it is expressly understood and agreed by Employee, that Employee is employed at the pleasure of the City Manager and that this Agreement may be terminated at any time during the Initial Term or Second Term as provided in Exhibit 1 attached to and incorporated in this agreement.

3. **Responsibilities.** Employee agrees during the term of such employment:

(a) To devote Employee's full business time, attention, best efforts, skill and ability exclusively to the business of City and to perform such services as may be from time to time assigned to Employee by City: except as provided in paragraph 11 below;

(b) To comply with all rules, policies and orders which City may from time to time give or adopt; and

(c) To do his or her utmost to further enhance and promote the business and welfare of City.

4. **Notice of Termination.** In the event Employee terminates his/her employment with the City, he/she shall give the City a minimum of thirty (30) days written prior notice thereof, unless the parties otherwise agree.

5. **Compensation.** Employee's compensation shall be in accordance with the compensation plan of City applicable to Employee, as more fully described in Exhibit "1" and any attachment thereto, attached hereto and incorporated herein by reference.

6. **Modification of Position.** City reserves the right to substitute, change, amend or modify the Employee's position from time to time in its sole discretion.

7. **Benefits.** During the term of this Agreement, Employee shall be eligible to receive all benefits as they are normally provided to all City Executive Management Employees and attached as "Executive Management Employees Compensation and Benefit Plan, Updated December 11, 2017."

8. **Additional Terms.** City, in consultation with Employee, may set forth any such other terms and conditions of employment as they may determine from time to time, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, any regulations, rules, policies or procedures of City, or other applicable law.

9. **Repealer.** All provisions of resolutions of City in conflict with this Agreement are hereby superseded to the extent of such conflict.

10. **Severability.** If any provision of this Agreement is for any reason deemed by a court of competent jurisdiction to be unconstitutional, illegal, invalid, void, or otherwise unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.

11. **Entire Agreement.** The foregoing contains the entire agreement of the parties and supersedes any and all other agreements, either oral or in writing,

between the parties with respect to the employment of Employee by City and contains all of the covenants and agreements between the parties with respect to that employment. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, oral or otherwise, have been made by either party, or anyone acting on behalf of either party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding on either party.

12. **Modifications.** Any modifications to the Agreement shall be effective only if in writing and signed by both parties hereto.

13. **Governing Law.** This Agreement shall be construed and governed in accordance with the laws of the State of California.

14. **Bond.** CITY shall bear the full cost of any fidelity or other bonds required of EMPLOYEE under any law or ordinance.

15. **Attorney's Fees.** If any legal action or other proceeding is brought for the enforcement of this Agreement, or to interpret any of the provisions hereof, or of any alleged dispute, breach, default, or misrepresentation in connection with any of the provisions hereof, the successful or prevailing party shall be entitled to recover reasonable attorney's fees and other costs incurred in said action or proceeding, whether or not said action or proceeding goes to final judgment, in addition to any other relief as may be entitled.

16. **Effective Date.** This Agreement shall only become effective, operative, and binding as against the parties on the date upon which both parties have signed the Agreement.

IN WITNESS WHEREOF, the City has caused this Agreement to be signed and duly executed on its behalf by its City Manager. Employee has accepted the terms and conditions set forth in the Agreement effective as of the date of his signature below.



DATE:	<u>12-27-18</u>	CITY OF UPLAND	BY:	
				CITY MANAGER
DATE:	<u>12-27-18</u>	EMPLOYEE	BY:	
				Robert Dalquest

EXHIBIT "1"
COMPENSATION

Base Salary:

Employee shall receive, for services rendered pursuant to this Agreement, an annual base salary of \$138,955 payable in twenty six (26) biweekly installments, subject to standard withholdings for taxes and the like, at the same time as other Employees of the City are paid "Base Salary". Without otherwise effecting its right to terminate employee and pay severance compensation as provided below.

Performance Award:

Employee shall, annually, be eligible to receive an annual lump sum performance award, at the discretion of the City Manager of 0 – 10% of Employee's then current Base Salary.

Severance Compensation:

In the event Employee is otherwise willing and able to perform his duties hereunder, and the Employee is terminated by the City, a lump sum payment shall be paid, less any deductions required by law, as severance in an amount equal to the aggregate of three (3) months of Employee's (i) then current Compensation, (ii) compensable Benefits, excluding PERS benefits, (iii) compensable Leave which, as defined herein, does not and will not include sick or bereavement leave, and (iv) such accrued compensable Leave as the Employee may have accumulated.

Termination for Cause:

In the event the employee is terminated for cause, that person shall not be entitled to any additional contribution as set forth above in Severance Compensation of this Exhibit except for such base salary and benefits accrued and unpaid prior to termination. Termination for cause shall consist of conviction of a felony, or a misdemeanor involving moral turpitude, a violation of city policy or substantive failure to follow a directive from the City Manager; however, this shall not be deemed to create, establish or impose any "for cause" or due process grievance or appeal procedures.

CITY OF UPLAND
EMPLOYMENT AGREEMENT AMENDMENT

This Employment Agreement Amendment (Amendment) is made and entered into by and between the City of Upland, California Municipal Corporation, (City) and Robert Dalquest, (Employee). The terms and conditions agreed upon by the parties are expressed as follows:

RECITALS

- A. Employee has served as the Development Services Director since February 4, 2019, pursuant to an Employment Agreement ("Employment Agreement") entered into on December 27, 2018.
- B. The City desires to amend the Employment Agreement to provide Employee with annual salary increases within the assigned salary range for the Development Services Director position.

OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the foregoing recital, the terms and conditions set forth herein this Amendment, and other valuable consideration, the receipt and adequacy of which are hereby acknowledged, the parties agree as follows:

- 1. Exhibit "1" (entitled "COMPENSATION") to the Employment Agreement shall be revised as follows:
 - a. Base Salary. The paragraph entitled "Base Salary" shall be revised to read as follows:
 - i. The annual salary for the position of Development Services Director shall be assigned to Range 3243 of the City's salary scale or \$127,097.57 - \$170,932.28 annually, with Employee's current salary set at Step 7 (\$70.87 per hour) of Range 3243.
 - ii. The Development Services Director shall be paid at the same intervals and in the same manner as other City employees.
 - iii. Effective February 4, 2021, Employee's salary will be increased to Range 3243, Step 9 (\$74.44 per hour).
 - iv. The Development Services Director shall be eligible for an annual step increase within Range 3243, at the sole discretion of the City Manager. Consistent with the City's practices for non-executive employees, any such increase shall not exceed two steps in any 12-month period. Once the Development Services Director reaches the top step of Range 3243, no further step increases shall be provided.
 - b. Performance Evaluation. A paragraph entitled "Performance Evaluation" shall be added and shall read as follows:

i. The City Manager will review and evaluate the performance of the Development Services Director on an annual basis or more frequently if the City Manager so desires. Failure to provide a performance evaluation shall not limit the City Manager's ability to terminate this Agreement pursuant to the terms set forth herein. Review and evaluation shall be in accordance with such criteria as the parties may jointly agree upon and will include mutually agreed upon performance goals for the Development Services Department as it aligns with City Council goals, priorities, activities and programs for the City.


c. Abuse of Office or Position. A paragraph entitled "Abuse of Office or Position" shall be added and shall read as follows:

i. Pursuant to Government Code Sections 53243, 53243.1 and 53243.2, which became effective on January 1, 2012, if Employee is convicted of a crime involving an abuse of her office or position, all of the following shall apply: (1) if Employee is provided with administrative leave pay pending an investigation, Employee shall be required to fully reimburse such amounts paid; (2) if the City pays for the criminal legal defense of Employee (which would be in its sole discretion, as it is generally not obligated to pay for a criminal defense), Employee shall be required to fully reimburse such amounts paid; and (3) if this Agreement is terminated, any cash settlement related to the termination that Employee may receive from the City shall be fully reimbursed to the City or void if not yet paid to Employee. For this Section, abuse of office or position means either: (1) an abuse of public authority, including waste, fraud, and violation of the law under color of authority; or (2) a crime against public justice, including a crime described in Title 7 commencing with section 92 of the Penal Code.

2. All other terms of the Employment Agreement shall remain unchanged.

3. This Amendment shall become effective retroactive to February 4, 2021.

DATE: 4/21/21

BY: 
STEPHEN PARKER, CPA,
ACTING CITY MANAGER, City of
Upland

DATE: 4-20-21

BY: 
ROBERT DALQUEST, Employee

CITY OF UPLAND
EMPLOYMENT AGREEMENT AMENDMENT

This Employment Agreement Amendment (Amendment) is made and entered into by and between the City of Upland, California Municipal Corporation, (City) and Robert Dalquest, (Employee). The terms and conditions agreed upon by the parties are expressed as follows:

RECITALS

- A. Employee has served as the Development Services Director since February 4, 2019, pursuant to an Employment Agreement ("Employment Agreement") entered into on December 27, 2018.
- B. The City amended the Employment Agreement on April 21, 2021 to provide Employee with annual salary increases within the assigned salary range for the Development Services Director position.

OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the foregoing recital, the terms and conditions set forth herein this Amendment, and other valuable consideration, the receipt and adequacy of which are hereby acknowledged, the parties agree as follows:

- 1. Exhibit "1" (entitled "COMPENSATION") to the Employment Agreement shall be revised as follows:
 - a. Base Salary. The paragraph entitled "Base Salary" shall be revised to read as follows:
 - i. The annual salary for the position of Development Services Director shall be assigned to Grade 72 of the City's salary scale or \$173,839.03 to \$221,867.54 annually, with Employee's current salary set at Step 6 (\$221,867.54 annually).
 - ii. The Development Services Director shall be paid at the same intervals and in the same manner as other City employees.
 - iii. The Development Services Director shall be eligible to receive cost of living increases (COLA) in accordance with the executive salary schedules approved by the City Manager and City Council.
 - iv. The Development Services Director shall be eligible for an annual step increase within Grade 72, at the sole discretion of the City Manager. Consistent with the City's practices for non-executive employees, any such increase shall not exceed two steps in any 12-month period. Once the Development Services Director reaches the top step of Range 6, no further step increases shall be provided.

2. **Term of Employment.** The term on this Agreement Amendment shall commence on the Effective Date reflected by join execution on March 25, 2025 and continue for a period of three (3) years to end March 25, 2028 unless terminated at an earlier date as provided in the original Agreement.
3. All other terms of the Employment Agreement shall remain unchanged.

DATE: 3-26-25

BY: 
MICHAEL BLAY, City Manager

DATE: 3-26-25

BY: 
ROBERT DALQUEST, Employee