

**CITY MANAGER  
EMPLOYMENT AGREEMENT  
(Derek Jackson)**

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This **CITY MANAGER EMPLOYMENT AGREEMENT** is entered into this 10th day of February, 2026, between the **City of Collinsville, Illinois**, hereinafter referred to as the "City" or "City Council" and **Derek Jackson**, hereinafter referred to as the "City Manager" or "Employee."

**WITNESSETH:**

**WHEREAS**, the City Council and the Employee have negotiated the terms and conditions for the employment of Derek Jackson as the City Manager for the City of Collinsville.

**WHEREAS**, under the Illinois Constitution and the laws of the State of Illinois, the City of Collinsville is an home-rule municipality and hereby exercises its powers and authorities as a home-rule municipality in entering into the conditions and obligations provided for in this Agreement.

**WHEREAS**, the City Council and the City Manager wish to set forth the terms in greater detail governing their future employment relationship.

**NOW, THEREFORE**, in consideration of the mutual covenants, promises and agreements contained herein, the parties agree as follows:

**I. EMPLOYMENT AND TERM**

A. The City hereby hires and employs the Employee to serve as its City Manager, and the Employee accepts employment from the City upon terms and conditions herein set forth. Such terms and conditions shall constitute the entire employment agreement between the City and the Employee and no other terms and agreements between them, whether written or unwritten, shall have any force and effect, including that of any Interim City Manager Agreements.

B. The term of the Employment Agreement shall commence and be effective as of January 1, 2026 and shall continue through December 31, 2029, or as otherwise hereinafter provided.

**II. DUTIES AND RESPONSIBILITIES OF THE CITY MANAGER**

A. The City Manager shall faithfully and efficiently undertake the duties hereinafter stated commencing on the date set forth herein.

B. The City Manager's powers and duties shall be as set forth in 65 ILCS 5/5-3-7 and Chapter 2.12 of the Collinsville Code of Ordinances, as may be amended from time to time.

C. The City Manager shall comply with and honor the City Management's Code of Ethics adopted by the International City/County Management Association.

D. The City Manager shall devote his time and efforts to his duties and responsibilities as City Manager.

### **III. COMPENSATION AND BENEFITS**

A. The City shall pay the City Manager for his services rendered pursuant hereto an annual base salary as follows:

1. \$180,000.00 from January 1, 2026 through December 31, 2026;
2. \$187,200.00 from January 1, 2027 through December 31, 2027;
3. \$194,688.00 from January 1, 2028 through December 31, 2028;
4. \$202,475.00 from January 1, 2029 through December 31, 2029.

B. The City Manager shall be paid at the same time and in the same manner as all other Department Heads for the City.

C. At its discretion, but not less than annually, from time to time the City Council may review and evaluate the performance of the City Manager.

D. The City Manager shall receive the same benefits as the other existing management staff of the City with the following specific stipulations:

1. At no cost to the City Manager, the City shall provide the same health, dental, and vision insurance coverage options for the City Manager, his spouse, and his eligible children, as it does for other full time City employees.
2. The City agrees to purchase and to pay the required premiums on a term life insurance policy equal to the annual gross salary of the City Manager.
3. The City Manager will continue to participate in the Illinois Municipal Retirement Fund (IMRF) as a Regular Tier 1 member. IMRF provides retirement, disability and death benefits in accordance with the Illinois Pension Code. The City and the Employee's contribution rates shall be equal to the amounts as determined from time to time by the IMRF policy.

4. The City shall grant the City Manager five (5) weeks of paid vacation and thereafter shall increase in accordance with the City's Employee Handbook.

E. The City Manager shall be given the same terms and conditions for vacation leave given to other non-union full time department head personnel; except that upon the effective date of this Employment Agreement, the City Manager shall be granted all of the accrued vacation time he has earned through his current and prior employment with the City.

F. The City Manager shall be allowed to carry forward accrued vacation into the following year up to the greater of:

1. 10 days; or

2. that which is allowed for carrying forward by non-union full time department head management personnel; however, there shall be no payout options available from the City for unused vacation days by the City Manager.

G. If during this Agreement the terms and conditions for vacation given to other non-union full time department head personnel changes, and exceeds those of the Employee for his respective years of service, the City Manager shall receive the same more favorable terms and conditions.

H. The City Manager shall be given the same terms and conditions for sick leave given to other non-union full time department head personnel; except that upon the effective date of this Agreement, the City Manager shall be granted all of the accrued sick leave time he has earned through his current and prior employment with the City.

I. The City Manager shall be granted use of a City owned vehicle for travel between his residence and the City Hall, and for the purposes of conducting any City related business.

J. The City Council shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of the City Manager, provided such terms and conditions do not conflict with the provisions of this Agreement or any law.

K. The City Manager shall maintain his residence within the boundaries of the Collinsville Community Unit School District No. 10 during the term of this Agreement.

L. If the City Manager is permanently disabled or is otherwise unable to perform his duties with reasonable accommodation because of sickness, accident, injury, mental incapacity or health, the City shall have the option to terminate this Agreement, subject to the severance pay requirements of Article IV. However, the City would not exercise its option to terminate the Agreement until the City Manager's utilization of all vacation and sick leave.

#### **IV. TERMINATION**

A. The basic term of this Agreement shall be from January 1, 2026 until the expiration of the City Manager's tenure as otherwise provided for herein. Consistent with the Agreement and Illinois Municipal Code (and the court decisions related thereto), the parties agree that nothing herein shall prevent, limit or otherwise interfere with the right of the City Council to terminate the services of the City Manager at any time.

B. In the event the City Manager is subject to termination by the City Council while the City Manager is willing to perform the duties of City Manager, the following provisions shall apply:

1. The City may terminate the Employee's appointment pursuant to the applicable provisions of Article 5 of the Illinois Municipal Code and Chapter 2.12 of the Collinsville Municipal Code, as may be amended from time-to-time.

2. If terminated without just cause as provided for herein, the Employee shall cease his duties as City Manager and the City agrees to pay the City Manager any accrued unused vacation pay and sick leave, plus a lump-sum cash payment equal to ninety (90) days of base compensation, to be made in one single payment within thirty (30) days of separation.

3. Consistent with the provisions of Article III, medical insurance benefits provided to the City Manager shall continue during the severance periods provided for in Paragraph (B)(2).

4. The disability of the City Manager if he cannot perform his duties for a period beyond the utilization any accrued vacation and sick leave.

5. Just cause includes acts involving moral turpitude, violations of the terms of this Agreement, or conduct unbecoming an officer of the City, in accordance with the procedures set forth in applicable state statutes and the cases provided therefore.

C. In the event the position of City Manager is eliminated or in the event the duties and responsibilities are abridged through changes by referendum, the Illinois Municipal Code or State laws, the City shall pay the City Manager the severance and benefits as found in Paragraph (B)(2).

D. In the event the City Manager voluntarily resigns his position with the City, the City Manager shall give the City thirty (30) days written notice in advance, but shall not be entitled to the severance pay as found in Paragraph (B)(2).

E. In the event the City Manager resigns he shall receive payment for all accumulated leave time including vacation, sick leave and other time as allowed under the law.

F. If the City Manager is terminated with just cause, or from his conviction of any criminal act or if he enters a plea of guilty thereto to a misdemeanor or felony charge, then he shall not be entitled to the severance and benefits found in Paragraph (B)(2).

**V. MISCELLANEOUS TERMS**

A. The City agrees to pay for the dues and subscriptions of the City Manager necessary for his continuation and participation in national, regional and state professional associations and organizations.

B. The City agrees to pay for the travel, subsistence and all employment-related expenses of the City Manager relating to official functions of the City and for the City Manager's attendance at national, regional and state professional association and organization meetings.

C. Unless otherwise inconsistent with its Employee Handbook, the City shall reimburse the City Manager or pay in advance for all reasonable employment-related expenses, including but not limited to meals and one (1) civic club membership.

D. The City shall defend, save harmless and indemnify the City Manager against any tort, professional liability claim or demand, or any other legal action whether groundless or otherwise, arising out of an act or omission occurring in the legitimate and proper performance of the City Manager of his duties for the City in this capacity. The City shall defend or settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon. The City Manager shall have no financial responsibility, or suffer no financial loss, as a result of any action brought against him as it relates to his undertaking of the duties of City Manager.

F. This Agreement constitutes the entire terms and conditions between the parties and this Agreement may not be modified except in writing and will be binding upon the successors and assigns of the City, including all future City Council members.

**IN WITNESS WHEREOF**, the parties have signed this Agreement on the date first written above.

**CITY OF COLLINSVILLE**

**CITY MANAGER/EMPLOYEE**

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**Jeff Stehman, Mayor**

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**Derek Jackson**