

DRAFT: 4.8.2024

SEPARATION AND RELEASE AGREEMENT

This Separation and Release Agreement ("Agreement") is made and entered into by and between Douglas Davis (hereinafter, "Employee" or "Davis") and the City of Circleville, Ohio (hereinafter, "City" or "Employer") its employees, elected officials, representatives, successors, and assigns.

WHEREAS, Employee has been employed with the City in the Circleville Police Department since on or around December 29, 2013;

WHEREAS, more recently, Employee has been employed as the Deputy Chief of Police by the City since on or around March 13, 2022;

WHEREAS, on or around March 25, 2024, the City placed Employee on administrative leave with pay in order to conduct an internal investigation into allegations of potential misconduct by Employee;

WHEREAS, the City began its internal investigation into allegations of potential misconduct by Employee, but has neither completed it nor prepared any findings regarding the allegations of potential misconduct;

WHEREAS, on or around April 3, 2024, representatives of the City and Employee met for the purpose of discussing an agreeable resolution in the interest of both parties.

NOW THEREFORE, in consideration of the mutual promises and agreements set forth herein, the parties agree as follows:

- 1) Effective on or before the date of this Agreement, the City shall cease its internal investigation into the allegations of potential misconduct outlined in its March 25, 2024 Notice of Paid Administrative Leave with Pay served upon Employee.
- 2) As the City shall cease its internal investigation into allegations of potential misconduct by Employee, it shall make no findings against Employee regarding any of the allegations of potential misconduct. In the event this Agreement is revoked by Employee as set forth below, the City shall reinstate its internal investigation into the allegations of potential misconduct by Employee.
- 3) Employee shall be reinstated to his position as Deputy Chief of Police on April 10, 2024 but shall not return to work for the City.
- 4) Employee agrees to voluntarily resign from his employment with the City effective April 11, 2024 which shall be irrevocable upon the signing of this Agreement.

- 5) Employee shall submit a notice of voluntary resignation to be maintained in his personnel file.
- 6) The City, by executing this Agreement, accepts Employee's voluntary resignation effective the date outlined above in paragraph 4.
- 7) Employer agrees to pay Employee the lump sum of Sixty-Nine Thousand dollars (\$69,000) within seven (7) days of the execution of this agreement. This payment shall be made directly to Employee. In consideration of the aforesaid payment, Employee acknowledges and agrees that he is solely responsible for any tax liabilities and consequences that may result from the receipt of the payments referenced herein. The parties acknowledge and agree that such payment shall not include any personal, city, state, or federal withholdings and/or any other deductions.
- 8) Employee agrees that he will not seek re-employment with the City.
- 9) Employee shall receive payment for his accrued, but unused vacation leave and annual personal leave in the following amounts, subject to the appropriate taxes, withholdings and/or any other deductions:

Vacation Leave:	302.795 Hours
Annual Personal Leave:	16 Hours

All payments for accrued, but unused leaves shall be at Employee's hourly rate at the time of his voluntary resignation. Employee's hourly rate at the time of his voluntary resignation is \$45.37.
- 10) Employee shall receive no other payments from the City, except as outlined above in Paragraphs 7 and 9.
- 11) The City shall remove any records of its investigation from Employee's personnel file.
- 12) The parties agree that neither will disparage one another. Further, the parties agree that they shall mutually assist one another, as necessary.
- 13) The parties understand and recognize that all, or portions, of the investigation conducted by the City, and this Separation and Release Agreement, may be subject to public disclosure consistent with Ohio's public records laws.

- 14) Employee, for himself, his heirs, executors, administrators, successors and assigns, agrees to release and forever discharge the City, its agents, servants, representatives, elected officials and employees from, and waives his right to bring against them now or in the future, any and all claims, damages, demands, liabilities, equities and causes of action both known and unknown, legal and equitable, accruing or accrued to the Employee prior to the execution of the Agreement and arising out of his employment with, and separation of employment with Employer. This waiver and release encompasses all claims that may be brought pursuant to Federal or State statute or common law, including, but not limited to, laws concerning civil rights, discrimination, violations of Title VII of the Civil Rights Act, the Americans with Disabilities Act, the Age Discrimination in Employment Act, the Family Medical Leave Act, violations of Ohio Rev. Code Chapter. 4112 and 4113, 42 USC § 1983, Workers Compensation Retaliation, violation of Ohio Public Policy, and to any claims that may be asserted against Employer, its agents, servants, representatives and employees in either their official or individual capacities.

Irrespective of the foregoing paragraph, Employee and Employer agree and acknowledge that the provisions of Chapter 2744 of the Ohio Revised Code are not waived or released by this Agreement. The parties acknowledge the duty of Employer to defend and indemnify Employee consistent with the terms of Chapter 2744 of the Ohio Revised Code for any past, present, or future complaint against Employee.

- 15) Employee understands that he has twenty-one (21) calendar days from the date he is provided with a copy of this Agreement to consider this Agreement. If the Employee elects to execute this Agreement prior to the expiration of the 21 calendar days, Employee warrants that he has done so knowingly and voluntarily.
- 16) In the event the parties choose to fully execute this Agreement, Employee has seven (7) calendar days following the execution of this Agreement to revoke this Agreement. If Employee revokes this Agreement, he shall not be entitled to the payments set forth herein and he shall be obligated to return any payments made pursuant to the Agreement to the Employer. If this Agreement is revoked by Employee, the City shall immediately re-open its investigation into the allegations of potential misconduct.
- 17) The parties agree and acknowledge that they have been given a reasonable period of time within which to consider this Agreement and to fully review and discuss the terms of this Agreement with their respective attorneys. The parties acknowledge that they

understand and accept the terms of this Agreement and enter into it voluntarily.

- 18) In the event that Employee has any personal belongings in the City's Police Department, he should schedule a time the Law Director's Office to retrieve his items.
- 19) The parties agree and acknowledge that this Agreement contains and comprises the entire agreement and understanding between the parties, that no other representation, promise, covenant or agreement of any kind whatsoever has been made to cause any party to execute this agreement, and that all agreements and understanding between the parties are embodied and expressed herein. The parties also agree that the terms of this Agreement shall not be amended or changed except in writing and signed by both parties or a duly authorized agent.

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be duly executed.

Employee

Date

Employer

Date