



STAFF REPORT

DATE: January 4, 2022

TO: Jose Segarra, Mayor

FROM: Eva Bark, Executive Director of Human Resources

SUBJECT: Annual Evaluation and Pay Increase of City Manager

BACKGROUND AND FINDINGS:

James "Kent" Cagle, City Manager was hired for this position on December 3, 2019. Pursuant to the City Manager's contract, the Council shall review the City Manager's job performance at least once annually and any pay increase shall be approved by resolution. The Mayor and the City Council conducted the City Manager's annual evaluation on December 14, 2021.

After the evaluation, City Council reached a consensus to increase Mr. Cagle's base salary by three and a half percent (3.5%), effective December 3, 2021, Mr. Cagle's anniversary date. A three and a half percent (3.5%) increase will bring the total annual base salary to \$223,871. All other items in the City Manager's contract remain the same.

THE ALTERNATIVES CONSIDERED:

Council can choose to approve a three and a half percent (3.5%) salary increase, effective December 3, 2021 or can choose not to approve a three and a half percent (3.5%) salary increase, effective December 3, 2021.

Which alternative is recommended? Why?

Staff recommends that the Council approve a three and a half percent (3.5%) salary increase, effective December 3, 2021 for the City Manager, Kent Cagle, based on the majority consensus reached on December 14, 2021.

CONFORMITY TO CITY POLICY:

Article III. - The Council, Section 28 of the City Charter authorizes the City Council to appoint a City Manager.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

The City Manager's current annual salary is \$216,300. A three and a half percent (3.5%) increase will bring the total annual salary to \$223,871. The additional annual cost of salary and benefits associated with the three and a half percent (3.5%) increase is \$9,298.

Is this a one-time or recurring expenditure?

This is a recurring expenditure.

Is this expenditure budgeted?

Yes, funds are available in the General Fund City Manager's Office accounts 010-0200-413.40-05 through 010-0200-413.40-89.

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

Yes

RECOMMENDATION:

Staff recommends that the Council approve a three and a half percent (3.5%) salary increase, effective December 3, 2021 for City Manager, James "Kent" Cagle based on the majority consensus reached on December 14, 2021.

DEPARTMENTAL CLEARANCES:

Finance
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

Evaluation
Addendum #2