



City of Killeen

Legislation Details (With Text)

File #: RS-23-201 **Version:** 1 **Name:** Annual Appraisal for City Manager
Type: Resolution **Status:** Passed
File created: 10/4/2023 **In control:** City Council
On agenda: 12/12/2023 **Final action:** 12/12/2023
Title: Consider a memorandum/resolution confirming the City Manager's annual evaluation and pay increase.
Sponsors: Human Resources Department
Indexes:
Code sections:
Attachments: 1. Annual Review

Date	Ver.	Action By	Action	Result
12/12/2023	1	City Council	Approved	Pass

Consider a memorandum/resolution confirming the City Manager's annual evaluation and pay increase.

DATE: **December 5, 2023**
TO: **Debbie Nash-King, 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 5, 2023.

After the evaluation, City Council reached a consensus to increase Mr. Cagle's base salary to \$270,000 effective December 3, 2023, Mr. Cagle's anniversary date. A six percent (6%) COLA increase and a two percent (2%) merit base increase of \$5,000, will bring the total annual base salary to \$270,000. All other items in the City Manager's contract remain the same.

THE ALTERNATIVES CONSIDERED:

City Council can choose to approve a six percent (6%) COLA increase and a two percent (2%) merit base increase, effective December 3, 2023, or can choose not to approve a six percent (6%) COLA increase and a two percent (2%) merit base increase, effective December 3, 2023.

Which alternative is recommended? Why?

Staff recommends that the City Council approve a six percent (6%) COLA increase and a two percent (2%) merit base increase, effective December 3, 2023, for the City Manager, Kent Cagle, based on the majority consensus reached at the City Council workshop held on December 5, 2023.

CONFORMITY TO CITY POLICY:

Article III. - The Council, Section 28 of the City Charter authorizes the City Council to set the salary for the 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 \$250,000. A six percent (6%) COLA increase will bring salary to \$265,000 and an additional two percent (2%) merit base increase (\$5,000) will bring the total annual salary to \$270,000. The additional annual cost of salary and benefits associated with the six percent (6%) COLA and a two percent (2%) merit base increase is \$24,476.

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 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 City Council approve a six percent (6%) COLA increase and a two percent (2%) merit base increase, effective December 3, 2023 for City Manager, James “Kent” Cagle based on the majority consensus reached at the City Council workshop held on December 5, 2023.

DEPARTMENTAL CLEARANCES:

Finance
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

Annual Review