

Memorandum

REPORT TO: City Commission

FROM: Cassandra Tozer, Human Resources Director

SUBJECT: Authorize the Mayor to Sign Interim Appointment Agreement with Chuck Winn to Serve as Interim City Manager

MEETING DATE: April 23, 2024

AGENDA ITEM TYPE: Administration

RECOMMENDATION: Authorize the Mayor to sign Interim Appointment Agreement with Chuck Winn to serve as Interim City Manager, effective April 24, 2024.

STRATEGIC PLAN: 7.2 Employee Excellence: Recruit, retain and value a diverse, well-trained, qualified and motivated team capable of delivering superior performance. Be accountable and expect accountability from others. Make demonstrated use of good judgement a part of the evaluation process for promotions.

BACKGROUND: The City of Bozeman's City Manager position is currently vacant. Chuck Winn, Assistant City Manager, was appointed as Acting City Manager, effective February 6, 2024 following the departure of the former City Manager. Mr. Winn has agreed to serve as the Interim City Manager until such time the City Commission appoints a permanent City Manager. If the Commission desires, the Interim Appointment Agreement would become effective April 24, 2024. The Agreement reflects a total compensation package similar to what was provided to the former City Manager.

UNRESOLVED ISSUES: None identified.

ALTERNATIVES: As determined by the Commission.

FISCAL EFFECTS: The City will compensate Mr. Winn in accordance with the terms and conditions specified in the attached agreement, the cost of which has been included in the FY24 budget.

Attachments:

[Chuck Winn Interim Appointment Agreement Final 4 16 24.pdf](#)

Report compiled on: April 16, 2024