

Memorandum

REPORT TO: City Commission

FROM: Cassandra Tozer, Human Resources Director

SUBJECT: Approve Merit Increase to Base Salary for City Manager Chuck Winn

MEETING DATE: January 6, 2026

AGENDA ITEM TYPE: Administration

RECOMMENDATION: Approve a three percent (3.0%) merit increase to City Manager Chuck Winn's base salary, effective December 28, 2025, in accordance with the current Employment Agreement between the City of Bozeman and Chuck Winn.

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: Article VI., Compensation, in the Employment Agreement between the City of Bozeman and Chuck Winn allows for the City Commission to make merit-based adjustments to the City Manager's base salary. Any merit-based adjustments must be approved by a vote of the City Commission. Based on the City Commission's performance evaluation of Mr. Winn in December 2025, the City Commission is voting to provide a three percent (3.0%) merit increase to his base salary, effective December 28, 2025.

UNRESOLVED ISSUES: None.

ALTERNATIVES: As suggested by Commission.

FISCAL EFFECTS: To be absorbed within FY26 budget.

Report compiled on: December 30, 2025