

## MEMORANDUM

TO: Mayor and City Council

FROM: Jeffrey D. Gowing, Mayor

SUBJECT: AMENDMENT TO CITY MANAGER EMPLOYMENT AGREEMENT

DATE: November 9, 2022

### Background

On October 24, 2022, the City Council held an executive session pursuant to ORS 192.660(2)(i) to review and evaluate the employment-related performance of the City Manager.

The City Council evaluated the City Manager with the majority of Council giving an overall evaluation of "Excellent/Good".

Based on the evaluation I recommend that the City Manager receive a 4.9% COLA which is equivalent to the COLA given to non-represented City of Cottage Grove employees. Attached is an Amendment to the Employment Agreement between the City of Cottage Grove and Richard L. Meyers reflecting a 4.9% COLA effective July 1, 2022 amending his base yearly salary to \$151,894.36.

### Recommendation

That the City Council approve the Amendment to the Employment Agreement between the City of Cottage Grove and Richard L. Meyers, effective date of July 1<sup>st</sup>, 2022 with a 4.9 % COLA, amending his base salary to \$151,894.36 and authorize the Mayor to sign the Amendment to the Employment Agreement between the City of Cottage Grove and Richard L. Meyers.

  
Jeffrey D. Gowing, Mayor

**Amendment to the Employment Agreement between  
the City of Cottage Grove and Richard L. Meyers**

THIS AMENDMENT is made and entered into this 14<sup>th</sup> day of November, 2022, by and between the City of Cottage Grove, Lane County, Oregon ("City") and Richard L. Meyers ("Employee").

WITNESSETH:

WHEREAS, City and Employee have an employment agreement dated February 8, 1999, which was amended February 15, 2005, November 8, 2010, December 10, 2012, November 9, 2015, December 12, 2016, November 27, 2017, November 28, 2018, October 28, 2019, November 9, 2020 and October 25, 2021 (collectively, "Employment Agreement"); and

WHEREAS, it is the desire of the City Council to amend Employee's compensation; and

WHEREAS, Employee accepts the amendments proposed to the Employment Agreement.

NOW, THEREFORE the parties agree as follows:

1. Effective July 1, 2022, Employee's annual salary will be increased by a 4.9% cost of living adjustment, resulting in a new annual salary of \$151,894.36.
2. As a result of the changes made to Employee's salary by Section 1 of this Amendment, Section 5.A of Employee's Employment Agreement is hereby amended as follows:

**Section 5. Salary**

A. For Employee's services rendered pursuant hereto, City agrees to pay Employee an annual base salary of \$151,894.36, payable in installments at the same time as other management employees of the City are paid.

IN WITNESS WHEREOF, the City of Cottage Grove has caused this Agreement to be signed and executed on its behalf by its Mayor, and duly attested by its City Recorder, and Employee has signed and executed this Agreement, both in duplicates, this 14<sup>th</sup> day of November, 2022.

\_\_\_\_\_  
Richard Meyers, City Manager

\_\_\_\_\_  
Jeffrey D. Gowing, Mayor

ATTEST:

\_\_\_\_\_  
Mindy Roberts, City Recorder

## Salary History

October 2021

<b>Date</b>	<b>COLA/Merit</b>	<b>Salary Change</b>
November 8, 2021	4% COLA	11603 to 12067
November 9, 2020	2% COLA*	11375 to 11603
October 28, 2019	5% COLA to \$136,500*	10833 to 11375
November 26, 2018	adjusted to \$130,000/yr*	10366 to 10833
November 27, 2017	2.3% COLA	10133 to 10366
December 12, 2016	2% COLA 2% Ins. Change*	9739 to 10133
November 9, 2015	0/0	no change 9739
October 28, 2014	1.5% COLA**	9595 to 9739
November 25, 2013	1.7% COLA**	9435 to 9595
December 2012	2% COLA 3% Merit**	8986 to 9435
October 2011	2.5% COLA*	8767 to 8986
October 2010	0/0	no change 8767
November 2009	0/0	no change 8767
December 3, 2008	3.4% COLA 0.6% Merit*	8430 to 8767
November 20, 2007	2.7% COLA 5% Merit*	7827 to 8430
October 30, 2006	3.7% COLA 3.3% Merit*	7315 to 7827
November 14, 2005	3.1% COLA 1.4% Merit*	7000 to 7315
January 25, 2005 (for 2004)	\$551.00/Month*	6449 to 7000
October 26, 2003	3% COLA*	6261 to 6449
October 23, 2002	2.7% COLA 1.3% Merit*	6020 to 6261
October 29, 2001	3.2% COLA 1.8% Merit*	5733 to 6020
October 24, 2000	6%*	5408 to 5733
November 4, 1999	3%*	5250 to 5408
November 17, 1998	5%*	5000 to 5250
October 6, 1997	Hired at \$5,000/month	

### Current Allowances

**Car Allowance** \$500.00 (changed from \$175 to \$200 – 2/8/99; changed from \$200 to \$300 – 10/26/03; changed from \$300 to \$400 – 10/30/06; changed from \$400 to \$500 -12/10/12)

**Cell Phone Allowance** \$100 (added to contract 2/14/05 at \$45; changed from \$45 to \$100 12/10/12)

**Deferred Comp.** 5% (1% - July 1, 2016; Additional 4% - July 1, 2019)

**PERS State Employee Pension Stability stipend (SEPSS)** 2.5% of salary (11/9/20 for 7/1/20.)

All other benefits same as Department Heads/Non-represented employees.

### 2022-23 Fiscal Year Salary Adjustments (effective July 1, 2022)

Department Heads/Non-represented employees received 4.9 % COLA (+SEPSS 2.5% - since 7/1/20)

Police Unit employees received 4% COLA + 3% market adjustment

Public Works employees received 4.9% COLA + Inflation Adjustment 1.6%

General Unit employees received 4.9% COLA + Different market adjustments for ranges (2%, 4%, 5%)

\*Salary changes were retro to July 1 of year

\*\*Salary changes were retro to October 6<sup>th</sup> of year