



Agenda Item

File #: 24-1465

Requested Agenda Date:

3/12/2024

Requested Agenda Title:

Consideration of a \$3000 Bonus Award to the Council Exempt Secretary for Performing Additional Responsibilities.

Requested Agenda Item Description: Catalina Davison has been covering the work for her own position and for Lauren Duke while Lauren was on leave. Catalina's hourly rate is just over \$24. The minimum salary rate for Lauren's job, with the 4% pay increase for 2024 is \$37+ per hour. Discounting the hourly difference from \$13 to \$10 per hour is \$80 in added daily pay between Jan and March 12.

Catalina has stepped up to the extra work with enthusiasm and expertise. She has presented about and taught staff about Granicus. She has been running the meeting Webinars, and learned the ins and outs of setting up the Council Agendas. Therefore, it is recommended Catalina receive a bonus of \$3000.

Requested Action: Consent

Presenter(s) (with titles): Council Chair Laurie Stringham

Time Needed: Less than 5 MINS

Is this Item Time-Sensitive and/or Requesting a Time-Certain? No

Requesting Staff Member: Abby Evans, Senior Policy Advisor

Are Supporting Documents Needed for this Agenda Item Request? No