



I. 5.

Palmer City Council Meeting

Meeting Date: 06/11/2024
Submitted For: Shelly Acteson, City Clerk
Department: Administration
Agenda Category: Action Memorandum
Legislation Number: AM ~~24-033~~ 24-032

Approved

Subject 24-032

Action Memorandum No. ~~24-033~~: Appointing current City of Palmer Finance Director Gina Davis as Interim City Manager and Authorizing Compensation

Summary Statement/Background

The current city manager's last day of employment with the City of Palmer is June 17, 2024.

To ensure continuity in city manager authority and responsibilities, it is recommended that the city council appoint an interim city manager effective immediately until a permanent city manager assumes duties in the future.

24-032

Action Memorandum ~~24-033~~ offers the position of Interim Manager to the current City of Palmer Finance Director Gina Davis, with a 15% increase in compensation.

Code Reference:

PMC 4.10.070 (B):

Acting City Manager or Acting City Clerk. The acting city manager or acting city clerk shall receive the following compensation:

1. Beginning on the fifteenth calendar day the employee shall receive a 10 percent increase of the acting employee's regular rate of pay while in acting status; or
2. As directed by the council. (Ord. 15-002 § 3, 2015; Ord. 12-001 § 3, 2013)

Administration's Recommendation:

To offer the position of Interim Manager to current Finance Director Gina Davis with a 15% increase effective immediately or on Manager Moosey's last day with the city.

Fiscal Impact

Total Amount of funds listed in this legislation: \$4,500

Legislation creates expenditure in the amount of: \$4,500

Budgeted Y/N?: Yes

Line Item(s): 01-01-05-6011; 01-01-05-6012