

2G. Consideration of approving premium pay program as an ongoing program for part-time Monticello Community Center employees

Prepared by: Human Resources Manager	Meeting Date: 4/24/2023	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item
Reviewed by: Parks and Recreation Director	Approved by: City Administrator	

ACTION REQUESTED

Motion to approve the premium pay program as an ongoing program for part-time Monticello Community Center employees.

REFERENCE AND BACKGROUND

In October 2022, City Council approved a 6-month pilot program awarding premium pay to part-time community center employees who worked a specific number of hours per pay period (excluding membership specialist and aquatics supervisor positions). The purpose of the program was to incentivize employees to work additional hours, helping to maintain sufficient staffing levels at the community center. Similar to Hi-Way Liquors’ premium program, the community center’s program pays part-time employees a \$1-\$3/hr. premium for working 20+ hours per pay period.

Staff recently solicited feedback from community center management and based on positive review of the program, staff recommends implementing premium pay as an ongoing program.

- I. **Budget Impact:** The 2023 budget sufficiently covers funding the program through the remainder of the year.
- II. **Staff Workload Impact:** The program requires a minimal amount of additional staff time reviewing and approving part-time hours prior to submitting timesheets to payroll for processing.
- III. **Comprehensive Plan Impact:** N/A

STAFF RECOMMENDED ACTION

Staff recommends approving the premium pay program on an ongoing basis for part-time Monticello Community Center employees.

SUPPORTING DATA

None