

June 15, 2022

PUEBLO CITY-COUNTY LIBRARY DISTRICT (PCCLD)

EMPLOYEE RETENTION PAYMENTS

It is proposed to pay library employees two retention incentive bonuses in 2022. The first bonus will be paid to each worker employed with PCCLD effective June 30, 2022, and the second bonus will be paid to each worker employed with PCCLD effective September 30, 2022.

For all regular employees, the individual bonus payments will equal two percent of the employee's annual salary. For library substitute employees, the individual bonus payments will equal \$200 for those who have worked more than 100 hours year-to-date and \$100 for those who have worked 20-100 hours year-to-date. All payments will be subject to applicable payroll tax withholdings.

The cost of implementing this proposal in 2022 is expected to be approximately \$175,000 and can be afforded with estimated job vacancy savings.

Furthermore, PCCLD will set aside another amount for employee retention payments in FY2023 equal to two percent of annual salary for regular PCCLD employees effective January 1, 2023, and conduct an employee salary market study in the first quarter of 2023 with an additional allocation included in the FY2023 budget to begin implementing results of the salary market study.