



PERSONNEL ACTION NOTICE – To be completed by Hiring Manager

Employee Name: Dunaway, Megan (As on Social Security Card)
Last First MI

Address: _____
Street City State Zip

Phone _____ Alt Phone (____) _____ DOB _____

Sex: M F Social Security: _____ - _____ - _____

- New Hire Full-Time Part-Time Contract Auxiliary Rate: \$ _____ Hourly Salary
- Re-Hire Full-Time Part-Time Contract Temporary Rate: \$ _____ Hourly Salary
- Replacement Full-Time Part-Time Contract Temporary Rate: \$ _____ Hourly Salary

Start/Effective Date: _____ Job Title: _____

Reporting Supervisor: _____ Department: _____

City Property Issued: Key ID# _____ City Cell Phone # _____

Status Change From: _____ To: _____

Job Title Change: _____

Department: _____

Termination Eligible for Rehire: Yes No Termination Date: _____

Performance Review Review Date: 12-10-2025 Next Review Date: 2026

Effective Date: 1-1-2026 ✓

Compensation: From \$ 22.00 Hourly Salary

Compensation: To \$ 24.04 ✓ Hourly Salary

Comments: Annual 3% plus adjustment for added responsibility based on new organizational chart.

Supervisor Signature: _____

Date: _____

Mayor Signature: Angela Russell

Date: 12-10-2025 ✓

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PERSONNEL ACTION NOTICE – To be completed by Hiring Manager

Employee Name: Sallings Juliana MK (As on Social Security Card)
Last First MI

Address: _____
Street City State Zip

Phone _____ Phone (____) _____ DOB _____

Social Security: _____

- New Hire Full-Time Part-Time Contract Auxiliary Rate: \$ _____ Hourly Salary
- Re-Hire Full-Time Part-Time Contract Temporary Rate: \$ _____ Hourly Salary
- Replacement Full-Time Part-Time Contract Temporary Rate: \$ _____ Hourly Salary

Start/Effective Date: _____ Job Title: _____

Reporting Supervisor: _____ Department: _____

City Property Issued: Key ID# _____ City Cell Phone # _____

Status Change

From: _____ To: _____

Job Title Change: Museum Assistant Registrar

Department: _____

Termination Eligible for Rehire: Yes No Termination Date: _____

Performance Review Review Date: 11/20/25 Next Review Date: _____

Effective Date: 1/1/26

Compensation: From \$ 15.25 Hourly Salary

Compensation: To \$ 18.00 Hourly Salary

Comments: _____

Supervisor Signature: _____

Date: _____

Mayor Signature: Angela Russell

Date: 12-10-2025

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