



**INTEROFFICE MEMORANDUM
EMPLOYEE RECOGNITION FOR OUTSTANDING JOB PERFORMANCE**

DATE: July 29, 2026
TO: Odis Jones, City Manager
THROUGH: Peer Chacko, Acting Current Planning Manager
FROM: Emily Stadnicki, Planning and Development Director
SUBJECT: Employee Recognition for Outstanding Job Performance - **Gabriela Silva**

BACKGROUND

Gabriela Silva joined the City in 2013 and was promoted to Associate Planner in 2017. Gabriela manages multiple high-profile development projects, including Culver Commons and the Wende. She has also worked hard to facilitate housing by leading initiatives like Objective Design Standards and the City's Density Bonus program. Gabriela collaborates closely with IT and spends countless hours helping to perfect our digital permitting system. She was instrumental in the Comprehensive Zoning Code Update and knows the Code better than anyone. The combination of Gabriela's institutional knowledge and her willingness to think outside the box have benefited the department tremendously.

AUTHORITY

According to Civil Service Rule 15.2 and 15.3, employees exemplifying outstanding job performance criteria may be recognized for their performance through the Outstanding Job Performance Recognition program. The program allows for single awards or a combination of any of the outlined recognition awards.

RECOMMENDATION TO APPROVE

That the City Manager approve the Outstanding Job Performance Recognition award pursuant to Civil Service Rule 15.4 for Gabriela Silva, to receive an award of two (2) working days off with pay and a cash award of \$1000.00.

Approved By

Odis Jones

Odis Jones, City Manager

07/21/2026

Date