



Agenda Memorandum

Agenda Item – {{section.number}}.D.

City Council Meeting
May 8, 2023



Strategic Priority 1: Preparedness and Resilience

Build a system of intentional support for residents, businesses and the environment that mitigates risks and proactively seeks out ways to ensure the community not only endures, but thrives.

Subject: Presentation of Employee Service Awards

Prepared By: Tamara Nooning, Human Resources Executive Assistant
Davy Godfrey, Human Resources Director

Recommended City Council Action:

Present service pins and certificates of appreciation to employees celebrating 20 or more years of service with the City and in five-year increments thereafter.

Summary Statement:

- City service pins and certificates of appreciation will be presented in keeping with the City's policy of recognition for employees who complete increments of five years of employment with the City and City Council recognition of employees with 20 years or more of service.
- In the third group of 2023, employees with 20, 25 and 30 years of service will be celebrated.
 - Presentation of 20-year certificates and pins – Councillor Nurmela
 - Presentation of 25-year certificates, pins, and bonus checks - Mayor McNally
 - Presentation of 30-year certificates and pins – Councillor DeMott

Fiscal Impact:

\$15,000

Source of Funds:

\$2500 - General Fund – Fire Department – Emergency Medical Services
\$2500 - General Fund – General Service Department
\$2500 - General Fund – Human Resources Department - Wellness
\$2500 - General Fund – Parks, Recreation & Libraries Department
\$2500 - General Fund – Police Department – Patrol Services
\$2500 – General Fund – Police Department – Specialized Services

Policy Issue(s):

None identified

Alternative(s):

None identified

Background Information:

The following 20-year employees will be presented with a certificate and service pin:

- Andy Jans, Golf Worker II – Parks, Recreation & Libraries Department
- Zach White, Public Safety Telecommunications II – Police Department

The following 25-year employees will be presented with a certificate, service pin, and bonus check:

- David Craig, Facilities Maintenance Technician II – General Services Department
- Andrew Flynn, Crewleader – Parks, Recreation & Libraries Department
- Chris Hempelmann, Senior Police Officer – Police Department
- Rhoda Kyle, Support Services Administrator – Police Department
- Nicki Leo, Employee Wellness Coordinator – Human Resources Department
- Tina Takahashi, Fire Lieutenant / EMS Field Coordinator – Fire Department

The following 30-year employees will be presented with a certificate and service pin:

- Dee Martin, Executive Talent Developer – Human Resources Department
- Jean Ward, Applications Specialist – Parks, Recreation & Libraries Department

On May 11, 2023, the City Manager will host an employee awards luncheon. During this time, three employees will receive their 15-year service pins, three employees will receive their 10-year service pins, and ten employees will receive their five-year service pins. Recognition will also be given to those celebrating their 20th, 25th and 30th anniversaries. This is the third luncheon in 2023 to recognize and honor City employees for their service to the public. The aggregate City service represented among this group of employees for the third luncheon in 2023 is 375 years of City service.

The City can certainly be proud of the tenure of each of these individuals and of their continued dedication to City employment in serving the Westminster community.

The recognition of employees' years of service addresses the City's Strategic Priority for Preparedness and Resilience building a system of intentional support for residents, businesses, and the environment that mitigates risks and proactively seeks out ways to ensure the community not only endures but thrives. Recognition efforts have long been recognized as an important management practice in organizations striving to develop loyalty, ownership, and effectiveness in their most valuable resource, their employees.

Respectfully Submitted,

Mark A Freitag

Mark A. Freitag
City Manager