



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: Jennifer Harrell

MEETING DATE: April 12, 2023

AGENDA SECTION: CONSENT

DEPARTMENT: Human Resources

TITLE OF ITEM: Amending and combining the Service Recognition Guidelines and Active Employee Service Awards – *Jennifer Harrell, HR Director*

SUGGESTED MOTION(S):

I move City Council adopt the revision of the City of Hendersonville's Service Recognition Guidelines as presented.

SUMMARY:

Staff is amending and combining the active employee service awards with the service recognition guidelines for an elected official, employee or volunteer upon retirement, resignation or end of term. Staff also wants to ensure it is understood the time frame is prior to retirement, resignation or end of term when certain elected officials, employees or volunteers receive gifts of appreciation. Service awards for employees working 35 years, 40 years and 45 + years have been added to the active employee service awards. Note: the service awards are in addition to applicable employee longevity defined in the City of Hendersonville Personnel Policy Article III. Section 17.

BUDGET IMPACT: \$0.00

Is this expenditure approved in the current fiscal year budget?

If no, describe how it will be funded.

ATTACHMENTS: City of Hendersonville Service Recognition Guidelines.