



## MEMORANDUM

---

Date: September 12, 2024

To: Honorable Mayor and Commissioners

Via: Todd Stoughton  
Interim City Manager

From: Bridget J. Flores  
Director of Human Resources

Subject: **24-6207 - September 2024 Employee Service Awards**

---

### **Introduction**

City Manager and Department Head recognition of employees' years of service at monthly City Commission meetings.

### **Background**

Studies show that organizations providing special recognition of service anniversaries experience increase employee morale, engagement, productivity, and commitment. In recognition of dedicated service, full time employees receive awards for their years of service beginning in their fifth year of employment and at each 5-year interval.

Each month Human Resources will provide a list of recipients celebrating milestones and send an invitation to the employee and department head to attend the Commission meeting. Presentations will be made to employees during the morning session of the City Commission meeting. In June 2023, the City Manager tasked the Human Resource Director to update the current Service Award Program.

### **Procurement**

Employee Service Awards funding is secured in Human Resources funding (0011302 5134800).

**Recommendation**

The City Manager's Office recommends approval of the following City Employees Service Award:

**5 Years of Service**

Terrance Smith	Community Services
Michael Ashe	Community Services

**10 Years of Service**

Miriam Cleare	Finance
Sergeant Cynthia Williams	Key West Police Department

**20 Years of Service**

Scott J. Standerwick	Key West Police Department
----------------------	----------------------------

**25 Years of Service**

Captain Jason Means	Key West Fire Department
Megan Wilcox	Key West Police Department
Sergeant Fred Sims	Key West Police Department