MEMORANDUM

Date: February 11, 2026

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Bridget J. Flores
Director of Human Resources

Subject: **26-5005 – February 2026 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. The City Service Award program is maintained by the Human Resources Director; service awards include a certificate and incentive award.

Procurement

Procurement for FY26 was secured with the Human Resources Funding (0011302 5134800) for projected milestone anniversary employees.

FY 2026 City of Key West Service Awards

Years	FY26 Planned	Award Price	Presentation Piece	Estimated Cost
5	27	$55.00	Brochure w Leatherette Cert	$1,485.00
10	14	$87.00	Small Box	$1,218.00
15	10	$110.00	Small Box	$1,100.00
20	16	$144.00	Large Box	$2,304.00
25	6	$183.00	Large Box	$1,098.00
30	2	$227.00	Large Box	$454.00
40	1	$227.00	Large Box	$227.00
				$7,886.00

Recommendation

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

5 Years Service
Valerie Moore — Community Services- Cemetery

10 Years Services
Alison Tejeda — City Manager's Officer

15 Years Service
Peter Diaz — Community Services - FMT

20 Years Service
Sgt. Nicholas Revoredo — Key West Police Department