

# MAYOR & COUNCIL AGENDA COVER SHEET

**MEETING DATE:**

November 16, 2009

**CALL TO PODIUM:**

Nancy Patino  
Alex Wright

**RESPONSIBLE STAFF:**

Employee Recognition  
Committee

**AGENDA ITEM:**

(please check one)

	Presentation
<b>X</b>	Proclamation/Certificate
	Appointment
	Public Hearing
	Historic District
	Consent Item
	Ordinance
	Resolution
	Policy Discussion
	Work Session Discussion Item
	Other:

**PUBLIC HEARING HISTORY:**

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

<b>TITLE:</b>
2009 Third Quarter Employee Recognition Awards

<b>SUPPORTING BACKGROUND:</b>
Third Quarter Employee Recognition Awards
Congratulations to the winners of the Employee Recognition Award for the Third Quarter of 2009, July 1, 2009 – September 30, 2009. Award winners are nominated by their peers and final selections are made by the Employee Recognition Committee which is comprised of employees from each City Department.
The winners are:
<u>Employee of the Quarter</u> --
<b>Nancy Patino (Receptionist, Police)</b> was nominated for a quarterly award for her exceptional performance as a Receptionist for the City of Gaithersburg's Police Department.
Nancy was recently hired and began her employment during a stressful period of transition, in which the department had no full time staff working the front desk positions. Despite the often disorganized atmosphere she encountered in her first days of employment, Nancy always had a positive attitude, a smile on her face and consistently displayed a courteous and professional demeanor to citizens and coworkers. Nancy showed a genuine interest in learning the details of her new position by asking questions and seeking clarification on concepts and procedures used internally, in effort to quickly become and integral component of the Police Department team. She is essential to the operations of the front desk area and a stabilizing influence in the often hectic atmosphere of a police department.
Nancy consistently goes above and beyond what is expected of her. Her exceptional dedication, conscientiousness and dependability are a credit to herself and the City of Gaithersburg Police Department.
continued.....

<b>DESIRED OUTCOME:</b>
Make presentation.

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## SUPPORTING BACKGROUND CONT'D

Employee of the Quarter --

**Alex Wright (Maintenance Worker II, Park Maintenance/Public Works)** was nominated for a quarterly award for his exceptional performance maintaining the City of Gaithersburg's Athletic Fields.

Alex Wright has been a full time employee with the Parks Maintenance Division since January 2007. He was transferred to the Athletic Field Maintenance team last year and is doing an excellent job.

The Athletic Field Maintenance Team prepares the fields used for sports programs every day. Some of their responsibilities include dragging the skinned areas for safety, lining and boxing for the baseball fields and making sure foul lines, soccer fields and football field lines are painted. They are required to check the fields each day for safety hazards and, when they have the time, they perform various maintenance tasks to keep the athletic fields up to standards. This can include weeding the infield areas, since weeds can make the baseballs turn in dangerous directions injuring players, painting benches and buildings, re-tying fencing, checking the grass fields for golf balls and other objects that can injure players.

Alex has consistently performed above and beyond expectations. He not only performs all of the tasks that he has been assigned to do but he is always showing initiative and looking for other tasks to do whether it is a repair or tackling a safety issue. He has a lot of pride in his work and it shows in the quality of the finished product. His speed and efficiency has meant that the Athletic Field Maintenance Team of two has the time to pay greater attention to details with each one of the baseball fields. His positive attitude, his willingness to do what is asked of him and his drive to find the fast and efficient way to accomplish assigned tasks is what makes Alex so deserving of this recognition.