

RESOLUTION NO. 2009-21

A RESOLUTION AMENDING ARTICLE R OF THE UNIFORM PERSONNEL POLICIES AND GUIDELINES FOR THE CITY OF BASEHOR PERTAINING TO THE EMPLOYEE RECOGNITION POLICY

WHEREAS, based on recommendation by City Staff, it is the desire of the Governing Body to amend the Employee Recognition Policy contained within the Uniform Personnel Policies and Guidelines for the City of Basehor.

THEREFORE, BE IT RESOLVED THAT the Governing Body of the city of Basehor adopts the following amended Article R of the Uniform Personnel Policies and Guidelines for the City of Basehor:

ARTICLE R. EMPLOYEE RECOGNITION POLICY

R-1. Employee Recognition Policy. In an effort to recognize employees for their dedicated service and longevity to the City of Basehor, a recognition program has been established by the City Council as listed below. Service Awards listed below shall remain in effect until such time that the City Council deems necessary to amend.

On an annual basis, the City Clerk or designee, shall review employees' years of service and submit to the city administrator a list of eligible employees. It shall be at the discretion of the city administrator as to the form of service awards to be distributed annually. The City Clerk or designee shall purchase or prepare the designated service award and have it available for distribution prior to December 15th of each year.

| <u>Years of Service</u> | <u>Service Award</u> |
|-------------------------|----------------------|
| 1 | Certificate |
| 5 | \$ 50 |
| 10 | \$100 |
| 15 | \$150 |
| 20 | \$200 |
| 25 | \$250 |
| 30 | \$300 |
| 35 | \$350 |
| 40 | \$400 |

It is understood by the employee, that this is a taxable gift in accordance with IRS Fringe Benefit Schedule 15 and will be liable for any and all withholding taxes.

Passed by the Governing Body of the City of Basehor, Kansas this 16 day of November, 2009.



Mayor Terry Hill

ATTEST:


Mary A. Mogle, City Clerk

APPROVED AS TO FORM:


Patrick G. Reavey, City Attorney

