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Memorandum

To: Mayor Danielowski
City Council Members
Clay Wilfahrt, City Administrator

From: Ms. Deb Boelter, Accounting/Deputy City Clerk

Date: December 14, 2016

Re: Employee Recognitions

Beginning in the year 2011, the City Council started recognizing the *Years of Service* for individual City employees. The recognitions were given for employees who worked for the City of Big Lake for ten (10) years and for any milestone years after that.

With recent updates to the City's Personnel Policy, future recognitions will be for the following milestone years:

- Five (5) years,
- Ten (10) years,
- Fifteen (15) years,
- Twenty (20) years,
- Twenty-five (25) years,
- Thirty (30) years, and any future milestone *Years of Service* after thirty (30) years.

The following employees reached milestone *Years of Service* in the months of August through December 2016, and will be recognized at the December 14, 2016 Regular City Council meeting:

- ✓ **Jan B. Muehlbauer** (August 15, 1986) – **30 years**
  Big Lake Municipal Liquor Store Manager

- ✓ **Cathleen T. Lindberg** (September 19, 2001) – **15 years**
  Public Works Department Employee

- ✓ **Phillip Kollar** (October 2, 2006) – **10 years**
  Public Works Department Employee

- ✓ **William G. Miller** (December 12, 2006) – **10 years**
  Big Lake Municipal Liquor Store Employee

- ✓ **Jeffrey T. Halligan** (November 30, 2011) – **5 years**
  Big Lake Municipal Liquor Store Employee

Recognized employees will receive a framed certificate from the Mayor and City Council at the beginning of the meeting.