

HEBER PUBLIC UTILITY DISTRICT REPORT TO BOARD OF DIRECTORS

DATE ISSUED: November 19, 2015
FROM: Laura Fischer, General Manager
SUBJECT: Authorize an Employee Appreciation Event

ISSUE:

Shall the Board of Directors authorize the employee appreciation event?

GENERAL MANAGER'S RECOMMENDATION:

It is recommended that the Board of Directors authorize an employee appreciation event.

FISCAL IMPACT:

It will cost approximately \$1,500 to hold an employee appreciation event. This is included in your FY 2015-16 budget.

BACKGROUND:

In the past the Board has desired to recognize the employees and showing some sign of appreciation. We have held a dinner at a restaurant, but only the office employees attended, we held a BBQ at the water treatment plant after work on a Friday night, but only the office employees and three field employees attended.

Last year we hosted a lunch during the employee's regularly schedule work day. The luncheon was held at the HPUD Board Room and was well received as every employee who was working that day attended.

DISCUSSION:

The HPUD Supervisor stated that the majority of the employees would like to have a party during the lunch hour. It was suggested that we have the party at the Heber Community Center from 1pm to 3pm. Staff further suggests that the party be on a Thursday; either December 10th or the 17th. These dates allow our current Board members to be present before the new members take office.

CONCLUSION:

It is appropriate that the Board express appreciation and recognition for our employees. Staff suggests raffle prizes or some form of recognition be included in the event as well as a catered meal. Staff suggests lunch on a Thursday afternoon between 1pm to 3pm.

ALTERNATIVES:

- 1) Lunch during work hours, but held at a restaurant.
- 2) Dinner at a restaurant.
- 3) Catered lunch or dinner at HPUD Board Room

Respectfully Submitted,

Laura Fischer,
General Manager