



**TOWN OF DEWEY-HUMBOLDT
TO BE DETERMINED**

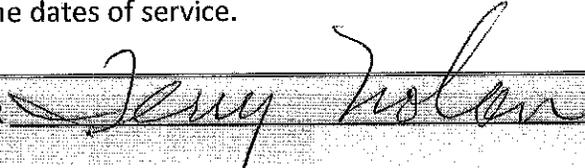
PG N^o TC16-01

**All Public Bodies : Town Council, Board,
Commission, and Committees**

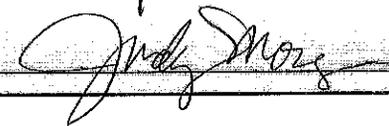
Effective Date: May 17, 2016

Subject: *service recognition*

1. **Purpose and Scope:** The Town Council intends to recognize the contributions made by the council members and board/commission/committees and confer awards for extended period of services. The award will be of minimum cash value, yet represent an invaluable appreciation by the Town. This policy provides for the circumstances under which certain awards may be conferred to an individual.
2. **Service awards types:**
 - 2.1 Award formats: A framed certificate or plaque or a memento of minimal cash value.
 - 2.2 Council Member Recognition. Council may choose to recognize a council member's tenure and present an award to the Councilmember at the end of his or her term of office and/or when he/she leaves the office for other reasons. If being recognized, the council member's length of service will be denoted in the award.
 - 2.3 Board, Commission, Committee Member Recognition. Council may choose to recognize a Board, Commission, or Committee member for his/her service when he/she leaves a board, commission or committee upon request by the Chair or another member of the same Board, Commission or Committee.
 - 2.4 Other Recognition. Council, may from time to time, choose to recognize a public body member for outstanding service during the member's term in the office. This recognition is solely a discretion of the Council and initiated at the direction of the Council.
 - 2.5 Service award may be presented at a council meeting.
 - 2.6 In order for the Town Staff to arrange for an award presentation to a Council Member or a Board/Commission/Committee Member, a member of the respective public body will inform the Town Manager to initiate the recognition. If needed, the recipient can be contacted to verify the dates of service.

TERRY NOLAN, MAYOR 

ATTEST:

JUDY MORGAN, TOWN CLERK 

Notes: