

Administration Department



TO: Mayor and City Council

FROM: B. Todd Glover, City Administrator

DATE: July 15, 2016

SUBJECT: Agenda for Regular City Council Meeting of July 18, 2016

REGULAR COUNCIL MEETING

ITEM 5. PERSONNEL: Employee of the Quarter, April, May, and June, 2016 – Jose Chacon, Crew Leader for the Property Maintenance Division

The City of North Augusta Employee Recognition Committee would like to recognize the employee of the quarter for April, May, and June, 2016, Jose Chacon, Crew Leader for the Property Maintenance Division in the Public Services Department

Jose began his employment with the City of North Augusta on August 2, 2006 as a groundsworker and has worked his way up to a Crew Leader position.

When Jose was first hired, it was clear how much pride he took in his work and how his job sites were left when he was finished with them for the day. He takes great care in the appearance of the turf grass by changing his mowing directions every week and keeping straight lines.

Jose was very instrumental in the maintenance of the landscape work that was installed on US Highway 1. Superintendent of Property Maintenance Roy Kibler describes how one day while on the job site he saw Jose mowing the Asiatic Jasmine groundcover with a walker mower and that he had never seen or heard of anyone doing that. Jose explained that it kept the Jasmine short and in a well-groomed appearance. Roy finally knew how Jose was keeping the groundcover so neat and trim. Jose took it upon himself to do this task and over the years it has proven to be a very successful maintenance task. Since it has worked so well on the US 1 property, the Property Maintenance Division has trained all of the crews to perform the same task on the rest of the jasmine groundcovers on other sites.

As the Property Maintenance division has grown with the addition of the Riverfront Greenway, the Municipal Center, Center Street, West Avenue Streetscape, Brick Pond Park, Boeckh Park, Piedmont Commons, and the

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Riverfront Greenway Island, a new maintenance route was created with all of these properties and Jose is the man in charge. Roy Kibler receives calls from citizens wanting to know how the City keeps Center Street so manicured in such a way that it always has a crisp, clean appearance. The explanation is a dedicated crew led by Jose Chacon that takes great pride in how the areas of their responsibility look at the end of each day. Jose takes it upon himself to make changes in the mowing direction if he sees the turf being scalped due to any undulations. Jose's route speaks for itself for the level of quality that he and his co-workers maintain. Jose is not one that needs to be watched over or told what to do. If he sees something on his job sites that need to be addressed he will either take care of the issue himself or let his foreman be aware of the issue so it can be corrected. Jose Chacon is a great asset to the Property Maintenance Division and the City of North Augusta.

Congratulations to Jose Chacon, our employee of the second quarter of 2016. Mayor Jones will present him with a plaque, a \$25 gift certificate to SMS Sportsworld, and a \$25 Wal-Mart gift card.

ITEM 6. ADMINISTRATION: **Adoption of Title VI Non-Discrimination and Limited English Proficiency Plans – Resolution**

A resolution has been prepared for Council's consideration adopting the Title VI Non-Discrimination and Limited English Proficiency Plans.

Please see **ATTACHMENT NO. 6** for a copy of the following:

- (1) Resolution
- (2) Draft of Title VI Non-Discrimination and Limited English Proficiency Plans
- (3) Scheduling Letter for the City's Title VI On-Site Review
- (4) The City of North Augusta Title VI Corrective Action Plan (CAP)
- (5) SCDOT/FHWA Title VI Implementation Plan Checklist

The attachment will be attached to your booklet as a separate attachment due to the size.