



## Colonial Heights City Council Meeting Agenda Item Executive Summary

---

### City Council Meeting

**ITEM:** Employee of the Month

**DEPARTMENT:** Recreation & Parks

**PROPOSED ACTION:** Presentation of Employee of the Month Award during City Council meeting for Eileen Drake (Recreation & Parks Department).

**BACKGROUND:** Presentation of the Employee of the Month recognition and award program by City Council.

**BUDGET/FINANCIAL IMPACT:**

Funding for this item was  included  not included in the current-year budget  N/A

**RECOMMENDATION:**

Presentation of nomination, certificate and award to recognized employee by Mayor.

**ATTACHMENTS:**

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

*Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.*