



## CITY OF DELRAY BEACH EMPLOYEE OF THE MONTH NOMINATION FORM



(MUST BE SUBMITTED TO THE NOMINEE'S DEPARTMENT HEAD BY THE LAST FRIDAY OF THE MONTH)

Name of nominated employee: Matthew Reynolds

Job Classification: Lifeguard Full-Time Dept./Division: Parks & Recreation

Please select one or more of the following guidelines applicable to the nomination:

- Action, service, idea or method that resulted in organizational improvements (saved the City time or money by streamlining a process such as eliminating waste, significantly decreasing expenses or increasing efficiency), and/or;
- Outstanding action that brought public recognition to the City or enhanced the city or department's professional image (returned a citizen's personal property; recognized in the media for "going above and beyond" routine job responsibilities), and/or;
- Displaying overall excellent cooperation toward City goals and objectives (effectively communicating or sharing information/knowledge to other departments/co-workers to achieve a common goal), and/or;
- Going "above and beyond the call of duty" that exceeds nominee's job description (exemplary action outside of work routine that prevented a citizen or co-worker from serious injury or death), and/or;
- Other action warranting city wide recognition.

Please justify the nomination by providing **specific** details (use additional sheets if necessary):

Matthew Reynolds works as a full-time lifeguard for the Parks & Recreation Department at both Pompey Pool and Delray Swim and Tennis. His SPIRIT, which are the acronym core values of the city, has encouraged the patrons that enjoy the Aquatic Fitness classes to develop a youthful camaraderie like no other.

On April 8, 2017 Matthew Reynolds planned a field trip that was outside the norm for the aquatic fitness participants. They visited Busch Wildlife Sanctuary, located in Jupiter, which helps Florida Native wildlife return to their habitat. The group chipped in and made a donation to sponsor a reptile for the year. Most would say "why help a reptile!," well if you would ever get the chance to meet Matthew Reynolds, he will love explain the importance of reptiles to be ecosystem. So the next time you are enjoying nature, understand that the City of Delray Beach has a "Crocodile Dundee" of our own and besides working hard every day making sure the patrons of the pools remain safe, he can also keep you in shape and educate you about Florida's natural environment and wildlife. Go Team Delray!

|                             |                          |               |
|-----------------------------|--------------------------|---------------|
| Gerard Smith                | GAS                      | Apr. 14, 2017 |
| Submitted by : (Print Name) | Signature                | Date          |
| Parks & Recreation          | smithg@mydelraybeach.com |               |
| Department / Division       | Email Address            |               |

Anonymous or self-nominations will not be accepted



## CITY OF DELRAY BEACH EMPLOYEE OF THE MONTH NOMINATION FORM



(THIS SECTION TO BE COMPLETED BY DEPARTMENT HEAD)

**Instructions:** Select yes or no after each question and provide an explanation or comment. The Department Head is responsible to ensure the form is returned to the Human Resources Department by **5:00pm on the first business day of the month.**

| DESCRIPTION  | YES | NO |
|--|-----|----|
| Has the employee completed all regular and special duties as required including adherence to the City's Rules and Regulations? | X   |    |
| Has the employee maintained a positive attitude and overall excellent spirit of cooperation toward City goals and objectives?  | X   |    |
| Has the employee been involved in any safety incident during this nomination year in which she/he was at fault?                |     | X  |
| Are there any disciplinary action pending involving this employee?   |     | X  |

**Department Head Comments:** (use additional sheets if necessary)

Matthew Reynolds is an asset to our Parks and Recreation Team. He works diligently to ensure the safety of our participants, but also used contemporary learning techniques to encourage physical and mental activity. Matt truly lives an active life and encourages others to get up, get out, and stay active.

  
 Department Head

  
 Signature

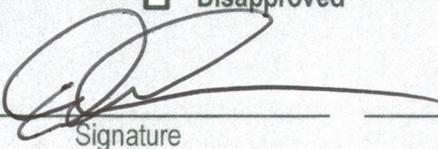
4/14/17  
 Date

**This Area To Be Completed By Human Resources**

Human Resources will reviewed the employee's file to verify eligibility

**Approved**
 **Disapproved**

  
 Human Resources Director

  
 Signature

Date

**Fisher, Suzanne**

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**From:** Smith, Gerard  
**Sent:** Friday, April 14, 2017 11:55 AM  
**To:** Fisher, Suzanne  
**Subject:** Patrons feed back

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**From:** Suzanne Branch [<mailto:teach22112@aol.com>]  
**Sent:** Thursday, April 13, 2017 6:31 PM  
**To:** Smith, Gerard  
**Subject:**

The fitness group has grown from fifteen to thirty on some days. The skilled lifeguards Matt and Walter are certified to teach water exercise . Occasionally Julie spices up the week with kick boxing and Chana stretches us out with poolates. The group of women and men try to schedule their lives around the class which meets 5 days a week.

When the trip to Busch Wildlife Sanctuary was announced most "water athletes" were excited to go as a group to learn about native Florida birds, reptiles, snakes and bobcats. Though most of us are 60+, the idea of a field trip and lunch with new friends was contagious . The bus was filled immediately . Leroy, a considerate bus driver, was able to help me get on the bus in a power chair. The lifeguards considerately chose a preserve which was totally accessible. After a presentation where a staff naturalist discussed the purpose of the Sanctuary, young interns carried snakes and alligators into the audience for a closer look and a quick touch.

The Delray Swim and Tennis Club has become a nexus for us. We are waiting for the next activity. All of the lifeguards are personable , adept and conscientious. I commend Delray Beach for providing adults a social and healthy program which gets us out of our chairs and into the water, safely exercising, pushing us considering our own potential and limitations.

Sincerely,

Suzanne Branch

## Beardsley, Danielle

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**From:** jillswainwright@comcast.net  
**Sent:** Saturday, April 08, 2017 6:47 PM  
**To:** Parks&Recreation@MyDelrayBeach.com  
**Subject:** Attention of Suzanne Fisher and Gerard Smith

As a Delray Beach resident and avid participant in the Water Fitness programs at the Laver public pool I want to highly commend the work of your lifeguards Matthew Reynolds and Walter Baum.

Throughout this winter season they have challenged us with their classes, improving the health and fitness of all participants. Additionally it has been fun! Matt and Walter have encouraged camaraderie within the group and made us all feel welcome at each class.

Today, with the help of Leroy who drove the bus, they organized a field trip to Busch Wildlife Sanctuary that was both informative and enjoyable.

Both men are a credit to your department!

Jill Wainwright  
Delray Beach