



**City of Dixon**



**Employee *Star* Award Recipients**

**2019**



***Jade Ruiz*** from the City Clerk Department was awarded a STAR Award from the City Manager, Jim Lindley on August 20, 2019 for her exceptional dedication stepping up in time of need. The week of June 16<sup>th</sup> – 22<sup>nd</sup> the Deputy City Clerk was out of the City attending a training program, and the Senior Admin Clerk was recovering from surgery. At that point, Jade stepped up and organized, prepared, and compiled the City Council Agenda by herself. This self-motivated behavior resulted in the agenda to be posted as per legal requirements without error. Although not technically her duties, Jade performed in an exemplary manner.