Community Services Department
121 S.W. Flagler Avenue • Stuart • Florida • 34994

M E M O R A N D U M

To: David Dyess, City Manager; Jim Chrulski, Director of Community Services

From: Julie McHenry, Community Services Division Manager

Date: March 12, 2019

Re: March 2019, Employee of the Month - Jessica Tharp

Dear Mr. Dyess and Mr. Chrulski:

It is my privilege to be able to recommend Jessica Tharp as the City's Employee of the Month for this month of March, 2019.

Jessica Tharp was hired by the City of Stuart on March 22, 2017, as a part-time Recreational Leader for the Community Engagement Program. Within two months she moved into a full-time position as an Afterschool Program Leader. As the Recreation Division began expanding, Jessica was the obvious choice of candidates to be promoted and moved into the position of Community Service's Recreation Programs Supervisor.

Jessica has such a passion and experience in the world of recreation. She spent over 12 years with Martin County Park and Recreations Department working in different capacities, and numerous years with Fleet Feet organizing events such as fund raisers and races. She has also recently returned to school and is actively pursuing a Bachelor's Degree in Recreation and Sports Management. Jessica has masterfully brought her work and education experience and has incorporated it into her daily routine for the City of Stuart Community Services Department.

Since her employment with the City of Stuart, Jessica has created, collaborated, and hosted many City of Stuart Community Events such as Families in the Community Kitchen Nutrition Classes, Friday Night Hoops, Spring Fling Carnival, Stars Over Stuart, National Night Out, Parent's Night Out, and Senior Movie Night at the 10th Street Community Center. Jessica has, on behalf of the City, participated in events and committees such as Father Fest, JD. Parker's Trunk or Treat, Martin County Interagency Coalition, Water Smart Treasure Coast Task Force, Lead-N-Seed Youth Mentoring Program, and the East Stuart Partnership. She has taken the lead on creating and hosting *Movie in the Park*, which is a free, family friendly event hosted at Sailfish Park. *Movie in the Park* has attracted hundreds of families and has proven to be a much enjoyed and anticipated event.

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Jessica is the Community Service's Recreation Department Working on Wellness (WOW) representative and works diligently to ensure City employees receive healthy and delicious snacks, as well as plans for events that promote a healthy and active lifestyle. She also attends Morning on Mainstreet meeting to ensure optimal exposure for Community Services events.

Jessica has taken on an instrumental role of the City wide implementation of CivicRec which is a parks and recreation management software program. This program will take the place of our current reservation system and slated to go live April 1, 2019.

Due to Jessica's drive and motivation, she would make a great candidate for Employee of the Month each month; however, she is being spotlighted this month due to her outstanding oversite and production of the 2nd annual City of Stuart Sailfish 5/10K Race which was held March 2nd, 2019. Due to her commitment to excellence, she was able to exceed the outcomes of last year's race. As compared to 2018, the number of race participants increased from 281 to 333 runners, sponsorships increased by $1,686: Giving a total increase of profit of $3,713.00

Due to Jessica's dedication and outstanding work for the City of Stuart, I am proudly recommending her for March's Employee of the Month.