



CITY OF WATERLOO, IOWA

CITY HALL

715 MULBERRY STREET 50703

Today's Date: 12/2/2014

Effective Date: 11/25/2014

Employment Date: 11/3/1999

To: City Council Members

Re: Notice of Severance

Department STREET DEPARTMENT

Job Title/Classification EQUIPMENT OPERATOR I

This is to report that the employment of STEVE HEASLEY
with the City of Waterloo has been severed by reason of:

- ☐ Retired
☐ Disability Related ☐ No ☐ Yes
☐ Resigned
☒ Termination
☐ Other

In accordance with City Policy, it is requested to allow payment which consists of the following:

Benefits	Total Hours	(x) Hourly Rate		Total Payout
Vacation-Accrued	137	\$ 23.81		\$ 3,261.97
Vacation-Current				\$ -
Usable Sick Leave			(x) 25%	\$ -
Frozen Sick Leave			(x) 60%	\$ -
Personal Hours				\$ -
Comp Time Pay				\$ -
Unscheduled Leave				\$ -
Other Pay				\$ -
Total Payment				\$ 3,261.97

Comments:

Approved by Mark Diefel

Date 12/2/14

Human Resources

Date 12/3/14

Routing:

Original to Human Resources by Department

Human Resources will forward original to City Clerk (Copy in Personnel File)

Clerk's Office will forward copy of approved form to Department and Human Resources

Updated 6/28/11

Council Agenda Date: ☐ Accruals ☐ Status ☐ -9