

Lynn B. Henning, IPMA-SCP
127 E. Main St.
Suite 303
Jackson, Tennessee 38301



Telephone: 731-425-8267
Fax: 731-425-8673
lhenning@cityofjackson.net

MEMO

TO: Regular Full-time City of Jackson Employees

FROM: Lynn B. Henning
Director of Human Resources

RE: Retirement Incentive

DATE: October 1, 2019

We are pleased to be able to offer retirement incentives for those who have reached milestones with the City of Jackson. Even though words of appreciation may not have been articulated as often as they should have, your service has been and is still very much appreciated.

Because of your distinguished career, Mayor Conger has authorized me to offer a retirement incentive in the amounts as noted below. This offer is in addition to your annual and terminal leave payout, if applicable.

This incentive is being made available to you as you have distinguished yourselves for many, many years in the arena of public service.

In order to qualify for the incentive, you must meet one of the minimum requirements for retirement: *

1. Age 55 and have 25 years of creditable service. No reductions for Public Safety Officers.
2. Age 60 and have at least 5 years of creditable service.
3. Have 25 years of creditable service.
4. Age 55 and have at least 5 years of creditable service.

*Must be retired by December 31, 2019.

Incentive:

5 – 19 years of creditable service	\$ 5,000.00
20 – 24 years of creditable service	\$ 7,500.00
25 – 29 years of creditable service	\$10,000.00
30 – 34 years of creditable service	\$12,500.00
35 & up years of creditable service	\$15,000.00

If this offer appeals to you, please contact me at 425-8252.

A handwritten signature in black ink, appearing to read "Lynn", with a stylized flourish extending to the right.

Scott Conger, Mayor