



## The City of Coral Gables

*Human Resources Department*  
2801 SALZEDO STREET - SUITE 200  
CORAL GABLES, FLORIDA 33134

April 28, 2017

Ms. Carol Smith  
City Attorney's Office  
City of Coral Gables

Congratulations! To recognize you for being an outstanding City of Coral Gables employee, you have been selected as the Part-Time Employee of the Quarter for May 2017.

You will be formally introduced as the Part-Time Employee of the Quarter for May at the Commission meeting scheduled for May 23rd, 2017. Please make arrangements to arrive at the Commission Chambers, located on the second floor of City Hall, by 8:45 a.m. for the presentation.

The Public Affairs office will be contacting you in order to coordinate filming of your video and obtain pictures. The video will be shown during the Commission meeting. Copies of the picture and video will be provided to you as well. If you have not been contacted within the next few days, please call Michael Rocha, Multimedia Production Manager, at extension 5520 in order to set up a convenient time for your photograph and video.

Once again, the City of Coral Gables congratulates you on being chosen Part-Time Employee of the Quarter for May 2017.

Sincerely,

A handwritten signature in blue ink that reads "Karla Green".

Karla Green  
Interim Human Resources Director