



**City of Coral Gables  
COMMISSION MEETING  
March 22, 2011**

**ITEM TITLE:**

Congratulations to Jacqueline Y. Lewis, Building and Zoning Department, recipient of the City of Coral Gables Employee of the Month Award, for the month of April 2011.

**BRIEF HISTORY:**

The nomination was submitted by Carmen M. Olazabal Garcia, Building and Zoning Department, which provided the following:

Jackie is an extraordinary employee. She not only does her job but takes special interest in customers' issues. She follows through customer concerns and makes sure they receive a complete answer. She is proactive and by her own initiative ensures that the Director keeps on top of all appointments and commitments and that the Department has consistent payroll and expense approval policies. In addition, she is a great team player and takes it upon herself to assist customers in our lobby and see how she can advise them and help them. She has a very positive attitude and takes on new responsibilities with a smile. She is an asset to the Building and Zoning Team and makes a difference in the Department every day.

**ATTACHMENT(S):**

**Employee of the Month Notification Letter**