



## The City of Coral Gables

### *Human Resources Department*

2801 SALZEDO STREET - SUITE 200  
CORAL GABLES, FLORIDA 33134

January 4, 2012

Mr. Michael L. Kattou  
Development Services  
City of Coral Gables

Congratulations! To recognize you for being an outstanding City of Coral Gables employee, you have been selected as the Employee of the Month for January 2012.

You will be formally introduced as the Employee of the Month for January at the Commission meeting scheduled for January 24, 2012. 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 also be contacting you in order to coordinate filming of your video and obtain pictures. The video will be shown during the Commission meeting, and your picture displayed in City Hall for the duration of the month. 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, Video Production Manager, at extension 5520 in order to set up a convenient time for your photograph and video.

In addition, the Coral Gables Rotary Club will also be honoring you, and your supervisor at a luncheon scheduled for Thursday, January 19, 2012, at noon. This luncheon will take place at the Coral Gables Country Club, located at 997 North Greenway Drive, Coral Gables. If your supervisor cannot attend, please have them designate another member of staff to accompany you to this luncheon.

Once again, the City of Coral Gables congratulates you on being chosen Employee of the Month for January 2012.

Sincerely,

A handwritten signature in blue ink, appearing to read "Elsa Jaramillo-Velez".

Elsa Jaramillo-Velez  
Human Resources Director

C: Jane Tompkins, Development Services Director  
Carmen Olazabal, Assistant Development Services Director