



CITY OF FLORENCE

FLORENCE MUNICIPAL CENTER
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E-mail: cityofflorence@florencecolorado.org

Notice of Termination of Probationary Employment Status

To: Tammy Kibler

From: Mike Patterson, City Manager

Ms. Kibler,

In accordance with the Personnel Policies of the City of Florence I write this letter to inform you that you are being dismissed from your duties as Probationary City Clerk/Human Resources Director. Section 4.04 of the City of Florence Personnel Policies states that: "At any time during the original, promotional or extended probationary period the City Manager may discharge an employee who is unable or unwilling to perform the duties of the position satisfactorily or whose habits, dependability or attitude do not merit continued employment. Such dismissal shall be made without cause. Employees dismissed during probation shall not have recourse to any established procedure."

Despite training efforts on behalf of the City, you are unable or unwilling to perform the duties of the position in a satisfactory manner. Therefore, I am terminating your employment with the City of Florence effective 6/11/2019.

A handwritten signature in blue ink that reads "Michael Patterson". The signature is written in a cursive style and is positioned above the typed name.

Michael Patterson
City Manager
City of Florence