

# RANCHO SIMI RECREATION AND PARK DISTRICT

## Interoffice Memorandum

DATE: December 6, 2007

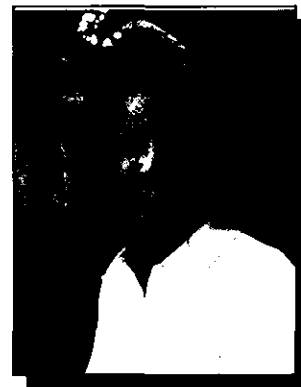
TO: General Manager

FROM: Marketing and Community Outreach Specialist

SUBJECT: Presentation of the Employee of the Month for November 2007

### **EMPLOYEE OF THE MONTH FOR NOVEMBER 2007**

The District's employee of the month for November 2007 is Tracy Engel. Tracy has worked for the District since May 31, 1994. She works in the Recreation Department as a Recreation Supervisor II. This is her sixth award for Employee of the Month. Her previous awards were January 1995, April 1998, December 2001, October 2003, and November 2005.



### **NOMINATION NARRATION**

The person who nominated Tracy had this to say about her. "The Recreation Supervisor II deserves to be nominated and selected as employee of the month because of her constant and consistent dedication to her staff, instructors and the public. Because she is such a personable individual it makes working with her such a delight. Anyone can approach her with any problem and/or issue that may roll around, and she is more than willing to set aside time from her busy schedule to lend an ear, and of course, provide feedback.

She has accomplished so much in 13 years; organizing and coordinating a reputable preschool program, coordinating and supervising the well-known Youth Halloween Carnival and of course still being able to supervise and maintain a community center. This is only a small part of what she really has done as a supervisor and this is why I nominate her for Employee of the Month."

### **BOARD ACTION**

Tracy has been invited to attend the December 6, 2007 board meeting to receive a plaque from the board chair. She is also eligible for one day off with pay sometime in the next 60 days.

Colleen Janssen  
Marketing and Community Outreach Specialist