

## MEMORANDUM



**TO:** TRACIE RINGLE, CPRP  
COMMUNITY AND RESOURCE DEVELOPMENT  
SUPERVISOR

**FROM:** RANDY AULER, CPRP  
DIRECTOR

**SUBJECT:** CERTIFIED EXAMINATION

**DATE:** OCTOBER 23, 2007

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You are to be congratulated on passing the Certified Park and Recreation Professional Examination recently administered by the National Recreation and Park Association. Those areas covered during this testing were General Administration, Programming, and Operations Management which you passed above the norm. Thank you for the time and effort you put forth on achieving this level of accomplishment and for the added knowledge you will be contributing to the Novi Parks, Recreation, and Forestry Department.

c: Clay Pearson, City Manager  
Pam Antil, Asst. City Manager  
File

## MEMORANDUM



**TO:** TIM ZYLKA, CERTIFIED LANDSCAPING TECHNICIAN  
**FROM:** RANDY AULER, DIRECTOR  
**SUBJECT:** CERTIFICATION  
**DATE:** OCTOBER 18, 2007

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Congratulations on recently completing and passing the written and field portions of the Certified Landscaping Technician Exam. You have now joined the distinct group of only 32 other individuals in the state who hold this certification.

Again, thank you for your hard work in achieving this recognition and with the expertise you are bringing to the City of Novi Parks, Recreation, and Forestry Department.

c: Matt Wiktorowski  
Steve Printz