

## **NOTICE OF PRE-TERMINATION HEARING**

**DATE:** December 22, 2021  
**TO:** Kimberly Grimm, City Clerk-Treasurer  
**CC:** Margaret Estrada, Mayor Pro Tem  
Personnel File  
**FROM:** Mayor Keith Workman  
**RE:** Notice of Pre-Termination Hearing

---

### **I. Introduction**

Pursuant to Section 10.3 of the City Personnel Policies, this is a Notice of Pre-Termination Hearing (“Notice”), which Notice directs that you appear for a Pre-Termination Hearing (“Hearing”) before the Mayor of the City of Wapato (“City”), as specified below, to discuss proposed termination of your employment with the City.

You will remain on paid administrative leave up to the date of the Hearing, and pending the outcome of the Hearing.

You may have a representative present at all times during the Hearing. At or immediately following the Hearing, I will issue a decision regarding whether the proposed termination action will occur.

### **II. Hearing Date, Time, and Location**

The Hearing will take place as follows:

**Date:** Monday, December 27, 2021  
**Time:** 3:00 p.m.  
**Location:** Zoom Meeting  
<https://us02web.zoom.us/j/82996638446>

Meeting ID: 829 9663 8446  
Passcode: 749747

Dial by your location +1 253 215 8782 US (Tacoma)

### III. Authority for Action


Pursuant to your Employment Agreement for City Clerk-Treasurer, dated December 2, 2019 ("Agreement") your appointment and continued employment in the position of City Clerk-Treasurer is at the City's discretion.

Section 6.2 of the Agreement provides that your employment may be terminated at any time by the City on an "at will" or "not for cause" basis. Following consultation with the City Council, I am proposing to terminate your employment without cause pursuant to Section 6.2. As required by Section 7 of the Agreement, if the termination is implemented, you will be eligible for severance benefits as provided in the Agreement.

### V. Proposed Action & Effective Date

Based upon the authority set forth in the Agreement, I am recommending that your employment with the City be terminated without cause.

Any action taken by me in response to the Hearing will be effective immediately upon providing the decision to you.

  
\_\_\_\_\_  
Keith Workman  
Mayor