



CITY OF ATLANTA

DEPARTMENT of PARKS

Office of General Manager

Atlanta, Georgia 30303



JACK C. DELIUS
GENERAL MANAGER

Recreation

August 8, 1967

The Honorable Ivan Allen, Jr.
Mayor of Atlanta
City Hall
City of Atlanta
Atlanta, Georgia 30303

Dear Sir:

This is in answer to your letter in regard to Mrs. Lynn Mitchell.

Mrs. Mitchell was referred to us from the Personnel Department and employed on July 3, 1967 by the Recreation Division of the Parks Department. Her duties were as follows: typing, cutting and running of stencils, and filing.

During her short period of employment, she was out: July 12 from 8:30 to 12:30 to see her personal physician, July 14 Health Department recheck for physical, which we allowed her to do, July 17 she was out the entire day due to the illness of her husband.


On July 18, Miss Murchison, who handles the personnel, deemed it wise to talk with Mrs. Mitchell and advised her to seek employment elsewhere due to the pattern she was following of absenteeism, also lack of interest in her position.

She went to the Personnel Department and was referred to the Police Department. She stated that she was not interested in working in that Department. She was, also, referred to the Board of Education and went for an interview.

On the morning of July 31, she decided of her own accord that she would resign. We accepted her resignation in good standing.

I trust that this information is satisfactory. I am,

Yours sincerely,



Jack C. Delius

General Manager of Parks



Virginia Carmichael

Director of Recreation

JD/VC/cap