



2025 Letter of Award Chief's Citation Award

To: Marissa Butler
From: Kevin Hall, Chief of Police
Date: May 27, 2025
Re: Chief's Citation Award

Director Jacqui MacConnell nominated you and your team for the Chief's Citation Award. The Chief's Citation Award is given to members of a team whose participation in an event or project has substantial positive impact on the police department. When the Special Awards Committee reviewed the nominations, it was clear that you are most deserving of this recognition. Dir. MacConnell's nomination included the following:

"Each year we have had two awards ceremonies, one for the department and one specifically for volunteers. However, in 2025 we combined the two separate ceremonies into one. The professional staff including Susan Babbitt, Marissa Butler, Daun Douglas, Mardee Ellis, and Angie Napolitano came together to make this a special event. This team does all the work to ensure that these events are a success, to include writing the scripts, either putting together or coordinating the presentation, ordering the awards, reserving the location, purchasing and putting together the food, and attending the events to bring all their work together for an audience of employees, volunteers, families and honored guests. The pressure is on when they are putting the ceremonies together as they know there will be a high attendance and they want to honor the award recipients with the best possible awards ceremony possible.

The planning for an awards ceremony starts months in advance and they are done on a small budget. Regarding the purchase of food, they do their best to spend wisely and then put together an amazing presentation of food for attendees. At times, they have provided home cooked treats at the events.

In 2025, this team worked together to do our first ever Awards Ceremony that would include both our employees and our volunteers. They did a tremendous job finding an affordable location and putting together the presentation of the awards to be done in a timely manner. The food and drinks provided were amazing.

This nomination does not do them justice for the amount of work they put in each year to recognize our employees and volunteers. I am proud to nominate these two for the Chief's Citation Award and their actions are in keeping with the department's Mission, Vision and Values."

Marissa, you exemplify the best in an employee with your commitment and dedication to your profession. The Spokane Police Department is fortunate to have such an employee, and you are worthy of this recognition. You will receive a plaque at our annual award ceremony in March 2026 and a copy of this letter will be placed in your employee file.

Sincerely,

Kevin Hall
Chief of Police