



Assessor's Office

Cavalier Johnson  
Mayor

Nicole F. Larsen  
Commissioner of Assessments

Ryan Ranker  
Deputy Commissioner of Assessments

May 18, 2026

Jackie Carter  
Director, Department of Employee Relations  
City Service Commission  
Department of Employee Relations  
City Hall, Room 706

RE: Request to Extend Probationary Period – Thurman, Sharletta

Dear Ms. Carter:

The Assessor's Office is requesting to extend the probationary period for Sharletta Thurman, who was hired as a Residential Property Appraiser 3 on June 22<sup>nd</sup>, 2025 and is subject to a 1-year probationary period scheduled to end on June 22<sup>nd</sup>, 2026.

Sharletta's performance and justification:

Sharletta has demonstrated knowledge of residential appraisal practices and has completed assigned work throughout her probationary period. However, additional time is needed for her to consistently demonstrate the level of independent performance expected of a Residential Property Appraiser 3. While small apartment assignments have not yet been assigned during her probationary period, additional time is needed to assess readiness to independently manage those responsibilities along with other advanced appraisal duties. Additional areas identified for continued development include balancing and prioritizing multiple assignments simultaneously, strengthening collaborative working relationships with co-workers, and increasing involvement in mentoring and supporting newer appraisers. An extension of the probationary period will allow additional time to evaluate sustained improvement, adaptability, and overall readiness for permanent status in the position.

The Assessor's Office requests her probationary period be extended 12 months to May 22, 2027. This will allow us to complete a full assessment cycle and we can determine whether areas that required improvement have been strengthened.

Thank you for your consideration. If you have any questions or concerns, please contact me.

Sincerely,

Pamela Williams