

RESIGNATION NOTIFICATION

I hereby resign from the position of POLICE OFFICER in the ARVADA POLICE Department of the City of Arvada, Colorado. My last physical day of work will be 03 / 06 / 2026. *This day will be considered my final day of employment for purposes of calculating eligibility for benefits and retirement vesting.*

Article VII, Sec. 70-182 of the Personnel Rules and Regulation states:

“Regular and probationary employees are requested to give the appointing authority at least 14 calendar days’ prior notice, unless the appointing authority agrees to permit a lesser period of time. A written resignation giving the reasons for leaving shall be submitted by the employee to the appointing authority. The appointing authority will forward the resignation to the Human Resources Department. A resignation may be approved verbally by the employee’s immediate supervisor when deemed to be in the best interests of the City. The supervisor must document the discussion and submit it to the Human Resources Department within 24 hours of the discussion.”

Employee Remarks:

Check here if you have an attachment

THANK YOU

Appointing Authority Remarks:

Check here if you have an attachment

This resignation is completely voluntary. It is not the result of suggestion, force, threat or discrimination by any employee or officer of the City.

* I wish to donate 10% of my unused sick leave to the sick leave pool Yes No

* To receive future pay stubs and off-boarding information please provide a personal email address:

[Redacted]

DAVID J. CHILTREE

Employee Name (Please Print)

[Signature]

Employee Signature

2/6/2026

Date Resignation received

[Signature]

Department Head Signature