

Culver CITY

**INTEROFFICE MEMORANDUM
EMPLOYEE RECOGNITION FOR OUTSTANDING JOB PERFORMANCE**

DATE: 05/15/2024
TO: JOHN NACHBAR, CITY MANAGER
FROM: Jesse Mays, Assistant City Manager
SUBJECT: **Outstanding Job Performance Recognition from the City Manager's Office, City Clerk Division for Jeremy Bocchino, City Clerk**

BACKGROUND

Jeremy Bocchino, City Clerk, is being recognized by the City Manager's Office for their Outstanding Job Performance. During the last few years, Jeremy has been a rock as the City's City Clerk. She works extra duty due to the addition of numerous special City Council meetings, which typically run late into the evening or early morning hours. She has pitched-in whenever necessary and can be relied upon to be present and accountable every day.

Jeremy's role is front and center during City Council meetings. She provides immediate solutions to problems that arise during the live meetings. She adaptably implements various new City systems and procedures, such as online public comment and participation during meetings. Jeremy has taken the initiative to obtain additional training and education and networking so that she can regularly introduce state of the art methods to the City. Jeremy's relentless pursuit of excellence, commitment and dedication to the City is the epitome of a true public servant.

AUTHORITY

According to Civil Service Rule 15.2 and 15.3, employees exemplifying outstanding job performance criteria may be recognized for their performance through the Outstanding Job Performance Recognition program. The program allows for single awards or a combination of any of the outlined recognition awards.

RECOMMENDATION TO APPROVE

That the City Manager approve the Outstanding Job Performance Recognition award pursuant to Civil Service Rule 15.4 for Jeremy Bocchino to receive three (3) working days off with pay and a cash award of \$1,000.

Approved by,



John Nachbar, City Manager

05/20/2024

Date