

Culver CITY

INTEROFFICE MEMORANDUM EMPLOYEE RECOGNITION FOR OUTSTANDING JOB PERFORMANCE

DATE: May 20, 2025
TO: John Nachbar, City Manager
FROM: Yanni Demitri, Public Works Director
THROUGH: James Pledger, Assistant Environmental Programs & Operations Manager
SUBJECT: Employee Recognition for Outstanding Job Performance - **JOSE SERNA**

BACKGROUND

Although classified as a Laborer, Mr. Serna serves as a true utility man for the Division. With his years of experience, he frequently covers absent crew members on commercial routes and has also been assigned to scout routes as needed. Despite the likelihood of daily assignment changes, Jose maintains a positive attitude and consistently delivers high-quality work.

Jose's primary responsibility is servicing the City's pedestrian containers -- if you pass by an empty receptacle, it is likely thanks to Jose's dedication. Jose works well with his peers and can be relied upon to willingly step into any assignment on short notice. As a valuable member of our Team, it is with great pleasure that I nominate him for this Outstanding Performance Award.

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

For the City Manager to approve the Outstanding Job Performance Recognition award pursuant to Civil Service Rule 15.4 for Jose Serna to receive three (3) working days off with pay and a cash award of \$1,000.00.

Approved By



John Nachbar, City Manager

05/23/2025

Date