

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: Mate Gaspar, Engineering Services Manager
SUBJECT: Employee Recognition for Outstanding Job Performance - **BEATRIZ SPIES**

BACKGROUND

Ms. Spies is a dedicated and hardworking member of the Public Works Department. Having served the City for nearly two (2) decades, she efficiently manages a high volume of permit issuances daily, along with numerous other responsibilities.

A year ago, Ms. Spies initiated and volunteered to create a fully automated service on-line for tree removal applications. The System she has created has made it very easy for residents to make a removal request and easier for City staff to track their requests. She spearheaded and drove this process from A-Z, even though she's in a different Division of Public Works. She truly cares about everyone in our Department and always asks "What can I do to help others with their work?"

Beatriz is a knowledgeable City employee and a valuable member of our Team, and it is with great pleasure that I nominate her 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 Beatriz Spies 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