



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

DATE: July 29, 2026
TO: Odis Jones, City Manager
FROM: Yanni Demitri, Director of Public Works
SUBJECT: Employee Recognition for Outstanding Job Performance - **Andrew Maximous**

BACKGROUND

When Andrew joined the City in 2022, he was the only engineer in the Division and had only one technician, who was promoted to a position with Transportation and retired shortly thereafter.

Andrew was able to create and develop, from the ground up, a fully staffed division with highly qualified engineers who are now able to efficiently meet the high volume of daily service requests, private development application reviews, and other Traffic Engineering needs of the City.

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 Andrew Maximous to receive a cash award of \$1000.00.

Approved By

Odis Jones

Odis Jones, City Manager

07/21/2026

Date