

Culver CITY

INTEROFFICE MEMORANDUM

DATE: May 25th, 2023,
TO: John Nachbar, City Manager
THROUGH: Yanni Demitri, Public Works Director and City Engineer
FROM: Gary Wansley, Maintenance Operations Manager
SUBJECT: Public Works Department – Maintenance Operations Division- 2023
Employee of the Half Year – Merit Day Award

I will be presenting to Luis Garcia, the Public Works Department/ Maintenance Operations Division, Employee of the Half Year award. Luis started working in Public Works Maintenance Operations Division as a Maintenance Electrician in December of 2015. Luis has always displayed great work ethic with a strong desire to learn what's needed to ensure the City's Electrical and Traffic Signal infrastructure is very well-maintained and stays reliable. Luis was promoted to Traffic Signal Technician in February of 2020 and has demonstrated over the course of this half year his knowledge and expertise in Traffic Signals and Electrical Infrastructure Maintenance. Luis has also assisted with leadership in the absence of the Building and Electrical Maintenance Supervisor (currently vacant), ensuring that staff responds to various emergencies request from the public to repair electrical circuits and lights at various City Facilities. Luis has always been happy to stand in and handle all responsibilities associated with the position of Maintenance Electrician while at the same time performing his duties at a very high level as Traffic Signal Technician. Luis has great goals for his future at the City of Culver City and I am proud to have him on my team in the Maintenance Operations Division. In recognition of Mr. Garcia's outstanding effort during this six-month period I recommend Luis receive one day off with pay pursuant to Civil Service Rule 15, Employee Recognition, and Incentive Program for Outstanding Performance: Sections 2a, 3B and 3d.

Upon approval, please sign and return to Yanni Demitri.



Approved
John Nachbar, City Manager