

Culver CITY

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

DATE: 05/15/2024
TO: JOHN NACHBAR, CITY MANAGER
THROUGH: Tamar Fuhrer, Assistance Chief Transportation Officer
FROM: Diana Chang, Chief Transportation Officer
SUBJECT: **Outstanding Job Performance Recognition from the Transportation Department, Transit Operations for Dalynna Moser, Associate Analyst**

BACKGROUND

Dalynna Moser, Associate Analyst, is being recognized by the Transportation Department for their Outstanding Job Performance. Dalynna has demonstrated exceptional problem-solving skills and dedication to the Transportation Facilities and Fleet Services Divisions. She leads our Employee Wellness program with staff activities and health initiatives, as well as editing and publishing the quarterly Employee Wellness Newsletter. Dalynna's efforts have led to tangible improvements, such as a significant reduction in vehicle downtime as well as a consistently clean and safe work environment.

Dalynna deployed our MaintStar work order software program that manages thousands of departmental assets. As the lead project manager for the next phase of our asset management software, she will continue to enhance her portfolio. In addition to the various projects Dalynna is currently working on, she continues to assist with the development of our electric vehicle charging infrastructure. Her commitment to excellence is a true asset to our team, and we are grateful for Dalynna's role in keeping our facilities running smoothly.

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 Dalynna Moser 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