

# Culver CITY

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

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**DATE:** 05/15/2024  
**TO:** JOHN NACHBAR, CITY MANAGER  
**THROUGH:** Tamar Fuhrer, Assistant Chief Transportation Officer  
**FROM:** Diana Chang, Chief Transportation Officer  
**SUBJECT:** **Outstanding Job Performance Recognition from the Transportation Department, Transit Operations Division for Shawn Samuels, Van Driver**

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## **BACKGROUND**

Shawn Samuels, Van Driver, is being recognized by the Transportation Department for their Outstanding Job Performance. Shawn Samuels has demonstrated to be a model paratransit van driver for the Transportation Department, which is a testament to her long-term commitment and loyalty. Her dedication and reliability are unmatched, consistently ensuring on-time departure and arrivals of passengers.

Shawn possesses genuine care for senior riders, providing courteous and professional service that goes above and beyond. Her extensive experience allows our community to navigate routes efficiently while prioritizing passenger safety and comfort. Shawn is an integral part of the department's success, consistently exceeding expectations and setting a high standard of excellence.

## **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 Shawn Samuels to receive three (3) working days off with pay and a cash award of \$1,000.

Approved by,



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John Nachbar, City Manager

05/20/2024

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Date