

Culver CITY

INTEROFFICE MEMORANDUM

DATE: December 05, 2023

TO: John Nachbar, City Manager

FROM: Sean Singletary, Environmental Programs & Operations Manager
THROUGH: Yanni Demitri, Public Works Director/City Engineer

SUBJECT: Public Works Department – EPO Division
“Employee of the 1st. Half – Year” Merit Day Award to Richard Smith

CC: Dana Anderson (for inclusion in Richard Smith personnel file)

I am writing to formally nominate Mr. Richard Smith for the Employee of the Half award at EPO. Richard has consistently demonstrated exceptional dedication and teamwork, making him a standout candidate for this recognition.

Richard serves as a Sanitation Roll-Off Driver, a role in which he has consistently gone above and beyond the call of duty. Throughout the year, our department faced significant staffing shortages, and Richard stepped up as the ultimate team player to bridge the gaps.

One of the key contributions that make Richard deserving of this nomination is his commitment to maintaining operational efficiency despite the challenges. He spent the majority of his time working as a Sanitation Driver, seamlessly adapting to different routes and ensuring that our services were delivered without interruption.

What sets Richard apart is his selfless dedication to the team. Beyond his regular duties, Richard graciously took on the role of a residential driver, an assignment less familiar to him. Despite the unfamiliar territory, he tackled the challenges head-on, showcasing his versatility and willingness to contribute wherever needed.

It's worth noting that on many occasions, Richard's personal commitment to helping out, along with that of many other employees, played a pivotal role in ensuring the completion of all routes, especially on challenging days. His positive attitude, flexibility, and strong work ethic have had a significant impact on the overall success of our department.

In recognition of Richard Smith's outstanding contributions, we would like to nominate him as the EPO Employee of the 1st half of 2023. We believe that his exemplary performance and unwavering commitment to our team make him highly deserving of this honor.

Upon approval, please sign and return to Yanni Demitri.



Approved
John Nachbar, City Manager