

Culver CITY

MEMORANDUM

DATE: June 3, 2026

TO: HONORABLE MAYOR PUZA AND MEMBERS OF THE CITY COUNCIL OF THE CITY OF CULVER CITY

FROM: Civil Service Commission, Chair Michele Van Gelderen, Vice Chair Chi Ming Gong, Commissioner Sal LaPardo, and Commissioner Peter Stern

SUBJECT: **2026 ACCOMPLISHMENTS AND 2026 / 2027 PROPOSED ACTIVITY/UPCOMING AGENDA ITEMS FOR THE NEXT 6 MONTHS**

CC: Odis Jones, City Manager

At the June 3, 2026, regular meeting of the Civil Service Commission, the Civil Service Commission discussed and approved a staff report of activity and authorized staff to transmit the final report to City Council for approval. The list below summarizes the CBC's accomplishments during the period of January through June 2026 and provides a list of anticipated agenda items for the 2026 / 2027 fiscal year. The Civil Service Commission regularly meets on the first Wednesday of the month and met four (regular meetings) times from the last report provided to City Council on December 3, 2025.

2026 List of Accomplishments from January 2026 to June 2026

- Approval of three (3) eligible lists for extension in accordance with Civil Service Rule 7: Eligible Lists.
- Approval of five (5) job bulletins in accordance with Civil Service Rule 6: Recruitment and Examinations.

The Commission's actions to approve extensions of eligible lists and new or revised recruitment bulletins allows for the City to move forward with the recruitment, hiring, and filling of the City's vacancies. The Commission considers these requests and makes decisions to ensure accurate and efficiency in the City's recruitment processes.

- Tentatively calendared and rescheduled to hear one (1) Disciplinary Appeal in September 2026 hearing pursuant to Civil Service Rules 11.10 through 11.18: Disciplinary Actions, Hearings through Execution of Decision.
- Recognized six (6) Public Works Employees for their Outstanding Job Performance in accordance with Civil Service Rule 15: Employee Recognition.

The Employee Recognition process outlined in Rule 15 of the Civil Service Rules promotes positive employee morale and allows departments to recognize employees for their contributions in the workplace and to the public.

Civil Service Commission (CSC) 2026 / 2027 Plan

The Civil Service Commission is working on the following items during the next fiscal year 2026 / 2027:

- Hear a Disciplinary Appeal, tentatively calendared to begin in September 2026, and render a decision in accordance with Civil Service Rules 11.10 through 11.18: Disciplinary Actions, Hearings through Execution of Decision.
- Continue the review of the Civil Service Rules (Rules), specifically:
 - Rule 1: Definition of Terms;
 - Rule 5: Applications and Applicants;
 - Rule 6: Recruitment and Examinations;
 - Rule 7: Eligible Lists; and
 - Rule 8: Appointments
 - Rule 15: Employee Outstanding Job Performance Recognition
 - Rule 11: Disciplinary Actions along with other Rules identified as needing review.

The review of the Rules will result in proposed amendments to be considered for adoption by City Council in accordance with Rule 17: General Provisions.

The Civil Service Commission is striving to bring additional Civil Service Rule revisions to City Council for approval by the end of the fiscal year contingent upon the completion of the meet and confer process.

- Consider disciplinary appeal hearing requests, when such requests are submitted, and determine whether the Commission or a Hearing Officer will hear the matter. If heard by the Commission, the Commission will render a decision in accordance with Civil Service Rule 11: Disciplinary Actions.

- Continue to review and approve new or revised recruitment bulletins, and extend eligible lists for hiring departments use in filling vacancies in accordance with Civil Service Rules, Rule 6: Recruitment and Examinations and Rule 7: Eligible Lists.
- Continue to recognize employees for outstanding job performance and retirements in accordance with Civil Service Rule 15: Employee Recognition, as requested by Departments.