RESOLUTION NO. 2022-R 1 2 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CULVER CITY, CALIFORNIA, APPROVING THE 3 TEMPORARY OF HIRING RETIRED ANNUITANT BLACKSHIRE SAMANTHA FOR THE POSITION OF 4 MANAGER TRANSIT OPERATIONS TO FULFILL Δ 5 CRITICAL NEED. 6 WHEREAS, in compliance with California Government Code section 7 7522.56 of the Public Employees' Retirement Law, the City of Culver City must provide 8 CalPERS this certification resolution when hiring a retiree before 180 days has passed 9 since their retirement date; and 10 WHEREAS, pursuant to the August 16, 2021 Executive Order N-12-21 11 12 passed by Governor Gavin Newsom, to ensure adequate staffing during the COVID-19 13 pandemic, the 180-day wait period after retirement has been suspended; and 14 WHEREAS, employee Samantha Blackshire retired from the City of Culver 15 City in the position of Transit Operations Manager, with an effective retirement date of 16 December 27, 2021 and 17 WHEREAS, Government Code section 7522.56 provides that the exception 18 19 to the 180-day wait period shall not apply if the retiree accepts any retirement-related 20 incentive; and 21 WHEREAS, the City of Culver City and the City Council certify that Ms. 22 Blackshire has not and will not receive a Golden Handshake or any other retirement-23 related incentive; and 24 WHEREAS, the City Council of the City of Culver City finds that appointing 25 26 Samantha Blackshire as a retired annuitant to perform the duties of the Transit 27 Operations Manager position, under Government Code section 21224, effective January 28 -1-

31, 2022, due to her specialized high-level skills which are necessary for the critical role 1 the Transmit Operations Manager fulfills in the City, to keep the public safe; and 2 WHEREAS, the appointment document between Samantha Blackshire and 3 4 the City of Culver City has been reviewed by this body and is attached hereto; and 5 WHEREAS, no matters, issues, terms or conditions related to this 6 employment and appointment have been or will be placed on a consent calendar; and 7 WHEREAS, the compensation paid to retirees cannot be less than the 8 minimum nor exceed the maximum monthly base salary paid to other employees 9 performing comparable duties, divided by 173.333 to equal the hourly rate; and 10 11 WHEREAS, the maximum monthly base salary for this position is 12 \$12,311.30, and the hourly equivalent is \$71.0268, and the minimum monthly base 13 salary for this position is \$10,086.29, and the hourly equivalent is \$58.1901; and 14 WHEREAS, the hourly rate paid to Samantha Blackshire will be \$71.0268; 15 and 16 WHEREAS, Samantha Blackshire has not and will not receive any other 17 18 benefit, incentive, compensation in lieu of benefit or other form of compensation in 19 addition to this hourly pay rate. 20 NOW, THEREFORE, the City Council of the City of Culver City DOES 21 22 **HEREBY RESOLVE as follows:** 23 **SECTION 1.** That the appointment of Samantha Blackshire to the position of 24 Transit Operations Manager is hereby approved, and the nature of the appointment of Ms. Blackshire is hereby certified, as described herein and in the attached 25 employment letter, and that this appointment is necessary to fill the critically needed 26 position of Transit Operations Manager for the City of Culver City on or about 27 January 31, 2022, because of reasons including but not limited to the following: 28

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2	• The position is critical and requires an experienced person to plan, organize, and manage the service delivery of the Transit
3	Operations Division, considering the low-manpower and high absentee rates resulting from Covid-19;
4	<ul> <li>Ms. Blackshire is the sole person qualified to oversee the City's federally mandated Drug and Alcohol program, including pre-</li> </ul>
5	employment, reasonable suspicion/cause, post-accident, return-
6	to-duty, follow-up, random tests and other programs, in close coordination with third-party administrators, human resources
7	<ul> <li>and City management; and</li> <li>As a subject matter expert, Ms. Blackshire will be overseeing</li> </ul>
8	the business plan implementation of a project automating
9	Workforce Management, and the City needs the time to transfer this responsibility and others to a new Manager.
10	SECTION 2. This Resolution shall be effective immediately upon its
11	adoption.
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13	APPROVED and ADOPTED this day of 2022.
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17	DR. DANIEL LEE, Mayor City of Culver City, California
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19	ATTEST: APPROVED AS TO FORM:
20	How I and
21	JEREMY GREEN, City Clerk HEATHER S. BAKER, City Attorney
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January 19, 2022

Samantha Blackshire 5902 Coldbrook Avenue Lakewood, CA 90713

## **RE:** Interim Transit Operations Manager- Job Offer Letter

Dear Samantha,

On behalf of the City of Culver City and Chief Transportation Officer, Rolando Cruz, I am pleased to extend to you a job offer for the position of Interim Transit Operations Manager as a temporary, part-time Retired Annuitant.

Your hourly wage will be \$71.0268. This is a part-time, temporary, unclassified position. For information concerning employment after retirement, please refer to following CalPERS link; <u>Retirees - CalPERS</u>.

On your first day of work, Monday, January 31, 2022, you will report to the Culver City Human Resources Department at 8:30 AM for new hire processing. You will be asked to provide I-9 supporting documentation (see attached list of acceptable documents). For payroll and insurance purposes, you'll need to bring your social security and driver license number to your appointment.

After processing you will report to your supervisor Rolando Cruz in Transportation. The Transportation Department is located at 4040 Duquesne Avenue, Culver City, CA 90232.

Thank you for choosing the City of Culver City as your employer. We look forward to you working with the City and we are confident that your skills and background will be a great asset to the Transportation Department, Transit Operations.

Best regards,

Ofelia Garcia Administrative Services Department Human Resources Division Some of the terms and conditions of employment for the Interim Transit Operations Manager, part-time, temporary Retired Annuitant position includes but is not limited to the following:

- Start date of Monday, January 31, 2022.
- ✤ Hourly rate of \$71.0268 (Step 5).
- This is a limited term, part-time position.
- ✤ Non-benefited.
- Exempt under FLSA; therefore, you are not eligible for overtime.
- This position is not part of the classified service and is an at-will position.

A more detailed description of the terms and conditions of employment will be provided to you during new hire processing.

I, \_\_\_\_\_, accept the job offer for Interim Transit Operations Manager State your name

in the Transit Operations Division of the Transportation Department under the terms and conditions of employment specified in this letter. Furthermore, I understand that as an at-will employee, The City or I, can terminate my employment in this classification at any time, with or without cause or notice. In addition, my signature acknowledges that I have received a copy of this letter and am aware the original signed letter will be placed in my personnel file.

Candidate Signature

Date Signed

Enclosure: Classification Specification for Transit Operations Manager, List of Acceptable I-9 Documents, CalPERS Reciprocity Form