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## INTEROFFICE MEMORANDUM

**Date:** January 24, 2023  
**To:** John Nachbar, City Manager  
**Through:** Yanni Demitri, Public Works Director and City Engineer  
**From:** Andrew Maximous, Mobility and Traffic Engineering Manager  
**Subject:** Public Works Department – Mobility and Traffic Engineering Division – 2022 Employee of the Year – Merit Days Award

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I will be presenting to Richard Solis, the Public Works Department Mobility and Traffic Engineering Division, Employee of the Year award. Richard's position is Senior Traffic Engineering Technician and has worked for Culver City since 2001. Over the course of this year, Richard has completed hundreds of traffic control plan reviews for various projects within the City. He has also dedicated his time to working special events to ensure traffic safety for all participants.

Richard consistently goes above and beyond expectations and is a clear choice for the Mobility and Traffic Engineering Division Employee of the Year Award. He is a valuable employee and is highly regarded and respected by all his fellow employees and management staff. In recognition of Richard's outstanding effort over this past year, I recommend he receive two (2) working days off with pay, pursuant to Civil Service Rule 15.

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Approved  
John Nachbar, City Manager