

# Culver CITY

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2017 DEC 21 PM 12:07

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CITY OF CULVER CITY

CITY MANAGER'S OFFICE  
CITY OF CULVER CITY

**DATE:** December 15, 2017

**TO:** John Nachbar, City Manager

**FROM:** Charles D. Herbertson, Director of Public Works/City Engineer 

**SUBJECT:** Public Works Department "Employee of the Year"  
Merit Days and Cash Award to Douglas Mclean

**CC:** Serena Wright, Director of Administrative Services (for inclusion in Douglas Mclean's personnel file)  
Douglas Mclean, Electrical Maintenance Crew Leader  
Eric Mirzaian, Maintenance Operations Manager

At the Public Works Department annual holiday celebration held on 12/14/2017, I presented Douglas Mclean, Electrical Maintenance Crew Leader with the Public Works Department Employee of the Year award. This award was given in acknowledgement of Mr. Mclean's exemplary work performance during the 2017 calendar year.

Douglas and his crew oversee all of the City's electrical maintenance needs which includes all of our facilities, traffic signal repair, street light repair and HVAC maintenance.

In addition to his daily responsibilities, this past year Douglas has been instrumental in providing assistance and input on several large scale projects and developments including the re-routing of SCE transmission lines for Parcel B, citywide street light upgrades, upgrades to traffic signal controllers and the Market Hall project. Douglas and his crew have worked closely with contractors and developers to ensure any work affecting City facilities was done correctly.

Doug and his crew also assist with the electrical needs of large citywide events including Fiesta La Ballona, Town Plaza Tree Lighting and the Car Show. In addition to these traditional events, this past year saw the addition of new events in the City that required electrical needs. Doug has done a tremendous job of prioritizing the workload assigned to his crew in order to meet required deadlines for completion of work.

Doug is a very versatile employee, having both a traffic signal and street light maintenance background. Because of his expertise in these areas, he is able to provide standby coverage for both when emergencies occur such as pole knockdowns.

Douglas maintains a very calm demeanor when addressing the electrical needs of the City and his input and assistance on the various projects described above have allowed unforeseen circumstances to be addressed expeditiously.

For all the above, I am proud to recognize Mr. Mclean as the 2017 Public Works Department Employee of the Year. In recognition of Mr. Mclean's outstanding efforts over this past year, I recommend he receive three (3) working days off with pay and \$1,000 pursuant to Civil Service Rule 15, Employee Recognition and Incentive Program for Outstanding Job Performance: Sections 2a, 3b, 3d, 3f and 3g.



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Approved  
John Nachbar, City Manager