

Culver CITY

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HUMAN RESOURCES DEPT.
CITY OF CULVER CITY

DATE: May 24, 2018

TO: John Nachbar, City Manager

FROM: Eric Mirzaian, Maintenance Operations Manager

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

SUBJECT: Public Works Department - Maintenance Operations Division
"Employee of the Half-Year" Merit Day Award to Kevin McClain and Jesse MacGregor

CC: Serena Wright (for inclusion in Kevin McClain and Jesse MacGregor's personnel file)
Kevin McClain & Jesse MacGregor

At the Public Works Department semi-annual recognition celebration held on May 24, 2018, I presented Kevin McClain and Jesse MacGregor, both Maintenance Worker I, with the Public Works Department Maintenance Operations Division Employee of the Half-Year award. This award was given in acknowledgement of their exemplary work performance during the period November 2017 – May 2018.

Mr. McClain and Mr. MacGregor are both members of the Maintenance Operations Division-Graffiti Abatement Crew and along with their Crew leader are responsible for the daily abatement of graffiti on public property, as well as, some private property that frontages the public right of way. Their daily work also includes removal of stickers and illegal signs that have been posted on public property such as light posts and traffic signal control cabinets.

In the last 6 months, both Mr. McClain and Mr. MacGregor have taken the initiative to step up in leadership roles to tackle large graffiti abatement tasks. In addition, during the most recent closure of the Municipal Plunge for maintenance, they took the lead to address cracking of the shower room ceilings; thus saving the City money by not having to bring in contractors to do the work.

In recognition of Mr. McClain and Mr. MacGregor's outstanding effort during this six-month period, I recommend each receive one (1) working day off with pay, pursuant to Civil Service Rule 15, *Employee Recognition and Incentive Program for Outstanding Job Performance*: Sections 2a, 3b and 3d.

Upon approval, please sign and return to Charles Herbertson:



Approved
John Nachbar, City Manager