



# City of Culver City

## Staff Report Details (With Text)

**File #:** 24-1109      **Version:** 1      **Name:** Outstanding Job Performance Recognition: Allen Monroe  
**Type:** Presentation      **Status:** Presentation to CBC Body  
**File created:** 5/22/2024      **In control:** CIVIL SERVICE COMMISSION  
**On agenda:** 6/5/2024      **Final action:**  
**Title:** Outstanding Job Performance Recognition: Allen Monroe, retired Transit Operations Supervisor  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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### Outstanding Job Performance Recognition: Allen Monroe, retired Transit Operations Supervisor

**Meeting Date:** June 5, 2024

**Contact Person/Dept:** Dana Anderson / Human Resources Department

**Phone Number:** 310-253-5640

**Fiscal Impact:** Yes  No       **General Fund:** Yes  No

**Public Hearing:**       **Action Item:**       **Attachments:**

**Public Notification:** (Email) Meeting Agenda (5/30/24); (Email) All City Staff (5/30/24)

**Department Approval:** Dana Anderson, Human Resources Director (5/24/24)

### RECOMMENDATION

The Transportation Department, Transit Operations Division in recognition of Allen Monroe’s twenty-one-year career with the City of Culver City is publicly acknowledging Mr. Monroe’s contributions to the City and community in accordance with Civil Service Rule 15.4.

Mr. Monroe began service with the City in December 2002 and retired in December 2023. During service with the City, Mr. Monroe served the Culver City community as a Bus Operator and Transit Operations Supervisor. The Transportation Department recognizes Allen Monroe’s service as dedicated to providing the best supervision, leadership, and guidance to those around him.

Allen Monroe began his transit career in 2002, serving as a part-time Bus Operator for four (4) years. Mr. Monroe was chosen as a line instructor while serving as a part-time Bus Operator. He

immediately dedicated himself to help others be successful in their duties. When he was promoted to full-time Bus Operator, he spent four (4) years driving fixed route service for Culver CityBus.

As a Transit Operations Supervisor, Mr. Monroe managed daily operations of Culver CityBus' eight (8) fixed route lines. He also assisted with the Bus Operator Training Program, administrative training, and the computer software monitoring system functions, all while serving as a resource for members of the larger transit community.

During his tenure, Mr. Monroe used his outstanding customer service skills to resolve difficult complaints and mentored part-time operators, many of whom became full-time Bus Operators. In 2009, Allen Monroe was the recipient of the prestigious Paul C. Helms award which is awarded to a Transit Operations Supervisor chosen by their peers for creativity, teamwork, effort and enthusiasm. He was the first Transit Operations Supervisor for Culver CityBus to ever achieve this accomplishment.

The Transportation Department would like to take this opportunity to publicly acknowledge and thank Allen Monroe for his contributions to the Transportation Department, the City of Culver City, and the transit community.