



# City of Culver City

## Staff Report

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**File #:** 23-58, **Version:** 1

**Item #:** C-2

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**Extension of Eligible List: Parking Enforcement Supervisor, Maintenance Operations Manager, and Property Technician (Promotional).**

**Meeting Date:** August 3, 2022

**Contact Person/Dept:** Amy Webber / Administrative Services

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

**Fiscal Impact:** Yes  No

**General Fund:** Yes  No

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

**Public Notification:** (Email) Meetings and Agendas - Civil Service Commission (07/29/2022); (Email) All City Staff (07/29/2022)

**Department Approval:** Dana Anderson, Director of Human Resources (07/29/2022)

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### **RECOMMENDATION**

Staff recommends that the Civil Service Commission extend the Eligible Lists for Parking Enforcement Supervisor, Maintenance Operations Manager, and Property Technician (Promotional).

### **BACKGROUND/DISCUSSION**

The Human Resources Department, in concurrence with the affected departments, requests that the following eligible lists are extended for up to one additional year from the original expiration date.

|    | <b>Department/Division Name<br/>List Title</b>                                                                                      | <b>Date<br/>Established – Expires</b> | <b>Date<br/>Extended Through</b> |
|----|-------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------|
| 1. | Police/ Operating Bureaus<br><b>PARKING ENFORCEMENT<br/>SUPERVISOR - #00225</b><br><br>Number of Eligible Candidates:               | 07/19/2021 – 07/19/2022<br><br>4      | 07/19/2023<br><br>3              |
| 2. | Public Works/ Maintenance<br>Operations<br><b>MAINTENANCE OPERATIONS<br/>MANAGER - #00245</b><br><br>Number of Eligible Candidates: | 08/03/2021 – 08/03/2022<br><br>8      | 08/03/2023<br><br>7              |
| 3. | Police/ Operating Bureaus<br><b>PROPERTY TECHNICIAN<br/>(PROMOTIONAL) - #00222</b><br><br>Number of Eligible Candidates:            | 08/11/2021 – 08/11/2022<br><br>6      | 08/11/2023<br><br>5              |

## **AUTHORITY**

The Civil Service Commission has the authority to extend an eligible list in accordance with Civil Service Rule 7.5, as set forth below:

**7.5 Duration of Eligible Lists:** Each certified eligible list shall be valid for use for a period of one (1) year, unless exhausted sooner. The eligible list may be extended for up to one (1) additional year by Commission approval. The extended eligible list shall be valid until a new list is established for the same classification or the current Certification of Eligible List is exhausted, whichever occurs first, except as set forth below.

## **MOTION**

That the Civil Service Commission:

1. Extend the Eligible List for Parking Enforcement Supervisor.
2. Extend the Eligible List for Maintenance Operations Manager.
3. Extend the Eligible List for Property Technician (Promotional).