



City of Culver City

Mike Balkman
Council Chambers
9770 Culver Blvd.
Culver City, CA 90232
(310) 253-5851

Staff Report

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

Item #: C-2

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)

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.

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