



City of Culver City

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Staff Report

File #: 23-227, **Version:** 1

Item #: C-2

Extension of Eligible Lists: Planning Technician II, Police Captain (Promotional), and Recreation & Community Services Manager.

Meeting Date: October 5, 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 (09/30/2022); (Email) All City Staff (09/30/2022)

Department Approval: Dana Anderson, Director of Human Resources (09/29/2022)

RECOMMENDATION

Staff recommends that the Civil Service Commission extend the Eligible Lists for Planning Technician II, Police Captain (Promotional), and Recreation & Community Services Manager.

BACKGROUND/DISCUSSION

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

Department/Division Name List Title		Date Established – Expires	Date Extended Through
1.	Community Development/ Advance Planning PLANNING TECHNICIAN II- #00248 Number of Eligible Candidates:	10/01/2021 – 10/01/2022 4	10/01/2023 3
2.	Police/ Operating Bureaus POLICE CAPTAIN (PROMOTIONAL)- #00275 Number of Eligible Candidates:	10/14/2021 – 10/14/2022 3	10/14/2023 2
3.	Parks, Recreation, & Community Services RECREATION & COMMUNITY SERVICES MANAGER - #00282 Number of Eligible Candidates:	10/26/2021 – 10/26/2022 12	10/26/2023 10

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 Planning Technician II, and
2. Extend the Eligible List for Police Captain (Promotional), and
3. Extend the Eligible List for Recreation & Community Services Manager.