



## **CITY OF COMMERCE AGENDA REPORT**

**TO:** Honorable City Council

**Item No. \_\_\_\_\_**

**FROM:** City Administrator

**SUBJECT:** Presentation of Certificate of Recognition to Employee of the Quarter  
Hector Orozco

**MEETING DATE:**

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### **RECOMMENDATION:**

Mayor to present Certificate of Recognition to Hector Orozco, Street and Tree Maintenance Supervisor, as the Employee of the Quarter (4th Quarter/ Oct-Dec, 2016).

### **ANALYSIS:**

The City Council recognizes an employee each quarter that has displayed exemplary performance in their role as a City of Commerce employee.

Once a quarter, the Department Heads will meet to review all of the nomination submissions. Each nomination will be discussed and then a vote will determine the nominee's overall score. Once the selection has been finalized, the employee will be notified by their Department Head and will be invited to a City Council Meeting to be recognized by the City Council. Additionally, the employee will receive recognition on the City's website, newsletter and video boards. The employee will also be included in a drawing to receive the City Council cabin during "Employees Weekend" at Camp Commerce.

The Director of Public Works and Development Services, Maryam Babaki, will make a brief presentation in regard to Hector's selection.

### **ALTERNATIVES:**

Receive and file.

### **FISCAL IMPACT:**

This activity can be carried out without additional impact on the current operating budget.

## **RELATIONSHIP TO STRATEGIC GOALS:**

This item is related to a specific 2016 Strategic goal as follows:

**Strategic Focus Area: City Organization** - “The City of Commerce is an organization and workplace that encourages innovation, attracts and retains employees through a supportive working environment with competitive salary and benefits. The City will maintain a knowledgeable, skilled and empowered workforce that is committed to providing outstanding service to its residents, businesses, and visitors. **Guiding Principle 2:** Foster an environment that continuously seeks to improve service and organizational responsiveness to internal and external customers.”

Approved by: Michael A Casalou, Director of Human Resources  
Respectfully submitted: Jorge Rifa, City Administrator