



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 KARLA TORRES

MEETING DATE: February 6, 2018

RECOMMENDATION:

The Mayor and City Council will present a Certificate of Recognition to Karla Torres, Food Services Supervisor, as the *Employee of the Quarter* (2017 4th Quarter (October-December)).

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, Department Directors 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 Director 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 enjoy use of the City Council cabin during "Employees Weekend" at Camp Commerce.

The Director of Parks and Recreation, Robert Lipton, will make a brief presentation in regards to Karla Torres.

ALTERNATIVES:

1. Receive and file.

FISCAL IMPACT:

This activity may be carried out without an additional impact to 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."

Prepared by: Fernando Mendoza, Deputy Human Resources Director
Approved by: Mario Beas, Interim Human Resources Director
Respectfully submitted: Edgar P. Cisneros, City Administrator