

RANCHO SIMI RECREATION AND PARK DISTRICT

Interoffice Memorandum

DATE: February 7, 2008

TO: General Manager

FROM: Marketing and Community Outreach Specialist

SUBJECT: Presentation of the Employee of the Month for December 2007

EMPLOYEE OF THE MONTH FOR DECEMBER 2007

The District's employee of the month for December 2007 is Fred Sandeen. Fred has worked for the District since May 10, 1991. He works in the Maintenance Department as a Groundskeeper II-Irrigation Crew. This is his second award for Employee of the Month. His previous award was December 1993.



NOMINATION NARRATION

The person who nominated Fred had this to say about him, "I would like to nominate the following person for the recipient of the employee of the month award for the following reasons. Since taking the responsibility of maintaining the far west parks, I've had more direct contact with the irrigation crew and have come to value this person not only for doing his job extremely well, but also for going the extra mile to help our crew with solving certain irrigation problems that arise. This person is always willing to come and help out no matter what kind of problem arises or what time the problem happens. For example, I've had to deal with problems that happen close to quitting time and instead of telling me, 'let's leave it for tomorrow,' he has been there to fix the problem.

He is always willing to share his knowledge and expertise for the benefit of our crew and he does it with care and patience. He always tries to make sure that we understand what he is telling us regarding fixing irrigation problems. There have been times when the problem cannot be fixed right away due to lack of parts, but this employee makes suggestions on what to do for a quick fix until he gets the parts. This means showing us his 'tricks' that he has learned by his experience in doing the job, which shows us his unselfishness to share with others.

When our crew needs irrigation parts he always makes sure that we get them in a timely manner. He also thinks ahead and gives all the crew suggestions and knowledge on what to do in case certain problems arise. There have been times where he is working in our parks, and we go up to him to tell him that we need certain irrigation parts expecting for him to tell us to go to the shop or that he will get it for us, but instead he goes to his truck and opens one of his many tool boxes and gives us the part there and then. This makes us feel good and saves us time. This person shows that he is a great asset to the district and to work with, shares his knowledge and makes others feel valued and this is why he deserves to be the recipient of the Employee of the Month award."

BOARD ACTION

Fred has been invited to attend the January 3, 2008 board meeting to receive a plaque from the board chair. He is also eligible for one day off with pay sometime in the next 60 days.

A handwritten signature in black ink that reads "Colleen Janssen".

Colleen Janssen
Marketing and Community Outreach Specialist