



ERIC GARCETTI
MAYOR

MEMORANDUM

To: The Honorable Members of the City Council
c/o City Clerk

From: Eric Garcetti, Mayor *EG*

Subject: Exemption of One Chief Financial Officer for the Bureau of Sanitation

Date: July 21, 2014

The Bureau of Sanitation has requested the exemption of one (1) Chief Financial Officer (CFO) position pursuant to Charter Section 1001 (b), for the employment of persons "to provide management services or render professional, scientific or expert services of an exceptional character." The position was previously exempt but was vacated in December of 2013. The Bureau is therefore requesting that the exemption be renewed. The Charter allows for a maximum of 150 exempt positions under Section 1001 (b). Currently, there are 136 approved exemptions citywide. Approval of this request will increase the count.

The CFO serves on the Bureau's executive management team and oversees the Financial Management Division and the Administration Division. The CFO is responsible for establishing and monitoring financial goals and objectives, directing budget formulation and management, and maintaining financial control over the Bureau's sources of funds. Additional responsibilities include preparing complex analyses of the Bureau's fiscal status, publishing all appropriate financial reports, studying the feasibility of converting the Solid Resources Special Fund to an Enterprise Fund, and representing the Bureau at meetings with the Mayor, City Council, City Administrative Officer, and other public officials.

The position requires a bachelor's degree from a recognized four-year college or university and at least two years full-time paid professional experience as a Financial Manager or in a class at least at that level, managing or assisting in the management of

Honorable Members of the City Council

July 21, 2014

Page 2

financial activities of a department or organization with a budget of at least \$100 million annually. A master's degree in business administration, accounting, or finance is desired but not required.

Given the limited number of positions in this classification in the City and the position's specialized responsibilities, the exemption is necessary to provide the Bureau with the flexibility to recruit from a broad pool of candidates with the knowledge, skills and talents required for the position. Based on my review of the Bureau's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of one (1) Chief Financial Officer position and transmit my action to the City Council, pursuant to City Charter Section 1001 (b) (1).

EG:rc

cc: Enrique Zaldivar, Director, Bureau of Sanitation
Miguel Santana, City Administrative Officer
Ana Guerrero, Chief of Staff, Office of the Mayor
Mandy Morales, Legislative Coordinator, Office of the Mayor
Maggie Whelan, General Manager, Personnel Department