




ANTONIO R. VILLARAIGOSA  
MAYOR

**MEMORANDUM**

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

**From:** Antonio R. Villaraigosa, Mayor 

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

**Date:** June 19, 2012

The Bureau of Sanitation has requested approval for the designation of one (1) exempt Chief Financial Officer position, pursuant to Charter Section 1001 (b), for employment of persons "to provide management services or render professional, scientific or expert services of an exceptional character." The requested position will increase the number of approved exemptions under Charter Section 1001 (b).

The Chief Financial Officer (CFO) will serve on the Bureau of Sanitation's executive management team and will oversee the Financial Management Division and the Administration Division with a total staff of 231 employees. The CFO will be responsible for establishing and monitoring financial goals and objectives, directing budget formulation and management, and maintaining financial control over the Bureau's fourteen special and enterprise funds which total over one billion dollars. Additional responsibilities include developing a comprehensive financial plan, studying the feasibility of converting the Solid Resources Revenue Fund from a special fund to an enterprise fund, and representing the Bureau at meetings with the Office of the Mayor, City Council Offices, Board of Public Works Commissioners, and the City Administrative Officer.

Given the limited number of authorities of this classification in the City and the highly specialized nature of the CFO's responsibilities, the exemption of this position is necessary to allow the Bureau of Sanitation to reach a broader pool of candidates who possess the experience and expertise required for this critical position.

Based on my review of the Bureau's request, as well as the review of the City's Personnel Department, I hereby approve the Bureau of Sanitation's request for the exemption of one (1) Chief Financial Officer position, contingent upon the Civil Service Commission's

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approval of the position allocation, and transmit my action to the City Council, pursuant to City Charter Section 1001 (b) (1).

ARV:me:zb

cc: Enrique C. Zaldivar, Director, Bureau of Sanitation  
Gaye Williams, Chief of Staff, Office of the Mayor  
Mandy Morales, Legislative Coordinator, Office of the Mayor  
Maggie Whelan, General Manager, Personnel Department