



ERIC GARCETTI
MAYOR

MEMORANDUM

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

From: Eric Garcetti, Mayor *EG*

Subject: Exemption of Two Deputy Directors of Planning in the Department of City Planning

Date: June 18, 2018

The Department of City Planning has requested the exemption of two (2) Deputy Director of Planning positions, Class Code 9444, in accordance with Charter Section 1001 (b), from civil service as management, professional, scientific, or expert services exemptions.

The first Deputy Director of Planning is a new position. The second Deputy Director of Planning position was previously approved for exemption under 1001(b) by the City Council and subsequently filled. Charter Section 1001(b)(1) requires that, "When the position is vacated, the exemption shall terminate unless re-authorized in accordance with this subsection."

Charter Section 1001(b) allows up to 150 persons to be exempt, with an additional 50 added by the City Council pursuant to Charter Section 1001(b)(4). Since the second Deputy Director position was vacated on September 30, 2017, the position has already been deleted from the count. Currently, there are 156 approved exemptions, with seven other pending requests. Approval of this request will increase the count.

The first Deputy Director of Planning position will lead the Community Planning program, and be responsible for the management and policy direction of the comprehensive update of the City's 35 Community Plans, the Transit Neighborhood Planning program, all Neighborhood Planning initiatives, and policy and plan updates related to specific plans.

The second Deputy Director of Planning position will oversee the Citywide Planning Bureau, and be responsible for the management and policy direction of the Citywide Policy, Code Studies, Historic Preservation Overlay Zones, Office of Historic Resources, and Urban Design Unit. This position will establish work program priorities, direct the Principal City Planners and their work programs, and set the level of performance for the divisions in the bureau.

These Deputy Director of Planning positions will interact with and represent the Department before the City Council and Council Committees, City Planning Commission, the seven Area Planning Commissions, Cultural Heritage Commission, citizens' advisory boards, and community outreach workshops. Any one of these Deputy Directors may direct the activities of the Department in the absence of the Director of Planning.

The Deputy Director of Planning requires a bachelor's degree from an accredited college or university in urban planning, urban studies, urban design, environmental studies, architecture, landscape architecture, or closely related field; and five years of professional managerial experience in the planning department of a federal, state, or municipal government; and is currently directing and managing through subordinate managers and supervisors, long-range and current planning projects, policy planning, and providing planning services to the public.

The exemptions for these positions will allow DCP the flexibility to recruit and select the best qualified candidates who possess the necessary experience and expertise for the positions. The duties and requirements as described are appropriate to the class of Deputy Director of Planning.

Based on my review of DCP's request, as well as the review of the Personnel Department, I hereby approve the request for the two exemptions of Deputy Director of Planning positions and transmit my action to the City Council, pursuant to City Charter Section 1001(b)(1). If the exempt position is not filled within six months, the Mayor's approval for the department to fill the position may expire.

EG:alg

cc: Vincent P. Bertoni, Director of Planning, Department of City Planning
Ana Guerrero, Chief of Staff, Office of the Mayor
Mandy Morales, Office of the Mayor
Rich Llewellyn, City Administrative Officer
Wendy Macy, General Manager, Personnel Department