



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 Assistant General Manager position for the  
Department of Recreation and Parks

**Date:** January 26, 2015

The Department of Recreation and Parks (RAP) has requested the exemption of one (1) Assistant General Manager 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 Charter allows for a maximum of 200 exempt positions under Section 1001 (b). Currently, there are 142 approved exemptions citywide. Approval of this request will increase the count.

The Assistant General Manager position reports directly to the General Manager and is responsible for overseeing and managing the department's Planning, Construction and Maintenance Branch, which includes approximately 700 full-time and 500 part-time employees. The position is one of four Assistant General Managers in the department. Two are exempt under Charter Section 1001(a)(4) and a third is exempt under Charter Section 1001(b).

The position requires at least two years of experience at the level of Principal Grounds Maintenance Supervisor II and experience managing staff responsible for grounds maintenance, construction, facility and building maintenance, budget preparation, revenue management, facility planning and design, and personnel administration.

The exemption of the position will provide the Department of Recreation and Parks with the flexibility to recruit from a broad candidate pool to select the best qualified individual with the technical skills and high-level managerial abilities necessary to the

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position. Based on my review of the department's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of one (1) Assistant General Manager position and transmit my action to the City Council, pursuant to City Charter Section 1001(b)(1).

EG:rc

cc: Michael Shull, Department of Recreation and Parks  
Ana Guerrero, Office of the Mayor  
Mandy Morales, Office of the Mayor  
Miguel Santana, City Administrative Officer  
Wendy Macy, Personnel Department