



MEMORANDUM

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

From: Eric Garcetti, Mayor *EG*

Subject: Exemption of One **(1)** BOARD OF PUBLIC WORKS, STREET SERVICES
GENERAL SUPERINTENDENT

Date: April 9, 2019

The Board of Public Works (Board) requested that the Mayor approve the exemption of one (1) new position of Street Services General Superintendent, Class Code 4160, in accordance with Charter Section 1001(b), from civil service as management, professional, scientific, or expert services exemptions. On March 12, 2019, the Mayor's Office asked the Personnel Department to review the Board's request.

Charter Section 1001(b) allows up to 150 persons to be exempt, of which 147 are approved. There are an additional 50 exempt positions added by the City Council pursuant to Charter Section 1001(b)(4), of which 13 are filled. Approval of this request will increase the count. As of the date of this letter, this request will be in the 148th position of the 150 exemptions.

The Department of Public Works is charged with conservation, preservation, and protection of the City's urban tree canopy. The Street Services General Superintendent position will serve as the City Forest Officer; responsible for developing a succession plan, policies, and practices to allow collaboration between City departments to ensure an equally distributed tree population, and achieve a healthy and thriving urban forest. Duties will include, but will not be limited to, directing implementation of all urban forestry-related goals; coordinating interdepartmental objectives and programs; formulating innovative and data-driven methods to improve service delivery; and urban forestry management, policy and strategic planning, stakeholder engagement and community outreach, and fiscal and grants management.

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The Street Services General Superintendent position requires a bachelor's degree from an accredited four-year college or university in urban forestry, arboriculture, forest management, landscape architecture, or a closely related field; and five years of full-time paid professional experience, with two years of that experience within the last three years, in supervisory, management, or administrative tree-related responsibilities. A master's degree, or a valid International Society of Arboriculture (ISA) Certification as a Certified Arborist or a Certified Arborist Municipal Specialist is desired, but not required.

The City would benefit from a City Forest Officer, who will be the City-wide subject matter expert to oversee all City policies and interdepartmental programs related to trees, specifically those in the areas covered by the Departments of Public Works, Water and Power, Recreation and Parks, and City Planning.

While the Street Services General Superintendent position is a civil service classification (for which examinations have been given in the past) and the City Charter mandates that for civil service examinations promotional candidates must be considered ahead of open candidates, filling this position through the traditional civil service process will limit the Board's ability to consider candidates who possess the right combination of experience, knowledge and expertise to perform the complex work related to policy development and tree management for a large municipality. The exemption of the Street Services General Superintendent position will allow the Board the flexibility to recruit and select the best qualified candidate who possesses the necessary experience and expertise for the position.

Based on my review of the Board of Public Works' request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of a Street Services General Superintendent 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:ag

cc: Kevin James, President, Board of Public Works
Ana Guerrero, Chief of Staff, Office of the Mayor
Legislative Coordinator, Office of the Mayor
Wendy Macy, General Manager, Personnel Department