



ERIC GARCETTI
MAYOR

MEMORANDUM

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

From: Eric Garcetti, Mayor *EG*

Subject: **EXEMPTION REQUEST – BOARD OF PUBLIC WORKS, (1) CITY FOREST OFFICER**

Date: June 22, 2020

The Board of Public Works (BPW) requested that the Mayor approve the exemption of one (1) new position of City Forest Officer, Class Code 3136, in accordance with Charter Section 1001(b), from civil service as management, professional, scientific, or expert services exemptions. On April 27, 2020, the Mayor's Office asked the Personnel Department to review BPW's request.

The BPW is charged with conservation, preservation, and protection of the City's urban tree canopy while creating and maintaining a sustainable and equitable urban forest for all City residents. One of the goals is to develop a tree succession plan and adopt policies that allow for collaboration between City departments to ensure a healthy, vibrant, and equally distributed tree population.

To that end, BPW requested the creation of a new one-position City Forest Officer class to oversee all tree matters related to the City of Los Angeles; and take the lead on city-wide tree administration. While awaiting the creation and establishment of the salary of this new class, BPW hired and filled an exempt Street Services General Superintendent II position, Class Code 4160-2 to serve as a placeholder for the City Forest Officer.

Charter Section 1001(b) allows up to 150 persons to be exempt, of which 142 are approved. Approval of this request will not increase the count as this City Forest Officer position will replace the previously approved Street Services General Superintendent II position exempted under 1001(b) by the City Council. As of the date of this letter, this request will be in the 143rd position of the 150 exemptions. There are an additional 50

exempt positions added by the City Council pursuant to Charter Section 1001(b)(4), of which 9 are filled.

The City Forest Officer will provide technical expertise on urban forestry-related policy and programs to City staff and elected officials; and serve as the citywide subject matter expert overseeing all City policy and interdepartmental programs related to trees, specifically those associated with the Department of Public Works, Department of Recreation and Parks, and the Department of City Planning. The position will be responsible for the management of citywide tree forest program, policy and strategic planning, stakeholder engagement and community outreach, and fiscal and grants management.

The City Forest Officer position requires a bachelor's degree from an accredited four-year college or university; and three (3) years of full-time paid professional experience supervising or managing urban forestry programs. A bachelor's degree or master's degree in urban forestry, arboriculture, forest management, or landscape architecture; and a current International Society of Arboriculture Municipal Specialist or Arborist Certificate are preferred.

The exemption of this position will allow BPW to retain the existing exempt Street Services General Superintendent II incumbent and the best qualified candidate who possesses the necessary experience and expertise for the new position. The duties and requirements as described are appropriate to the class of City Forest Officer.

Based on my review of BPW's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of a City Forest Officer 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: Dr. Fernando Campos, Executive Director, Board of Public Works
Ana Guerrero, Chief of Staff, Office of the Mayor
Heleen Ramirez, Legislative Coordinator, Office of the Mayor
Wendy Macy, General Manager, Personnel Department