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July 15, 2025

The Honorable City Council
City of Los Angeles
City Hall, Room 395
Los Angeles, California 90012

Attention: Personnel and Hiring Committee

Dear Honorable Members:

DEPARTMENT OF CITY PLANNING VACANCY REPORT IN RESPONSE TO C.F. 25-0660


This report is submitted in response to the Personnel and Hiring Committee's instruction for departments to provide a written update on the status of vacancies, the number of transfers (or transfer opportunities), and the classifications involved in transfers to or from the department. As of July 13, 2025, City Planning has 34 vacant positions pending the internal transfer of 12 employees in filled deleted positions to existing vacancies as part of our department's layoff aversion efforts.

| Expedited Transfer Common Classifications | No. of Vacancies |
|---|------------------|
| Administrative Clerk* | 1 |
| Management Analyst | 1 |
| Senior Administrative Clerk | 1 |
| Senior Management Analyst | 1 |
| Systems Analyst | 1 |
| Subtotal | 5 |
| Other Classifications | |
| Architect | 1 |
| Architectural Associate II* | 4 |
| Architectural Associate III | 1 |
| City Planner | 4 |
| City Planning Associate | 14 |
| Commission Executive Assistant* | 1 |
| Deputy Director of Planning | 1 |
| Office Engineering Technician II | 1 |
| Senior Architect | 2 |
| Subtotal | 29 |
| TOTAL VACANCIES | 34 |

Two of the listed vacancies—one Commission Executive Assistant and one Architectural Associate II—are currently in the process of being filled through the expedited transfer process and previous recruitment efforts. The vacant Administrative Clerk position will need to remain unfilled to accommodate a pending staff reversion to that classification.

For any questions regarding this report, please contact Ana Lynn Rocio, Chief Management Analyst, at analynn.rocio@lacity.org.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Vincent P. Bertoni', with a stylized, looping flourish at the end.

VINCENT P. BERTONI, AICP
Director of Planning

VPB:KK:HUL:alr