

PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to the re-exemption of one Principal Project Coordinator (Class Code 9134), from the Civil Service provisions of the City Charter.

Recommendation for Council action:

APPROVE the re-exemption of one Principal Project Coordinator (Class Code 9134) for the City Administrative Officer (CAO), from the Civil Service provisions of the City Charter, pursuant to Charter Section 1001(b).

Fiscal Impact Statement: None submitted by the Mayor. Neither the City Administrative Officer nor the Chief Legislative Analyst has completed a financial analysis of this report.

Community Impact Statement: None submitted.

**TIME LIMIT FILE - AUGUST 21, 2019**

**(LAST DAY FOR COUNCIL ACTION - AUGUST 21, 2019)**

Summary:

On August 7, 2019, your Committee considered a July 30, 2019 communication from the Mayor relative to the re-exemption of Principal Project Coordinator (Class Code 9134) for the CAO, from the Civil Service provisions of the City Charter. According to the Mayor, Charter Section 1001(b) allows up to 150 persons to be exempt, of which 145 are approved. Approval of this request will not increase the count as this Principal Project Coordinator position will replace a previously approved Senior Project Coordinator position exempted under 1001(b) by the City Council. As of July 30, 2019, the position has not been deleted; therefore, the number of approved positions will remain at 145 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 12 are filled.

The Principal Project Coordinator will be assigned to the Asset Management Group; and will provide administrative and oversight support for the CRA/LA Bond Oversight Program to ensure continued expenditure of the CRA/LA bonds on eligible development projects. Duties and responsibilities will include, but will not be limited to:

- In accordance with applicable bond covenants and bond spending plans and pursuant to the direction of the CRA/LA Bond Oversight Committee:
  - a. Coordinating and tracking the commitment and expenditures of CRA/LA Excess Non-Housing Bond proceeds to qualified projects within the approved project areas.
  - b. Developing and implementing long-term strategic plans on the use, reuse, management, and disposition of CRA/LA Future Development properties.
- Coordinating with City stakeholders and other governmental entities to develop requests for

proposals, evaluate proposals for expenditures, and oversee the activities of departments for the implementation of programs approved by the CRA/LA Bond Oversight Committee.

- Coordinating development of real estate transactions, including appraisals, economic and financial analyses, and negotiations.
- Providing administrative support for the CRA/LA Bond Oversight Committee; Providing leadership and technical advice in development of City real estate development policies.
- Attending and participating in meetings as necessary and other related duties as assigned.

After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the exemption as detailed in the July 30, 2019 communication and the above recommendation. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE



**MEMBER VOTE**

KORETZ: YES

SMITH: YES

PRICE: YES

ARL

8/7/19

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**