

CITY OF LOS ANGELES

CALIFORNIA

MIGUEL A. SANTANA
CITY ADMINISTRATIVE OFFICER



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0110-38000-0000

April 22, 2014

Budget and Finance Committee
c/o Erika Pulst
City Clerk, Room 395
City Hall
Los Angeles, CA 90012

Dear Councilmember Krekorian:

I am pleased to have this opportunity to comment on the 2014-15 Proposed Budget for the Office of the City Administrative Officer (CAO).

This budget continues to support the important work of the Office of Public Accountability by providing an additional position along with funds for studies within the Office Contractual Services Account and the Unappropriated Balance. This budget also acknowledges the priority of the Mayor and Council associated with Citywide collections, performance budget implementation, asset management strategic planning, disaster and emergency management, and employee relations support for labor negotiations. Reductions will be absorbed to the best of our abilities.

At the same time, the CAO recognizes the challenges facing the City as we look forward to a year when it will be more important than ever to stay the course and look for opportunities to provide cost effective and innovative services.

With this in mind, the CAO requests funding to hire interns to fill gaps created by the loss of position authorities in recent years. Investing in interns represents a cost effective means to accomplish significant City work and an opportunity to work in partnership with local colleges and universities that are interested in having work experience opportunities for their students. The CAO has been successful in recent years providing opportunities to talented graduate and undergraduate students who have, in turn, assisted in almost every aspect of the Office's work.

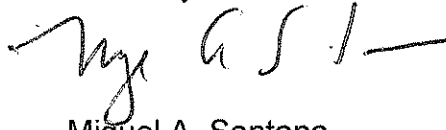
Interns have historically been assigned throughout the Office, and most recently have assisted with special projects, such as the report on the costs, funding, and timeline to create a City Public Health Department, research and co-write on the Multi-



Family Trash Franchising report, research associated with the dissolution of the Community Redevelopment Agency, and general budget and contract review work. By having interns available to support the work of the Office, the CAO will be better able to provide data, information, and reports to its customers in an efficient and cost effective manner.

Salaries As-Needed funding of \$150,000 would enable the Office to hire talented graduate and undergraduate students. With more than 20 percent of the current CAO staff eligible to retire in 2014-15, these interns provide a potential pool of future candidates should they successfully enter Civil Service.

Sincerely,

A handwritten signature in black ink, appearing to read "Miguel A. Santana", with a horizontal line extending to the right.

Miguel A. Santana
City Administrative Officer