



ERIC GARCETTI  
MAYOR

**MEMORANDUM**

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

**From:** Eric Garcetti, Mayor *EG*

**Subject:** RE-EXEMPTION REQUEST – LOS ANGELES DEPARTMENT OF  
TRANSPORTATION, (1) COMMUNITY AFFAIRS ADVOCATE

**Date:** February 11, 2020

On January 21, 2020 the Department of Transportation (LADOT) requested that the Mayor approve the exemption of one (1) new position Community Affairs Advocate, Class Code 2496, in accordance with Charter Section 1001(b) from civil service as management, professional, scientific, or expert services exemptions. On January 21, 2020 my office asked the Personnel Department to review LADOT's request.

The Community Affairs Advocate position was previously approved for exemption under 1001(b) by the City Council and was subsequently filled. Charter Section 1001(b)(1) requires that, "When the position is vacated, the exemption shall terminate unless re-authorized in accordance with this subsection." The position was vacated on February 16, 2019 and deleted from the count.

Charter Section 1001(b) allows up to 150 persons to be exempt, of which 144 are approved. Approval of this request will increase the count. As of the date of this letter, this request will be in the 145th 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 11 are filled.

The Community Affairs Advocate position will report directly to the Assistant General Manager and serve as the primary liaison to the Council Offices, Council Committees, the Mayor's Intergovernmental Relations team, the Chief Legislative Analyst's Office, and State and Federal legislators regarding legislative and policy priorities, and execute advocacy strategies. The position will also serve as a liaison to local civic officers,

community groups, and elected officials; develop and manage protocols to enhance the effectiveness of DOT's relationship with the community, industry, political and business stakeholders; and provide strategic coordination, guidance, and assistance on all aspects of the department's activities.

The Community Affairs Advocate position requires a bachelor's degree from an accredited four-year college or university; and five years of full-time paid professional experience managing professional staff engaged in community advocacy or community/public outreach concerning sustainable development or the development of educational, communication, or community programs at the local, state, or national level.

The exemption of this position will allow DOT the flexibility to recruit and select the best qualified candidate who possesses the necessary experience and expertise for the position. The duties and requirements as described are appropriate to the class of Community Affairs Advocate.

Based on my review of DOT's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of Community Affairs Advocate 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: Seleta J. Reynolds, General Manager, Department of Transportation  
Ana Guerrero, Chief of Staff, Office of the Mayor  
Heleen Ramirez, Office of the Mayor  
Rich Llewellyn, City Administrative Officer  
Wendy Macy, General Manager, Personnel Department