



ERIC GARCETTI
MAYOR

MEMORANDUM

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

From: Eric Garcetti, Mayor *EG*

Subject: Exemption of One Principal Project Coordinator for the Department of Recreation and Parks

Date: January 29, 2014

The Department of Recreation and Parks (RAP) has requested the exemption of one (1) Principal Project Coordinator position pursuant to Charter Section 1001 (b), for the employment of persons "to provide management services or render professional, scientific or expert services of an exceptional character." The Charter allows for a maximum of 150 exempt positions under Section 1001 (b). Currently, there are 137 approved exemptions citywide. Approval of this request will increase the count.

On October 4, 2013, the City Council designated RAP as the lead City agency for the development, preparation and review of studies needed for the Hollywood Central Park Project. The project will entail covering the Hollywood Freeway between Hollywood and Santa Monica Boulevards to create a 44-acre public park. On October 16, 2013, the Board of Recreation and Parks Commissioners established a new position of Principal Project Coordinator to work on this project. The Board of Civil Service Commissioners allocated the new position within RAP on December 19, 2013.

The Principal Project Coordinator will report directly to the Assistant General Manager of RAP's Planning, Construction, and Maintenance Branch. The position will be responsible for identifying, researching and recommending best practices to implement the Hollywood Central Park Project; managing the review of consultant reports and studies; and facilitating communication about the project between the Board of Recreation and Park Commissioners, Mayor, City Council, other elected officials and the community. Position requirements include a bachelor's degree from a recognized four-year college or university and a minimum of four (4) years of professional experience in building, facilitating, or managing community based activities.

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Based on my review of the department's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of one (1) Principal Project Coordinator position and transmit my action to the City Council, pursuant to City Charter Section 1001 (b) (1).

EG:rc

cc: Michael Shull, Interim General Manager, Department of Recreation and Parks
Ana Guerrero, Chief of Staff, Office of the Mayor
Mandy Morales, Legislative Coordinator, Office of the Mayor
Miguel Santana, City Administrative Officer
Maggie Whelan, General Manager, Personnel Department