

PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to the exemption of one Administrative Deputy Controller (Class Code 9177) position for the Controller from the Civil Service provisions of the City Charter.

Recommendation for Council action:

APPROVE the exemption of one Administrative Deputy Controller (Class Code 9177) position for the Controller 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 - FEBRUARY 20, 2019**

**(LAST DAY FOR COUNCIL ACTION - FEBRUARY 20, 2019)**

Summary:

On February 6, 2019, your Committee considered a January 29, 2019 communication from the Mayor relative to the exemption of one Assistant General Manager (Class Code 1745) position for the Personnel Department from the Civil Service provisions of the City Charter pursuant to Charter Section 1001(b). According to the Mayor, the Administrative Deputy Controller position was previously approved for exemption under Charter Section 1001(b) by Council on February 28, 2018 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 Administrative Deputy Controller position was vacated on November 24, 2018 and deleted from the count. Also, this position was authorized and funded in the 2018-19 Budget.

Charter Section 1001(b) allows up to 150 persons to be exempt, of which 141 are approved. There are an additional 50 exempt positions added by the City Council pursuant to Charter Section 1001 (b)(4), of which 14 are filled. Approval of this request will increase the count. As of January 29, 2019, this request will be in the 144th position of the 150 exemptions. The Administrative Deputy Controller position will act as the Legislative Deputy for the City Controller and as liaison between the Controller and the Mayor, City Council, City Attorney, department heads, and other governmental offices. The position will be responsible for reviewing proposed legislation affecting the finances of the City and advising the Controller on the impact of such legislation; analyze and interpret policies and procedures of the Controller's Office, City Charter, laws and ordinances pertaining to financial administration of the City; will lead a communications team to develop communications strategies and materials related to public and media relations, including press releases, social media posts, newsletters, op-eds, fact sheets, and talking points; will report directly to the City Controller and may accompany and/or represent the Controller at community or other events. After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the exemption as detailed in the

above recommendation. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE

A handwritten signature in black ink, appearing to be 'P. K.', written in a cursive style.

**MEMBER VOTE**

KORETZ: YES

SMITH: YES

PRICE: YES

ARL

2/6/19

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**