



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 Financial Manager for the Office of Finance

Date: July 28, 2015

The Office of Finance has requested the exemption of one (1) Financial Manager 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 200 exempt positions under Section 1001(b). Currently, there are 151 approved exemptions citywide. Approval of this request will increase the count.

The Financial Manager position supports the Director of Treasury Services in the Treasury Services Division (TSD) in developing, recommending and implementing policies, programs, and procedures to streamline Treasury operations, mitigate financial risk, and support citywide fiscal objectives. The Financial Manager position involves the analysis of citywide bank deposit and disbursement activity, review of departmental banking services and operations, development of financial reports, preparation of continuity plans and cash flow forecasting. This position will provide direct supervision to staff performing day-to-day assignments in the TSD to ensure Treasury principles and best practices are followed.

The Financial Manager position requires graduation from an accredited four-year college or university with a major in finance, accounting, economics, mathematics, or business administration and at least ten (10) years of full-time paid professional experience in treasury operations, merchant services, cash and debt management. In addition, a Certified Treasury Professional (CTP) designation is required.

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The exemption of this position will allow Finance 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 Financial Manager.

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

EG:ms

cc: Antoinette Christovale, Office of Finance
Ana Guerrero, Office of the Mayor
Mandy Morales, Office of the Mayor
Miguel Santana, City Administrative Officer
Wendy Macy, Personnel Department