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# CITY OF LOS ANGELES

CALIFORNIA



**KAREN BASS**  
MAYOR

**DEPARTMENT OF  
PUBLIC WORKS  
BUREAU OF  
ENGINEERING**

**TED ALLEN, PE**  
CITY ENGINEER

1149 S. BROADWAY, SUITE 700  
LOS ANGELES, CA 90015-2213

<http://engineering.lacity.gov>

December 6, 2024

Honorable Members of the City Council  
Los Angeles City Hall  
City Clerk, Room 395  
c/o Patrice Lattimore

## CIVIL SERVICE EXEMPTION

Dear Councilmembers:

At its December 12, 2024, meeting, the Board of Civil Service Commissioners will consider the exemption for the following position:

No. of Positions	Class Title and Code
1	Senior Project Coordinator, 1538

This action is in accordance with section 1001 (d)(4) of the City Charter. A copy of the report submitted to the Board of Civil Service Commissioners is respectfully submitted for consideration by the Los Angeles City Council so that this request may be finalized.

Should you have any questions or need additional information, please contact Valeria Amy at (213) 923-5897.

Sincerely,

ENGINEERING  
Electronically Signed by Ted Allen  
12/6/2024 1:23:42 PM

Ted Allen, P.E  
City Engineer

TAVA ;eg

Box\EXE\\_Ready for Signature\TSA\Outbox\Archived\2024\SR PC Civil Service  
Exemption Request

Attachments



Date: December 10, 2024

To: Board of Civil Service Commissioners

From: Grayce Liu, Interim General Manager  
Personnel Department

Subject: **CLASSIFICATION ACTION –  
EXEMPTION OF ONE SENIOR PROJECT  
COORDINATOR**

CIVIL SERVICE COMMISSION	
File No.	_____
Routine/Non-appearance	<input checked="checked" type="checkbox"/>
Non-routine/Appearance	<input type="checkbox"/>
<u>AGENDA</u>	
Date:	December 12, 2024
Page:	_____
Item:	_____
FINAL ACTION:	
_____	RECOMMENDATION APPROVED
_____	DISAPPROVED _____ WDRN
_____	DENIED _____ GRANTED
_____	MATTER OF RECORD
_____	OTHER _____


**Recommendation:** The General Manager recommends that the Board approve the exemption of the following position in the Department of Public Works, Bureau of Engineering (BOE) in accordance with Charter Section 1001 (d)(4), based on the position being grant-funded for a term not to exceed two years.

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
4003	1	Senior Project Coordinator, 1538

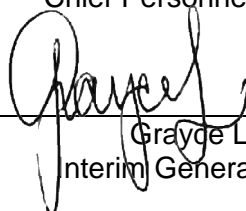
**Discussion:**

The Senior Project Coordinator position will be assigned to the Budget Improvement Division. The Senior Project Coordinator will support the delivery of the State Route (SR) 710 Mobility Improvement Program projects (SR-710 projects). Specifically, the Senior Project Coordinator will be responsible for providing community outreach and technical services for the completion of the SR-710 projects including coordinating with the project team and consultant team; developing materials such as flyers, social media, website information, videos, and other materials for these projects; and serving as the BOE liaison to community members and other stakeholders for the SR-710 projects. Additionally, the Senior Project Coordinator will be expected to provide technical and outreach support on Phase II SR-710 projects, including the Eastern Avenue, Huntington Drive, and Valley Boulevard multi-modal transportation improvement projects

Staff has reviewed this request and recommends that the Board approve the above action.

Submitted by:   
\_\_\_\_\_  
Kristine Tan  
Senior Personnel Analyst

Reviewed by:   
\_\_\_\_\_  
Vincent V. Cordero  
Chief Personnel Analyst

Approved by:   
\_\_\_\_\_  
Grayce Liu  
Interim General Manager