

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

0590-00006-0000

Date: July 17, 2013

To: The City Council

From: Miguel A. Santana, City Administrative Officer
Office of the City Administrative OfficerSubject: **2013-14 UNFREEZE RESOLUTION**

Attached for your consideration and approval is the 2013-14 Unfreeze Resolution. In accordance with the Los Angeles Administrative Code Section 4.132, the 2013-14 Unfreeze Resolution identifies all positions that are required to be held vacant when a vacancy occurs or remain vacant pursuant to the 2013-14 Adopted Budget as well as possible classification and pay grade issues that need to be evaluated after the positions become vacant. Please see attached for a list of these positions.

Since the Council continued the Hard Hiring Freeze, the 2013-14 Unfreeze Resolution will serve the purpose of ensuring that specific positions are held vacant should the Hard Hiring Freeze be lifted.

Any questions regarding the attached Unfreeze Resolution may be directed to Emily Mayeda at (213) 473-7532.

MAS:PJH:jl:01140009h

Attachment

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RESOLUTION

WHEREAS, Division 4, Section 4.132 of the Los Angeles Administrative Code states that vacated positions may not be filled unless specific authorization is first granted by the City Council; and,

WHEREAS, the City Council adopted a Hard Hiring Freeze for Fiscal Year 2013-14 pursuant to the 2013-14 Adopted Budget (C.F. 13-0600) whereby hiring requests for vacated positions must be submitted to the Managed Hiring Committee and require unanimous approval by its representatives.

NOW THEREFORE BE IT RESOLVED, that the positions detailed in number, code and title in departments, bureaus and offices set forth in the Attachment, shall remain vacant in accordance with Section 4.132 of the Los Angeles Administrative Code in the event the Council-adopted 2013-14 Hard Hiring Freeze is rescinded.

Presented By: _____

Seconded By: _____

ATTACHMENT

Section I:

Positions not authorized for filling during Fiscal Year 2013-14:

<u>No. of Positions</u>	<u>Class Code</u>	<u>Class Title</u>
City Attorney		
1	0554	Senior Assistant City Attorney (Regular authority)
City Planning and Development		
1	7204	Cartographer (Regular authority)
1	7205	Senior Cartographer (Regular authority)

Section II:**Positions newly authorized but unfunded for Fiscal Year 2013-14:**

<u>No. of Positions</u>	<u>Class Code</u>	<u>Class Title</u>
City Attorney		
1	0531	Witness Service Coordinator (Resolution Authority)
4	0552	Deputy City Attorney III (Resolution Authority)
1	0553	Assistant City Attorney (Resolution Authority)
1	0554	Senior Assistant City Attorney (Resolution Authority)
2	0555	Chief Assistant City Attorney (Resolution Authority)
1	0560	City Attorney Investigator II (Resolution Authority)
1	0563	Hearing Officer City Attorney (Resolution Authority)
1	0573	Deputy City Attorney IV (Resolution Authority)
1	0577	Paralegal II (Resolution Authority)
2	0578	Principal Clerk City Attorney II (Resolution Authority)
2	0581	Legal Secretary II (Resolution Authority)
1	0582	Legal Secretary III (Resolution Authority)
City Clerk		
1	9171-2	Senior Management Analyst II (Resolution Authority)
City Planning and Development		
1	7944	City Planner (Resolution Authority)
4	7941	City Planning Associates (Resolution Authority)
1	7213	Geographic Information Systems Specialist (Resolution Authority)

Section II (continued):

Positions newly authorized but unfunded for Fiscal Year 2013-14:

<u>No. of Positions</u>	<u>Class Code</u>	<u>Class Title</u>
Controller		
1	9177	Administrative Deputy Controller (Regular Authority)

**Section III:
Positions unfunded for Fiscal Year 2013-14:**

<u>No. of Positions</u>	<u>Class Code</u>	<u>Class Title</u>
PW/Engineering		
3	7246-3	Senior Civil Engineering Associate III (Resolution Authority)
Transportation		
43	3214-2	Traffic Officer (Regular Authority)
1	9266	Principal Transportation Engineer (Regular Authority)
1	9266	Principal Transportation Engineer (Resolution Authority)
1	9182	Chief Management Analyst (Regular Authority)