



MICHAEL N. FEUER
CITY ATTORNEY

REPORT NO. R 16 - 0 1 0 5
APR 0 1 2016

REPORT RE:

**DRAFT ORDINANCE AMENDING LOS ANGELES ADMINISTRATIVE CODE
SECTIONS 4.53, 4.65 AND 4.68 TO UPDATE SALARY PLAN STRUCTURE
LANGUAGE AND DELETE OBSOLETE REFERENCES**

The Honorable City Council
of the City of Los Angeles
Room 395, City Hall
200 N. Spring Street
Los Angeles, California 90012

Honorable Members:

Pursuant to your request, this Office has prepared and now transmits for your consideration the enclosed draft ordinance, approved as to form and legality. This ordinance amends Los Angeles Administrative Code Section 4.53, 4.65 and 4.68, pertaining to City classifications and salaries, to update language to reflect current salary plan structures and to delete references to previously repealed provisions.

Council Rule 38 Referral

A copy of the draft ordinances was sent, pursuant to Council Rule 38, to the City Administrative Officer (CAO). The CAO recommends adoption of these ordinances.

If you have any questions regarding this matter, please contact Assistant City Attorney Vivienne Swanigan at (213) 978-7182. She or another member of this Office will be available when you consider this matter to answer any questions you may have.

Very truly yours,

MICHAEL N. FEUER, City Attorney


By DAVID MICHAELSON
Chief Assistant City Attorney

DM:VAS:mc
Transmittal

ORDINANCE NO. _____

An ordinance amending Sections 4.53, 4.65 and 4.68 of the Los Angeles Administrative Code, pertaining to City classifications and salaries, to provide updated language reflecting various salary plan structures, and to delete obsolete references to previously repealed provisions.

**THE PEOPLE OF THE CITY OF LOS ANGELES
DO ORDAIN AS FOLLOWS:**

Section 1. Section 4.53 of the Los Angeles Administrative Code is amended to read as follows:

The allocations of all positions in the departments of the City service as classified by the Board of Civil Service Commissioners under specific classes in the Classification Plan and as listed in Schedule "A", are hereby adopted. Schedule "A" naming and listing the positions provided and established by the Council under class titles in the Classification Plan shall be in the custody of the Board of Civil Service Commissioners and shall be currently maintained by the said Board of Civil Service Commissioners in accordance with any amendments to the Classification Plan as provided under Section 4.50 of this Code and pursuant to the provisions of Section 1003 of the Charter, provided that the Council and any appointing authority and any employee or his representative shall be permitted to consult Schedule "A" during business hours at reasonable length under conditions prescribed by the Board of Civil Service Commissioners.

Sec. 2. Section 4.65 of the Los Angeles Administrative Code is amended in its entirety to read as follows:

Sec. 4.65. Index to Classes and Salaries

Schedule "A" lists and names the classification titles applicable to the respective classes of positions in the City service compensated on either a flat-rate basis, or on a five-, twelve-, or fifteen-step compensation plan basis, together with the class code and flat rate amount or salary range number for each class of position. For positions represented in a bargaining unit, the applicable Memorandum of Understanding number, as identified in Section 4.61 of this Code, is listed next to the classification title.

Where the applicable rate or rates of compensation provided for a position or positions of any class are to be changed by an amending ordinance, an amendment to Schedule "A," changing the flat rate or salary range number, shall change such rate or rates of compensation.

Sec. 3. Subsection (a) of Section 4.68 of the Los Angeles Administrative Code is amended to read as follows:

(a) Subject to the provisions contained in this Code, the five-, twelve-, or fifteen-step salary ranges set out in this Code shall be applicable to all positions in the City service, except those positions wherein the rate of compensation is provided for on a basis other than a salary range plan, and each employee in the City service shall be paid the salary or compensation for services rendered on behalf of the City in accordance with the salary range prescribed for class of position to which the employee's position is allocated as set forth in Schedule "A", which schedule names and allocates all positions authorized by the City Council under the standard class titles in the Classification Plan, as provided under Section 4.53 of this Code.

Sec. 4. This ordinance shall be operative upon publication pursuant to Charter Section 252(g).

Sec. 5. The City Clerk shall certify to the passage of this ordinance and have it published in accordance with Council policy, either in a daily newspaper circulated in the City of Los Angeles or by posting for ten days in three public places in the City of Los Angeles: one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; and one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

I hereby certify that this ordinance was passed by the Council of the City of Los Angeles, at its meeting of _____.

HOLLY L. WOLCOTT, City Clerk

By _____ Deputy

Approved _____

Mayor

Approved as to Form and Legality

MICHAEL N. FEUER, City Attorney

By  _____
VIVIENNE SWANIGAN
Assistant City Attorney

Date 4/1/14

File No. _____