

CITY OF LOS ANGELES

CALIFORNIA



ERIC GARCETTI
MAYOR

HOLLY L. WOLCOTT
Interim City Clerk

Office of the
CITY CLERK

Council and Public Services
Room 395, City Hall
Los Angeles, CA 90012
General Information - (213) 978-1133
Fax: (213) 978-1040

SHANNON HOPPES
Council and Public Services
Division

www.cityclerk.lacity.org

When making inquiries relative to
this matter, please refer to the
Council File No.

April 21, 2014

To All Interested Parties:

The City Council adopted the action(s), as attached, under Council File No. 14-0409, at its meeting held April 11, 2014.



City Clerk
wrq

Mayor's Time Stamp
 OFFICE OF THE MAYOR
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City Clerk's Time Stamp
 CITY CLERK'S OFFICE
 2014 APR 11 PM 4:00
 CITY CLERK
 BY _____
 DEPUTY

COUNCIL FILE NUMBER 14-0409 COUNCIL DISTRICT _____

COUNCIL APPROVAL DATE April 11, 2014 LAST DAY FOR MAYOR TO ACT _____

ORDINANCE TYPE: Ord of Intent Zoning Personnel General
 Improvement LAMC LAAC CU or Var Appeals - CPC No. _____

SUBJECT MATTER: 2014-15 AND 2015-16 AND RELATED TECHNICAL ADJUSTMENTS TO THE LOS ANGELES MUNICIPAL CODE FOR NON-REPRESENTED EMPLOYEES

| | APPROVED | DISAPPROVED |
|-----------------------------|---------------|-------------|
| PLANNING COMMISSION | _____ | _____ |
| DIRECTOR OF PLANNING | _____ | _____ |
| CITY ATTORNEY | _____ X _____ | _____ |
| CITY ADMINISTRATIVE OFFICER | _____ | _____ |
| OTHER | _____ | _____ |

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DATE OF MAYOR APPROVAL, DEEMED APPROVED OR *VETO APR 14 2014
 (*VETOED ORDINANCES MUST BE ACCOMPANIED WITH OBJECTIONS IN WRITING PURSUANT TO CHARTER SEC. 250(b) (c))

(CITY CLERK USE ONLY PLEASE DO NOT WRITE BELOW THIS LINE)

DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182967
 DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014
 ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____
 ORDINANCE FOR DISTRIBUTION: YES NO

Mayor's Time Stamp
 OFFICE OF THE MAYOR
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 CITY OF LOS ANGELES

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City Clerk's Time Stamp
 CITY CLERK'S OFFICE
 2014 APR 11 PM 4:00
 CITY CLERK
 BY _____
 DEPUTY

COUNCIL FILE NUMBER 14-0409 COUNCIL DISTRICT _____

COUNCIL APPROVAL DATE April 11, 2014 LAST DAY FOR MAYOR TO ACT _____

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| PLANNING COMMISSION | _____ | _____ | CITY CLERK 2014 APR 15 AM 9:40 RECEIVED CITY CLERK'S OFFICE DEPUTY |
| DIRECTOR OF PLANNING | _____ | _____ | |
| CITY ATTORNEY | X _____ | _____ | |
| CITY ADMINISTRATIVE OFFICER | _____ | _____ | |
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APR 14 2014

DATE OF MAYOR APPROVAL, DEEMED APPROVED OR *VETO _____
 (*VETOED ORDINANCES MUST BE ACCOMPANIED WITH OBJECTIONS IN WRITING PURSUANT TO CHARTER SEC. 250(b) (c))

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DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182968
 DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014
 ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____
 ORDINANCE FOR DISTRIBUTION: YES NO

Mayor's Time Stamp
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City Clerk's Time Stamp
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FORTHWITH

COUNCIL FILE NUMBER 14-0409 COUNCIL DISTRICT _____

COUNCIL APPROVAL DATE April 11, 2014 LAST DAY FOR MAYOR TO ACT _____

ORDINANCE TYPE: Ord of Intent Zoning Personnel General
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| PLANNING COMMISSION | _____ | _____ | BY _____ DEPUTY | CITY CLERK 2014 APR 15 AM 9:40 CITY CLERK'S OFFICE |
| DIRECTOR OF PLANNING | _____ | _____ | | |
| CITY ATTORNEY | X _____ | _____ | | |
| CITY ADMINISTRATIVE OFFICER | _____ | _____ | | |
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DATE OF MAYOR APPROVAL, DEEMED APPROVED OR *VETO APR 14 2014
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DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182969
 DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014
 ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____
 ORDINANCE FOR DISTRIBUTION: YES NO

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Mayor's Time Stamp

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CITY OF LOS ANGELES

FORTHWITH

COUNCIL FILE NUMBER 14-0409 COUNCIL DISTRICT _____

COUNCIL APPROVAL DATE April 11, 2014 LAST DAY FOR MAYOR TO ACT _____

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| DIRECTOR OF PLANNING | _____ | _____ | |
| CITY ATTORNEY | X _____ | _____ | |
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DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182970
DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014
ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____
ORDINANCE FOR DISTRIBUTION: YES NO

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COUNCIL FILE NUMBER 14-0409 COUNCIL DISTRICT _____

COUNCIL APPROVAL DATE April 11, 2014 LAST DAY FOR MAYOR TO ACT _____

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| | APPROVED | DISAPPROVED | BY _____ DEPUTY | RECEIVED CITY CLERK'S OFFICE 2014 APR 15 AM 9:40 |
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| PLANNING COMMISSION | _____ | _____ | | |
| DIRECTOR OF PLANNING | _____ | _____ | | |
| CITY ATTORNEY | X | _____ | | |
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DATE OF MAYOR APPROVAL, DEEMED APPROVED OR *VETO APR 14 2014
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DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182971
 DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014
 ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____
 ORDINANCE FOR DISTRIBUTION: YES NO

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City Clerk's Time Stamp
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 CITY CLERK
 BY _____ DEPUTY

COUNCIL FILE NUMBER 14-0409 COUNCIL DISTRICT _____

COUNCIL APPROVAL DATE April 11, 2014 LAST DAY FOR MAYOR TO ACT _____

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| | APPROVED | DISAPPROVED | BY |
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| DIRECTOR OF PLANNING | _____ | _____ | |
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DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182972
 DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014
 ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____
 ORDINANCE FOR DISTRIBUTION: YES NO

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 CITY CLERK
 BY _____
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COUNCIL FILE NUMBER 14-0409 COUNCIL DISTRICT _____

COUNCIL APPROVAL DATE April 11, 2014 LAST DAY FOR MAYOR TO ACT _____

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| | APPROVED | DISAPPROVED | BY _____ CITY CLERK DEPUTY | 2014 APR 15 AM 9:40 RECEIVED CITY CLERK'S OFFICE |
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| PLANNING COMMISSION | _____ | _____ | | |
| DIRECTOR OF PLANNING | _____ | _____ | | |
| CITY ATTORNEY | X _____ | _____ | | |
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APR 14 2014

DATE OF MAYOR APPROVAL, DEEMED APPROVED OR *VETO _____
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DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182973

DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014

ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____

ORDINANCE FOR DISTRIBUTION: YES NO

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BY _____ DEPUTY

FORTHWITH

COUNCIL FILE NUMBER 14-0409 COUNCIL DISTRICT _____

COUNCIL APPROVAL DATE April 11, 2014 LAST DAY FOR MAYOR TO ACT _____

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DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182974
DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014
ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____
ORDINANCE FOR DISTRIBUTION: YES NO

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 2014 APR 11 PM 4:00
 CITY CLERK
 BY _____ DEPUTY

COUNCIL FILE NUMBER 14-0409 COUNCIL DISTRICT _____

COUNCIL APPROVAL DATE April 11, 2014 LAST DAY FOR MAYOR TO ACT _____

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DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182975
 DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014
 ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____
 ORDINANCE FOR DISTRIBUTION: YES NO

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City Clerk's Time Stamp
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 2014 APR 11 PM 4:00
 CITY CLERK
 BY _____
 DEPUTY

FORTHWITH

COUNCIL FILE NUMBER 14-0409 COUNCIL DISTRICT _____

COUNCIL APPROVAL DATE April 11, 2014 LAST DAY FOR MAYOR TO ACT _____

ORDINANCE TYPE: Ord of Intent Zoning Personnel General
 Improvement LAMC LAAC CU or Var Appeals - CPC No. _____

SUBJECT MATTER: 2014-15 AND 2015-16 AND RELATED TECHNICAL ADJUSTMENTS TO THE LOS ANGELES MUNICIPAL CODE FOR NON-REPRESENTED EMPLOYEES

| | APPROVED | DISAPPROVED | BY | |
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| PLANNING COMMISSION | _____ | _____ | _____ | CITY CLERK 2014 APR 15 AM 9:50 RECEIVED CITY CLERK'S OFFICE |
| DIRECTOR OF PLANNING | _____ | _____ | _____ | |
| CITY ATTORNEY | X | _____ | _____ | |
| CITY ADMINISTRATIVE OFFICER | _____ | _____ | DEPUTY | |
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DATE OF MAYOR APPROVAL, DEEMED APPROVED OR *VETO APR 14 2014
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DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182976
 DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014
 ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____
 ORDINANCE FOR DISTRIBUTION: YES NO

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 2014 APR 11 PM 4:00
 CITY CLERK
 BY _____
 DEPUTY

COUNCIL FILE NUMBER 14-0409 COUNCIL DISTRICT _____

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| | APPROVED | DISAPPROVED | |
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| PLANNING COMMISSION | _____ | _____ | BY _____ CITY CLERK 2014 APR 15 AM 9:40 RECEIVED CITY CLERK'S OFFICE DEPUTY APR 14 2014 |
| DIRECTOR OF PLANNING | _____ | _____ | |
| CITY ATTORNEY | X _____ | _____ | |
| CITY ADMINISTRATIVE OFFICER | _____ | _____ | |
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DATE OF MAYOR APPROVAL, DEEMED APPROVED OR *VETO _____
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DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182977
 DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014
 ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____
 ORDINANCE FOR DISTRIBUTION: YES NO

Mayor's Time Stamp
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TIME LIMIT FILES
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City Clerk's Time Stamp
 CITY CLERK'S OFFICE
 2014 APR 11 PM 4:00
 CITY CLERK
 BY _____
 DEPUTY

COUNCIL FILE NUMBER 14-0409 COUNCIL DISTRICT _____

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| | APPROVED | DISAPPROVED | BY _____ CITY CLERK DEPUTY | 2014 APR 15 AM 9:40 RECEIVED CITY CLERK'S OFFICE |
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| PLANNING COMMISSION | _____ | _____ | | |
| DIRECTOR OF PLANNING | _____ | _____ | | |
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APR 14 2014

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DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182978
 DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014
 ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____
 ORDINANCE FOR DISTRIBUTION: YES NO

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City Clerk's Time Stamp
 CITY CLERK'S OFFICE
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 CITY CLERK
 BY _____ DEPUTY

FORTHWITH

COUNCIL FILE NUMBER 14-0409 COUNCIL DISTRICT _____

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| PLANNING COMMISSION | _____ | _____ |
| DIRECTOR OF PLANNING | _____ | _____ |
| CITY ATTORNEY | <u>X</u> | _____ |
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DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182979
 DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014
 ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____
 ORDINANCE FOR DISTRIBUTION: YES NO

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 CITY CLERK'S OFFICE
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 CITY CLERK
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| CITY ATTORNEY | <u>X</u> | _____ |
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DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182980
 DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014
 ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____
 ORDINANCE FOR DISTRIBUTION: YES NO

Mayor's Time Stamp
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 2014 APR 11 PM 4:12
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| DIRECTOR OF PLANNING | _____ | _____ | | |
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 ORDINANCE FOR DISTRIBUTION: YES NO

TIME LIMIT FILES
ORDINANCES

Mayor's Time Stamp
OFFICE OF THE MAYOR
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2014 APR 11 PM 4:10
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City Clerk's Time Stamp
CITY CLERK'S OFFICE
2014 APR 11 PM 4:00
CITY CLERK
BY _____
DEPUTY

FORTHWITH

COUNCIL FILE NUMBER 14-0409 COUNCIL DISTRICT _____

COUNCIL APPROVAL DATE April 11, 2014 LAST DAY FOR MAYOR TO ACT _____

ORDINANCE TYPE: Ord of Intent Zoning Personnel General
 Improvement LAMC LAAC CU or Var Appeals - CPC No. _____

SUBJECT MATTER: 2014-15 AND 2015-16 AND RELATED TECHNICAL ADJUSTMENTS TO THE LOS ANGELES MUNICIPAL CODE FOR NON-REPRESENTED EMPLOYEES

| | APPROVED | DISAPPROVED |
|-----------------------------|----------|-------------|
| PLANNING COMMISSION | _____ | _____ |
| DIRECTOR OF PLANNING | _____ | _____ |
| CITY ATTORNEY | <u>X</u> | _____ |
| CITY ADMINISTRATIVE OFFICER | _____ | _____ |
| OTHER | _____ | _____ |

RECEIVED
CITY CLERK'S OFFICE
2014 APR 15 AM 9:40
BY _____
CITY CLERK
DEPUTY

DATE OF MAYOR APPROVAL, DEEMED APPROVED OR *VETO APR 14 2014
(*VETOED ORDINANCES MUST BE ACCOMPANIED WITH OBJECTIONS IN WRITING PURSUANT TO CHARTER SEC. 250(b) (c))

(CITY CLERK USE ONLY PLEASE DO NOT WRITE BELOW THIS LINE)

DATE RECEIVED FROM MAYOR APR 15 2014 ORDINANCE NO. 182982
DATE PUBLISHED APR 18 2014 DATE POSTED _____ EFFECTIVE DATE APR 18 2014
ORD OF INTENT: HEARING DATE _____ ASSESSMENT CONFIRMATION _____
ORDINANCE FOR DISTRIBUTION: YES NO

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PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT and ORDINANCES FIRST CONSIDERATION relative to 2014-15 and 2015-16 and related technical adjustments to the Los Angeles Municipal Code (LAAC) for non-represented employees.

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

1. PRESENT and ADOPT the accompanying ORDINANCE amending Schedule A of LAAC Section 4.61 to implement the salary ranges and rates for non-represented employees as listed in Attachments A I and A II of the April 3, 2014 City Administrative Officer (CAO) report, attached to the Council file, and for non-represented General Managers as Listed in Attachment B of the April 3, 2014 CAO report, attached to the Council file, to be operative June 29, 2014, December 28, 2014, and June 28, 2015, respectively.
2. PRESENT and ADOPT the accompanying ORDINANCES amending various sections of the LAAC to provide technical and housekeeping changes:
 - a. Amending Section 4.62.2 pertaining to reducing the supervisory differential from 5.5 percent to approximately 2.75 percent.
 - b. Amending Section 4.90 pertaining to salary step placement on initial appointment to City service to require authorization by the CAO for advance step hiring.
 - c. Amending Section 4.91 pertaining to salary step placement upon assignment to a different position to include salary rate comparisons involving 15-step salary ranges, revise the minimum increase from 5 percent to 2.75 percent for non-represented employees, and add language to clarify step placement upon return to a lower level position.
 - d. Amending Section 4.92 pertaining to salary step advancement to provide updated language to reflect current City practice and to add language to reflect the establishment of 15-step salary ranges for non-represented classifications.
 - e. Amending Section 4.95 pertaining to salary adjustments following a change of position to clarify that no employee shall be employed concurrently in more than one full-time position.
 - f. Amending Section 4.112 pertaining to time off with pay for personal business to reflect that the use of accrued unused vacation or overtime may be taken in minimum one-half hour increments instead of one-hour increments.
 - g. Amending Sections 4.113 and 4.114 pertaining to overtime for Fair Labor Standards Act (FLSA)- exempt employees to reference a non-represented classification and modify the level for salaried employees.
 - h. Amending Section 4.129 pertaining to Family and Medical Leave for non-represented employees to revise the eligibility from 1,040 hours worked to 1,250 hours worked consistent with the Family and Medical Leave Act and the California Family Rights Act.

- i. Amending Section 4.203 pertaining to payroll deductions to clarify the organizations authorized to receive funds through payroll deductions.
 - j. Amending Section 4.236 pertaining to an automobile allowance for General Managers and Elected Officials to clarify the limitation in receiving additional transportation benefits under the City's Rideshare Program.
 - k. Amending Section 4.245.1 pertaining to vacation hours for non-represented executive and managerial positions, to delete classifications that have been accreted into a bargaining unit and clarify the receipt of vacation hours following initial appointment to the City and subsequent monthly vacation hour accrual for the non-represented classifications.
 - l. Amending Section 4.307 pertaining to health insurance for non-represented employees to increase the additional employee contribution toward health plan premium costs from 5 percent to 10 percent, update the provision on the non-Kaiser Full-Network HMO option, and add a new provision for Affordable Care Act coverage for eligible employees.
 - m. Amending Section 4.307.4 pertaining to life insurance for non-represented executive and managerial positions, to continue the benefit for enrollments prior to July 1, 2014.
 - n. Amending Section 4.309 to include non-represented employees in the City's Rideshare Program consistent with City practice.
 - o. Amending Section 4.820 to clarify the organizations that may register to represent City employees.
3. AUTHORIZE the CAO and Controller to correct any clerical errors in the MOU, or if approved by the City Attorney, any technical errors in the Ordinances listed in Recommendation Nos. 1 and 2.

Fiscal Impact Statement: The CAO reports that no additional appropriation of funds is required as all impacted departments will be required to absorb the cost of these adjustments within existing budgeted funds. The estimated net cost to the General Fund of the recommendations contained in this report for Fiscal Year (FY) 2014-15 is \$3.1 million and \$3.3 million for FY 2015-16.

Community Impact Statement: None submitted.

Summary:

On April 8, 2014, your Committee considered an April 3, 2014 CAO report, April 3, 2014 City Attorney reports and Ordinances relative to FY 2014-15 and FY 2015-16 and related technical adjustments to the LAAC for non-represented employees. According to the CAO, in accordance with Executive Employee Relations Committee (EERC) instructions, salary and benefit recommendations for employees who are not represented by an employee organization are presented in this report for FYs 2014-15 and 2015-16. As described in the April 3, 2014 CAO report, attached to the Council file, modifications to the provisions for the two percent of full-time City employees in non-represented classifications such as Personnel Director, Finance Specialist, Senior Personnel Analyst, and Investment Officer are being recommended. A summary of the relevant modifications is detailed in the CAO report.

Representatives from the CAO presented an overview of the provisions of the EERC and associated modifications of the LAAC and answered questions from the Committee members. After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the recommendations contained in the April 3, 2014 CAO report and detailed in the above recommendations. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE



| <u>MEMBER</u> | <u>VOTE</u> |
|---------------|-------------|
| KORETZ: | YES |
| O'FARRELL: | YES |
| FUENTES: | ABSENT |

ADOPTED

APR 9 2014

LOS ANGELES CITY COUNCIL

ARL
4/8/14

TO THE MAYOR FORTHWITH

-NOT OFFICIAL UNTIL COUNCIL ACTS-

Reconsidered and
*Re-***ADOPTED**
AS Amended
APR 11 2014

LOS ANGELES CITY COUNCIL

See attached motion

TO THE MAYOR FORTHWITH

RECONSIDERATION of Item 25 of April 9, 2014

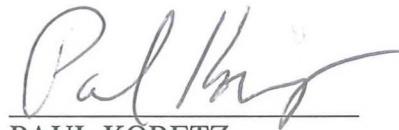
Item 25 - A

MOTION

I MOVE that the matter of the Personnel and Animal Welfare Committee Report and Ordinances First Consideration relative to 2014-15 and 2015-16 and related technical adjustments to the Los Angeles Administrative Code (LAAC) for non-represented employees, Item 25 on the April 9, 2014 Council Agenda (CF 14-0409), BE AMENDED to adopt the following in lieu of Recommendation No. 1 of the Personnel and Animal Welfare Committee Report:

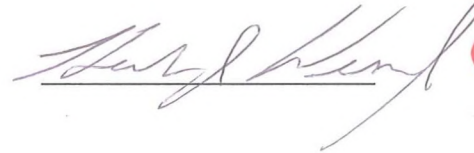
1. PRESENT and ADOPT the attached ORDINANCE, in lieu of the Ordinance attached to the Council file, amending Schedule A of LAAC Section 4.61 to implement the salary ranges and rates for non-represented employees as listed in Attachments A I and A II of the April 3, 2014 City Administrative Officer (CAO) report, attached to the Council file, and as listed on the attached revised Attachment B for non-represented General Managers in lieu of the Attachment B of the April 3, 2014 CAO report, attached to the Council file, to be operative June 29, 2014, December 28, 2014, and June 28, 2015, respectively.

PRESENTED BY:



PAUL KORETZ
Councilman, 5th District

SECONDED BY:



April 11, 2014
ak

ORIGINAL

ADOPTED

APR 11 2014

LOS ANGELES CITY COUNCIL

TO THE MAYOR FORTHWITH