

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER


Date: May 15, 2014

CAO File No. 0111-31284-0024

Council File No.

Council District: All

To: Council

From: Miguel A. Santana, City Administrative Officer 

Reference: Request for Substitute Authority from the Bureau of Street Lighting dated 4/11/14

Subject: **BUREAU OF STREET LIGHTING - SUBSTITUTE AUTHORITY REQUEST**

SUMMARY

The Bureau of Street Lighting is requesting two substitute authorities for one Street Lighting Electrician Supervisor II (3840-2) and one Street Lighting Electrician Supervisor III (3840-3) to replace the existing positions of Street Lighting Construction & Maintenance Superintendent I (3820-1) and Street Lighting Construction & Maintenance Superintendent I (3820-2) which are in the Adopted FY 13-14 Department Personnel Ordinance.

In FY 2013-14 the Bureau of Street Lighting had two positions, Street Lighting Electrician Supervisor II and III reclassified to Street Lighting Construction & Maintenance Superintendent I and II. During the FY 2013-14 budgeting process the salaries were in the process of being established so these position's salaries were kept at the Street Lighting Electrician Supervisor II and III rates. After the FY 2013-14 budget was adopted the Street Lighting Construction & Maintenance Superintendent I and II salaries were established and approved by Council.

The two Street Lighting Electrician Supervisor II and III positions are filled and upon their reallocation to the new position classifications the Bureau realized that the approved salary ranges result in a pay decrease for both employees. This Office's Employee Relations division has been notified of this and will be working to revise the salaries to an appropriate level through the negotiations that are currently underway with the Los Angeles Professional Manager's Association, the employee's labor organization for these job classifications. Until the pay is revised this Office recommends two substitute authorities be granted to the Bureau. The Bureau's FY 2013-14 Adopted Budget was based on the salaries of Street Lighting Electrician Supervisor II and III positions and therefore the Bureau's current salary funding is able to cover the shortfall that would have resulted if the Bureau's budget was based on the lower salaries of the Street Lighting Construction & Maintenance Superintendent I and II.

Consistent with the use of substitute authority, this Office recommends the Bureau identify salary savings to off-set the difference in salary for both positions.

RECOMMENDATIONS

1. That the Council authorize two substitute authorities for the Bureau of Street Lighting, for the term of July 1, 2013 through June 30, 2014, as follows:

1	3840-2	Street Lighting Electrician Supervisor II
1	3840-3	Street Lighting Electrician Supervisor III

2. Instruct the City Clerk to place the following on the first available Council agenda in Fiscal Year 2014-15:

That the Council authorize two substitute authorities for the Bureau of Street Lighting, for the term of July 1, 2014 through June 30, 2015, as follows:

- | | | |
|---|--------|--|
| 1 | 3840-2 | Street Lighting Electrician Supervisor II |
| 1 | 3840-3 | Street Lighting Electrician Supervisor III |

3. Instruct the Bureau of Street Lighting to identify the position(s) to be held vacant to off-set the difference in salary between Street Lighting Electrician Supervisor II (3840-2), Street Lighting Electrician Supervisor III (3840-3) and Street Lighting Construction & Maintenance Superintendent I (3820-1), Street Lighting Construction & Maintenance Superintendent II (3820-2) and notify the City Administrative Officer.

FISCAL IMPACT STATEMENT


In Fiscal Year 2013-14 there will be no impact to the Bureau's budget by authorizing these two substitute authority positions. In Fiscal Year 2014-15 there will be a \$17,754 fiscal impact on the Street Lighting Maintenance Assessment Fund. There is no General Fund impact.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: April 11, 2014

TO: Miguel A Santana, CAO
Office of the City Administrative Officer

Attn: Benet Sanchez

FROM: 
Ed Ebrahimian, Director
Bureau of Street Lighting

SUBJECT: REQUEST FOR SUBSTITUTE AUTHORITY – STREET LIGHTING
ELECTRICIAN SUPERVISOR II & III

The Bureau of Street Lighting (BSL) requests to activate a sub-authority for one (1) Street Lighting Electrician Supervisor II (3840-1) and one (1) Street Lighting Electrician Supervisor III (class code 3840-3).

In the FY 2013-14 Budget, BSL existing positions of Street Lighting Electrician Supervisor II & III were reallocated to Street Lighting Construction & Maintenance Superintendent I & II positions to appropriately reflect the duties and levels of the positions. However, while salaries were being established and the positions were moving through the process, the Superintendent positions were not reflected in BSL's Department Personnel Ordinance (DPO). The BSL has been notified that the addition of the Superintendent positions and deletion of the Electrician Supervisor positions are being moved through the process (it was heard at the Personnel and Animal Welfare Committee on April 8, 2014), to appropriately reflect the correct positions in the DPO before the new fiscal year's budget is adopted.

When the salaries for the Superintendent I & II levels were established last year, the Council approved salary ranges resulted in pay decreases for the two employees who were to transition to the Superintendent positions. Consequently, neither employee was transitioned to the Superintendent classification. The CAO Employee Relations Division has been notified of this and they are working to revise the salaries to an appropriate level through the negotiations that are currently underway with the Los Angeles Professional Managers' Association. As the revised salaries won't take effect until at least July 1, 2014, Carolyn Cooper of the Employee Relations Division has advised that we request substitute authorities to place the two affected employees in until the salaries can be established at the appropriate level.

If you have any questions or need any additional information, please contact Megan Hackney at (213) 847-1315.

ED:CM:mh