

ORDINANCE NO. 183368

An ordinance authorizing the employment of personnel in the City Planning Department of the City of Los Angeles.

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

Section 1. Employment authorization for Fiscal Year 2014-15 is hereby granted the City Planning Department for the designated number of positions in each code and title as provided in this ordinance.

CITY PLANNING

<u>No.</u>	<u>Code</u>	<u>Title</u>
------------	-------------	--------------

(a) Regular Positions:

1	1116	Secretary
1	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
1	1143	Senior Clerk
1	1201	Principal Clerk
2	1223-2	Accounting Clerk II
1	1253	Chief Clerk
8	1358	Clerk Typist
18	1368	Senior Clerk Typist
1	1470	Data Base Architect
2	1513-2	Accountant II
1	1523-1	Senior Accountant I
1	1523-2	Senior Accountant II
1	1539	Management Assistant
10	1596-2	Systems Analyst II
4	1597-1	Senior Systems Analyst I
1	1597-2	Senior Systems Analyst II
3	1670-2	Graphics Designer II
1	1670-3	Graphics Designer III
1	1779-1	Operations and Statistical Research Analyst I
1	7204	Cartographer
1	7211	Geographic Information Systems Chief
18	7213	Geographic Information Specialist

<u>No.</u>	<u>Code</u>	<u>Title</u>
------------	-------------	--------------

(a) Regular Positions (Continued):

4	7214-1	Geographic Information Systems Supervisor I
2	7214-2	Geographic Information Systems Supervisor II
1	7310-2	Environmental Specialist II
1	7925	Architect
1	7926-2	Architectural Associate II
23	7939	Planning Assistant
73	7941	City Planning Associate
42	7944	City Planner
3	7946	Principal City Planner
9	7947	Senior City Planner
8	7998	Associate Zoning Administrator
1	7999	Chief Zoning Administrator
2	9171-1	Senior Management Analyst I
1	9171-2	Senior Management Analyst II
2	9184-2	Management Analyst II
1	9375	Director of Systems
3	9444	Deputy Director of Planning
1	9445	Director of Planning
3	9734-1	Commission Executive Assistant I
1	9734-2	Commission Executive Assistant II

262

(b) To be Employed As Needed in Such Numbers as Required:

1223-2	Accounting Clerk II
1358	Clerk Typist
1502	Student Professional Worker
1513-2	Accountant II
2455-1	Arts Manager I
3111-1	Occupational Trainee I
3111-2	Occupational Trainee II
7939	Planning Assistant
7941	City Planning Associate
7944	City Planner
7946	Principal City Planner
7947	Senior City Planner
7998	Associate Zoning Administrator
9734-1	Commission Executive Assistant I

<u>No.</u>	<u>Code</u>	<u>Title</u>
------------	-------------	--------------

(c) Commissioner Positions:

44	0101-2	Commissioner
5	1109	Cultural Heritage Commissioner
49		

[illegible]

Sec. 1.1. The Director of Planning may appoint and deputize persons employed in any of the following positions for the sole purpose of performing the duties imposed upon the Director of Planning by the provisions of Chapter 1, Articles 7 and 8, of the Los Angeles Municipal Code: Deputy Director of Planning, Code 9444; Principal City Planner, Code 7946; Chief Zoning Administrator, Code 7999; Associate Zoning Administrator, Code 7998; Senior City Planner, Code 7947; or City Planner, Code 7944. Persons so deputized shall serve as deputies to the Director of Planning without additional compensation and shall perform only those services as deputies, as specified in the referred to articles of the Los Angeles Municipal Code. Additionally, the Director of Planning, when authorized by the City Planning Commission, may designate and deputize the Deputy Director of Planning, Code 9444, to act for him/her and in his/her name upon any ordinance, order or resolution submitted to the Director of Planning pursuant to Charter Section 559.

Sec. 1.2. One position of Commission Executive Assistant II, Code 9734-2, shall receive salary at the third premium level rate above the appropriate step prescribed for the class.

Sec. 1.3. Commission Executive Assistant I, Code 9734-1, positions assigned to assist at least two Area Planning Commissions shall receive salary at the second premium level rate above the appropriate step prescribed for the class.

Sec. 2. Upon approval from the Office of the City Administrative Officer, or City Council if required pursuant to Council instruction, substitute authority positions may be filled using any class of position specified in Schedule "A" of the Los Angeles Administrative Code or approved Memoranda of Understanding (MOU). The approval shall specify the period during which the position shall be filled. The Office of the City Administrative Officer shall maintain a record of the positions approved for filling. Whenever the Office of the City Administrative Officer requires as a condition to the filling of a substitute position that a regular position be left vacant and the vacant regular position is authorized by the Council to receive adjusted compensation provided by the Notes of Schedule "A" of Los Angeles Administrative Code Sections 4.61 and 4.72 or an approved MOU, payment of the adjusted compensation may then be made to the person employed in the substitute position if he/she is otherwise qualified to receive adjusted compensation.

Sec. 3. The appointing authority may employ persons and assign duties appropriate to the employee's classification and pay grade in any class of position specified in Schedule "A" of Los Angeles Administrative Code Section 4.61 in lieu of vacant positions in a related occupational series, including related training classes, or if not related, upon approval from the Office of the City Administrative Officer and the Personnel Department, which have been duly authorized in the appropriate department personnel ordinance or resolution of the Council, and which vacant positions have a salary or salary range equal to or higher than the salary or salary range for the class of

position in which the persons are to be employed; provided, however, that at no time shall the total number of persons employed in the department, office or bureau exceed the total number of positions authorized. Whenever the class of position to be left unfilled as a condition to the filling of a position in accordance with this section is authorized by the Council to receive adjusted compensation provided by the Notes of Schedule "A" of Los Angeles Administrative Code Sections 4.61 and 4.72, payment of the adjusted compensation may then be made to the person employed in accordance with this section if he/she is otherwise qualified to receive adjusted compensation.

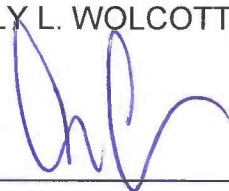
Sec. 4. The personnel authority contained in this ordinance shall be limited by the amount of money available on the records of the Controller for the payment of salaries and wages in the appropriate departmental account.

Sec. 5. Pursuant to the provisions of Charter Section 252, this ordinance shall become effective upon its publication and shall remain operative until superseded by ordinance.

Sec. 6. 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 JAN 07 2015.

HOLLY L. WOLCOTT, City Clerk

By  Deputy

Approved JAN 13 2015

 Mayor

Approved as to Form and Legality

MICHAEL N. FEUER, City Attorney

By 
VIVIENNE A. SWANIGAN
Assistant City Attorney

Date 12/4/14

File No. 14-1700

DECLARATION OF POSTING ORDINANCE

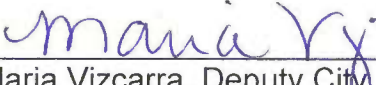
I, MARIA VIZCARRA, state as follows: I am, and was at all times hereinafter mentioned, a resident of the State of California, over the age of eighteen years, and a Deputy City Clerk of the City of Los Angeles, California.

Ordinance No. 183368 – 2014-15 Departmental Personnel Ordinance – CITY PLANNING - a copy of which is hereto attached, was finally adopted by the Los Angeles City Council on **January 7, 2015**, and under the direction of said City Council and the City Clerk, pursuant to Section 251 of the Charter of the City of Los Angeles and Ordinance No. 172959, on **January 16, 2015** I posted a true copy of said ordinance at each of the three public places located in the City of Los Angeles, California, as follows: 1) one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; 2) one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; 3) one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

Copies of said ordinance were posted conspicuously beginning on **January 16, 2015** and will be continuously posted for ten or more days.

I declare under penalty of perjury that the foregoing is true and correct.

Signed this **16th** day of **January, 2015** at Los Angeles, California.



Maria Vizcarra, Deputy City Clerk

Ordinance Effective Date: **January 26, 2015**

Council File No. **14-1700**