MICHAEL N. FEUER
CITY ATTORNEY

REPORT NO. R16-0332

OCT 21 2016

REPORT RE:

DRAFT ORDINANCE AUTHORIZING THE EMPLOYMENT OF PERSONNEL FOR 34 DEPARTMENTS AND OFFICES OF THE CITY OF LOS ANGELES

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. These ordinances authorize the employment of personnel for 34 departments and offices of the City of Los Angeles.

Council Rule 38 Referral

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

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 present 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:VS:mc
Transmittal

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department of Aging 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 2016-17 is hereby granted to the Department of Aging for the designated number of positions in each code and title as provided in this ordinance.

AGING

No.	Code	Title
(a) Regular Positions:		
1	1116	Secretary
1	1117-3	Executive Administrative Assistant III
1	1223	Accounting Clerk
1	1358	Administrative Clerk
2	1368	Senior Administrative Clerk
3	1513-2	Accountant II
2	1517-1	Auditor I
1	1518	Senior Auditor
1	1523-2	Senior Accountant II
1	1525-2	Principal Accountant II
2	1539	Management Assistant
1	1597-1	Senior Systems Analyst I
1	2323	Nutritionist
1	2385-2	Social Worker II
1	2385-3	Social Worker III
2	2501-2	Community Program Assistant II
2	2501-3	Community Program Assistant III
5	9171-1	Senior Management Analyst I
1	9171-2	Senior Management Analyst II
4	9184-1	Management Analyst I
8	9184-2	Management Analyst II
1	9218	General Manager Department of Aging

(a) Regular Positions:

1	9220	Assistant General Manager Department of Aging
44		

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

1358	Administrative Clerk
1502	Student Professional Worker
1513-2	Accountant II
1534	Program Aide - Aging
1537	Project Coordinator
1539	Management Assistant

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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). This 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 _____.

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 10/13/14

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department of Animal Services 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 2016-17 is hereby granted to the Department of Animal Services for the designated number of positions in each code and title as provided in this ordinance.

ANIMAL SERVICES

No.	Code	Title
(a) Regular Positions:		
1	1117-3	Executive Administrative Assistant III
1	1170-1	Payroll Supervisor I
2	1223	Accounting Clerk
33	1358	Administrative Clerk
8	1368	Senior Administrative Clerk
1	1455-1	Systems Programmer I
1	1513-2	Accountant II
1	1523-2	Senior Accountant II
1	1596-2	Systems Analyst II
1	1597-2	Senior Systems Analyst II
1	1785-2	Public Relations Specialist II
1	2360	Chief Veterinarian
4	2365-2	Veterinarian II
1	2365-3	Veterinarian III
25	2369	Veterinary Technician
154	4310	Animal Care Technician
54	4311-1	Animal Control Officer I
29	4311-2	Animal Control Officer II
14	4313	Animal Care Technician Supervisor
7	4316-1	Senior Animal Control Officer I
6	4316-2	Senior Animal Control Officer II
2	4320	District Supervisor - Animal Reg

(a) Regular Positions:

2	4321	Director of Field Operations
1	9171-2	Senior Management Analyst II
2	9184-2	Management Analyst II
2	9244	Assistant General Manager Animal Regulation
1	9245	General Manager Department of Animal Services
356		

(b) Commissioner Positions:

5	0101-1	Commissioner

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

0702	Relief Animal Regulation Worker
0703	Relief Animal Care Worker
1358	Administrative Clerk
2365-2	Veterinarian II
2369	Veterinary Technician
4310	Animal Care Technician
4330	Animal License Canvasser

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Sec. 1.1. The appointing authority may, subject to the provisions of Los Angeles Municipal Code Section 52.32, authorize the issuance and use of uniform departmental badges to persons employed in the following named classes of positions:

Code	Title
2360	Chief Veterinarian
2365-1	Veterinarian I
2365-2	Veterinarian II
2365-3	Veterinarian III
4311-1	Animal Control Officer I
4311-2	Animal Control Officer II
4316-1	Senior Animal Control Officer I
4316-2	Senior Animal Control Officer II
4321	Director of Field Operations
9244	Assistant General Manager Animal Services
9245	General Manager Department of Animal Services

Sec. 1.2. The General Manager may prescribe varying work schedules consisting of 40 hours per week for all employees in the Department, which schedules may include as a part of the work week, Saturdays, Sundays and holidays.

Sec. 1.3. Pursuant to the provisions of Charter Section 504, the position of Secretary to the Animal Services Commission is hereby combined with the position of Management Analyst II, Code 9184-2; the code, title, and salary for this position, as combined, to remain the same as the code, title, and salary fixed by Schedule "A" of Los Angeles Administrative Code Section 4.61 for the class of Management Analyst II.

Sec. 1.4. The General Manager may appoint and deputize as Deputy General Manager those employees in the Department of Animal Services as the General Manager deems necessary for the sole purpose of performing the duties imposed upon the General Manager under the provisions of Chapter 5, Article 3, of the Los Angeles Municipal Code. Any person(s) so deputized shall serve as a deputy to the General Manager without additional compensation and shall perform only those services as deputy as specified in this section.

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). This 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 Section 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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department of Building and Safety 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 2016-17 is hereby granted to the Department of Building and Safety for the designated number of positions in each code and title as provided in this ordinance.

BUILDING AND SAFETY

No.	Code	Title
(a) Regular Positions:		
3	1116	Secretary
3	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
1	1119-1	Accounting Records Supervisor I
1	1119-2	Accounting Records Supervisor II
1	1170-1	Payroll Supervisor I
6	1201	Principal Clerk
22	1223	Accounting Clerk
2	1253	Chief Clerk
5	1321	Clerk Stenographer
1	1323	Senior Clerk Stenographer
80	1358	Administrative Clerk
25	1358	Administrative Clerk (Half-Time)
32	1368	Senior Administrative Clerk
3	1431-4	Programmer/Analyst IV
3	1455-2	Systems Programmer II
2	1455-3	Systems Programmer III
2	1470	Data Base Architect
6	1513-2	Accountant II
1	1523-1	Senior Accountant I
2	1523-2	Senior Accountant II
1	1525-2	Principal Accountant II

(a) Regular Positions:

3	1539	Management Assistant
1	1555-2	Fiscal Systems Specialist II
1	1593-3	Departmental Chief Accountant III
12	1596-2	Systems Analyst II
3	1597-1	Senior Systems Analyst I
4	1597-2	Senior Systems Analyst II
2	1599	Systems Aide
2	1832-1	Warehouse and Toolroom Worker I
1	1835-2	Storekeeper II
1	2330	Industrial Hygienist
40	4211	Building Inspector
36	4213	Senior Building Inspector
8	4219-2	Assistant Deputy Superintendent of Building II
16	4221	Electrical Inspector
23	4223	Senior Electrical Inspector
16	4226	Principal Inspector
17	4231	Plumbing Inspector
11	4233	Senior Plumbing Inspector
8	4240	Fire Sprinkler Inspector
3	4242	Senior Fire Sprinkler Inspector
10	4245	Heating and Refrigeration Inspector
5	4247	Senior Heating and Refrigeration Inspector
156	4251	Building Mechanical Inspector
35	4253	Senior Building Mechanical Inspector
7	4254	Chief Inspector
7	4261	Safety Engineer Pressure Vessels
5	4262	Senior Safety Engineer Pressure Vessels
15	4263	Safety Engineer Elevators
7	4264	Senior Safety Engineer Elevators
1	7212-1	Office Engineering Technician I
10	7212-2	Office Engineering Technician II
8	7212-3	Office Engineering Technician III
1	7239-1	Geotechnical Engineer I
1	7239-2	Geotechnical Engineer II
1	7239-3	Geotechnical Engineer III
9	7244-1	Building Civil Engineer I
2	7244-2	Building Civil Engineer II
1	7255-1	Engineering Geologist I
2	7255-2	Engineering Geologist II

(a) Regular Positions:

1	7255-3	Engineering Geologist III
1	7304-1	Environmental Supervisor I
1	7304-2	Environmental Supervisor II
3	7310-2	Environmental Specialist II
1	7310-3	Environmental Specialist III
1	7320	Environmental Affairs Officer
11	7525-2	Electrical Engineering Associate II
5	7525-3	Electrical Engineering Associate III
1	7525-4	Electrical Engineering Associate IV
2	7543-1	Building Electrical Engineer I
1	7543-2	Building Electrical Engineer II
13	7554-2	Mechanical Engineering Associate II
5	7554-3	Mechanical Engineering Associate III
1	7554-4	Mechanical Engineering Associate IV
2	7561-1	Building Mechanical Engineer I
1	7561-2	Building Mechanical Engineer II
7	7956	Structural Engineer
75	7957-2	Structural Engineering Associate II
25	7957-3	Structural Engineering Associate III
4	7957-4	Structural Engineering Associate IV
2	9171-1	Senior Management Analyst I
2	9171-2	Senior Management Analyst II
1	9182	Chief Management Analyst
2	9184-1	Management Analyst I
8	9184-2	Management Analyst II
4	9201-1	Deputy Superintendent of Building I
1	9201-2	Deputy Superintendent of Building II
1	9205	Superintendent of Building
1	9375	Director of Systems
8	9425	Senior Structural Engineer
885		

(b) Commissioner Positions:

10	0101-2	Commissioner

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

0112	Examiner of Mechanical Equipment Operators
0119	Examiner of Plumbers and Gasfitters

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

0121	Examiner of Steam and Diesel Engineers
0122	Examiner of Elevator Constructors
0124	Examiner of Registered Deputy Inspectors
1223	Accounting Clerk
1358	Administrative Clerk
1502	Student Professional Worker
1597-1	Senior Systems Analyst I
4211	Building Inspector
4213	Senior Building Inspector
4223	Senior Electrical Inspector
4233	Senior Plumbing Inspector
4242	Senior Fire Sprinkler Inspector
4251	Building Mechanical Inspector
4253	Senior Building Mechanical Inspector
4264	Senior Safety Engineer Elevators
7554-3	Mechanical Engineering Associate III
7957-3	Structural Engineering Associate III

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Sec. 1.1. Pursuant to the provisions of Charter Section 504(c), the position of Secretary to the Board of Building and Safety Commissioners is hereby combined with the position of Structural Engineering Associate IV, Code 7957-4, the code, title and salary range for that position, as combined, to remain the same as the code, title and salary range fixed by Schedule "A" of Los Angeles Administrative Code Section 4.61 for the class of Structural Engineering Associate IV.

Sec. 1.2. The appointing authority may, subject to the provisions of Los Angeles Municipal Code Section 52.32, authorize the issuance and use of Uniform Departmental Badges to persons employed in the following named classes of positions:

Code	Title
0101	Commissioner
4208	Assistant Inspector
4211	Building Inspector
4213	Senior Building Inspector
4219	Assistant Deputy Superintendent of Building
4221	Electrical Inspector
4223	Senior Electrical Inspector
4226	Principal Inspector
4231	Plumbing Inspector
4233	Senior Plumbing Inspector
4240	Fire Sprinkler Inspector
4242	Senior Fire Sprinkler Inspector
4245	Heating and Refrigeration Inspector
4247	Senior Heating and Refrigeration Inspector
4251	Building Mechanical Inspector
4253	Senior Building Mechanical Inspector
4254	Chief Inspector
4261	Safety Engineer Pressure Vessels
4262	Senior Safety Engineer Pressure Vessels
4263	Safety Engineer Elevators
4264	Senior Safety Engineer Elevators
4265	Equipment Safety Investigator
7514	Electrical Equipment Tester
7957	Structural Engineering Associate
9201	Deputy Superintendent of Building
9205	Superintendent of Building

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). This 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.

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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 10/13/16

File No. _____

ORDINANCE NO. _____

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

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BUILDING AND SAFETY

No.	Code	Title
(a) Regular Positions:		
3	1116	Secretary
3	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
1	1119-1	Accounting Records Supervisor I
1	1119-2	Accounting Records Supervisor II
1	1170-1	Payroll Supervisor I
6	1201	Principal Clerk
22	1223	Accounting Clerk
2	1253	Chief Clerk
5	1321	Clerk Stenographer
1	1323	Senior Clerk Stenographer
80	1358	Administrative Clerk
25	1358	Administrative Clerk (Half-Time)
32	1368	Senior Administrative Clerk
3	1431-4	Programmer/Analyst IV
3	1455-2	Systems Programmer II
2	1455-3	Systems Programmer III
2	1470	Data Base Architect
6	1513-2	Accountant II
1	1523-1	Senior Accountant I
2	1523-2	Senior Accountant II
1	1525-2	Principal Accountant II

(a) Regular Positions:

3	1539	Management Assistant
1	1555-2	Fiscal Systems Specialist II
1	1593-3	Departmental Chief Accountant III
12	1596-2	Systems Analyst II
3	1597-1	Senior Systems Analyst I
4	1597-2	Senior Systems Analyst II
2	1599	Systems Aide
2	1832-1	Warehouse and Toolroom Worker I
1	1835-2	Storekeeper II
1	2330	Industrial Hygienist
40	4211	Building Inspector
36	4213	Senior Building Inspector
8	4219-2	Assistant Deputy Superintendent of Building II
16	4221	Electrical Inspector
23	4223	Senior Electrical Inspector
16	4226	Principal Inspector
17	4231	Plumbing Inspector
11	4233	Senior Plumbing Inspector
8	4240	Fire Sprinkler Inspector
3	4242	Senior Fire Sprinkler Inspector
10	4245	Heating and Refrigeration Inspector
5	4247	Senior Heating and Refrigeration Inspector
156	4251	Building Mechanical Inspector
35	4253	Senior Building Mechanical Inspector
7	4254	Chief Inspector
7	4261	Safety Engineer Pressure Vessels
5	4262	Senior Safety Engineer Pressure Vessels
15	4263	Safety Engineer Elevators
7	4264	Senior Safety Engineer Elevators
1	7212-1	Office Engineering Technician I
10	7212-2	Office Engineering Technician II
8	7212-3	Office Engineering Technician III
1	7239-1	Geotechnical Engineer I
1	7239-2	Geotechnical Engineer II
1	7239-3	Geotechnical Engineer III
9	7244-1	Building Civil Engineer I
2	7244-2	Building Civil Engineer II
1	7255-1	Engineering Geologist I
2	7255-2	Engineering Geologist II

(a) Regular Positions:

1	7255-3	Engineering Geologist III
1	7304-1	Environmental Supervisor I
1	7304-2	Environmental Supervisor II
3	7310-2	Environmental Specialist II
1	7310-3	Environmental Specialist III
1	7320	Environmental Affairs Officer
11	7525-2	Electrical Engineering Associate II
5	7525-3	Electrical Engineering Associate III
1	7525-4	Electrical Engineering Associate IV
2	7543-1	Building Electrical Engineer I
1	7543-2	Building Electrical Engineer II
13	7554-2	Mechanical Engineering Associate II
5	7554-3	Mechanical Engineering Associate III
1	7554-4	Mechanical Engineering Associate IV
2	7561-1	Building Mechanical Engineer I
1	7561-2	Building Mechanical Engineer II
7	7956	Structural Engineer
75	7957-2	Structural Engineering Associate II
25	7957-3	Structural Engineering Associate III
4	7957-4	Structural Engineering Associate IV
2	9171-1	Senior Management Analyst I
2	9171-2	Senior Management Analyst II
1	9182	Chief Management Analyst
2	9184-1	Management Analyst I
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4	9201-1	Deputy Superintendent of Building I
1	9201-2	Deputy Superintendent of Building II
1	9205	Superintendent of Building
1	9375	Director of Systems
8	9425	Senior Structural Engineer
885		

(b) Commissioner Positions:

10	0101-2	Commissioner

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

0112	Examiner of Mechanical Equipment Operators
0119	Examiner of Plumbers and Gasfitters

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

0121	Examiner of Steam and Diesel Engineers
0122	Examiner of Elevator Constructors
0124	Examiner of Registered Deputy Inspectors
1223	Accounting Clerk
1358	Administrative Clerk
1502	Student Professional Worker
1597-1	Senior Systems Analyst I
4211	Building Inspector
4213	Senior Building Inspector
4223	Senior Electrical Inspector
4233	Senior Plumbing Inspector
4242	Senior Fire Sprinkler Inspector
4251	Building Mechanical Inspector
4253	Senior Building Mechanical Inspector
4264	Senior Safety Engineer Elevators
7554-3	Mechanical Engineering Associate III
7957-3	Structural Engineering Associate III

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Sec. 1.1. Pursuant to the provisions of Charter Section 504(c), the position of Secretary to the Board of Building and Safety Commissioners is hereby combined with the position of Structural Engineering Associate IV, Code 7957-4, the code, title and salary range for that position, as combined, to remain the same as the code, title and salary range fixed by Schedule "A" of Los Angeles Administrative Code Section 4.61 for the class of Structural Engineering Associate IV.

Sec. 1.2. The appointing authority may, subject to the provisions of Los Angeles Municipal Code Section 52.32, authorize the issuance and use of Uniform Departmental Badges to persons employed in the following named classes of positions:

Code	Title
0101	Commissioner
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4211	Building Inspector
4213	Senior Building Inspector
4219	Assistant Deputy Superintendent of Building
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4223	Senior Electrical Inspector
4226	Principal Inspector
4231	Plumbing Inspector
4233	Senior Plumbing Inspector
4240	Fire Sprinkler Inspector
4242	Senior Fire Sprinkler Inspector
4245	Heating and Refrigeration Inspector
4247	Senior Heating and Refrigeration Inspector
4251	Building Mechanical Inspector
4253	Senior Building Mechanical Inspector
4254	Chief Inspector
4261	Safety Engineer Pressure Vessels
4262	Senior Safety Engineer Pressure Vessels
4263	Safety Engineer Elevators
4264	Senior Safety Engineer Elevators
4265	Equipment Safety Investigator
7514	Electrical Equipment Tester
7957	Structural Engineering Associate
9201	Deputy Superintendent of Building
9205	Superintendent of Building

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). This 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 _____.

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 10/13/16

File No. _____

CITY ADMINISTRATIVE OFFICER
2016-17

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Office of the City Administrative Officer 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 2016-17 is hereby granted to the Office of the City Administrative Officer for the designated number of positions in each code and title as provided in this ordinance.

CITY ADMINISTRATIVE OFFICER

No.	Code	Title
(a) Regular Positions:		
1	0010	City Administrative Officer
3	0011	Assistant City Administrative Officer
1	0748	Executive Director, Office of Public Accountability
1	1116	Secretary
2	1117-2	Executive Administrative Assistant II
2	1117-3	Executive Administrative Assistant III
1	1201	Principal Clerk
4	1223	Accounting Clerk
1	1358	Administrative Clerk
8	1368	Senior Administrative Clerk
1	1530-1	Risk Manager I
4	1530-2	Risk Manager II
1	1530-3	Risk Manager III
1	1537	Project Coordinator
1	1538	Senior Project Coordinator
10	1541-1	Senior Administrative Analyst I
25	1541-2	Senior Administrative Analyst II
2	1552-2	Finance Specialist II
3	1552-3	Finance Specialist III
2	1552-4	Finance Specialist IV
2	1552-5	Finance Specialist V
8	1554	Chief Administrative Analyst

(a) Regular Positions:

12	1590-2	Administrative Analyst II
1	1597-1	Senior Systems Analyst I
3	1597-2	Senior Systems Analyst II
1	1620	Revenue Manager
3	1645	Risk and Insurance Assistant
1	1681-1	Utility Rates and Policy Specialist I
2	1681-2	Utility Rates and Policy Specialist II
2	1681-3	Utility Rates and Policy Specialist III
3	9134	Principal Project Coordinator
3	9184-2	Management Analyst II
5	9202-1	Senior Labor Relations Specialist I
1	9202-2	Senior Labor Relations Specialist II
121		

(b) Commissioner Positions:

15	0108	Member, Innovation and Performance Commission
15		

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

0820	Administrative Trainee
1358	Administrative Clerk
1368	Senior Administrative Clerk
1501	Student Worker
1502	Student Professional Worker
1535-1	Administrative Intern I
1535-2	Administrative Intern II

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Sec. 1.1. Upon the approval of the City Administrative Officer, any person employed in the class of Assistant City Administrative Officer, Code 0011; Chief Administrative Analyst, Code 1554; Senior Administrative Analyst I, Code 1541-1; Senior Administrative Analyst II, Code 1541-2; Finance Specialist I, Code 1552-1; Finance Specialist II, Code 1552-2; Finance Specialist III, Code 1552-3; Finance Specialist IV, Code 1552-4; Finance Specialist V, Code 1552-5; Senior Labor Relations Specialist I, Code 9202-1; Senior Labor Relations Specialist II, Code 9202-2; Administrative Analyst I, Code 1590-1; Administrative Analyst II, Code 1590-2; or Principal Project Coordinator, Code 9134, may receive salary up to the fourth premium level rate above the appropriate step rate of the salary range prescribed for these classes and pay grades.

Sec. 1.2. One Assistant City Administrative Officer, Code 0011, when designated by the City Administrative Officer, to assume the additional administrative and supervisory duties of Executive Officer, shall be compensated at the fourth premium level rate above the appropriate step rate or premium level rate of the incumbent.

Sec. 1.3. Whenever the City Administrative Officer is authorized pursuant to Charter Section 1164(b) to employ a person who is retired from City service, the employee may be employed at any step within the salary range prescribed for the class that is determined by the Office of the City Administrative Officer to be commensurate with, and based upon, the extent, responsibility, and importance of the work to be assigned and the experience, skill and ability of the employee.

Sec. 1.4. Upon approval of the City Administrative Officer, an incumbent in the class of Executive Director – Office of Public Accountability, Code 0748, who elects to use his/her own vehicle on a regular basis in the performance of his/her duties in lieu of a City vehicle, shall receive a $500 monthly car allowance payable on a bi-weekly basis.

Sec. 1.5. Effective July 1, 2012, one person employed in the class of Senior Labor Relations Specialist, Code 9202, when designated by the City Administrative Officer to perform as the Chief of the Employee Relations Division, may receive salary at any step within the salary range prescribed for the class of Chief Administrative Analyst, Code 1554, provided that such step placement results in an increase of at least two premium levels above the appropriate step rate of the incumbent. An incumbent receiving adjusted compensation under this Section shall not be eligible to receive premium level compensation under Section 1.1 above.

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). This 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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Office of the City Attorney 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 2016-17 is hereby granted to the Office of the City Attorney for the designated number of positions in each code and title as provided in this ordinance.

CITY ATTORNEY

No.	Code	Title
(a) Regular Positions:		
1	0003	City Attorney
1	0395	News Secretary
24	0531	Witness Service Coordinator
6	0532	Senior Witness Service Coordinator
1	0536	City Attorney Financial Manager
2	0548	City Attorney Chief Investigator
62	0551	Deputy City Attorney II
226	0552	Deputy City Attorney III
70	0553	Assistant City Attorney
15	0554	Senior Assistant City Attorney
5	0555	Chief Assistant City Attorney
1	0556	Executive Assistant City Attorney
3	0558	Senior Legal Assistant
5	0559	City Attorney Accounting Clerk
20	0560	City Attorney Investigator II
4	0561	City Attorney Investigator III
3	0562	Law Clerk
12	0563	Hearing Officer City Attorney
12	0565	Legal Assistant
1	0566	City Attorney Chief Administrative Assistant
8	0567	City Attorney Administrative Coordinator I
10	0568	City Attorney Administrative Coordinator II

(a) Regular Positions:

9	0569	City Attorney Administrative Coordinator III
2	0570	City Attorney Administrative Coordinator IV
114	0573	Deputy City Attorney IV
6	0576	Paralegal I
28	0577	Paralegal II
17	0578	Principal Clerk City Attorney II
66	0581	Legal Secretary II
52	0582	Legal Secretary III
6	0583	Executive Legal Secretary I
1	0584	Executive Legal Secretary II
36	0586	Legal Clerk II
19	0587	Senior Legal Clerk I
3	0588	Senior Legal Clerk II
3	0589	Principal Clerk City Attorney I
1	0592	Law Librarian
3	0593	Senior Hearing Officer City Attorney
1	1170-1	Payroll Supervisor I
859		

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Sec. 1.1. A greater number of persons than specified in this ordinance for any class of position may be employed only to the extent, however, that vacancies exist in the class of position having a salary range equal to or higher than the salary range prescribed for the class of position in which the greater number of persons are to be employed; provided, however, that at no time shall the total number of persons employed in all codes exceed the total number of positions authorized.

Sec. 1.2. All persons employed in any of the classes of Assistant City Attorney, Senior Assistant City Attorney, Chief Assistant City Attorney, Executive Assistant City Attorney, or Senior Counsel shall have the same power and authority as that conferred by law upon a Deputy City Attorney, with full power to act in the name and on behalf of the City Attorney.

Sec. 1.3. The City Attorney is hereby authorized to fill positions in the following classes in any of four class codes as follows: Deputy City Attorney I, Code 0550, 0594, 0543, or 0533; Deputy City Attorney II, Code 0551, 0595, 0544, or 0534; Deputy City Attorney III, Code 0552, 0596, 0545, or 0535; Deputy City Attorney IV, Code 0573, 0597, 0546, 0574; and Assistant City Attorney, Code 0553, 0598, 0547, or 0575; provided, however, that at no time shall the total number of persons employed in each of these classes exceed the total number of positions authorized for each of these classes except as otherwise provided in Section 1.1. In addition, the City Attorney is hereby authorized to fill positions in the following classes in any of two class codes as follows: Senior Assistant City Attorney, Code 0554 or 0541, and Chief Assistant City Attorney, Code 0555 or 0538, provided, however, that at no time shall the total number of persons employed in each of these classes exceed the total number of positions authorized for each of these classes except as otherwise provided in Section 1.1.

Sec. 1.4. Authority to employ as provided in this ordinance shall not apply to any class of position or pay grade designation unless the class or pay grade designation is contained in Schedule "A" of Los Angeles Administrative Code Sections 4.61.

Sec. 1.5. Notwithstanding any other ordinance provisions, whenever it appears to the satisfaction of the City Attorney that the applicable existing salary rate of any person employed or to be employed in any exempt position adversely affects recruitment or retention of qualified persons because of the exceptional and unusual character of the administrative duties and responsibilities required, the City Attorney may employ or retain any person at any step rate within the salary range prescribed for the position that is determined by the City Attorney to be commensurate with and based upon the extent, responsibility and importance of the work and experience and ability of the employee.

Sec. 1.6. One person in the class of Executive Assistant City Attorney, Code 0556, employed on February 1 of the calendar year in the City Attorney's Office shall be entitled to be reimbursed for the amount the employee shall have expended for the

payment of required dues, other than penalty assessments, to the State Bar of California for that calendar year. In order to obtain reimbursement, the person entitled to defrayal of the State Bar dues shall present to the City Controller the statement received from the State Bar together with proof that the person has paid the dues. Proof of the payment shall be in the form of a declaration made under penalty of perjury upon a form to be developed by the City Attorney.

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). This 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 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. 4. The City Attorney shall have the authority, subject to Los Angeles Municipal Code Section 52.32, to issue and approve for use uniform badges to persons employed in the Criminal Branch as attorney prosecutors or as City Attorney Investigators and those employees designated by the City Attorney as Emergency Operations and Disaster Coordination personnel.

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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Office of the City Clerk 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 2016-17 is hereby granted to the Office of the City Clerk for the designated number of positions in each code and title as provided in this ordinance.

CITY CLERK

No.	Code	Title
(a) Regular Positions:		
1	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
1	1119-1	Accounting Records Supervisor I
1	1119-2	Accounting Records Supervisor II
1	1170-1	Payroll Supervisor I
4	1182-1	Legislative Assistant I
7	1182-2	Legislative Assistant II
1	1187	Senior Legislative Assistant
1	1191-1	Archivist I
3	1201	Principal Clerk
13	1223	Accounting Clerk
1	1253	Chief Clerk
1	1282	Records Management Officer
1	1358	Administrative Clerk
17	1368	Senior Administrative Clerk
3	1431-3	Programmer/Analyst III
1	1431-4	Programmer/Analyst IV
2	1431-5	Programmer/Analyst V
1	1455-1	Systems Programmer I
1	1513-2	Accountant II
1	1523-2	Senior Accountant II
7	1537	Project Coordinator

(a) Regular Positions:

2	1538	Senior Project Coordinator
1	1542	Project Assistant
2	1550	Program Aide
2	1597-2	Senior Systems Analyst II
1	1832-2	Warehouse and Toolroom Worker II
2	7212-2	Office Engineering Technician II
1	7228	Field Engineering Aide
1	9167-2	Senior Personnel Analyst II
6	9171-1	Senior Management Analyst I
2	9171-2	Senior Management Analyst II
4	9182	Chief Management Analyst
2	9184-1	Management Analyst I
11	9184-2	Management Analyst II
1	9252	Executive Officer City Clerk
1	9255	City Clerk
1	9375	Director of Systems
110		

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

1501	Student Worker
1502	Student Professional Worker
1542	Project Assistant

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

0701	Custodian (Schools and Public Buildings Only)
0721	Election Clerk
0723	Intermediate Election Clerk
0725	Senior Election Clerk
0727	Principal Election Clerk
0728	Election Assistant I
0729	Election Assistant II
0730	Election Assistant III
0731	Election Assistant IV
0732	Intermediate Election Assistant
0733	Senior Election Assistant
0734	Election Assistant V
0735	Principal Election Assistant
0736	Chief Election Assistant

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

0740	Chief Election Clerk

(b) To be Employed As Precinct Board Members in Such Numbers as Required:

0745	Clerk Precinct Board
0746	Inspector Precinct Board
0747	Judge Precinct Board

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Sec. 1.1. Employment is hereby authorized in the Office of the City Clerk of the designated number of persons in each code and title as set forth in this section:

ELECTION

No.	Code	Title

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

0701	Custodian (Schools and Public Buildings Only)
0721	Election Clerk
0723	Intermediate Election Clerk
0725	Senior Election Clerk
0727	Principal Election Clerk
0728	Election Assistant I
0729	Election Assistant II
0730	Election Assistant III
0731	Election Assistant IV
0732	Intermediate Election Assistant
0733	Senior Election Assistant
0734	Election Assistant V
0735	Principal Election Assistant
0736	Chief Election Assistant
0740	Chief Election Clerk

(b) To be Employed As Precinct Board Members in Such Numbers as Required:

0745	Clerk Precinct Board
0746	Inspector Precinct Board
0747	Judge Precinct Board

(c) Persons regularly employed in any department of the City, while not engaged in that employment, may be employed in any of the positions authorized by Subdivision (a) of this section; provided, however, that the employment authorized by this subsection shall have no effect on the status of that employee in his/her regular position, and no additional rights or benefits shall accrue by virtue of the employment thereby authorized.

(d) Notwithstanding Los Angeles Administrative Code Section 4.113, any person employed in any of the classifications authorized by Subdivision (a) of Section 1.1 of this ordinance, excluding full-time City employees, when assigned by the City Clerk to work on a City election day, shall receive election premium pay for all hours worked in excess of eight hours on election day. Election premium pay shall be at the rate of one and one-half times the employee's regular rate of pay.

Any election premium pay paid under this provision shall offset any FLSA overtime entitlement.

Sec. 1.2. The one person whose employment is herein authorized under Code 9255 shall be the City Clerk of the City of Los Angeles, and all other persons of each and every class and grade shown in this ordinance shall have the title and the authority of Deputy City Clerk of the City of Los Angeles.

Sec. 1.3. The City Clerk is hereby authorized to deputize as Deputy City Clerk any person regularly employed in any of the following departments, offices or bureaus of the City for the purposes designated in this ordinance. Every person so deputized shall serve as Deputy City Clerk without additional compensation and shall perform only those services as Deputy City Clerk as specified in this section:

(a) In the Bureau of Engineering of the Department of Public Works to perform any function other than the execution of deeds, imposed upon the City Clerk, under the provisions of special assessment laws relating to the recording and collection of assessments, sales or delinquency, the publishing of notices of recording, delinquencies and sales, the custody of certificates of sale, the receipt of payments in redemption of property sold and the filing of affidavits regarding service of notices of application for deeds as required by law;

(b) In the office of the Board of Police Commissioners of the Police Department to administer the oath required of persons who have been issued permits or commissions as special police officers by the Board of Police Commissioners;

(c) In the City Planning Department and Building and Safety Department to take acknowledgements, administer oaths or affirmations in connection with, or arising out of, all applications made to either of these departments, which require before filing that the applicant's signature be sworn to or acknowledged;

(d) In the Personnel Department to perform any function imposed upon the City Clerk under Chapter 8, Division 4, Title 1, of the Government Code of the State of California in connection with the administering of loyalty oaths and affirmations;

(e) In the Personnel Department to make out, sign and issue Health and Dental Premium Payment Agreements, issued pursuant to the provisions of Los Angeles Administrative Code Sections 4.306.4 and 4.307.1, and/or the appropriate provisions contained in various Memoranda of Understanding; and,

(f) In the Office of Finance to accept on behalf of the City Clerk claims for damages, refunds and lawsuits against the City.

Sec. 1.4. The City Clerk is hereby authorized to appoint as Deputy City Clerk any person regularly employed in any office, department or bureau of the City, for the purpose of administering loyalty oaths and affirmations required to be taken or made by officers and employees of the City as required by law. Each person so appointed shall serve as Deputy City Clerk without additional compensation and shall perform only those services as Deputy City Clerk as specified in this section.

Any of these appointments shall be made only with the approval of the head of the office, department or bureau in which the person so appointed is regularly employed and shall be terminated upon the request of the head of the office, department or bureau.

Any of these appointments of Deputy City Clerks previously made for the acknowledgement and administration of loyalty oaths and affirmations required by City ordinance shall be deemed to include authority for the acknowledgement and administration of loyalty oaths and affirmations required by state law.

Sec. 1.5. The City Clerk may, upon the request of the head of any department, office or bureau, appoint as Deputy City Clerks, not to exceed 50 persons, other than officers or employees of the City who are rendering aid in the event of a local emergency under the provisions of Los Angeles Administrative Code Sections 8.21 through 8.78, for the sole purpose of administering loyalty oaths and affirmations required to be taken or made by emergency workers under the laws of this State. Each person so appointed shall serve as a Deputy City Clerk without compensation and perform no other service as Deputy City Clerk except as provided in this section. These appointments shall be terminated upon the request of the head of the department, office or bureau who requested the original appointment.

Sec. 1.6. The City Clerk may appoint as Deputy City Clerks, persons who are under contract to the City to perform services for the City Clerk and to represent the City Clerk in the course of their contract obligations. These appointments shall be terminated upon the expiration of the contract or at any time prior to the expiration of the contract by the City Clerk.

Sec. 1.7. Any person in a class with a salary that does not exceed the salary of a Principal Clerk, when temporarily assigned by the City Clerk to perform the duties associated with the Council Chambers Voting System, shall receive a salary at the second premium level rate above the step rate of the salary range prescribed for the employee's class for the day that these duties are performed as approved by the Division Head of the Council and Public Services Division.

Sec. 1.8. Notwithstanding any other ordinance provisions, the City Clerk may employ or retain any person in an exempt position at any step within the salary range prescribed for the position that is determined by the City Clerk to be commensurate with

and based on the extent, responsibility, and importance of the work and the experience and ability of the employee.

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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department of City Planning 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 2016-17 is hereby granted to the Department of City Planning for the designated number of positions in each code and title as provided in this ordinance.

CITY PLANNING

No.	Code	Title
(a) Regular Positions:		
1	1116	Secretary
1	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
1	1201	Principal Clerk
2	1223	Accounting Clerk
1	1253	Chief Clerk
9	1358	Administrative Clerk
21	1368	Senior Administrative Clerk
1	1455-1	Systems Programmer I
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
11	1596-2	Systems Analyst II
3	1597-1	Senior Systems Analyst I
1	1597-2	Senior Systems Analyst II
2	1670-2	Graphics Designer II
1	1670-3	Graphics Designer III
1	1779-1	Operations and Statistical Research Analyst I
1	7211	Geographic Information Systems Chief
19	7213	Geographic Information Specialist

(a) Regular Positions:

6	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
1	7926-3	Architectural Associate III
1	7935-1	Graphics Supervisor I
26	7939	Planning Assistant
100	7941	City Planning Associate
49	7944	City Planner
4	7946	Principal City Planner
14	7947	Senior City Planner
1	7957-3	Structural Engineering Associate III
9	7998	Associate Zoning Administrator
1	7999	Chief Zoning Administrator
2	9171-1	Senior Management Analyst I
1	9171-2	Senior Management Analyst II
4	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
316		

(b) Commissioner Positions:

44	0101-2	Commissioner
5	1109	Cultural Heritage Commissioner
49		

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

1223	Accounting Clerk
1358	Administrative Clerk
1502	Student Professional Worker
1513-2	Accountant II
2455-1	Arts Manager I
3111-1	Occupational Trainee I
3111-2	Occupational Trainee II

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

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

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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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Office of the Controller 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 2016-17 is hereby granted to the Office of the Controller for the designated number of positions in each code and title as provided in this ordinance.

CONTROLLER

No.	Code	Title
(a) Regular Positions:		
1	0001	Controller
1	0302	Chief Deputy Controller
1	0602-2	Special Investigator II
2	1117-2	Executive Administrative Assistant II
1	1119-2	Accounting Records Supervisor II
12	1223	Accounting Clerk
7	1358	Administrative Clerk
6	1368	Senior Administrative Clerk
12	1513-2	Accountant II
1	1518	Senior Auditor
5	1523-1	Senior Accountant I
13	1523-2	Senior Accountant II
3	1525-1	Principal Accountant I
8	1525-2	Principal Accountant II
15	1555-1	Fiscal Systems Specialist I
7	1555-2	Fiscal Systems Specialist II
1	1593-3	Departmental Chief Accountant III
5	1596-2	Systems Analyst II
4	1597-1	Senior Systems Analyst I
2	1597-2	Senior Systems Analyst II
1	1606	Director of Auditing
1	1607	Deputy Director of Auditing

(a) Regular Positions:

1	1608	Director of Financial Analysis and Reporting
3	1619	Chief Internal Auditor
4	1625-1	Internal Auditor I
3	1625-2	Internal Auditor II
6	1625-3	Internal Auditor III
2	1625-4	Internal Auditor IV
6	1630-1	Payroll Analyst I
1	1832-2	Warehouse and Toolroom Worker II
1	9171-1	Senior Management Analyst I
2	9171-2	Senior Management Analyst II
3	9177	Administrative Deputy Controller
1	9182	Chief Management Analyst
4	9184-2	Management Analyst II
1	9198-1	Financial Management Specialist I
2	9198-2	Financial Management Specialist II
2	9198-3	Financial Management Specialist III
4	9198-4	Financial Management Specialist IV
3	9198-5	Financial Management Specialist V
7	9199-7	Controller Aide VII
1	9375	Director of Systems
1	9653	Principal Deputy Controller
167		

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

0820	Administrative Trainee
1501	Student Worker
1502	Student Professional Worker
1535-1	Administrative Intern I
1535-2	Administrative Intern II

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Sec. 1.1. The Controller shall have, and he/she is hereby given, power and authority to deputize as Deputy Controller any person regularly employed in the Tax and Permit Division of the Office of Finance for the purpose of carrying out the provisions of the Los Angeles Municipal Code, as amended, relating to the issuance of business tax registration certificates and the collection of tax. All persons so deputized shall serve as Deputy Controllers without additional compensation.

Sec. 1.2. The Controller shall have, and he/she is hereby given, power and authority to deputize as Deputy Controller any person regularly employed in the Office of the Treasurer for the purpose of carrying out the provisions of the Charter relating to the certification by the Controller to the Director of Finance for the deposit of any money to be paid into the City Treasury. All persons so deputized shall serve as Deputy Controllers without additional compensation.

Sec. 1.3. Notwithstanding any other ordinance provisions, whenever it appears to the satisfaction of the Controller that the applicable existing salary rate of any person employed or to be employed in the class of Chief Deputy Controller, Code 0302, Director of Financial Analysis and Reporting, Code 1608, Administrative Deputy Controller, Code 9177, or Controller Aide I-VII, Codes 9199-1 - 9199-7, adversely affects recruitment or retention of qualified persons because of the exceptional and unusual character of the administrative duties and responsibilities required, the Controller may employ or retain any person in Code 0302, Code 1608, Code 9177, or Codes 9199-1 - 9199-7 at any step within the salary range prescribed for the class that is determined by the Controller to be commensurate with and based upon the extent, responsibility and importance of the work and experience and ability of the employee.

Sec. 1.4. Notwithstanding any provisions to the contrary, any person employed in the class of Administrative Deputy Controller, Code 9177, may receive a salary up to the fourth premium level rate above the appropriate step rate of the salary range prescribed for that class or, in the alternative, may be compensated at any step rate of the following salary range: effective July 1, 2014, Salary Range 5447; effective June 26, 2016, Salary Range 5654; effective June 25, 2017, Salary Range 5783; effective June 24, 2018, Salary Range 5912.

Sec. 1.5. One position of Chief Deputy Controller, Code 0302, when designated by the Controller to assume the additional administrative and supervisory duties of Executive Officer, shall be compensated at the fourth premium level rate above the appropriate step rate or premium level rate of the incumbent.

Sec. 1.6. Upon approval of the Controller, one position of Controller Aide I-VII, Codes 9199-1 – 9199-7, may receive a salary up to the second premium level rate above the appropriate step rate of the salary range prescribed for this 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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department of Convention and Tourism Development 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 2016-17 is hereby granted to the Department of Convention and Tourism Development for the designated number of positions in each code and title as provided in this ordinance.

CONVENTION AND TOURISM DEVELOPMENT

No.	Code	Title
(a) Regular Positions:		
1	1117-3	Executive Administrative Assistant III
1	1223	Accounting Clerk
1	1513-2	Accountant II
1	1523-2	Senior Accountant II
1	3330-2	Convention Center Building Superintendent II
1	3338	Building Repairer Supervisor
1	9171-2	Senior Management Analyst II
1	9184-1	Management Analyst I
1	9184-2	Management Analyst II
2	9694	Assistant General Manager Convention Center
1	9695	Executive Director, Convention Center
1	9734-2	Commission Executive Assistant II
13		
(b) Commissioner Positions:		
5	0101-1	Commissioner
(c) To be Employed As Needed in Such Numbers as Required:		
	1223	Accounting Clerk
	1358	Administrative Clerk
	1513-2	Accountant II

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

1517-1	Auditor I
9184-1	Management Analyst I
9636-1	Senior Sales Representative I
9636-2	Senior Sales Representative II

(d) Hiring Hall to be Employed As Needed in Such Numbers as Required:

0862	Electrical Craft Helper - Hiring Hall
0865	Electrician - Hiring Hall

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Sec. 1.1. The appointing authority of the Department may prescribe varying work schedules consisting of 40 hours per week for all employees of the Department. These schedules may include as a part of the five-day workweek Saturdays, Sundays and holidays.

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 _____.

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 10/13/16

File No. _____

COUNCIL
2016-17

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Office of the Council 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 2016-17 is hereby granted to the Office of the Council for the designated number of positions in each code and title as provided in this ordinance.

COUNCIL

No.	Code	Title
(a) Regular Positions:		
15	0002	Councilmember
45	0186	Council Aide VII
7	0191	Legislative Analyst I
2	0191	Legislative Analyst I (Half-Time)
9	0192	Legislative Analyst II
8	0193	Legislative Analyst III
3	0194	Legislative Analyst IV
2	0195	Legislative Analyst V
3	0196	Assistant Chief Legislative Analyst
3	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
1	1141	Clerk
2	1201	Principal Clerk
2	1358	Administrative Clerk
2	1368	Senior Administrative Clerk
1	9184-1	Management Analyst I
1	9184-2	Management Analyst II
1	9296	Chief Legislative Analyst
108		

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

	0180	Council Aide I

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

0181	Council Aide II
0182	Council Aide III
0183	Council Aide IV
0184	Council Aide V
0185	Council Aide VI
0186	Council Aide VII
0191	Legislative Analyst I
0192	Legislative Analyst II
0193	Legislative Analyst III
0194	Legislative Analyst IV
0195	Legislative Analyst V
0196	Assistant Chief Legislative Analyst
1116	Secretary
1141	Clerk
1323	Senior Clerk Stenographer
1358	Administrative Clerk
1368	Senior Administrative Clerk
1501	Student Worker
1502	Student Professional Worker
1508	Management Aide
1535-1	Administrative Intern I
1535-2	Administrative Intern II
1537	Project Coordinator
1538	Senior Project Coordinator
1539	Management Assistant
1542	Project Assistant
1793-1	Photographer I
1793-2	Photographer II
1795-1	Senior Photographer I
9171-2	Senior Management Analyst II
9184-1	Management Analyst I
9184-2	Management Analyst II
9482	Legislative Representative

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Sec. 1.1. Any person occupying the position of Chief Legislative Analyst, Code 9296, shall be subject to appointment and removal by the Council, provided, however that in all cases, removal shall require the votes of two-thirds of the entire Council.

Sec. 1.2. Notwithstanding any other ordinance provisions, whenever it appears to the satisfaction of the Council or to any member of the Council to whom any person in an exempt position is assigned, that the applicable existing salary rate of the person so employed or to be employed in the exempt position, adversely affects recruitment or retention of qualified persons because of the exceptional and unusual character of the administrative duties and responsibilities required, the Council, or member of the Council may employ or retain any person in the exempt position at any step within the salary range prescribed for the position that is determined by the Council or Councilmember to be commensurate with and based upon the extent, responsibility and importance of the work and the experience and ability of the person.

Sec. 1.3. Any person employed in the classes of Council Aide I, Code 0180; Council Aide II, Code 0181; Council Aide III, Code 0182; Council Aide IV, Code 0183; Council Aide V, Code 0184; Council Aide VI, Code 0185; Council Aide VII, Code 0186; Legislative Analyst I, Code 0191; Legislative Analyst II, Code 0192; Legislative Analyst III, Code 0193; Legislative Analyst IV, Code 0194; Legislative Analyst V, Code 0195; Assistant Chief Legislative Analyst, Code 0196; or Legislative Representative, Code 9482, may receive salary up to the fourth premium level rate above the appropriate step rate of the salary range prescribed for these classes. The level and effective dates of the premium pay shall be set forth in a written communication to the appointing authority for the Council employees signed by the Councilmember or the Chief Legislative Analyst depending upon whose office the person or persons are employed or are to be employed.

Sec. 1.4. Notwithstanding any other ordinance provisions, persons employed in the class of Assistant Chief Legislative Analyst, Code 0196, when designated by the Chief Legislative Analyst to assume additional administrative and supervisory duties of Executive Officer, may be compensated at the fourth premium level rate above the appropriate step rate or premium level rate of the incumbent.

Sec. 1.5. Notwithstanding any other ordinance provisions, whenever the Chief Legislative Analyst encounters difficulty in the employment of experienced technical personnel, and it appears to him/her that the applicable existing salary rate of any person to be employed in an exempt position adversely affects recruitment of qualified persons, he/she may employ any person whom he/she believes merits hiring at above the beginning rate for the technical classification. He/She shall review the need of the Office and the experience of the applicant and may authorize employment at any advanced step rate within the salary range prescribed for the class upon his/her determination that the step is commensurate with the responsibility and importance of

the work to be assigned the employee, and the experience, skill and ability of the person.

Sec. 1.6. Notwithstanding any other ordinance provisions, the Chief Legislative Analyst may employ or retain any person in an exempt position at any step within the salary range prescribed for the position that is determined by the Chief Legislative Analyst to be commensurate with and based on the extent, responsibility, and importance of the work and the experience and ability of the employee.

Sec. 1.6.5. Effective July 1, 2014, notwithstanding Los Angeles Administrative Code Section 4.114.5, non-represented, FLSA excluded employees in the Office of the Chief Legislative Analyst (CLA) who are employed in a class or pay grade with a first step regular biweekly rate, without bonuses, at or below the first step regular biweekly rate for the class of Legislative Analyst III (Class Code 0193) may be compensated for overtime at the discretion of the Chief Legislative Analyst. Overtime compensation shall be in cash or time off at the rate of one and one-half hours for each hour of overtime worked in cash or compensated time off, at the discretion of the Chief Legislative Analyst. Employees eligible for this overtime compensation shall be subject to deductions from salary or leave banks for any authorized absence from work for less than a full workday.

Sec. 1.7. Notwithstanding any provisions to the contrary, one Council Aide VII, Code 0186, in each Council office, when designated by the involved Councilmember to assume the additional responsibilities of Chief Deputy, may receive a salary up to the fourth premium level rate above the appropriate step rate of the following salary range: effective July 1, 2014, Salary Range 5447; effective June 26, 2016, Salary Range 5654; effective June 25, 2017, Salary Range 5783; effective June 24, 2018, Salary Range 5912.

Sec. 1.8. Notwithstanding any provisions to the contrary, any Council Aide VII, Code 0186, in each Council office, when designated by the involved Councilmember to assume the additional responsibilities of Assistant Chief Deputy, may receive a salary up to the fourth premium level rate above the appropriate step rate of the following salary range: effective July 1, 2014, Salary Range 4529; effective June 26, 2016, Salary Range 4701; effective June 25, 2017, Salary Range 4807; effective June 24, 2018, Salary Range 4917.

Sec 1.9. Any employee in the class of Council Aide VII when designated by a Councilmember to assume the duties of Chief Deputy, shall receive vacation benefits in accordance with Section 4.245.1 of the Los Angeles Administrative Code.

Sec. 2. Upon approval from the Office of the City Administrative Officer, 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 so 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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Cultural Affairs 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 2016-17 is hereby granted to the Cultural Affairs Department for the designated number of positions in each code and title as provided in this ordinance.

CULTURAL AFFAIRS

No.	Code	Title
(a) Regular Positions:		
1	1117-3	Executive Administrative Assistant III
1	1170-1	Payroll Supervisor I
1	1223	Accounting Clerk
2	1358	Administrative Clerk
1	1358	Administrative Clerk (Half-Time)
1	1513-2	Accountant II
1	1523-2	Senior Accountant II
1	1525-2	Principal Accountant II
1	1538	Senior Project Coordinator
1	1806	Development and Marketing Director
1	2442	Gallery Attendant
1	2444	Exhibit Preparator
4	2447-1	Art Instructor I
1	2447-2	Art Instructor II
2	2448	Art Curator
1	2449	Performing Arts Director
5	2454	Arts Associate
5	2455-1	Arts Manager I
4	2455-2	Arts Manager II
3	2455-3	Arts Manager III
1	2477	Community Arts Director
3	2478-1	Art Center Director I

(a) Regular Positions:

3	2478-2	Art Center Director II
1	2478-3	Art Center Director III
1	7926-2	Architectural Associate II
1	9171-2	Senior Management Analyst II
1	9184-2	Management Analyst II
1	9248	Assistant General Manager Cultural Affairs
1	9696	General Manager Cultural Affairs
51		

(b) Commissioner Positions:

7	0101-1	Commissioner

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

0709	Theater Attendant
0710-A	Theater Technician
0710-B	Theater Technician
0710-C	Theater Technician
0710-D	Theater Technician
0713	Choral Accompanist
0714	Choral Conductor
0715	Orchestra Director
0716	Vocalist
1112	Community and Administrative Support Worker I
1113	Community and Administrative Support Worker II
1114	Community and Administrative Support Worker III
1141	Clerk
1223	Accounting Clerk
1358	Administrative Clerk
1513-2	Accountant II
1535-1	Administrative Intern I
1535-2	Administrative Intern II
1542	Project Assistant
2430-1	Performing Arts Program Coordinator I
2430-2	Performing Arts Program Coordinator II
2431	Piano Accompanist
2433	Art Instructor
2440	Gallery Attendant
2443-1	Performing Artist I

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

2443-2	Performing Artist II
2444	Exhibit Preparator
2448	Art Curator
2452-A	Art Instructor
2452-B	Art Instructor
2452-C	Art Instructor
2452-D	Art Instructor
2452-E	Art Instructor
2454	Arts Associate
2455-1	Arts Manager I
2455-2	Arts Manager II
2455-3	Arts Manager III
2498	Recreation Assistant
3115-9	Maintenance and Construction Helper
3451	Masonry Worker

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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 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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department on Disability 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 2016-17 is hereby granted to the Department on Disability for the designated number of positions in each code and title as provided in this ordinance.

DISABILITY

No.	Code	Title
(a) Regular Positions:		
1	1223	Accounting Clerk
1	1368	Senior Administrative Clerk
5	1537	Project Coordinator
3	1538	Senior Project Coordinator
1	9171-2	Senior Management Analyst II
1	9184-2	Management Analyst II
1	9720	Executive Director Department on Disability
13		
(b) Commissioner Positions:		
9	0101-2	Commissioner

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Sec. 1.1. The Executive Director Department on Disability, Code 9720, shall receive a supervisory differential of two premium levels above the appropriate step of the salary range for his or her highest paid subordinate.

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 so 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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Economic and Workforce Development 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 2016-17 is hereby granted to the Economic and Workforce Development Department for the designated number of positions in each code and title as provided in this ordinance.

ECONOMIC AND WORKFORCE DEVELOPMENT

No.	Code	Title
(a) Regular Positions:		
1	1116	Secretary
1	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
1	1170-1	Payroll Supervisor I
5	1223	Accounting Clerk
11	1358	Administrative Clerk
6	1368	Senior Administrative Clerk
1	1455-2	Systems Programmer II
5	1513-2	Accountant II
3	1517-2	Auditor II
2	1518	Senior Auditor
1	1523-1	Senior Accountant I
3	1523-2	Senior Accountant II
1	1525-2	Principal Accountant II
3	1539	Management Assistant
1	1555-2	Fiscal Systems Specialist II
1	1577	Assistant Chief Grants Administrator
1	1579	Chief Grants Administrator
1	1593-4	Departmental Chief Accountant IV
4	1596-2	Systems Analyst II
2	1597-2	Senior Systems Analyst II
1	2501-1	Community Program Assistant I

(a) Regular Positions:

10	9171-1	Senior Management Analyst I
5	9171-2	Senior Management Analyst II
2	9182	Chief Management Analyst
5	9184-1	Management Analyst I
26	9184-2	Management Analyst II
1	9191-1	Industrial and Commercial Finance Officer I
1	9191-2	Industrial and Commercial Finance Officer II
1	9375	Director of Systems
1	9734-2	Commission Executive Assistant II
1	9806	General Manager Economic and Workforce Development
2	9807	Assistant General Manager Economic and Workforce Development
111		

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

0102	Commission Hearing Examiner
1112	Community and Administrative Support Worker I
1113	Community and Administrative Support Worker II
1114	Community and Administrative Support Worker III
1358	Administrative Clerk
1501	Student Worker
1502	Student Professional Worker
1535-1	Administrative Intern I
1582-1	Youth Employment Specialist I
1582-2	Youth Employment Specialist II

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Sec. 1.1. Authority to employ under Section 1(b) shall be limited to the availability of funds provided in the As Needed salary account.

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 _____.

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 10/13/16

File No. _____

EL PUEBLO DE LOS ANGELES
2016-17

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department of El Pueblo de Los Angeles Historical Monument 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 2016-17 is hereby granted to the Department of El Pueblo de Los Angeles Historical Monument for the designated number of positions in each code and title as provided in this ordinance.

EL PUEBLO DE LOS ANGELES

No.	Code	Title
(a) Regular Positions:		
1	1358	Administrative Clerk
1	1513-2	Accountant II
1	1523-2	Senior Accountant II
1	1539	Management Assistant
1	1786	Principal Public Relations Representative
1	1941-2	Real Estate Associate II
1	2394	El Pueblo Hist Musm Dir
1	9171-1	Senior Management Analyst I
1	9700	General Manager El Pueblo Historical Monument
1	9701	Assistant General Manager El Pueblo Historical Monument
10		
(b) Commissioner Positions:		
9	0101-2	Commissioner
(c) To be Employed As Needed in Such Numbers as Required:		
	1113	Community and Administrative Support Worker II
	1114	Community and Administrative Support Worker III
	1502	Student Professional Worker
	1542	Project Assistant

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

2401	Museum Guide
2415	Special Program Assistant II
2416	Special Program Assistant III

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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 of the 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 herein 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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Emergency Management 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 2016-17 is hereby granted to the Emergency Management Department for the designated number of positions in each code and title as provided in this ordinance.

EMERGENCY MANAGEMENT

No.	Code	Title
(a) Regular Positions:		
1	1116	Secretary
1	1117-3	Executive Administrative Assistant III
1	1223	Accounting Clerk
8	1702-1	Emergency Management Coordinator I
4	1702-2	Emergency Management Coordinator II
1	9134	Principal Project Coordinator
1	9171-1	Senior Management Analyst I
2	9184-2	Management Analyst II
1	9272	General Manager Emergency Management Department
1	9273	Assistant General Manager Emergency Management Department
21		
(b) To be Employed As Needed in Such Numbers as Required:		
	1535-1	Administrative Intern I
	1535-2	Administrative Intern II

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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 herein 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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Employee Relations Board 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 2016-17 is hereby granted to the Employee Relations Board for the designated number of positions in each code and title as provided in this ordinance.

EMPLOYEE RELATIONS BOARD

No.	Code	Title
(a) Regular Positions:		
1	1368	Senior Administrative Clerk
1	9719	Executive Director Employee Relations Board
1	9734-1	Commission Executive Assistant I
3		
(b) Commissioner Positions:		
5	0107	Member Employee Relations Board

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Sec. 1.1. Notwithstanding any other ordinance provisions, a member of the Board designated by the Board to serve as a hearing examiner pursuant to Los Angeles Administrative Code Section 4.810f(8), shall be paid, for each day of a hearing and for days necessary to provide for report preparations, at the same rate established in Schedule "A" of Los Angeles Administrative Code Section 4.61 for attendance at a meeting of the Board.

Sec. 1.2. Mr. Robert R. Bergeson, while serving as Executive Director Employee Relations Board, Code 9719, shall be compensated at the appropriate step rate of the salary range prescribed for the class of Senior Management Analyst II, Code 9171-2.

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 _____.

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 10/13/16

File No. _____

ETHICS COMMISSION
2016-17

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Ethics Commission 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 2016-17 is hereby granted to the Ethics Commission for the designated number of positions in each code and title as provided in this ordinance.

ETHICS COMMISSION

No.	Code	Title
(a) Regular Positions:		
1	0013	Executive Officer City Ethics Commission
1	0015	Ethics Officer I
4	0016	Ethics Officer II
2	0017	Ethics Officer III
3	0602-1	Special Investigator I
1	0602-2	Special Investigator II
3	1517-2	Auditor II
1	1518	Senior Auditor
4	9171-1	Senior Management Analyst I
3	9184-1	Management Analyst I
2	9184-2	Management Analyst II
25		
(b) Commissioner Positions:		
5	0101-2	Commissioner
(c) To be Employed As Needed in Such Numbers as Required:		
	0102	Commission Hearing Examiner
	1358	Administrative Clerk
	1368	Senior Administrative Clerk
	1517-1	Auditor I

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

1539	Management Assistant
1542	Project Assistant

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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 so 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 appointing authority may, subject to the provisions of Los Angeles Municipal Code Section 52.32, authorize the issuance and use of Uniform Departmental Badges to persons employed in the following named class of positions:

Code	Title
0015	Ethics Officer I
0016	Ethics Officer II
0017	Ethics Officer III
0602-1	Special Investigator I
0602-2	Special Investigator II

Sec. 5. 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. 6. 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. 7. 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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Office of Finance 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 2016-17 is hereby granted to the Office of Finance for the designated number of positions in each code and title as provided in this ordinance.

FINANCE

No.	Code	Title
(a) Regular Positions:		
1	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
69	1179-2	Tax Compliance Officer II
14	1179-3	Tax Compliance Officer III
1	1194	Director of Cash Management Services
5	1195	Principal Tax Compliance Officer
7	1201	Principal Clerk
2	1211-1	Chief Tax Compliance Officer I
2	1211-2	Chief Tax Compliance Officer II
19	1223	Accounting Clerk
40	1229	Customer Service Specialist
2	1356-2	Tax Renewal Assistant II
2	1356-3	Tax Renewal Assistant III
1	1357-1	Senior Tax Renewal Assistant I
15	1358	Administrative Clerk
10	1368	Senior Administrative Clerk
1	1431-3	Programmer/Analyst III
1	1455-1	Systems Programmer I
1	1455-2	Systems Programmer II
3	1513-2	Accountant II
79	1514-2	Tax Auditor II
22	1519	Senior Tax Auditor

(a) Regular Positions:

3	1523-2	Senior Accountant II
2	1524	Principal Tax Auditor
1	1525-2	Principal Accountant II
2	1555-1	Fiscal Systems Specialist I
2	1555-2	Fiscal Systems Specialist II
1	1557-1	Financial Manager I
1	1593-3	Departmental Chief Accountant III
5	1596-2	Systems Analyst II
2	1597-1	Senior Systems Analyst I
2	1597-2	Senior Systems Analyst II
3	1609-1	Treasury Accountant I
2	1609-2	Treasury Accountant II
1	1620	Revenue Manager
3	9146-2	Investment Officer II
1	9146-3	Investment Officer III
1	9147	Chief Investment Officer
2	9171-1	Senior Management Analyst I
1	9171-2	Senior Management Analyst II
1	9182	Chief Management Analyst
2	9184-1	Management Analyst I
6	9184-2	Management Analyst II
1	9375	Director of Systems
1	9650	Director of Finance
2	9651	Assistant Director of Finance
346		

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

1356-1	Tax Renewal Assistant I
1356-2	Tax Renewal Assistant II
1356-3	Tax Renewal Assistant III
1356-4	Tax Renewal Assistant IV
1357-1	Senior Tax Renewal Assistant I
1357-2	Senior Tax Renewal Assistant II
1357-3	Senior Tax Renewal Assistant III
1502	Student Professional Worker

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Sec. 1.1. Any person in the class of Tax Auditor II, Code 1514-2, or Senior Tax Auditor, Code 1519, when assigned full time to duties in Sacramento, and who, while so assigned, maintains his/her residence in any area other than the one to which assigned, shall receive reimbursement for all authorized expenses incurred while on the assignment and while traveling to and from the assignment. Any person in one of the above classes assigned to duties in Sacramento who elects to transfer his/her residence to the Sacramento metropolitan area shall receive reimbursement for all authorized expenses incurred in transferring his or her residence to the Sacramento metropolitan area, and in returning the residence to the Los Angeles metropolitan area upon termination of the assignment. The person so residing in the Sacramento metropolitan area shall not receive reimbursement of any other expense incurred while upon the assignment, unless first authorized by the Director of Finance, including necessary temporary travel to and from Los Angeles.

Sec. 1.2. The Office of Finance shall take acknowledgements, administer oaths and affirmations in connection with, or arising out of, all applications made to the department regarding claims for refund of Sewerage Facilities Charges.

Sec. 1.3. The Treasurer may appoint and deputize as Deputy Treasurer one employee as specified in Government Code Sections 41006-41007.

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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Fire 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 2016-17 is hereby granted the Fire Department for the designated number of positions in each code and title as provided in this ordinance.

FIRE

No.	Code	Title
(a) Regular Positions - Sworn:		
1,906	2112-3	Firefighter III
4	2112-4	Firefighter III
23	2112-5	Firefighter III
5	2112-6	Firefighter III
146	2121	Apparatus Operator
98	2128-1	Fire Inspector I
31	2128-2	Fire Inspector II
435	2131	Engineer of Fire Department
383	2142-1	Fire Captain I
174	2142-2	Fire Captain II
15	2142-3	Fire Captain I
67	2152	Fire Battalion Chief
16	2166	Fire Assistant Chief
9	2176	Fire Deputy Chief
12	3563-3	Fire Helicopter Pilot III
3	3563-4	Fire Helicopter Pilot IV
1	3563-5	Fire Helicopter Pilot V
15	5125	Fireboat Mate
6	5127	Fireboat Pilot
1	9339	Fire Chief
3,350		

(b) The Fire Chief may assign persons in the following described classes and pay grades to those duties set forth below in numbers as designated or as authorized by interim position authority granted by the Office of the City Administrative Officer. Members of the Fire Department shall receive salary while so assigned as contained in applicable Memoranda of Understanding provisions.

No.	Assignment
(1)	Firefighter III when assigned as follows:
16	Arson Investigator
1	Arson Investigator – Dog Handler
8	Disaster Preparedness
27	Emergency Incident Technician
5	EMT Instructor
96	Hazardous Materials Specialist or Technician
3	Heavy Rescue
8	Heavy Tractor Operator
39	Helitac Certified
2	Incident Management Team
75	Metro Fire Communications
3	Public Service Officer
3	Recruitment Unit
18	SCUBA
1	Senior Arson Investigator
144	Urban Search & Rescue
10	Drill Tower
(2)	Engineer when assigned as follows:
24	Hazardous Materials Specialist or Technician
15	Helitac Certified
1	Test Pit
36	Urban Search & Rescue
1	Drill Tower
(3)	Apparatus Operator when assigned as follows:
16	Hazardous Materials Specialist or Technician
3	Heavy Rescue
6	Helitac Certified
21	Urban Search & Rescue
1	Drill Tower

No.	Assignment

(4) Fire Battalion Chief when assigned as follows:

1	Administrative Section
1	Executive Officer - EOPS
1	Executive Officer - AOPS
2	Alliance
1	Air Operations
1	Arson Counter-Terrorism Section
1	CBRNE/WMD Section
1	Communications Technology Project Manager
1	Critical Incident Planning/Training Section
1	Disaster Response Section
1	Employee Relations Office
1	EMS Section
1	Fire Communications and Dispatch Support Section
1	Fire Facilities Section
1	FireStat L.A. Section
1	Homeland Security Grant
1	In-Service Training Section
1	Industrial & Commercial Section
1	Investigation Section
1	Planning Section
1	Public Safety Section
1	Recruit Services Section
1	Risk Management Section
1	Regional Training Group
1	Recruitment Section
1	Supply and Maintenance Division

(5) Fire Assistant Chief when assigned as follows:

1	Assistant Bureau Commander - South Bureau
1	Assistant Bureau Commander - TSB
1	Assistant Bureau Commander - Valley Bureau
1	Assistant Bureau Commander - West Bureau
1	Assistant Fire Marshal
1	Emergency Medical Services Bureau
1	Homeland Security Division
1	LAX Airport Security
1	Metro Fire Communications
1	Professional Standards Division
1	Supply and Maintenance Division

(6) Fire Deputy Chief when assigned as follows:

1	Administrative Bureau
1	Administrative Operations
1	Fire Prevention Bureau
1	Emergency Operations
4	Any one of the four Geographic Bureaus
1	Training & Support Bureau

(7) Fireboat Mate when assigned as follows:

6	Supervising Officer, Fireboat and Fireboat Station

(8) Captain I when assigned as follows:

19	Hazardous Materials Specialist or Technician
6	Helitac Certified
45	Incident Management Team
9	Metro Fire Communications
22	Urban Search & Rescue
14	Drill Tower

(9) Captain II when assigned as follows:

3	Planning
1	Air Operations
1	Emergency Service Liaison
13	Hazardous Materials Specialist or Technician
33	Incident Management Team
1	Medical Liaison
19	Urban Search & Rescue
2	Drill Tower

Sec. 1.1. Employment is hereby authorized in the Fire Department of the designated number of persons in each code and title as set forth in this section:

No.	Code	Title

(a) Regular Positions - Civilian:

1	0602-2	Special Investigator II
1	0604	Chief Special Investigator
1	0605	Independent Assessor Fire Commission

No.	Code	Title
(a) Regular Positions - Civilian (Continued):		
22	1116	Secretary
3	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
1	1119-1	Accounting Records Supervisor I
1	1121-2	Delivery Driver II
1	1129	Personnel Records Supervisor
1	1137-2	Data Control Assistant II
1	1170-1	Payroll Supervisor I
1	1170-2	Payroll Supervisor II
2	1201	Principal Clerk
22	1223	Accounting Clerk
35	1358	Administrative Clerk
37	1368	Senior Administrative Clerk
1	1409-2	Information Systems Manager II
1	1429	Applications Programmer
1	1431-3	Programmer/Analyst III
6	1431-4	Programmer/Analyst IV
4	1431-5	Programmer/Analyst V
1	1455-1	Systems Programmer I
1	1455-2	Systems Programmer II
1	1455-3	Systems Programmer III
3	1513-2	Accountant II
1	1517-2	Auditor II
1	1518	Senior Auditor
3	1523-2	Senior Accountant II
1	1525-2	Principal Accountant II
1	1530-2	Risk Manager II
1	1539	Management Assistant
1	1555-1	Fiscal Systems Specialist I
1	1555-2	Fiscal Systems Specialist II
1	1593-3	Departmental Chief Accountant III
11	1596-2	Systems Analyst II
9	1597-1	Senior Systems Analyst I
5	1597-2	Senior Systems Analyst II
11	1632	Fire Special Investigator
1	1638	Fire Statistical Manager
3	1639	Senior Fire Statistical Analyst
1	1714-2	Personnel Director II
1	1721	Public Safety Employee Relations Manager
4	1731-2	Personnel Analyst II
1	1793-2	Photographer II

No.	Code	Title
(a) Regular Positions - Civilian (Continued):		
1	1800-2	Public Information Director II
1	1832-1	Warehouse and Toolroom Worker I
2	1832-2	Warehouse and Toolroom Worker II
2	1835-2	Storekeeper II
1	1837	Senior Storekeeper
3	2322	Emergency Medical Services Educator
1	2330	Industrial Hygienist
1	2334	Chief Physician
1	2379	Fire Psychologist
1	3112	Maintenance Laborer
1	3344	Carpenter
1	3345	Senior Carpenter
3	3531	Garage Attendant
1	3583	Truck Operator
3	3638	Senior Communications Electrician
7	3686	Communications Electrician
1	3689	Communications Electrician Supervisor
5	3704-5	Auto Body Builder and Repairer
1	3706-2	Auto Body Repair Supervisor II
15	3711-5	Equipment Mechanic
1	3714	Automotive Supervisor
1	3716	Senior Automotive Supervisor
3	3721-5	Auto Painter
1	3727	Tire Repairer
1	3734-1	Equipment Specialist I
1	3734-2	Equipment Specialist II
27	3743	Heavy Duty Equipment Mechanic
1	3745	Senior Heavy Duty Equipment Mechanic
5	3746	Equipment Repair Supervisor
1	3750	Equipment Superintendent
1	3763	Machinist
11	3771	Mechanical Helper
1	3775	Sheet Metal Worker
1	3796	Welder
3	7213	Geographic Information Specialist
2	7214-1	Geographic Information Systems Supervisor I
1	7253-4	Engineering Geologist Associate IV
8	7978-4	Fire Protection Engineering Associate IV
1	7979	Fire Protection Engineer
1	7980	Risk Management and Prevention Program Specialist
1	7981	Senior Fire Protection Engineer

No.	Code	Title
(a) Regular Positions - Civilian (Continued):		
1	7982	Risk Management and Prevention Program Manager
2	9167-1	Senior Personnel Analyst I
2	9167-2	Senior Personnel Analyst II
12	9171-1	Senior Management Analyst I
3	9171-2	Senior Management Analyst II
1	9182	Chief Management Analyst
2	9184-1	Management Analyst I
18	9184-2	Management Analyst II
1	9197	Fire Administrator
1	9207	Human Relations Advocate
1	9374	Chief Information Officer
1	9375	Director of Systems
1	9734-2	Commission Executive Assistant II
379		
(b) Commissioner Positions:		
5	0101-2	Commissioner
(c) To be Employed As Needed in Such Numbers as Required:		
	1328	Hearing Officer
	1501	Student Worker
	1502	Student Professional Worker

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Sec. 1.2. Firefighter I and Firefighter II may be employed only to the extent that vacancies exist in the classes and pay grades of Firefighter III, Apparatus Operator, Engineer of Fire Department, and Fire Captain and provided that at no time shall the total number of persons employed in the classes and pay grades of Firefighter I, Firefighter II, Firefighter III, Apparatus Operator, Engineer of Fire Department and Fire Captain exceed the combined number of positions authorized for all these classes and pay grades.

Sec. 1.3. One position of Commission Executive Assistant II, Code 9734-2, shall receive salary at the second premium level rate above the appropriate step rate 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. Except as provided elsewhere in this ordinance for specific classes and assignments, 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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department of General Services 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 2016-17 is hereby granted to the Department of General Services for the designated number of positions in each code and title as provided in this ordinance.

GENERAL SERVICES

No.	Code	Title
(a) Regular Positions:		
4	1111	Messenger Clerk
1	1116	Secretary
3	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
7	1121-1	Delivery Driver I
1	1121-3	Delivery Driver III
1	1170-1	Payroll Supervisor I
1	1201	Principal Clerk
32	1214	SMS Payment Clerk
12	1223	Accounting Clerk
1	1253	Chief Clerk
12	1358	Administrative Clerk
26	1368	Senior Administrative Clerk
7	1513-2	Accountant II
1	1517-1	Auditor I
1	1518	Senior Auditor
2	1523-1	Senior Accountant I
2	1523-2	Senior Accountant II
2	1525-2	Principal Accountant II
1	1542	Project Assistant
1	1555-1	Fiscal Systems Specialist I
1	1593-3	Departmental Chief Accountant III

(a) Regular Positions:

4	1596-2	Systems Analyst II
4	1597-1	Senior Systems Analyst I
3	1597-2	Senior Systems Analyst II
1	1726-2	Safety Engineering Associate II
1	1727	Safety Engineer
11	1832-1	Warehouse and Toolroom Worker I
11	1832-2	Warehouse and Toolroom Worker II
44	1835-2	Storekeeper II
21	1835-M	Storekeeper II
14	1837	Senior Storekeeper
1	1837-M	Senior Storekeeper
6	1839	Principal Storekeeper
5	1852	Procurement Supervisor
18	1859-2	Procurement Analyst II
3	1865-1	Supply Services Manager I
1	1865-2	Supply Services Manager II
2	1866	Stores Supervisor
1	1943	Title Examiner
6	1960-2	Real Estate Officer II
3	1961	Senior Real Estate Officer
1	1964-2	Property Manager II
2	3112	Maintenance Laborer
2	3115	Maintenance and Construction Helper
1	3115-9	Maintenance and Construction Helper
4	3124	Building Construction and Maintenance Superintendent
1	3126	Labor Supervisor
1	3127-2	Construction and Maintenance Supervisor II
197	3156	Custodian
19	3157-1	Senior Custodian I
27	3157-2	Senior Custodian II
25	3176	Custodian Supervisor
5	3178	Head Custodian Supervisor
2	3182-1	Chief Custodian Supervisor I
2	3182-2	Chief Custodian Supervisor II
11	3190	Building Maintenance District Supervisor
1	3194-2	Bldg Construction and Maintenance General Superintendent II
1	3333-2	Building Repairer II

(a) Regular Positions:

2	3338	Building Repairer Supervisor
4	3344	Carpenter
4	3346	Carpenter Supervisor
2	3393	Locksmith
2	3423	Painter
1	3428	Sign Painter
12	3443	Plumber
6	3446	Plumber Supervisor
8	3476	Roofer
3	3477	Senior Roofer
1	3478	Roofer Supervisor
4	3521	Drill Rig Operator
1	3523	Light Equipment Operator
2	3529-1	Senior Parking Attendant I
12	3530-1	Parking Attendant I
14	3530-2	Parking Attendant II
5	3531	Garage Attendant
23	3531-6	Garage Attendant
1	3533	Senior Garage Attendant
1	3535	Director of Fleet Services
2	3537	Parking Services Supervisor
3	3541-6	Construction Equipment Service Worker
10	3583	Truck Operator
2	3590	Vehicle Maintenance Coordinator
1	3595-1	Automotive Dispatcher I
2	3595-2	Automotive Dispatcher II
1	3704-5	Auto Body Builder and Repairer
9	3704-6	Auto Body Builder and Repairer
1	3706-2	Auto Body Repair Supervisor II
1	3706-M	Auto Body Repair Supervisor II
56	3711-5	Equipment Mechanic
120	3711-6	Equipment Mechanic VI
6	3712-6	Senior Equipment Mechanic
4	3714	Automotive Supervisor
14	3714-6	Automotive Supervisor
2	3716-6	Senior Automotive Supervisor
2	3718	General Automotive Supervisor
2	3721-5	Auto Painter
1	3721-6	Auto Painter

(a) Regular Positions:

8	3727-6	Tire Repairer
1	3732	Tire Repairer Supervisor
3	3734-1	Equipment Specialist I
4	3734-2	Equipment Specialist II
27	3742	Helicopter Mechanic
46	3743	Heavy Duty Equipment Mechanic
18	3743-6	Heavy Duty Equipment Mechanic
2	3745	Senior Heavy Duty Equipment Mechanic
5	3746	Equipment Repair Supervisor
7	3749-1	Helicopter Mechanic Supervisor I
2	3749-2	Helicopter Mechanic Supervisor II
3	3750	Equipment Superintendent
3	3763	Machinist
2	3773	Mechanical Repairer
12	3774	Air Conditioning Mechanic
2	3775	Sheet Metal Worker
1	3777	Sheet Metal Supervisor
6	3781	Air Conditioning Mechanic Supervisor
9	3796	Welder
18	3796-6	Welder
2	3798	Welder Supervisor
3	3860	Elevator Mechanic Helper
15	3863	Electrician
2	3864	Senior Electrician
5	3865	Electrician Supervisor
8	3866	Elevator Mechanic
1	3869-1	Elevator Repairer Supervisor I
1	3869-2	Elevator Repairer Supervisor II
1	4152-1	Street Services Supervisor I
4	5923	Building Operating Engineer
4	5925	Senior Building Operating Engineer
1	5927	Chief Building Operating Engineer
1	7246-4	Civil Engineering Associate IV
1	7554-2	Mechanical Engineering Associate II
2	7830	Senior Chemist
3	7833-2	Chemist II
1	7840-1	Wastewater Treatment Laboratory Manager I
1	7840-2	Wastewater Treatment Laboratory Manager II
1	7926-4	Architectural Associate IV

(a) Regular Positions:

14	7967-2	Materials Testing Engineering Associate II
3	7967-3	Materials Testing Engineering Associate III
1	7967-4	Materials Testing Engineering Associate IV
27	7968-2	Materials Testing Technician II
2	7973-1	Materials Testing Engineer I
1	7973-2	Materials Testing Engineer II
1	7974	Director of Materials Testing Services
1	9170-2	Parking Manager II
14	9171-1	Senior Management Analyst I
5	9171-2	Senior Management Analyst II
7	9182	Chief Management Analyst
5	9184-1	Management Analyst I
16	9184-2	Management Analyst II
1	9254	General Manager General Services Department
4	9257	Assistant General Manager General Services Department
1	9375	Director of Systems
1	9631-1	Event Services Coordinator I
1,269		

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

0717-2	Event Attendant II
1121-2	Delivery Driver II
1223	Accounting Clerk
1358	Administrative Clerk
1368	Senior Administrative Clerk
1502	Student Professional Worker
1539	Management Assistant
1832-2	Warehouse and Toolroom Worker II
1835-2	Storekeeper II
2415	Special Program Assistant II
2416	Special Program Assistant III
3111-2	Occupational Trainee II
3112	Maintenance Laborer
3113-1	Vocational Worker I
3113-2	Vocational Worker II
3115	Maintenance and Construction Helper

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

3124	Building Construction and Maintenance Superintendent
3127-2	Construction and Maintenance Supervisor II
3156	Custodian
3157-1	Senior Custodian I
3173	Window Cleaner
3176	Custodian Supervisor
3178	Head Custodian Supervisor
3194-2	Bldg Construction and Maintenance General Superintendent II
3333-1	Building Repairer I
3337	Electrical Construction Estimator
3339	Carpenter Shop Supervisor
3341	Construction Estimator
3342	Mechanical Construction Estimator
3343	Cabinet Maker
3344	Carpenter
3345	Senior Carpenter
3346	Carpenter Supervisor
3347	Senior Construction Estimator
3353	Cement Finisher
3354	Cement Finisher Supervisor
3357	Glazier
3393	Locksmith
3418	Carpet Layer
3423	Painter
3424	Senior Painter
3426	Painter Supervisor
3443	Plumber
3444	Senior Plumber
3446	Plumber Supervisor
3451	Masonry Worker
3453	Plasterer
3476	Roofer
3523	Light Equipment Operator
3525	Equipment Operator
3529-1	Senior Parking Attendant I
3529-2	Senior Parking Attendant II
3530-1	Parking Attendant I

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

3530-2	Parking Attendant II
3531	Garage Attendant
3533	Senior Garage Attendant
3541	Construction Equipment Service Worker
3583	Truck Operator
3704-6	Auto Body Builder and Repairer
3707-6	Auto Electrician
3711	Equipment Mechanic
3721-6	Auto Painter
3723	Upholsterer
3727	Tire Repairer
3742	Helicopter Mechanic
3763	Machinist
3771	Mechanical Helper
3773	Mechanical Repairer
3774	Air Conditioning Mechanic
3775	Sheet Metal Worker
3777	Sheet Metal Supervisor
3781	Air Conditioning Mechanic Supervisor
3796	Welder
3799	Electrical Craft Helper
3860	Elevator Mechanic Helper
3863	Electrician
3864	Senior Electrician
3865	Electrician Supervisor
3866	Elevator Mechanic
5923	Building Operating Engineer
7854-2	Laboratory Technician II
7967-2	Materials Testing Engineering Associate II
7968-2	Materials Testing Technician II
9170	Parking Manager
9171-1	Senior Management Analyst I
9171-2	Senior Management Analyst II
9184-2	Management Analyst II

(c) Hiring Hall to be Employed As Needed in Such Numbers as Required:

0852	Building Operating Engineer - Hiring Hall (with License)

(c) Hiring Hall to be Employed As Needed in Such Numbers as Required:

0853	Building Operating Engineer - Hiring Hall (without License)
0855	Air Conditioning Mechanic - Hiring Hall
0857	Cabinet Maker - Hiring Hall
0858	Carpenter - Hiring Hall
0858-Z	City Craft Assistant - Hiring Hall
0859	Carpet Layer - Hiring Hall
0860-1	Cement Finisher I - Hiring Hall
0860-2	Cement Finisher II - Hiring Hall
0862	Electrical Craft Helper - Hiring Hall
0863	Electrical Mechanic - Hiring Hall
0864	Electrical Repairer - Hiring Hall
0865	Electrician - Hiring Hall
0866	Elevator Mechanic - Hiring Hall
0867	Elevator Mechanic Helper - Hiring Hall
0868	Glazier - Hiring Hall
0869	Masonry Worker - Hiring Hall
0870	Painter - Hiring Hall
0872-1	Pipefitter I - Hiring Hall
0872-2	Pipefitter II - Hiring Hall
0872-3	Pipefitter III - Hiring Hall
0873	Plasterer - Hiring Hall
0874	Plumber I - Hiring Hall
0874-2	Plumber II - Hiring Hall
0875	Roofer - Hiring Hall
0876	Sheet Metal Worker - Hiring Hall
0878	Sign Painter - Hiring Hall
0880-1	Tile Setter I - Hiring Hall
0880-2	Tile Setter II - Hiring Hall
0890	Iron Worker - Hiring Hall
0897	Equipment Operator - Hiring Hall
0898	Operating Engineer - Hiring Hall
0899	Laborer - Hiring Hall
0899-F	Construction Tenders - Hiring Hall
0899-G	Trainee - Hiring Hall
0899-H	Plasterer Tenders - Hiring Hall
0899-I	Brick Tenders - Hiring Hall

Sec. 1.1. Employment is hereby authorized in the Department of General Services of the designated number of persons in each code and title as set forth in this section:

PRINTING

(a) Regular Positions:

No.	Code	Title
1	1121-2	Delivery Driver II
2	1358	Administrative Clerk
2	1368	Senior Administrative Clerk
2	1481-1	Pre-Press Operator I
1	1481-2	Pre-Press Operator II
6	1485-1	Bindery Equipment Operator I
1	1485-2	Bindery Equipment Operator II
1	1488	Director of Printing Services
1	1489	Print Shop Trainee
2	1493-1	Duplicating Machine Operator I
6	1493-2	Duplicating Machine Operator II
2	1493-3	Duplicating Machine Operator III
2	1494-1	Printing Press Operator I
1	1494-2	Printing Press Operator II
1	1496	Printing Services Superintendent
4	1497	Bindery Worker
1	1500	Senior Duplicating Machine Operator
2	1513-2	Accountant II
1	1523-2	Senior Accountant II
1	1597-1	Senior Systems Analyst I
1	1832-1	Warehouse and Toolroom Worker I
41		

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

No.	Code	Title
	1121-2	Delivery Driver II
	1358	Administrative Clerk
	1368	Senior Administrative Clerk
	1481-1	Pre-Press Operator I
	1481-2	Pre-Press Operator II

1485-2	Bindery Equipment Operator II
1489	Print Shop Trainee
1493-1	Duplicating Machine Operator I
1493-2	Duplicating Machine Operator II
1493-3	Duplicating Machine Operator III
1494-1	Printing Press Operator I
1494-2	Printing Press Operator II
1497	Bindery Worker
1500	Senior Duplicating Machine Operator
1513-2	Accountant II
1523-2	Senior Accountant II
1832-1	Warehouse and Toolroom Worker I

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 so 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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Housing and Community Investment 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 2016-17 is hereby granted to the Housing and Community Investment Department for the designated number of positions in each code and title as provided in this ordinance.

HOUSING AND COMMUNITY INVESTMENT

No.	Code	Title
(a) Regular Positions:		
7	1116	Secretary
3	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
1	1170-1	Payroll Supervisor I
2	1201	Principal Clerk
21	1223	Accounting Clerk
1	1323	Senior Clerk Stenographer
76	1358	Administrative Clerk
46	1368	Senior Administrative Clerk
1	1431-5	Programmer/Analyst V
6	1461-2	Communications Information Representative II
1	1461-3	Communications Information Representative III
1	1470	Data Base Architect
11	1513-2	Accountant II
1	1517-2	Auditor II
2	1518	Senior Auditor
2	1523-1	Senior Accountant I
7	1523-2	Senior Accountant II
3	1525-1	Principal Accountant I
2	1538	Senior Project Coordinator
19	1539	Management Assistant
2	1555-1	Fiscal Systems Specialist I

(a) Regular Positions:

3	1568	Director of Housing
2	1569-1	Rehabilitation Construction Specialist I
7	1569-2	Rehabilitation Construction Specialist II
2	1569-3	Rehabilitation Construction Specialist III
12	1571-1	Financial Development Officer I
7	1571-2	Financial Development Officer II
1	1577	Assistant Chief Grants Administrator
1	1593-3	Departmental Chief Accountant III
1	1593-4	Departmental Chief Accountant IV
9	1596-2	Systems Analyst II
1	1597-1	Senior Systems Analyst I
2	1597-2	Senior Systems Analyst II
1	1793-1	Photographer I
1	1832-1	Warehouse and Toolroom Worker I
1	1835-2	Storekeeper II
2	3341	Construction Estimator
5	4208-2	Assistant Inspector II
5	4208-3	Assistant Inspector III
6	4208-4	Assistant Inspector IV
8	4226	Principal Inspector
96	4243	Housing Inspector
31	4244	Senior Housing Inspector
4	4254	Chief Inspector
3	4266	Director of Enforcement Operations
1	7304-1	Environmental Supervisor I
2	7310-2	Environmental Specialist II
1	7310-3	Environmental Specialist III
1	7320	Environmental Affairs Officer
1	7926-4	Architectural Associate IV
1	7968-1	Materials Testing Technician I
4	8500	Community Housing Program Manager
5	8502-1	Rehabilitation Project Coordinator I
1	8502-2	Rehabilitation Project Coordinator II
6	8504	Housing Planning and Economic Analyst
2	8505	Senior Housing Planning and Economic Analyst
25	8516-1	Housing Investigator I
5	8516-2	Housing Investigator II
4	8517-1	Senior Housing Investigator I
2	8517-2	Senior Housing Investigator II

(a) Regular Positions:

18	9171-1	Senior Management Analyst I
10	9171-2	Senior Management Analyst II
1	9182	Chief Management Analyst
27	9184-1	Management Analyst I
44	9184-2	Management Analyst II
1	9270	General Manager Los Angeles Housing Department
3	9271	Assistant General Manager Los Angeles Housing Department
592		

(b) Commissioner Positions:

33	0101-1	Commissioner
7	0106	Member Rent Adjustment Commission
7	0115	Member Affordable Housing Commission
47		

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

1111	Messenger Clerk
1112	Community and Administrative Support Worker I
1113	Community and Administrative Support Worker II
1114	Community and Administrative Support Worker III
1141	Clerk
1223	Accounting Clerk
1358	Administrative Clerk
1501	Student Worker
1502	Student Professional Worker
1513-2	Accountant II

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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 _____.

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 10/13/16

File No. _____

INFORMATION TECHNOLOGY AGENCY
2016-17

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Information Technology Agency 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 2016-17 is hereby granted to the Information Technology Agency for the designated number of positions in each code and title as provided in this ordinance.

INFORMATION TECHNOLOGY AGENCY

No.	Code	Title
(a) Regular Positions:		
1	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
2	1139-1	Senior Data Processing Technician I
7	1139-2	Senior Data Processing Technician II
3	1223	Accounting Clerk
2	1358	Administrative Clerk
6	1368	Senior Administrative Clerk
10	1409-1	Information Systems Manager I
8	1409-2	Information Systems Manager II
1	1411-1	Information Systems Operations Manager I
2	1411-2	Information Systems Operations Manager II
4	1428-2	Senior Computer Operator II
9	1429	Applications Programmer
12	1431-3	Programmer/Analyst III
33	1431-4	Programmer/Analyst IV
26	1431-5	Programmer/Analyst V
16	1455-1	Systems Programmer I
36	1455-2	Systems Programmer II
14	1455-3	Systems Programmer III
33	1461-2	Communications Information Representative II
3	1461-3	Communications Information Representative III
1	1466	Chief Communications Operator

(a) Regular Positions:

4	1467-1	Senior Communications Operator I
1	1467-2	Senior Communications Operator II
10	1470	Data Base Architect
1	1513-2	Accountant II
1	1523-2	Senior Accountant II
1	1525-2	Principal Accountant II
3	1597-1	Senior Systems Analyst I
9	1597-2	Senior Systems Analyst II
1	1660-2	Computer Graphic Artist II
1	1670-2	Graphics Designer II
1	1801-2	Cable Television Production Manager II
1	1801-3	Cable Television Production Manager III
1	1803	Channel Traffic Coordinator
5	3565	Avionics Specialist
1	3566	Senior Avionics Specialist
6	3638	Senior Communications Electrician
1	3685	Councilphone/Voicemail Technician
61	3686	Communications Electrician
9	3689	Communications Electrician Supervisor
4	3691	Senior Communications Electrician Supervisor
1	3800-3	Communications Cable Supervisor III
4	6145-2	Video Technician II
12	7607-2	Communications Engineering Associate II
8	7607-3	Communications Engineering Associate III
3	7607-4	Communications Engineering Associate IV
11	7610	Communications Engineer
6	7614	Senior Communications Engineer
1	7615	Television Engineer
2	7625	Director of Communications Services
1	7650-3	Telecommunications Regulatory Officer III
1	7935-1	Graphics Supervisor I
4	9171-1	Senior Management Analyst I
1	9171-2	Senior Management Analyst II
2	9182	Chief Management Analyst
1	9184-1	Management Analyst I
6	9184-2	Management Analyst II
1	9206	311 Director
1	9375	Director of Systems
1	9380	General Manager Information Technology Agency

(a) Regular Positions:

3	9381	Assistant General Manager Information Technology Agency
422		

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

1223	Accounting Clerk
1461-1	Communications Information Representative I
1467-1	Senior Communications Operator I
1501	Student Worker
1502	Student Professional Worker
2415	Special Program Assistant II
3115	Maintenance and Construction Helper
3521	Drill Rig Operator
3638	Senior Communications Electrician
3684	Assistant Communications Electrician
3686	Communications Electrician
3689	Communications Electrician Supervisor
3802	Communications Cable Worker
3808	Assistant Communications Cable Worker
3812	Electrical Conduit Mechanic

(c) Hiring Hall to be Employed As Needed in Such Numbers as Required:

0861-2	Communications Electrician II
0862	Electrical Craft Helper - Hiring Hall
3684	Assistant Communications Electrician

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Sec. 1.1. The General Manager Information Technology Agency may prescribe schedules of regularly assigned hours of duty for employees of the Information Technology Agency, the schedules to be known as a day shift, swing shift, or a graveyard shift, for employees assigned to work eight, nine or ten days of each biweekly pay period respectively, or known as the first or second shift for employees assigned to work six days each biweekly pay period. Eighty hours of actual attendance on duty shall constitute a biweekly period of work for employees who work day, swing or graveyard shifts. Seventy-two hours of actual attendance on duty shall constitute a biweekly period of work for employees assigned to first or second shifts.

Sec. 1.2. Any person, other than personnel performing clerical, stenographic, accounting, or administrative duties, who is assigned to a continuous eight-hour shift as part of the operation, maintenance or repair of the City's communications systems, and who is required to remain at his/her immediate job location due to the essential nature of his/her work and the unavailability of relief, may, upon the approval of the General Manager, eat one meal during each shift while on duty without penalty or loss of salary provided that this time taken does not interfere with the efficient performance of his/her duties.

Sec. 1.3. (a) Any person whose employment is authorized by this ordinance who is needed to operate the City's communications facilities on a 24-hour, 7-day per week basis may be scheduled to work on Saturdays, Sundays, and holidays, and other than 40 hours per week, provided the total working time for persons so assigned during any nine payroll periods shall equal the number of hours that any employee would normally work in the same period on the basis of an 8-hour day, 5-day week.

(b) Any person who is assigned a regular work schedule pursuant to Subdivision (a) of this section who is required to work on a day or during hours not included in his/her regularly scheduled work shift may, upon approval of the appointing authority, be compensated for the work as overtime as provided in Los Angeles Administrative Code Section 4.113(d).

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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Office of the Mayor 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 2016-17 is hereby granted to the Office of the Mayor for the designated number of positions in each code and title as provided in this ordinance.

MAYOR

No.	Code	Title
(a) Regular Positions:		
1	0004	Mayor
4	0141	Mayoral Aide I
5	0142	Mayoral Aide II
9	0143	Mayoral Aide III
9	0144	Mayoral Aide IV
28	0145	Mayoral Aide V
11	0146	Mayoral Aide VI
9	0147	Mayoral Aide VII
4	0148	Mayoral Aide VIII
1	0402	Chief Administrative Assistant to Mayor
2	0407	Chief of Staff, Mayor
9	0408	Deputy Mayor
2	9483	Chief Legislative Representative
94		

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

0141	Mayoral Aide I
0142	Mayoral Aide II
0143	Mayoral Aide III
0144	Mayoral Aide IV
0145	Mayoral Aide V
0146	Mayoral Aide VI

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

0147	Mayoral Aide VII
0148	Mayoral Aide VIII
0408	Deputy Mayor
1502	Student Professional Worker
1535-1	Administrative Intern I
9482	Legislative Representative

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Sec. 1.1. The Mayor shall designate an individual within the Office of the Mayor to serve in the capacity of Secretary to the Mayor.

Sec. 1.2. Notwithstanding any other ordinance provisions, whenever it appears to the satisfaction of the Mayor that the applicable existing salary rate of any person employed or to be employed in any exempt position adversely affects recruitment or retention of qualified persons because of the exceptional and unusual character of the administrative duties and responsibilities required, the Mayor may employ or retain any person at any step rate within the salary range prescribed for the position that is determined by the Mayor to be commensurate with and based upon the extent, responsibility and importance of the work and experience and ability of the employee.

Sec. 1.3. Upon the approval of the Mayor, up to two persons employed in the class of Chief of Staff Mayor, Code 0407, may be compensated up to the sixth premium rate above the appropriate step rate of the salary range prescribed for the class. Any person receiving the premium under this section shall not concurrently receive additional premiums authorized under Section 1.4 or 1.5 of this ordinance.

Sec. 1.4. Upon the approval of the Mayor, any person employed in any class listed in Section 1(a) or (b) of this ordinance, except that of Mayor, Code 0004, may receive a salary up to the fourth premium level rate above the appropriate step rate of the salary range prescribed for these classes. The persons so designated under the provisions of this section shall not concurrently receive the lump sum salary bonus authorized under Section 1.5 of this ordinance.

Sec. 1.5. Upon the approval of the Mayor, any person employed in any class listed in Section 1(a) or (b) of this ordinance, except that of Mayor, Code 0004, may receive a lump sum salary bonus of up to 11% of the annual amount of the appropriate step rate of the salary range prescribed for that class. No later than June 1 of each fiscal year, the Mayor shall certify to the Controller the names of persons in these classes to receive bonuses and specific bonus amounts. The bonuses, which shall not be included in the salary or retirement base, shall be paid in a lump sum in the last pay period of the fiscal year and shall not exceed 11% of the total pay received for the previous 12 month period. The persons so designated under the provisions of this section shall not concurrently receive the additional premium level rates authorized under Section 1.4 of this ordinance.

Sec. 1.6. Notwithstanding the prescribed salary threshold indicated in Los Angeles Administrative Code Sections 4.113(b) and 4.114(a), employees who qualify for exemption from the Fair Labor Standards Act overtime provisions based upon duties and who are: a) assigned to a class or pay grade with a biweekly rate, without bonuses, at or above the first step biweekly rate for the class of Mayoral Aide IV, shall be treated as salaried employee as defined by the Fair Labor Standards Act and shall otherwise be

compensated in accordance with the procedures outlined for such employees in Los Angeles Administrative Code Section 4.114.

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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department of Neighborhood Empowerment 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 2016-17 is hereby granted to the Department of Neighborhood Empowerment for the designated number of positions in each code and title as provided in this ordinance.

NEIGHBORHOOD EMPOWERMENT

No.	Code	Title
(a) Regular Positions:		
1	1358	Administrative Clerk
1	1523-1	Senior Accountant I
6	1537	Project Coordinator
3	1538	Senior Project Coordinator
3	1542	Project Assistant
1	1596-2	Systems Analyst II
1	9171-1	Senior Management Analyst I
1	9171-2	Senior Management Analyst II
1	9184-1	Management Analyst I
1	9184-2	Management Analyst II
7	9208	Neighborhood Empowerment Analyst
1	9222	General Manager Department of Neighborhood Empowerment
27		
(b) Commissioner Positions:		
7	0101-2	Commissioner
(c) To be Employed As Needed in Such Numbers as Required:		
	0721	Election Clerk
	0728	Election Assistant I

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

0729	Election Assistant II
0730	Election Assistant III
0731	Election Assistant IV
0733	Senior Election Assistant
1223	Accounting Clerk
1358	Administrative Clerk
1502	Student Professional Worker
1513-1	Accountant I
1517-1	Auditor I
1535-1	Administrative Intern I
1539	Management Assistant

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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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Personnel 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 2016-17 is hereby granted to the Personnel Department for the designated number of positions in each code and title as provided in this ordinance.

PERSONNEL

No.	Code	Title
(a) Regular Positions:		
1	0602-1	Special Investigator I
3	0651	Physician I
1	0655	Physician II
1	0657	Managing Physician
1	1116	Secretary
1	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
2	1119-2	Accounting Records Supervisor II
1	1120	Medical Records Supervisor
17	1129	Personnel Records Supervisor
1	1130-2	Medical Secretary II
1	1137-2	Data Control Assistant II
2	1170-2	Payroll Supervisor II
2	1203	Benefits Specialist
12	1223	Accounting Clerk
2	1260	Chief Clerk Personnel
1	1326	Hearing Reporter
44	1358	Administrative Clerk
47	1368	Senior Administrative Clerk
2	1431-4	Programmer/Analyst IV
1	1431-5	Programmer/Analyst V
1	1470	Data Base Architect

(a) Regular Positions:

1	1523-2	Senior Accountant II
1	1525-2	Principal Accountant II
3	1596-2	Systems Analyst II
2	1597-1	Senior Systems Analyst I
2	1597-2	Senior Systems Analyst II
1	1670-3	Graphics Designer III
5	1714-1	Personnel Director I
4	1714-2	Personnel Director II
3	1714-3	Personnel Director III
1	1727	Safety Engineer
1	1728	Safety Administrator
3	1731-1	Personnel Analyst I
39	1731-2	Personnel Analyst II
2	1739-1	Personnel Research Analyst I
1	1740	Personnel Research Psychologist
4	1741	Chief Personnel Analyst
1	1743	Ergonomist
4	1745	Assistant General Manager Personnel Department
3	1759	Background Investigation Manager
28	1764-1	Background Investigator I
7	1764-2	Background Investigator II
1	1764-3	Background Investigator III
2	1766-1	Workers' Compensation Administrator I
1	1766-2	Workers' Compensation Administrator II
9	1769	Senior Workers' Compensation Analyst
40	1774	Workers' Compensation Analyst
12	1775	Workers' Compensation Claims Assistant
4	1777	Principal Workers' Compensation Analyst
1	1800-1	Public Information Director I
3	2310	Medical Assistant
5	2314	Occupational Health Nurse
1	2316	Nurse Manager
24	2317-2	Correctional Nurse II
3	2317-3	Correctional Nurse III
7	2325-2	Advance Practice Provider Correctional Care II
1	2330	Industrial Hygienist
1	2332	Licensed Vocational Nurse
1	2334	Chief Physician
1	2338	Medical Services Administrator

(a) Regular Positions:

1	2358-2	X-ray and Laboratory Technician II
5	2380-2	Occupational Psychologist II
1	2380-3	Occupational Psychologist III
63	9167-1	Senior Personnel Analyst I
18	9167-2	Senior Personnel Analyst II
4	9171-1	Senior Management Analyst I
2	9171-2	Senior Management Analyst II
2	9182	Chief Management Analyst
10	9184-2	Management Analyst II
1	9295	General Manager Personnel Department
1	9734-1	Commission Executive Assistant I
486		

(b) Commissioner Positions:

5	0101-2	Commissioner

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

0102	Commission Hearing Examiner
0128	Examining Assistant Civil Service
0131	Examining Assistant Civil Service
0132	Examining Assistant Civil Service
0133	Examining Assistant Civil Service
0134	Examining Assistant Civil Service
0135	Examining Assistant Civil Service
0136	Examining Assistant Civil Service
0137	Examining Assistant Civil Service
0138	Examining Assistant Civil Service
0139	Examining Assistant Civil Service
0651	Physician I
0704	Proctor
0706	Senior Proctor
0708-1	Chief Proctor I
1141	Clerk
1358	Administrative Clerk
1368	Senior Administrative Clerk
1501	Student Worker
1502	Student Professional Worker
1535-2	Administrative Intern II

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

1764-1	Background Investigator I
2309-1	Physical Therapist I
2310	Medical Assistant
2314	Occupational Health Nurse
2317-2	Correctional Nurse II
2319	Clinical Coordinator
2321	Relief Correctional Nurse
2325-1	Advance Practice Provider Correctional Care I
2325-2	Advance Practice Provider Correctional Care II
2332	Licensed Vocational Nurse
2380-2	Occupational Psychologist II

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Sec. 1.1. Any person assigned to the Occupational Health Services Division, other than personnel performing clerical, stenographic, accounting, administrative or other non-emergency duties, who is assigned to a continuous 8-hour shift as a part of a 24-hour emergency medical or hospital service to the public, including services to firefighters and police officers, active or retired, and members of the Police Reserve Corps, may eat one meal during each shift while on duty without penalty or loss of salary, provided that the time taken for meals does not interfere with the efficient performance of his/her duties.

Sec. 1.2. One Assistant General Manager Personnel Department, Code 1745, when designated by the General Manager Personnel Department, to assume the additional administrative and supervisory duties of Executive Officer, shall be compensated at the second premium level rate above the appropriate step rate of the salary range prescribed for this class.

Sec. 1.3. One person in the class of Managing Physician, Code 0657, when assigned duties equivalent to those of Assistant Chief Physician, including the responsibility of serving as Acting Chief Physician in the absence of the Chief Physician, Code 2334, shall be compensated at the second premium level rate above the appropriate step rate of the salary range prescribed for this class.

Sec. 1.4. Any employee in the class of Chief Physician, Code 2334, or in the class of Managing Physician, Code 0657, shall be reimbursed for the cost of maintaining a Physician's and Surgeon's Certificate issued by the California Board of Medical Quality Assurance, upon presentation of a paid receipt for the cost.

Sec. 1.5. One person in the class of Chief Clerk Personnel, Code 1260, when assigned to assume additional supervisory duties in the Central Services Section, shall be compensated at the third premium level rate above the appropriate step rate of the salary range prescribed for this class.

Sec. 1.6. Any person in the class of Managing Physician, Code 0657, shall receive salary at the first premium level rate above the appropriate step rate prescribed for the class or premium level rate of the incumbent upon presentation to his/her appointing authority of satisfactory proof that he/she has been duly authorized as a medical specialist, in a field of specialty relevant and applicable to the duties performed, and holds a valid certificate therefor issued by an approved American Board of Medical Specialties or Advisory Board for Osteopathic Specialties.

Sec. 1.7. One person in the class of Chief Physician, Code 2334, shall receive salary at the second premium level rate above the appropriate step rate prescribed for the class upon presentation to his/her appointing authority of satisfactory proof that he/she has been duly authorized as a medical specialist, in a field of specialty relevant and applicable to the duties performed, and holds a valid certificate therefor issued by

an approved American Board of Medical Specialties or Advisory Board for Osteopathic Specialties.

Sec. 1.8. One position of Commission Executive Assistant II, Code 9734-2, shall receive salary at the second premium level rate above the appropriate rate prescribed for the class.

Sec. 1.9. One position of Workers' Compensation Administrator II, Code 1766-2, shall receive salary at the second premium level rate above the appropriate rate prescribed for the class.

Sec. 1.10. Upon approval of the Personnel Department General Manager, one position of Senior Personnel Analyst II, Code 9167-2, when regularly assigned as the head of the Equal Employment Opportunity and Training Division, may receive salary up to the second premium level rate above the appropriate step rate of the salary range prescribed for the class.

Sec. 1.11. The General Manager, Personnel Department may pay one Special Investigator II, Code 0602-2, serving as the Executive Director of the Office of Discrimination Complaint Resolution at the salary range for Senior Personnel Analyst II, Code 9167-2.

Sec. 1.12. The General Manager, Personnel Department may pay one Special Investigator I, Code 0602-1, serving as the Assistant Director of the Office of Discrimination Complaint Resolution at the salary range for Senior Personnel Analyst I, Code 9167-1.

Sec. 1.13. The General Manager, Personnel Department may authorize one position of Medical Services Administrator, Code 2338, to receive salary at the second premium level rate above the appropriate rate prescribed for the class.

Sec. 1.14. The appointing authority may, subject to the provisions of Los Angeles Municipal Code Section 52.32, authorize the issuance and use of Uniform Departmental Badges to persons employed in the following classifications and pay grades: Background Investigator I, Background Investigator II, Background Investigator III, and Background Investigations Manager.

Sec. 1.15. The following provisions shall apply to employees in the classes of Proctor, Senior Proctor, and Chief Proctor, as indicated below:

(a) Any Proctor, Code 0704, who is assigned by Management to train new Proctors shall be paid a $0.63 per hour bonus for each hour training is provided.

(b) Any Proctor, Code 0704, Senior Proctor, Code 0706, or Chief Proctor I, Code 0708-1, who is assigned by Management to pick up or drop off test materials from or to the Personnel Building, and deliver them to or from a test administration site other than the Personnel Building shall receive in addition to all regular compensation a bonus of $6.50 each day this task is performed. The bonus is not applicable when the Personnel Building is the test site.

(c) Any Proctor, Code 0704, or Senior Proctor, Code 0706, who is scheduled to work and reports to the test site shall be compensated a minimum of two hours of pay for each day so assigned, at the appropriate hourly rate prescribed for the employee's classification.

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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Police 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 2016-17 is hereby granted to the Police Department for the designated number of positions in each code and title as provided in this ordinance.

POLICE

No.	Code	Title
(a) Sworn Positions:		
4,801	2214-2	Police Officer II
2,374	2214-3	Police Officer III
644	2223-1	Police Detective I
735	2223-2	Police Detective II
367	2223-3	Police Detective III
751	2227-1	Police Sergeant I
493	2227-2	Police Sergeant II
103	2232-1	Police Lieutenant I
173	2232-2	Police Lieutenant II
20	2244-1	Police Captain I
16	2244-2	Police Captain II
38	2244-3	Police Captain III
17	2251	Police Commander
9	2262-1	Police Deputy Chief I
3	2262-2	Police Deputy Chief II
1	9359	Chief of Police
10,545		
(b) Regular Positions:		
1	0600	Executive Director Police Commission
1	0601	Inspector General
3	0603	Assistant Inspector General

(b) Regular Positions:

66	1116	Secretary
13	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
1	1121-1	Delivery Driver I
1	1129	Personnel Records Supervisor
20	1152-1	Principal Clerk Police I
30	1152-2	Principal Clerk Police II
11	1157-1	Fingerprint Identification Expert I
5	1157-2	Fingerprint Identification Expert II
3	1157-3	Fingerprint Identification Expert III
1	1158-1	Principal Fingerprint Identification Expert I
1	1158-2	Principal Fingerprint Identification Expert II
1	1170-1	Payroll Supervisor I
2	1170-2	Payroll Supervisor II
31	1223	Accounting Clerk
5	1249	Chief Clerk Police
6	1326	Hearing Reporter
270	1358	Administrative Clerk
362	1368	Senior Administrative Clerk
1	1409-1	Information Systems Manager I
1	1409-2	Information Systems Manager II
5	1431-4	Programmer/Analyst IV
3	1431-5	Programmer/Analyst V
2	1455-1	Systems Programmer I
1	1455-3	Systems Programmer III
5	1461-3	Communications Information Representative III
4	1470	Data Base Architect
6	1513-2	Accountant II
1	1517-1	Auditor I
2	1518	Senior Auditor
5	1523-2	Senior Accountant II
2	1525-2	Principal Accountant II
2	1555-1	Fiscal Systems Specialist I
1	1555-2	Fiscal Systems Specialist II
1	1593-3	Departmental Chief Accountant III
41	1596-2	Systems Analyst II
23	1597-1	Senior Systems Analyst I
13	1597-2	Senior Systems Analyst II
5	1627-2	Police Performance Auditor II

(b) Regular Positions:

20	1627-3	Police Performance Auditor III
3	1627-4	Police Performance Auditor IV
17	1640	Police Special Investigator
2	1670-2	Graphics Designer II
14	1731-1	Personnel Analyst I
13	1731-2	Personnel Analyst II
7	1764-1	Background Investigator I
1	1786	Principal Public Relations Representative
1	1793-1	Photographer I
23	1793-3	Photographer III
1	1794	Principal Photographer
1	1795-1	Senior Photographer I
4	1795-2	Senior Photographer II
1	1800-1	Public Information Director I
1	1800-2	Public Information Director II
3	1832-1	Warehouse and Toolroom Worker I
1	1832-2	Warehouse and Toolroom Worker II
7	1835-2	Storekeeper II
2	1837	Senior Storekeeper
1	1839	Principal Storekeeper
77	2200-3	Forensic Print Specialist III
6	2200-4	Forensic Print Specialist IV
9	2201	Senior Forensic Print Specialist
1	2203	Principal Forensic Print Specialist
478	2207-2	Police Service Representative II
165	2207-3	Police Service Representative III
54	2209-1	Senior Police Service Representative I
9	2209-2	Senior Police Service Representative II
3	2233	Firearms Examiner
3	2234-1	Criminalist I
115	2234-2	Criminalist II
16	2234-3	Criminalist III
16	2235	Supervising Criminalist
23	2236-1	Crime and Intelligence Analyst I
27	2236-2	Crime and Intelligence Analyst II
4	2237-1	Chief Forensic Chemist I
1	2237-2	Chief Forensic Chemist II
7	2240-2	Polygraph Examiner II
6	2240-3	Polygraph Examiner III

(b) Regular Positions:

1	2240-4	Polygraph Examiner IV
3	2241	Senior Crime and Intelligence Analyst
1	2323	Nutritionist
13	2382-1	Police Psychologist I
2	2382-2	Police Psychologist II
1	2383	Police Training Administrator
1	2384	Chief Police Psychologist
2	3112	Maintenance Laborer
1	3115	Maintenance and Construction Helper
2	3141	Gardener Caretaker
1	3145	Park Maintenance Supervisor
1	3156	Custodian
1	3162-1	Reprographics Operator I
127	3181	Security Officer
4	3183	Municipal Police Officer
13	3184	Senior Security Officer
6	3185	Municipal Police Sergeant
2	3187-1	Chief Security Officer I
1	3188-1	Municipal Police Captain I
1	3188-2	Municipal Police Captain II
1	3198	Municipal Police Lieutenant
2	3199	Security Aide
3	3200	Principal Security Officer
65	3207	Property Officer
13	3209	Senior Property Officer
5	3210	Principal Property Officer
282	3211	Detention Officer
93	3212	Senior Detention Officer
26	3215	Principal Detention Officer
4	3229-2	Examiner of Questioned Documents II
1	3231	Senior Examiner of Questioned Documents
1	3338	Building Repairer Supervisor
1	3343	Cabinet Maker
1	3423	Painter
30	3531	Garage Attendant
2	3595-1	Automotive Dispatcher I
1	3595-2	Automotive Dispatcher II
4	3638	Senior Communications Electrician
20	3686	Communications Electrician

(b) Regular Positions:

14	3687-1	Police Surveillance Specialist I
1	3687-2	Police Surveillance Specialist II
2	3689	Communications Electrician Supervisor
11	3704-5	Auto Body Builder and Repairer
1	3706-2	Auto Body Repair Supervisor II
1	3706-F	Auto Body Repair Supervisor I
118	3711-5	Equipment Mechanic
27	3712-5	Senior Equipment Mechanic
9	3714	Automotive Supervisor
2	3716	Senior Automotive Supervisor
1	3718	General Automotive Supervisor
3	3721-5	Auto Painter
1	3722-1	Director Police Transportation I
1	3722-2	Director Police Transportation II
1	3723-5	Upholsterer
2	3743	Heavy Duty Equipment Mechanic
1	3773	Mechanical Repairer
3	4322	Equine Keeper
5	6147	Audio Visual Technician
2	7213	Geographic Information Specialist
1	7214-1	Geographic Information Systems Supervisor I
1	7214-2	Geographic Information Systems Supervisor II
1	7607-2	Communications Engineering Associate II
1	7614	Senior Communications Engineer
14	7854-1	Laboratory Technician I
3	7854-2	Laboratory Technician II
1	7922	Architectural Drafting Technician
10	9167-1	Senior Personnel Analyst I
4	9167-2	Senior Personnel Analyst II
37	9171-1	Senior Management Analyst I
20	9171-2	Senior Management Analyst II
34	9184-1	Management Analyst I
137	9184-2	Management Analyst II
8	9196-1	Police Administrator I
4	9196-2	Police Administrator II
2	9196-3	Police Administrator III
1	9374	Chief Information Officer
2	9375	Director of Systems
1	9734-1	Commission Executive Assistant I

(b) Regular Positions:

1	9734-2	Commission Executive Assistant II
3,330		

(c) Commissioner Positions:

7	0020	Member Police Permit Review Panel
5	0101-1	Commissioner
12		

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

0102	Commission Hearing Examiner
0136	Examining Assistant Civil Service
0137	Examining Assistant Civil Service
0138	Examining Assistant Civil Service
0139	Examining Assistant Civil Service
1503	Police Student Worker
2208	Academy Trainee
3181	Security Officer
3184	Senior Security Officer
3199	Security Aide

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

Sec. 1.3. Effective March 1, 2007, upon authority of the Police Commission, employees in the classes of Executive Director Police Commission, Code 0600, and Inspector General, Code 0601, may receive a salary up to four premium levels above the appropriate step rate prescribed for their respective classifications.

Sec. 1.4. Upon approval of the Office of the City Administrative Officer, up to 25 substitute authority positions may be authorized for the purpose of recalling retired police officers to active duty in accordance with Charter Section 1410(b). Only upon approval by the City Council, may additional substitute authority positions be authorized for this purpose.

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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Office of the Board of Public Works 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 2016-17 is hereby granted to the Office of the Board of Public Works for the designated number of positions in each code and title as provided in this ordinance.

BOARD OF PUBLIC WORKS

No.	Code	Title
(a) Regular Positions:		
5	0114	Member Board of Public Works
1	1117-2	Executive Administrative Assistant II
1	1170-1	Payroll Supervisor I
2	1201	Principal Clerk
4	1223	Accounting Clerk
2	1358	Administrative Clerk
8	1368	Senior Administrative Clerk
1	1431-4	Programmer/Analyst IV
27	1513-2	Accountant II
4	1523-1	Senior Accountant I
12	1523-2	Senior Accountant II
3	1525-2	Principal Accountant II
2	1537	Project Coordinator
2	1555-1	Fiscal Systems Specialist I
1	1593-2	Departmental Chief Accountant II
1	1593-4	Departmental Chief Accountant IV
2	1597-2	Senior Systems Analyst II
1	1835-2	Storekeeper II
2	9171-1	Senior Management Analyst I
4	9171-2	Senior Management Analyst II
1	9182	Chief Management Analyst
2	9184-1	Management Analyst I

(a) Regular Positions:

2	9184-2	Management Analyst II
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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 an 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 _____.

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 10/13/16

File No. _____

BUREAU OF CONTRACT ADMINISTRATION
2016-17

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department of Public Works, Bureau of Contract Administration 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 2016-17 is hereby granted to the Department of Public Works, Bureau of Contract Administration for the designated number of positions in each code and title as provided in this ordinance.

BUREAU OF CONTRACT ADMINISTRATION

No.	Code	Title
(a) Regular Positions:		
1	0202	Inspector of Public Works
1	1117-3	Executive Administrative Assistant III
1	1170-1	Payroll Supervisor I
1	1201	Principal Clerk
1	1223	Accounting Clerk
1	1358	Administrative Clerk
8	1368	Senior Administrative Clerk
1	1470	Data Base Architect
2	1539	Management Assistant
5	1596-2	Systems Analyst II
3	1597-1	Senior Systems Analyst I
1	1597-2	Senior Systems Analyst II
7	4208-4	Assistant Inspector IV
4	4223	Senior Electrical Inspector
1	7237	Civil Engineer
104	7291	Construction Inspector
59	7294	Senior Construction Inspector
5	7296	Chief Construction Inspector
16	7297	Principal Construction Inspector
1	7298	Assistant Director Bureau Contract Administration
1	9165-2	Contract Compliance Program Manager II
5	9171-1	Senior Management Analyst I

(a) Regular Positions:

1	9182	Chief Management Analyst
13	9184-1	Management Analyst I
8	9184-2	Management Analyst II
251		

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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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department of Public Works, Bureau of Engineering 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 2016-17 is hereby granted to the Department of Public Works, Bureau of Engineering for the designated number of positions in each code and title as provided in this ordinance.

BUREAU OF ENGINEERING

No.	Code	Title
(a) Regular Positions:		
12	1116	Secretary
2	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
1	1170-2	Payroll Supervisor II
6	1201	Principal Clerk
3	1223	Accounting Clerk
8	1358	Administrative Clerk
40	1368	Senior Administrative Clerk
4	1431-3	Programmer/Analyst III
2	1431-4	Programmer/Analyst IV
1	1431-5	Programmer/Analyst V
4	1539	Management Assistant
12	1596-2	Systems Analyst II
5	1597-1	Senior Systems Analyst I
2	1597-2	Senior Systems Analyst II
1	1727	Safety Engineer
2	1943	Title Examiner
1	1947	Senior Title Examiner
1	1949-2	Chief Real Estate Officer II
3	1960-2	Real Estate Officer II
3	1961	Senior Real Estate Officer
1	2496	Community Affairs Advocate

(a) Regular Positions:

1	3162-1	Reprographics Operator I
2	3162-2	Reprographics Operator II
2	3163-1	Reprographics Supervisor I
1	3342	Mechanical Construction Estimator
2	3347	Senior Construction Estimator
10	7207	Senior Civil Engineering Drafting Technician
1	7208	Senior Architectural Drafting Technician
1	7211	Geographic Information Systems Chief
5	7212-2	Office Engineering Technician II
4	7212-3	Office Engineering Technician III
14	7213	Geographic Information Specialist
9	7214-1	Geographic Information Systems Supervisor I
6	7214-2	Geographic Information Systems Supervisor II
4	7217-1	Engineering Designer I
8	7217-2	Engineering Designer II
3	7219	Principal Civil Engineering Drafting Technician
14	7228	Field Engineering Aide
1	7230-2	Control Systems Engineering Associate II
2	7230-3	Control Systems Engineering Associate III
1	7230-4	Control Systems Engineering Associate IV
13	7232	Civil Engineering Drafting Technician
39	7237	Civil Engineer
1	7239-1	Geotechnical Engineer I
2	7239-2	Geotechnical Engineer II
1	7239-3	Geotechnical Engineer III
1	7243	Control Systems Engineer
81	7246-2	Civil Engineering Associate II
70	7246-3	Civil Engineering Associate III
14	7246-4	Civil Engineering Associate IV
1	7253-2	Engineering Geologist Associate II
3	7253-3	Engineering Geologist Associate III
2	7255-1	Engineering Geologist I
2	7255-2	Engineering Geologist II
22	7283	Land Surveying Assistant
19	7286-1	Survey Party Chief I
6	7286-2	Survey Party Chief II
4	7287	Survey Supervisor
2	7288	Senior Survey Supervisor
2	7289	Senior Construction Engineer

(a) Regular Positions:

3	7304-1	Environmental Supervisor I
3	7304-2	Environmental Supervisor II
4	7310-2	Environmental Specialist II
2	7320	Environmental Affairs Officer
3	7525-3	Electrical Engineering Associate III
2	7525-4	Electrical Engineering Associate IV
1	7543-1	Building Electrical Engineer I
1	7543-2	Building Electrical Engineer II
1	7554-2	Mechanical Engineering Associate II
5	7554-3	Mechanical Engineering Associate III
1	7554-4	Mechanical Engineering Associate IV
4	7561-1	Building Mechanical Engineer I
2	7871-2	Environmental Engineering Associate II
9	7871-3	Environmental Engineering Associate III
3	7871-4	Environmental Engineering Associate IV
11	7872	Environmental Engineer
4	7874	Senior Environmental Engineer
2	7922	Architectural Drafting Technician
12	7925	Architect
4	7926-2	Architectural Associate II
6	7926-3	Architectural Associate III
3	7926-4	Architectural Associate IV
2	7927	Senior Architect
1	7928	Principal Architect
2	7929-1	Landscape Architect I
1	7929-2	Landscape Architect II
1	7933-2	Landscape Architectural Associate II
1	7933-3	Landscape Architectural Associate III
1	7939	Planning Assistant
7	7956	Structural Engineer
3	7957-2	Structural Engineering Associate II
12	7957-3	Structural Engineering Associate III
1	7957-4	Structural Engineering Associate IV
1	9168	Contract Administrator
8	9171-1	Senior Management Analyst I
4	9171-2	Senior Management Analyst II
1	9182	Chief Management Analyst
2	9184-1	Management Analyst I
18	9184-2	Management Analyst II

(a) Regular Positions:

1	9375	Director of Systems
3	9425	Senior Structural Engineer
14	9485	Senior Civil Engineer
1	9486	Engineer of Surveys
11	9489	Principal Civil Engineer
3	9490-1	Deputy City Engineer I
1	9490-2	Deputy City Engineer II
1	9497	City Engineer
678		

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

1535-1	Administrative Intern I
1535-2	Administrative Intern II
7203-1	Student Engineer I
7203-2	Student Engineer II
7203-3	Student Engineer III
7203-4	Student Engineer IV
7921-1	Student Architect I
7921-2	Student Architect II
7921-3	Student Architect III

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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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department of Public Works, Bureau of Sanitation 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 2016-17 is hereby granted to the Department of Public Works, Bureau of Sanitation for the designated number of positions in each code and title as provided in this ordinance.

BUREAU OF SANITATION

No.	Code	Title
(a) Regular Positions:		
1	1107	Plant Equipment Trainee
14	1116	Secretary
4	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
1	1119-2	Accounting Records Supervisor II
3	1121-1	Delivery Driver I
2	1129	Personnel Records Supervisor
1	1170-1	Payroll Supervisor I
1	1170-2	Payroll Supervisor II
7	1201	Principal Clerk
38	1223	Accounting Clerk
3	1253	Chief Clerk
67	1358	Administrative Clerk
79	1368	Senior Administrative Clerk
1	1409-1	Information Systems Manager I
1	1431-2	Programmer/Analyst II
1	1431-3	Programmer/Analyst III
3	1455-1	Systems Programmer I
4	1455-2	Systems Programmer II
1	1455-3	Systems Programmer III
35	1461-2	Communications Information Representative II
8	1461-3	Communications Information Representative III

(a) Regular Positions:

3	1470	Data Base Architect
1	1513-2	Accountant II
1	1517-2	Auditor II
1	1518	Senior Auditor
22	1596-2	Systems Analyst II
11	1597-1	Senior Systems Analyst I
4	1597-2	Senior Systems Analyst II
1	1599	Systems Aide
2	1670-1	Graphics Designer I
1	1670-2	Graphics Designer II
1	1702-2	Emergency Management Coordinator II
1	1726-1	Safety Engineering Associate I
3	1726-2	Safety Engineering Associate II
1	1727	Safety Engineer
3	1785-2	Public Relations Specialist II
3	1786	Principal Public Relations Representative
1	1795-1	Senior Photographer I
1	1800-1	Public Information Director I
1	1800-2	Public Information Director II
1	1951	Agricultural Land Developer
1	2330	Industrial Hygienist
53	3112	Maintenance Laborer
185	3112-6	Maintenance Laborer
3	3115	Maintenance and Construction Helper
9	3115-6	Maintenance and Construction Helper
3	3126	Labor Supervisor
1	3127-1	Construction and Maintenance Supervisor I
1	3127-2	Construction and Maintenance Supervisor II
1	3129	Construction and Maintenance Superintendent
24	3141	Gardener Caretaker
3	3143	Senior Gardener
2	3145	Park Maintenance Supervisor
19	3156	Custodian
2	3157-1	Senior Custodian I
1	3174	Senior Window Cleaner
1	3176	Custodian Supervisor
1	3182-1	Chief Custodian Supervisor I
1	3333-1	Building Repairer I
2	3338	Building Repairer Supervisor

(a) Regular Positions:

1	3343	Cabinet Maker
5	3344	Carpenter
2	3345	Senior Carpenter
1	3346	Carpenter Supervisor
12	3423	Painter
1	3424	Senior Painter
1	3426	Painter Supervisor
11	3433	Pipefitter
13	3443	Plumber
5	3444	Senior Plumber
2	3446	Plumber Supervisor
2	3525	Equipment Operator
32	3525-6	Equipment Operator
2	3527	Equipment Supervisor
5	3527-6	Equipment Supervisor
4	3558	Power Shovel Operator
698	3580-2	Refuse Collection Truck Operator II
1	3583	Truck Operator
8	3584	Heavy Duty Truck Operator
5	3584-6	Heavy Duty Truck Operator
2	3686	Communications Electrician
1	3743	Heavy Duty Equipment Mechanic
1	3745	Senior Heavy Duty Equipment Mechanic
7	3763	Machinist
2	3766-2	Machinist Supervisor II
30	3771	Mechanical Helper
2	3773	Mechanical Repairer
4	3774	Air Conditioning Mechanic
1	3775	Sheet Metal Worker
1	3781	Air Conditioning Mechanic Supervisor
5	3796	Welder
1	3798-2	Welder Supervisor II
6	3799	Electrical Craft Helper
34	3843	Instrument Mechanic
5	3844	Instrument Mechanic Supervisor
2	3863	Electrician
11	4100	Refuse Crew Field Instructor
43	4101	Refuse Collection Supervisor
10	4102	Solid Resources Superintendent

(a) Regular Positions:

2	4108-2	Solid Waste Disposal Superintendent II
210	4110-2	Wastewater Collection Worker II
17	4113	Wastewater Collection Supervisor
1	4118	Plant Guide
107	4123-1	Wastewater Treatment Operator I
28	4123-2	Wastewater Treatment Operator II
37	4123-3	Wastewater Treatment Operator III
11	4124	Senior Wastewater Treatment Operator
5	4126-1	Sanitation Solid Resources Manager I
5	4126-2	Sanitation Solid Resources Manager II
12	4128-1	Sanitation Wastewater Manager I
6	4128-2	Sanitation Wastewater Manager II
6	4128-3	Sanitation Wastewater Manager III
1	4130	Hyperion Treatment Plant Manager
5	4289-1	Chief Environmental Compliance Inspector I
3	4289-2	Chief Environmental Compliance Inspector II
110	4292	Environmental Compliance Inspector
21	4293	Senior Environmental Compliance Inspector
1	5113-1	Boat Captain I
1	5113-2	Boat Captain II
1	5131	Deck Hand
4	5613	Wastewater Treatment Electrician Supervisor
56	5614	Wastewater Treatment Mechanic
32	5615-1	Wastewater Treatment Electrician I
6	5615-2	Wastewater Treatment Electrician II
5	5617	Wastewater Treatment Mechanic Supervisor
2	5853	Electric Pumping Plant Operator
4	5923	Building Operating Engineer
1	5925	Senior Building Operating Engineer
1	6145-2	Video Technician II
1	7212-1	Office Engineering Technician I
6	7212-2	Office Engineering Technician II
2	7212-3	Office Engineering Technician III
7	7213	Geographic Information Specialist
2	7214-1	Geographic Information Systems Supervisor I
5	7225	Assistant Director Bureau of Sanitation
5	7230-2	Control Systems Engineering Associate II
3	7230-3	Control Systems Engineering Associate III
1	7232	Civil Engineering Drafting Technician

(a) Regular Positions:

1	7236	Director Bureau of Sanitation
5	7237	Civil Engineer
8	7242-1	Shift Superintendent Wastewater Treatment I
3	7242-2	Shift Superintendent Wastewater Treatment II
1	7243	Control Systems Engineer
23	7246-2	Civil Engineering Associate II
9	7246-3	Civil Engineering Associate III
2	7246-4	Civil Engineering Associate IV
3	7304-1	Environmental Supervisor I
3	7304-2	Environmental Supervisor II
1	7310-1	Environmental Specialist I
9	7310-2	Environmental Specialist II
3	7310-3	Environmental Specialist III
4	7320	Environmental Affairs Officer
2	7525-2	Electrical Engineering Associate II
1	7525-4	Electrical Engineering Associate IV
1	7554-2	Mechanical Engineering Associate II
1	7554-4	Mechanical Engineering Associate IV
1	7561-1	Building Mechanical Engineer I
1	7561-2	Building Mechanical Engineer II
14	7830	Senior Chemist
35	7833-2	Chemist II
3	7840-1	Wastewater Treatment Laboratory Manager I
3	7840-2	Wastewater Treatment Laboratory Manager II
1	7840-3	Wastewater Treatment Laboratory Manager III
1	7854-1	Laboratory Technician I
44	7854-2	Laboratory Technician II
15	7856-2	Water Biologist II
5	7856-3	Water Biologist III
3	7857-2	Water Microbiologist II
1	7857-3	Water Microbiologist III
81	7871-2	Environmental Engineering Associate II
37	7871-3	Environmental Engineering Associate III
6	7871-4	Environmental Engineering Associate IV
36	7872	Environmental Engineer
14	7874	Senior Environmental Engineer
5	7875	Principal Environmental Engineer
1	7929-1	Landscape Architect I
1	7933-2	Landscape Architectural Associate II

(a) Regular Positions:

1	7933-3	Landscape Architectural Associate III
2	7935-1	Graphics Supervisor I
2	9167-1	Senior Personnel Analyst I
21	9171-1	Senior Management Analyst I
7	9171-2	Senior Management Analyst II
3	9182	Chief Management Analyst
36	9184-1	Management Analyst I
61	9184-2	Management Analyst II
1	9230	Chief Financial Officer
1	9375	Director of Systems
3	9485	Senior Civil Engineer
2,890		

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

0717-2	Event Attendant II
1358	Administrative Clerk
1502	Student Professional Worker
1537	Project Coordinator
1542	Project Assistant
3112-6	Maintenance Laborer
3580-2	Refuse Collection Truck Operator II
7203-1	Student Engineer I
7203-2	Student Engineer II
7203-3	Student Engineer III
7203-4	Student Engineer IV

(c) Seasonal Positions:

80	3112-6	Maintenance Laborer
3	3525-6	Equipment Operator
160	3580-2	Refuse Collection Truck Operator II
243		

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Sec. 1.1. Notwithstanding other provisions of this ordinance or of Los Angeles Administrative Code Section 4.108, a full eight-hour day of work shall be deemed to have been fully performed and completed on any day when any employee who is assigned to a refuse collection crew reports for duty at the time and place designated and fully performs all work assigned to him/her on that day. Compensation for overtime shall be allowed for time worked in any one day in excess of eight hours except that all time worked on legal holidays shall be compensated at the rate of time and one-half. Persons referred to in this section who are required to work on legal holidays shall receive not less than eight hours pay at the rate of time and one-half for each legal holiday worked.

Sec. 1.1.1. Compensation for all overtime pursuant to Section 1.1 of this ordinance shall be made in cash; provided, that subject to the approval of the Director of the Bureau, overtime worked may be compensated in time off as consistent with the Fair Labor Standards Act.

Sec. 1.1.2. The Director of the Bureau may prescribe varying work schedules consisting of 40 hours per week for all employees of the Bureau. These schedules may include as part of a five-day workweek Saturdays, Sundays and holidays. Notwithstanding any provision of the Los Angeles Administrative Code or Section 1.1 of this ordinance to the contrary, Sunday shall not be considered a holiday for any employee of the Bureau assigned to a work schedule that includes Sunday, and these employees shall be compensated at the regular rate of compensation for the first eight hours actually worked on a Sunday.

Sec. 1.2. The appointing authority may, subject to the provisions of Los Angeles Municipal Code Section 52.32, authorize the issuance and use of Uniform Departmental Badges to persons employed in the following class positions:

Code	Title
7875	Principal Environmental Engineer
7871	Environmental Engineering Associate
7872	Environmental Engineer
7874	Senior Environmental Engineer
4289	Chief Environmental Class Inspector
4292	Environmental Compliance Inspector
4293	Senior Environmental Compliance Inspector

Sec. 1.3. Effective July 1, 1999, Eugene Greene, while employed as a Landscape Architectural Associate III, Code 7933-3, and responsible for the Japanese Garden Program at the Tillman Water Reclamation Plant, shall receive salary at the appropriate step rate of the salary range for a Landscape Architect Associate IV, Code 7933-4.

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. 2.1. No seasonal position authorized by this ordinance shall be filled unless the City Administrative Officer first approves. 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 seasonal 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, 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. During the period in which seasonal positions are being utilized, no regular position of Maintenance Laborer, Code 3112-6, contained in Section 1(a), vacated as a result of the incumbent's appointment to a seasonal position of Truck Operator shall be filled.

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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department of Public Works, Bureau of Street Lighting 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 2016-17 is hereby granted to the Department of Public Works, Bureau of Street Lighting for the designated number of positions in each code and title as provided in this ordinance.

BUREAU OF STREET LIGHTING

No.	Code	Title
(a) Regular Positions:		
1	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
1	1170-1	Payroll Supervisor I
4	1223	Accounting Clerk
3	1358	Administrative Clerk
3	1368	Senior Administrative Clerk
1	1501	Student Worker
3	1539	Management Assistant
2	1562	Improvement Assessor
2	1564-1	Improvement Assessor Supervisor I
1	1564-2	Improvement Assessor Supervisor II
3	1596-2	Systems Analyst II
4	1597-1	Senior Systems Analyst I
1	1597-2	Senior Systems Analyst II
1	1832-1	Warehouse and Toolroom Worker I
1	1835-2	Storekeeper II
1	1837	Senior Storekeeper
3	3115	Maintenance and Construction Helper
1	3353	Cement Finisher
1	3771	Mechanical Helper
2	3796	Welder
32	3799	Electrical Craft Helper

(a) Regular Positions:

23	3809	Assistant Street Lighting Electrician
29	3811	Street Lighting Electrician
2	3820-1	Street Lighting Construction and Maintenance Supt I
1	3820-2	Street Lighting Construction and Maintenance Supt II
6	3840-1	Street Lighting Electrician Supervisor I
2	7207	Senior Civil Engineering Drafting Technician
1	7212-2	Office Engineering Technician II
1	7212-3	Office Engineering Technician III
4	7213	Geographic Information Specialist
1	7214-1	Geographic Information Systems Supervisor I
4	7232	Civil Engineering Drafting Technician
30	7527-2	Street Lighting Engineering Associate II
14	7527-3	Street Lighting Engineering Associate III
1	7527-4	Street Lighting Engineering Associate IV
2	7536	Assistant Director Bureau of Street Lighting
6	7537	Street Lighting Engineer
3	9171-1	Senior Management Analyst I
1	9182	Chief Management Analyst
3	9184-2	Management Analyst II
1	9265	Director of Street Lighting
3	9536	Senior Street Lighting Engineer
210		

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

1501	Student Worker

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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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department of Public Works, Bureau of Street Services 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 2016-17 is hereby granted to the Department of Public Works, Bureau of Street Services for the designated number of positions in each code and title as provided in this ordinance.

BUREAU OF STREET SERVICES

No.	Code	Title
(a) Regular Positions:		
1	0883	Service Coordinator
1	1170-1	Payroll Supervisor I
3	1201	Principal Clerk
11	1223	Accounting Clerk
17	1358	Administrative Clerk
20	1368	Senior Administrative Clerk
6	1461-2	Communications Information Representative II
1	1523-1	Senior Accountant I
1	1530-2	Risk Manager II
1	1555-2	Fiscal Systems Specialist II
5	1596-2	Systems Analyst II
1	1597-1	Senior Systems Analyst I
1	1597-2	Senior Systems Analyst II
1	1727	Safety Engineer
5	1832-1	Warehouse and Toolroom Worker I
46	3112	Maintenance Laborer
36	3114	Tree Surgeon
30	3115	Maintenance and Construction Helper
10	3117-1	Tree Surgeon Supervisor I
9	3117-2	Tree Surgeon Supervisor II
1	3127-1	Construction and Maintenance Supervisor I
12	3151	Tree Surgeon Assistant

(a) Regular Positions:

3	3160-1	Street Tree Superintendent I
1	3160-2	Street Tree Superintendent II
8	3344	Carpenter
2	3345	Senior Carpenter
3	3351	Cement Finisher Worker
14	3353	Cement Finisher
1	3443	Plumber
2	3451	Masonry Worker
3	3503	Compressor Operator
2	3523	Light Equipment Operator
95	3525	Equipment Operator
2	3558	Power Shovel Operator
57	3583	Truck Operator
87	3584	Heavy Duty Truck Operator
93	3585	Motor Sweeper Operator
1	3734-2	Equipment Specialist II
3	3771	Mechanical Helper
2	3773	Mechanical Repairer
1	3796	Welder
1	3799	Electrical Craft Helper
3	3863	Electrician
1	3865	Electrician Supervisor
1	3913	Irrigation Specialist
2	4143-1	Asphalt Plant Operator I
6	4143-2	Asphalt Plant Operator II
2	4145	Asphalt Plant Supervisor
69	4150-1	Street Services Worker I
13	4150-2	Street Services Worker II
8	4150-3	Street Services Worker III
58	4152-1	Street Services Supervisor I
15	4152-2	Street Services Supervisor II
3	4156	Assistant Director Bureau of Street Services
13	4158-1	Street Services Superintendent I
5	4158-2	Street Services Superintendent II
1	4159	Director Bureau of Street Services
3	4160-1	Street Services General Superintendent I
34	4283	Street Services Investigator
7	4285-2	Senior Street Services Investigator II
1	4286-1	Chief Street Services Investigator I

(a) Regular Positions:

1	4286-2	Chief Street Services Investigator II
16	7228	Field Engineering Aide
2	7237	Civil Engineer
5	7246-2	Civil Engineering Associate II
3	7246-3	Civil Engineering Associate III
1	7310-2	Environmental Specialist II
1	9168	Contract Administrator
3	9171-1	Senior Management Analyst I
3	9171-2	Senior Management Analyst II
1	9182	Chief Management Analyst
4	9184-1	Management Analyst I
10	9184-2	Management Analyst II
1	9489	Principal Civil Engineer
896		

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

1116	Secretary
1141	Clerk
1223	Accounting Clerk
1358	Administrative Clerk
1368	Senior Administrative Clerk
1501	Student Worker
1502	Student Professional Worker
1508	Management Aide
1537	Project Coordinator
1538	Senior Project Coordinator
1539	Management Assistant
1596-2	Systems Analyst II
1599	Systems Aide
3112	Maintenance Laborer
3113-1	Vocational Worker I
3114	Tree Surgeon
3115	Maintenance and Construction Helper
3141	Gardener Caretaker
3143	Senior Gardener
3151	Tree Surgeon Assistant
3344	Carpenter
3345	Senior Carpenter

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

3351	Cement Finisher Worker
3353	Cement Finisher
3443	Plumber
3451	Masonry Worker
3523	Light Equipment Operator
3525	Equipment Operator
3583	Truck Operator
3584	Heavy Duty Truck Operator
3585	Motor Sweeper Operator
3771	Mechanical Helper
3773	Mechanical Repairer
3796	Welder
3799	Electrical Craft Helper
3863	Electrician
4150-1	Street Services Worker I
4150-2	Street Services Worker II
4152-1	Street Services Supervisor I
4152-2	Street Services Supervisor II
4158-1	Street Services Superintendent I

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Sec. 1.1. The appointing authority may, subject to the provisions of Los Angeles Municipal Code Section 52.32, authorize the issuance and use of Uniform Departmental Badges to persons employed in the following named classes of positions:

Code	Title
4156	Assistant Director Bureau of Street Services
4159	Director Bureau of Street Services
4283	Street Services Investigator
4285-1	Senior Street Services Investigator I
4285-2	Senior Street Services Investigator II
4285-3	Senior Street Services Investigator III
4286-1	Chief Street Services Investigator I
4286-2	Chief Street Services Investigator II

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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Department of Transportation 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 2016-17 is hereby granted to the Department of Transportation for the designated number of positions in each code and title as provided in this ordinance.

TRANSPORTATION

No.	Code	Title
(a) Regular Positions:		
1	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
1	1170-1	Payroll Supervisor I
2	1201	Principal Clerk
13	1223	Accounting Clerk
24	1358	Administrative Clerk
27	1368	Senior Administrative Clerk
1	1431-3	Programmer/Analyst III
1	1431-4	Programmer/Analyst IV
24	1461-3	Communications Information Representative III
4	1467-2	Senior Communications Operator II
1	1508	Management Aide
9	1513-2	Accountant II
1	1517-1	Auditor I
1	1517-2	Auditor II
1	1518	Senior Auditor
6	1523-2	Senior Accountant II
2	1525-2	Principal Accountant II
1	1530-2	Risk Manager II
1	1538	Senior Project Coordinator
1	1539	Management Assistant
2	1555-2	Fiscal Systems Specialist II

(a) Regular Positions:

1	1593-4	Departmental Chief Accountant IV
6	1596-2	Systems Analyst II
3	1597-1	Senior Systems Analyst I
3	1597-2	Senior Systems Analyst II
1	1625-3	Internal Auditor III
2	1670-2	Graphics Designer II
1	1702-1	Emergency Management Coordinator I
1	1727	Safety Engineer
1	1800-2	Public Information Director II
1	1832-1	Warehouse and Toolroom Worker I
2	1835-2	Storekeeper II
1	1837	Senior Storekeeper
19	2480-2	Transportation Planning Associate II
7	2481-1	Supervising Transportation Planner I
3	2481-2	Supervising Transportation Planner II
27	3112	Maintenance Laborer
613	3214-2	Traffic Officer II
66	3218-1	Senior Traffic Supervisor I
13	3218-2	Senior Traffic Supervisor II
5	3218-3	Senior Traffic Supervisor III
1	3419	Sign Shop Supervisor
30	3421-1	Traffic Painter and Sign Poster I
14	3421-2	Traffic Painter and Sign Poster II
7	3421-3	Traffic Painter and Sign Poster III
1	3423	Painter
2	3428	Sign Painter
5	3430-1	Traffic Marking and Sign Superintendent I
3	3430-2	Traffic Marking and Sign Superintendent II
1	3430-3	Traffic Marking and Sign Superintendent III
4	3734-1	Equipment Specialist I
1	3734-2	Equipment Specialist II
24	3738	Parking Meter Technician
5	3757-1	Parking Meter Technician Supervisor I
1	3757-2	Parking Meter Technician Supervisor II
2	3771	Mechanical Helper
2	3773	Mechanical Repairer
6	3799	Electrical Craft Helper
10	3818	Assistant Signal Systems Electrician
62	3819	Signal Systems Electrician

(a) Regular Positions:

1	3832	Signal Systems Superintendent
7	3839-1	Signal Systems Supervisor I
3	3839-2	Signal Systems Supervisor II
9	4271	Transportation Investigator
5	4273	Senior Transportation Investigator
1	4275	Chief Transportation Investigator
2	7207	Senior Civil Engineering Drafting Technician
1	7213	Geographic Information Specialist
10	7232	Civil Engineering Drafting Technician
26	7278	Transportation Engineer
57	7280-2	Transportation Engineering Associate II
32	7280-3	Transportation Engineering Associate III
2	7280-4	Transportation Engineering Associate IV
11	7285-1	Transportation Engineering Aide I
2	7285-2	Transportation Engineering Aide II
1	8870	Taxicab Administrator
2	9025-2	Parking Enforcement Manager II
1	9134	Principal Project Coordinator
6	9135	Administrative Hearing Examiner
11	9171-1	Senior Management Analyst I
4	9171-2	Senior Management Analyst II
1	9180	Chief of Parking Enforcement Operations
3	9182	Chief Management Analyst
3	9184-1	Management Analyst I
18	9184-2	Management Analyst II
1	9200	Chief of Transit Programs
1	9256	General Manager Department of Transportation
11	9262	Senior Transportation Engineer
4	9263	Assistant General Manager Transportation
6	9266	Principal Transportation Engineer
1	9375	Director of Systems
1,325		

(b) Commissioner Positions:

12	0101-2	Commissioner

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

	0102	Commission Hearing Examiner

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

1113	Community and Administrative Support Worker II
1114	Community and Administrative Support Worker III
1502	Student Professional Worker
1542	Project Assistant
3112	Maintenance Laborer
3180	Crossing Guard
3214-1	Traffic Officer I
9135	Administrative Hearing Examiner

(d) Hiring Hall to be Employed As Needed in Such Numbers as Required:

0862	Electrical Craft Helper - Hiring Hall

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Sec. 1.1. (a) Six persons employed in the class of Traffic Painter and Sign Poster I, Code 3421-1, when driving a high production, personnel transporting centerline and lane line street painting machine during actual painting operations more than 50 percent of the work shift in any one day shall be compensated at the second premium level rate above the appropriate step rate of the salary range prescribed for these classes. Traffic Painter and Sign Poster I positions regularly assigned to receive this compensation shall be entitled to receive this compensation when on authorized time off with pay.

(b) Two persons employed in the class of Traffic Painter and Sign Poster II, Code 3421-2, when assigned as crew chief of a high production, personnel transporting centerline and lane line street painting machine during actual painting operations or a hot thermoplastic pavement marking machine during actual marking operations more than 50 percent of the work shift in any one day shall be compensated at the second premium level rate above the appropriate step rate of the salary range prescribed for these classes. Traffic Painter and Sign Poster II positions regularly assigned to receive this compensation shall be entitled to receive this compensation when on authorized time off with pay.

Sec. 1.2. The appointing authority may, subject to the provisions of Los Angeles Municipal Code Section 52.32, authorize the issuance and use of Uniform Departmental Badges to persons employed in the following named classes of positions:

Code	Title
3214-2	Traffic Officer II
3218-1	Senior Traffic Supervisor I
3218-2	Senior Traffic Supervisor II
3218-3	Senior Traffic Supervisor III
4271	Transportation Investigator
4273	Senior Transportation Investigator
4275	Chief Transportation Investigator
9025-1	Parking Enforcement Manager I
9025-2	Parking Enforcement Manager II
9180	Chief of Parking Enforcement Operations
9264	Parking Administrator

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 _____.

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 10/13/16

File No. _____

ORDINANCE NO. _____

An ordinance authorizing the employment of personnel in the Zoo 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 2016-17 is hereby granted to the Zoo Department for the designated number of positions in each code and title as provided in this ordinance.

ZOO

No.	Code	Title
(a) Regular Positions:		
1	1117-2	Executive Administrative Assistant II
1	1117-3	Executive Administrative Assistant III
3	1223	Accounting Clerk
4	1358	Administrative Clerk
1	1358	Administrative Clerk (Half-Time)
9	1368	Senior Administrative Clerk
1	1513-2	Accountant II
1	1523-2	Senior Accountant II
1	1596-2	Systems Analyst II
1	1597-1	Senior Systems Analyst I
1	1670-2	Graphics Designer II
1	1670-3	Graphics Designer III
1	1731-1	Personnel Analyst I
1	1785-1	Public Relations Specialist I
1	1786	Principal Public Relations Representative
1	1793-2	Photographer II
1	2360	Chief Veterinarian
3	2367-2	Zoo Veterinarian II
1	2367-3	Zoo Veterinarian III
4	2369	Veterinary Technician
1	2400-1	Aquarist I
1	2400-2	Aquarist II

(a) Regular Positions:

6	2412-1	Park Services Attendant I
5	2412-2	Park Services Attendant II
3	2415	Special Program Assistant II (Half-Time)
1	2422	Senior Park Services Attendant
1	2424	Principal Park Services Attendant
2	3115	Maintenance and Construction Helper
1	3127-2	Construction and Maintenance Supervisor II
14	3141	Gardener Caretaker
2	3143	Senior Gardener
10	3156	Custodian
1	3157-1	Senior Custodian I
1	3178	Head Custodian Supervisor
1	3333-1	Building Repairer I
2	3344	Carpenter
1	3345	Senior Carpenter
1	3353	Cement Finisher
2	3423	Painter
1	3424	Senior Painter
2	3443	Plumber
1	3444	Senior Plumber
1	3451	Masonry Worker
2	3523	Light Equipment Operator
1	3525	Equipment Operator
2	3583	Truck Operator
2	3773	Mechanical Repairer
1	3774	Air Conditioning Mechanic
1	3775	Sheet Metal Worker
1	3796	Welder
1	3863	Electrician
1	3864	Senior Electrician
2	3913	Irrigation Specialist
1	4276	Zoo Curator of Birds
1	4277	Zoo Curator of Reptiles
1	4290	Zoo Registrar
2	4297	Zoo Curator
3	4300-1	Zoo Curator of Education I
2	4300-2	Zoo Curator of Education II
1	4300-3	Zoo Curator of Education III
1	4302	Zoo Research Director

(a) Regular Positions:

77	4304	Animal Keeper
6	4304	Animal Keeper (Half-Time)
8	4305	Senior Animal Keeper
1	4308	Animal Collection Curator
3	4312	Principal Animal Keeper
2	6147	Audio Visual Technician
1	7929-1	Landscape Architect I
1	9167-1	Senior Personnel Analyst I
1	9171-1	Senior Management Analyst I
1	9171-2	Senior Management Analyst II
1	9182	Chief Management Analyst
1	9500	General Manager Zoo
1	9501	Zoo Assistant General Manager
229		

(b) Commissioner Positions:

5	0101-2	Commissioner

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

0965	Plumber - Exempt
1113	Community and Administrative Support Worker II
1114	Community and Administrative Support Worker III
1358	Administrative Clerk
1368	Senior Administrative Clerk
1427-1	Computer Operator I
1502	Student Professional Worker
1535-1	Administrative Intern I
1535-2	Administrative Intern II
1537	Project Coordinator
1542	Project Assistant
1596-2	Systems Analyst II
1670-1	Graphics Designer I
1793-1	Photographer I
2367-2	Zoo Veterinarian II
2369	Veterinary Technician
2400-1	Aquarist I
2415	Special Program Assistant II
2416	Special Program Assistant III

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

2418-1	Assistant Park Services Attendant I
2418-2	Assistant Park Services Attendant II
2498	Recreation Assistant
2499	Recreation Instructor
3115	Maintenance and Construction Helper
3156	Custodian
4304	Animal Keeper
6152-1	Librarian I

(d) Hiring Hall to be Employed As Needed in Such Numbers as Required:

0855	Air Conditioning Mechanic - Hiring Hall
0858	Carpenter - Hiring Hall
0858-Z	City Craft Assistant - Hiring Hall
0860-1	Cement Finisher I - Hiring Hall
0860-2	Cement Finisher II - Hiring Hall
0865	Electrician - Hiring Hall
0870	Painter - Hiring Hall
0872-2	Pipefitter II - Hiring Hall
0874-2	Plumber II - Hiring Hall
0876	Sheet Metal Worker - Hiring Hall

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Sec. 1.1. The General Manager may prescribe varying work schedules consisting of 40 hours per week for all employees in the Department, which schedules may include as a part of the workweek, Saturdays, Sundays and holidays.

Sec. 1.2. Employees in the following classification and job status, when required to wear a prescribed uniform in the conduct of their work assignment, shall receive a uniform maintenance allowance, in addition to the salary prescribed for their classification, as indicated:

Code	Class Title	Job Status	Allowance
3111-1	Occupational Trainee I	Temporary	$0.15 per hr.

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.

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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 10/13/16

File No. _____