FORM GEN. 160

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: April 14, 2017

To: The City Council

From: Richard H. Llewellyn, Jr., Interim City Administrative Officer

Subject: **ESTABLISHMENT OF SALARY FOR THE NEW CLASSES OF MOTION PICTURE AND TELEVISION MANAGER (CLASS CODE 1789) AND PORTFOLIO MANAGER (CLASS CODE 9143)**

Recommendations

That the City Council, subject to the approval of the Mayor:

1. Adopt the accompanying Ordinance to establish the salaries of Motion Picture and Television Manager (Class Code 1789) and Portfolio Manager I and II (Class Codes 9143-1 and 9143-2), approved as to form and legality by the Office of the City Attorney; and

2. Authorize the City Administrative Officer (CAO), upon accretion of said classes to a bargaining unit, to amend the appropriate Memorandum of Understanding to reflect the salary approved by ordinance.

Summary

At its meeting of March 31, 2017, the Executive Employee Relations Committee approved the recommendations of the CAO to establish the salary for the new class of Motion Picture and Television Manager at Salary Range 5623 ($117,408 - $171,654) and the new class of Portfolio Manager I and II at Salary Ranges 5992 ($125,112 - $182,908) and 7537 ($157,372 - $230,076), respectively. The new, non-represented classes were adopted by the Civil Service Commission on February 9, 2017, to be used by the Department of Public Works and the Office of Finance.

The Motion Picture and Television Manager class will serve as the citywide film industry coordinator and policy advisor to the Mayor, City Council, and the CAO on film and entertainment industry matters as they may impact the City of Los Angeles. The Portfolio Manager class will perform a wide range of fiscal duties, relative to the direct asset management of a multi-billion dollar fixed-income portfolio. With salaries commensurate with industry standards for similar work, it is anticipated that the recommended salaries will result in successfully recruiting and retaining individuals with

the requisite skills and abilities to perform the duties and responsibilities of the new classes.

Fiscal Impact

The anticipated cost is approximately $28,146 annually for the Motion Picture and Television Manager class, and approximately $62,933 annually for the Portfolio Manager class. The affected Departments will absorb these costs within their respective budgeted funds.

Attachment

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