

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: March, 22, 2022

To: The City Council

From: Matthew W. Szabo, City Administrative Officer



Subject: **LOS ANGELES ADMINISTRATIVE CODE AMENDMENTS TO CONFORM TO THE CITY'S MINIMUM WAGE ORDINANCE – NON-REPRESENTED CLASSES**

RECOMMENDATIONS

The City Administrative Officer recommends the following actions by the City Council and Mayor:

1. That the City Council, subject to the approval of the Mayor, adopt:
 - A. The attached ordinance, approved as to form and legality by the City Attorney, amending Schedule "A" of Section 4.61 of the Los Angeles Administrative Code, pertaining to non-represented minimum wage classifications paid on an hourly basis to update the salaries of certain non-represented classes to \$16.04 per hour effective July 1, 2022, in conformance with the City's minimum wage ordinance, Ordinance No. 184320;
 - B. The attached ordinance, approved as to form and legality by the City Attorney, amending Schedule "A" of Section 4.61 of the Los Angeles Administrative Code, pertaining to non-represented minimum wage classifications paid on a salary range basis to update the salaries of certain non-represented classes to \$16.04 per hour effective July 1, 2022, in conformance with the City's minimum wage ordinance, Ordinance No. 184320; and
 - C. The attached ordinance, approved as to form and legality by the City Attorney, amending Schedule "B" of Los Angeles Administrative Code Section 4.900.1, to update the salary of a Department of Water and Power non-represented class to \$16.04 per hour effective July 1, 2022, in conformance with the City's minimum wage ordinance, Ordinance No. 184320.
2. That the City Council authorize the Controller and City Administrative Officer to correct any clerical errors, or, if approved by the City Attorney, any technical errors in the above ordinance.

SUMMARY

In conformance with the City's minimum wage ordinance, Ordinance No. 184320, the minimum wage increases from the current \$15.00 per hour to \$16.04 per hour, effective July 1, 2022. The hourly minimum wage for employers with over 25 employees was last increased to \$15.00 effective July 1, 2020.

Ordinance No. 184320 is codified in Los Angeles Municipal Code (LAMC) Section 187.00 et seq. Subsection D of LAMC Section 187.02 provides that "On July 1, 2022, and annually thereafter, the minimum wage will increase based on the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) for the Los Angeles metropolitan area (Los Angeles-Riverside-Orange County, CA), which is published by the Bureau of Labor Statistics." In accordance with this provision, on February 1, 2022, the City's Department of Public Works, Bureau of Contract Administration issued a notice to covered employers of the increase in the hourly minimum wage to \$16.04 effective July 1, 2022.

Several non-represented classifications, paid on either an hourly or salary range basis, in Schedule "A" as well as a Department of Water of Power non-represented classification in Schedule "B" of the Los Angeles Administrative Code (Sections 4.61 and 4.900.1, respectively) will need to have their salary rate increased to \$16.04 per hour. The attached three ordinances, approved as to form and legality by the City Attorney, accomplish this task.

For the non-represented, minimum wage classes in Schedule "A" that are paid on a salary range basis, the salary range number reflected in the ordinance to be operative July 1, 2020, has a second step of \$16.04 per hour. As currently structured for non-represented classifications, the first step of a salary range is not used; it is reserved for certain represented trainee classifications. In addition, those classes paid on a salary range basis in which Step 7 is the lowest step of placement, an updated Salary Range number is reflected to provide \$16.04 per hour at Step 7.

The Gang Reduction and Youth Development (GRYD) Worker class series with five pay grade levels, I through V, in Schedule "A" is recommended to be revised to comprise four grade levels, I through IV, because the current hourly salaries for both pay grade levels I and II are below \$16.04. The hourly salaries of GRYD Worker I and II are \$15.00 and \$16.00, respectively. It is proposed that the GRYD Worker pay grades and hourly salary rates be reconfigured as follows:

	Current Hourly Salary	Hourly Salary 7/1/22
GRYD Worker I	\$15.00	\$16.04
GRYD Worker II	\$16.00	\$17.00
GRYD Worker III	\$17.00	\$18.00
GRYD Worker IV	\$18.00	\$22.00
GRYD Worker V	\$22.00	--

Similarly, the Election Assistant class series with five pay grades has pay grade levels I and II below \$16.04. Therefore, it is recommended that the Election Assistant class have four pay grade levels, with the pay grades and hourly salary rates reconfigured as follows:

	Current Hourly Salary	Hourly Salary 7/1/22
Election Assistant I	\$15.00	\$16.04
Election Assistant II	\$16.00	\$18.00
Election Assistant III	\$18.00	\$21.00
Election Assistant IV	\$21.00	\$24.00
Election Assistant V	\$24.00	--

The Department of Recreation and Parks, which is the primary employing department of the GRYD Worker program, concurs with the above pay grade reconfiguration for the GRYD Worker class, as does the City Clerk, for the reconfiguration of the pay grades for the Election Assistant class.

FISCAL IMPACT

Any costs associated with the minimum wage salary updates reflected in the attached ordinances will be absorbed within budgeted funds for the employing departments.

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Attachments