



MICHAEL N. FEUER
CITY ATTORNEY

REPORT NO. **R 19 - 0 2 8 8**
SEP 1 0 2019

REPORT RE:

**DRAFT ORDINANCE AMENDING SECTION 4.254 OF THE LOS ANGELES
ADMINISTRATIVE CODE, PERTAINING TO THE ACCUMULATION OF VACATION
TIME, TO INCREASE THE MAXIMUM AMOUNT OF ACCUMULATED VACATION
TIME FROM TWO TO THREE ANNUAL VACATION PERIODS EFFECTIVE
SEPTEMBER 1, 2019, FOR NON-REPRESENTED EMPLOYEES**

The Honorable City Council
of the City of Los Angeles
Room 395, City Hall
200 N. Spring Street
Los Angeles, California 90012

Honorable Members:

This Office has prepared and now transmits for your consideration, the enclosed draft ordinance, approved as to form and legality. This draft ordinance would amend Los Angeles Administrative Code Section 4.254, pertaining to the Accumulation of Vacation Time, to increase the maximum amount of accumulated vacation time from two to three annual vacation periods effective September 1, 2019, for non-represented employees.

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 draft 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 questions you may have.

Sincerely,

MICHAEL N. FEUER, City Attorney

By 

DAVID MICHAELSON
Chief Assistant City Attorney

DM:VAS:mc
Transmittal