

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: February 23, 2026

To: The City Council

From: Matthew W. Szabo, City Administrative Officer



Subject: **ESTABLISHMENT OF SALARIES FOR THE NEW NON-REPRESENTED CLASSIFICATION AND PAY GRADES OF CORPORATE SERVICES MANAGER AT THE LOS ANGELES DEPARTMENT OF WATER AND POWER – ORDINANCE AMENDING SCHEDULE “B” OF LOS ANGELES ADMINISTRATIVE CODE SECTION 4.900.1**

RECOMMENDATIONS

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

1. That the City Council, subject to the approval of the Mayor, adopt 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 provide salaries for the new, non-represented classification and pay grades of Corporate Services Manager (Code 9107) at the Los Angeles Department of Water and Power; and
2. That the City Council authorize:
 - a. The Los Angeles Department of Water and Power, upon accretion of the classes to a bargaining unit, to issue a technical correction to the appropriate Memorandum of Understanding to reflect the salaries approved by ordinance; and
 - b. The Controller and the CAO to correct any clerical or technical errors in the above ordinance.

SUMMARY

The Los Angeles Department of Water and Power (LADWP) requested the Personnel Department create a new class to replace the classification of Utility Services Manager (Class Code 9106), which is assigned exclusively to work in the LADWP Customer Service Division. Over the years, the LADWP has utilized the Utility Services Manager class to perform work in other divisions and sections outside of its Customer Service Division which is

not within the prescribed Utility Services Manager class specification and duties description records. On March 27, 2025, the Board of Civil Service Commissioners approved the creation of the new class and class specification for Corporate Services Manager (Class Code 9107) to replace the classification of Utility Services Manager (Class Code 9106) used at LADWP in divisions outside of Customer Service.

Employees in the Corporate Services Manager classification will manage critical compliance functions for the LADWP with a focus on legislative and regulatory affairs, including environmental, health and safety, financial and rates, and sustainability mandates. They will also direct or assist in the overall planning, organization, staffing and control in the joint divisions, act as the senior representative during negotiations with federal and state legislative bodies and regulatory agencies regarding capital projects and in rate discussions, and represent the Department during legal and administrative proceedings related to environmental, health and safety compliance and enforcement actions.

Upon the Board of Civil Service Commissioners approving the creation of the new class and class specification for Corporate Services Manager (Class Code 9107), the Personnel Department requested the LADWP to take the necessary actions to establish a salary for the newly created classification.

At its meeting on January 27, 2026, the Executive Employee Relations Committee approved the recommendations of the CAO, as requested by the LADWP, to establish the salaries and four pay grade levels for the newly created, non-represented classification of Corporate Services Manager as illustrated in the table below.

Recommended Annual Salaries for Corporate Services Manager		
Classification and Pay Grades (Duties Description Record)	Salary Range	Annual Salary *
Corporate Services Manager I (95-91071)	9132	\$190,676.16 - \$236,904.48
Corporate Services Manager II (95-91072)	9808	\$204,791.04 - \$254,443.68
Corporate Services Manager III (95-91073)	10850	\$226,548.00 - \$281,483.28
Corporate Services Manager IV (95-91074)	13469	\$281,232.72 - \$349,405.92

* LADWP classifications are assigned to a five-step salary range. Salaries depicted are at Steps 1 and 5 of the Salary Range.

The ordinance submitted herein provides for amending Los Angeles Administrative Code Section 4.900.1 Schedule "B" as described above.

FISCAL IMPACT

The proposed salaries will not impact the General Fund. All costs associated with the establishment of the Corporate Services Manager salaries and ensuing actions will be borne solely by LADWP.

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Attachment