Office of the Los Angeles City Attorney
Hydee Feldstein Soto

REPORT NO. R26-0564
SEP 24 2026

REPORT RE:

DRAFT ORDINANCE AMENDING VARIOUS SECTIONS OF THE LOS ANGELES ADMINISTRATIVE CODE AND THE LOS ANGELES MUNICIPAL CODE TO RENAME THE "OFFICE OF ADMINISTRATIVE AND RESEARCH SERVICES" TO THE "OFFICE OF THE CITY ADMINISTRATIVE OFFICER" AND THE "DIRECTOR OF THE OFFICE OF ADMINISTRATIVE AND RESEARCH SERVICES" TO THE "CITY ADMINISTRATIVE OFFICER"

The Honorable City Council
of the City of Los Angeles
Room 395, City Hall
200 North 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. The draft ordinance amends various sections of the Los Angeles Administrative Code and the Los Angeles Municipal Code to the rename the "Office of Administrative and Research Services" to the "Office of the City Administrative Officer" and the "Director of the Office of Administrative and Research Services" to the "City Administrative Officer," to reflect changes adopted as part of Charter Amendment II in the November 2024 General Municipal Election.

If you have any questions regarding this matter, please contact Deputy City Attorney Vanessa Atkins at (213) 759-8946. A member of this Office will be available when you consider this matter to answer questions you may have.

Sincerely,

HYDEE FELDSTEIN SOTO, City Attorney

By

MICHAEL J. DUNDAS
Chief Assistant City Attorney