

**CITY OF LOS ANGELES**  
INTER-DEPARTMENTAL CORRESPONDENCE

Date: April 10, 2025

To: The City Council

From: Matthew W. Szabo, City Administrative Officer



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

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 "A" of Section 4.61 of the Los Angeles Administrative Code to:
  - A. Update the salaries of certain non-represented classes paid on an hourly basis to a minimum \$17.87 per hour effective July 1, 2025, in conformance with the City's minimum wage ordinance, Ordinance No. 184320;
  - B. Re-establish the class of GRYD Worker pay grade levels IV, V, and VI that were eliminated previously;
  - C. Provide related salary adjustments; and
2. That the City Council authorize the Controller and CAO to correct any clerical or technical errors in the above ordinance.

**SUMMARY**

In conformance with the City's minimum wage ordinance, Ordinance No. 184320, the City's minimum wage is scheduled to be increased from the current \$17.28 per hour to \$17.87 per hour effective July 1, 2025. The hourly minimum wage for employers in the City of Los Angeles was last increased to \$17.28 effective July 1, 2024.

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 January 31, 2025, the City’s Department of Public Works, Bureau of Contract Administration issued a notice to covered employers of the hourly minimum wage increase to \$17.87 effective July 1, 2025 (attached hereto).

The non-represented classifications, paid on an hourly basis, listed in Schedule “A” of the Los Angeles Administrative Code Section 4.61 that require salary rate increases to \$17.87 per hour effective July 1, 2025, are the classes of Election Assistant I (Class Code 0728) and GRYD Worker I (Class Code 0178-1).

With respect to the Election Assistant I (Class Code 0728) classification, the City Clerk has requested a higher salary adjustment to \$19.00 per hour, as well as a salary increase to Election Assistant II (Class Code 0729) to \$20.00 per hour. The hourly salaries for Election Assistant III (Class Code 0730) and Election Assistant IV (Class Code 0731) will remain unchanged at \$21.00 and \$24.00, respectively, as shown in the table below.

<b>Current and Proposed Hourly Salaries for Election Assistant Classifications</b>			
<b>Class Code</b>	<b>Class Title</b>	<b>Hourly Salary Effective Date</b>	
		<b>July 1, 2024</b>	<b>July 1, 2025</b>
0728	Election Assistant I	\$17.28	\$19.00
0729	Election Assistant II	\$18.00	\$20.00
0730	Election Assistant III	\$21.00	\$21.00
0731	Election Assistant IV	\$24.00	\$24.00

The Gang Reduction and Youth Development (GRYD) Worker class originally had six pay grade levels I through VI. Dating back to 2019, pay grade levels IV, V, and VI were eliminated in different years as a result of increases in the minimum wage. The Mayor's Office and the Department of Recreation and Parks, which employs the class for its GRYD Summer Night Lights program, have requested the re-establishment of pay grade levels IV, V, and VI, as shown in the table below.

Current and Proposed Hourly Salaries for GRYD Worker Pay Grades			
Class Code	Class Title	Hourly Salary Effective Date	
		July 1, 2024	July 1, 2024
0178-1	GRYD Worker I	\$17.28	\$17.87
0178-2	GRYD Worker II	\$18.00	\$20.00
0178-3	GRYD Worker III	\$22.00	\$22.00
0178-4	GRYD Worker IV	--	\$24.00
0178-5	GRYD Worker V	--	\$25.00
0178-6	GRYD Worker VI	--	\$26.00

The ordinance submitted herein, approved by the City Attorney as to form and legality, reflects the proposed hourly salary rates as shown in the tables above.

## FISCAL IMPACT

This proposed ordinance has no additional impact on the General Fund. Any costs associated with the minimum wage salary updates and related salary adjustments as reflected in the attached ordinance will be absorbed within budgeted funds for the employing departments.

MWS:MCB:PAG:CEC:0725113

Attachments