

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

Date: December 2, 2022

To: The City Council

From: Matthew W. Szabo, City Administrative Officer



Subject: **REVISED GENERAL MANAGER SALARY RANGES, SALARY ADJUSTMENT FOR EXECUTIVE DIRECTOR, CITY ETHICS COMMISSION, AND SALARY ADJUSTMENTS FOR CERTAIN NON-REPRESENTED CLASSIFICATIONS IN THE CAO'S OFFICE – ORDINANCES AMENDING LOS ANGELES ADMINISTRATIVE CODE SECTION 4.61 AND SCHEDULE "A"**

**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 the General Manager listing in Los Angeles Administrative Code Section 4.61 to revise the assigned M Salary Range numbers for some of the classifications;
  - B. The attached ordinance, approved as to form and legality by the City Attorney, amending Schedule "A" of Los Angeles Administrative Code Section 4.61 to provide a salary adjustment to the non-represented classification of Ethics Director, City Ethics Commission (Code 0013); and
  - C. The attached ordinance, approved as to form and legality by the City Attorney, amending Schedule "A" of Los Angeles Administrative Code Section 4.61 to provide salary adjustments to the non-represented classifications of Assistant City Administrative Officer (Code 0011), Chief Administrative Analyst (Code 1554), and Senior Labor Relations Specialist I-III (Codes 9202-1-3) in the Office of the City Administrative Officer.
2. That the City Council authorize the Controller and the City Administrative Officer to correct any clerical errors, or, if approved by the City Attorney, any technical errors in the above ordinances.

**SUMMARY**

At its meeting on November 30, 2022, the Executive Employee Relations Committee (EERC) approved the recommendations of the Mayor the City Administrative Officer (CAO) to adjust the tiered structure of the General Manager salary ranges (commonly referred to as “M Ranges”), effective January 1, 2023, in order to have a more equitable alignment of salary ranges across City departments and bureaus, and to have a salary framework for attracting and retaining highly qualified executives. The below chart shows the recommended change in salary range for the involved General Manager classifications.

<b>Code No.</b>	<b>Classification</b>	<b>Salary Range No.</b>	
		<b>Current</b>	<b>Proposed</b>
9255	City Clerk	M-9	M-10
9235	City Librarian	M-9	M-10
9265	Director Bureau of Street Lighting	M-8	M-9
9650	Director of Finance	M-10	M-11
9445	Director of Planning	M-11	M-10
9429	Executive Director, Cannabis Department	M-8	M-7
9695	Executive Director, Convention Center	M-11	M-10
9339	Fire Chief	M-11	M-12
9245	General Manager, Animal Services	M-8	M-9
9277	General Manager, Community Investment for Families Department	M-9	M-8
9254	General Manager, Department of General Services	M-9	M-11
9256	General Manager, Department of Transportation	M-11	M-10
9806	General Manager, Economic and Workforce Development Department	M-9	M-8
9380	General Manager, Information Technology Agency	M-10	M-11
9270	General Manager, Los Angeles Housing Department	M-9	M-10
9295	General Manager, Personnel Department	M-10	M-11
9243	General Manager, Recreation and Parks	M-11	M-10
9500	General Manager, Zoo Department	M-11	M-10
0202	Inspector of Public Works	M-8	M-10
9205	Superintendent of Building	M-11	M-10

<b>Salary Range No.</b>	<b>Annual Range (eff. 6/19/22)</b>
M-13	\$299,503 - \$517,072
M-12	\$258,077 - \$457,627
M-11	\$229,033 - \$406,053
M-10	\$203,601 - \$361,099
M-9	\$181,719 - \$322,074
M-8	\$162,551 - \$288,269
M-7	\$145,993 - \$258,891

On November 30, 2022, the EERC also approved an 8.6 percent salary adjustment, effective January 1, 2023, for the non-represented classification of Executive Director, City Ethics Commission (Code 0013), increasing the salary range from Range No. 7394 to 8028, and resulting in an annual top step increase for the class from \$231,893 to \$251,834.

At the same November 30, 2022, meeting the EERC approved approximately 11 percent in salary adjustments, effective January 1, 2023, for various non-represented classifications in the CAO's Office to address recruitment and retention issues. The classes and pay grades involved are: Assistant City Administrative Officer (Code 0011), Chief Administrative Analyst (Code 1554), Finance Specialist I-IV (Codes 1552-1-5), and Senior Labor Relations Specialist I-III (Codes 9202-1-3). The salary adjustments for Finance Specialist I-V in the CAO's Office will be addressed separately in the CAO's 2022-23 Departmental Personnel Ordinance, due to the use of the class in the Department of Airports.

The three ordinances submitted herein provide for the various changes as described above.

### **FISCAL IMPACT**

The increase in salary costs resulting from the salary adjustments for the classification of Executive Director, City Ethics Commission and the non-represented classifications in the Office of the City Administrative Officer will be absorbed by the employing departments within their budgeted funds for Fiscal Year 2022-23.

*MWS:PAG:SM:CEC:0723067*

Attachments