

ORDINANCE NO. 182975

An ordinance amending Section 4.91 of the Los Angeles Administrative Code, pertaining to salary step placement upon assignment to a different position, to include salary rate comparisons involving 15-step salary ranges, revise the minimum increase from 5% to 2.75% for non-represented employees, and add language to clarify step placement upon return to a lower level position.

**THE PEOPLE OF THE CITY OF LOS ANGELES
DO ORDAIN AS FOLLOWS:**

Section 1. Division (1) of Subsection (a) of Section 4.91 of the Los Angeles Administrative Code is amended to add a second paragraph to read as follows:

Effective June 29, 2014, for non-represented employees the minimum percent increase described above shall be the value of one step in the 15-step salary range (approximately 2.75 percent).

Sec. 2. A new Division (6) is added to Subsection (a) of Section 4.91 of the Los Angeles Administrative Code to read as follows:

(6) When an employee reverts or returns to a previously held position with a lower top step rate, the employee's step anniversary date shall be restored and the employee shall be placed on the step in the salary range in that former position that the employee would have occupied had the employee continued to remain in that position based on the employee's step anniversary date in that position.

Sec. 3. A new Division (4) is added to Subsection (b) of Section 4.91 of the Los Angeles Administrative Code to read as follows:

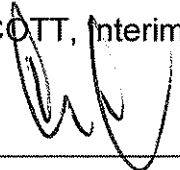
(4) In comparing the top steps of five-step salary ranges with those of 15-step salary ranges for purposes of this section, the 12th step of the 15-step salary range shall be used.

Sec. 4. This ordinance shall be operative upon publication pursuant to Charter Section 252(g).


Sec. 5. The City Clerk shall certify to the passage of this ordinance and have it published in accordance with Council policy, either in a daily newspaper circulated in the City of Los Angeles or by posting for ten days in three public places in the City of Los Angeles: one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; and one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

I hereby certify that this ordinance was passed by the Council of the City of Los Angeles, at its meeting of APR 11 2014.

HOLLY L. WOLCOTT, Interim City Clerk

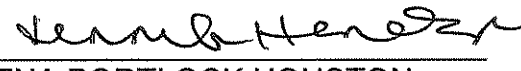
By  Deputy

Approved 4/14/14


Mayor

Approved as to Form and Legality

MICHAEL N. FEUER, City Attorney

By 
ZNA PORTLOCK HOUSTON
Senior Assistant City Attorney

Date 4/13/2014

File No. 14-0409