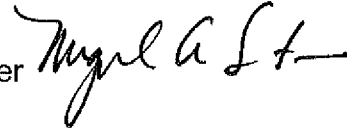


CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: March 11, 2013

To: The City Council

From: Miguel A. Santana, City Administrative Officer



Subject: **ESTABLISHMENT OF SALARY RANGE FOR EXECUTIVE DIRECTOR OF THE LOS ANGELES CONVENTION CENTER**

On February 12, 2013, the Executive Employee Relations Committee approved a recommendation from this Office to establish the salary range for the new position of Executive Director of the Los Angeles Convention Center (LACC) at the M-11 salary range (\$210,345 - \$315,392). This position replaces the class of General Manager Convention Center, whose salary was previously established at the M-8 salary range (\$149,229 - \$223,825). On January 24, 2013, the Civil Service Commission approved the class title change from General Manager Convention Center (9365) to Executive Director, Convention Center (9365). These changes and recommendations are in accordance with the City Council's instruction to create an Executive Director position with greater job duties and responsibilities to manage an enhanced governance structure currently being implemented at the LACC (C.F. 12-0692).

The Executive Director of the LACC will have an expanded role that includes increasing the tourism market share and maximizing City assets. Due to this expanded role, the overall vision for the future of the LACC, and to reflect the comparable salaries of the industry, establishing the salary of the new Executive Director position at the M-11 salary range is essential to allow the City to attract candidates who have the qualifications and the expertise necessary to fulfill the role of the Executive Director while still maintaining the City's salary structure. The actual placement of an incumbent within the salary range will be determined based on the qualifications and experience of the selected candidate. The table below provides salary information for other Executive Director type positions that oversee comparable convention centers.

Other Convention Centers	Last Reported Annual Salary
Anaheim	\$175,000
Las Vegas	\$270,000
San Diego	\$320,000

Recommendations

That the City Council, subject to approval by the Mayor:

1. Approve the Ordinance (attached), approved as to form and legality by the City Attorney, to reflect the class title change from General Manager Convention Center (Code 9695) to Executive Director, Convention Center (Code 9695), and establish the salary range of the Executive Director, Convention Center at the M-11 Range (\$210,345 - \$315,392); and
2. Authorize the Controller and City Administrative Officer to correct any clerical errors, or if approved by the City Attorney, any technical errors in the above Ordinance.

Fiscal Impact Statement

There is no additional cost to the General Fund for Fiscal Year 2012-13 as any salary increase will be absorbed within budgeted funds.

MAS:DOF:0713085

Attachment

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CARMEN A. TRUTANICH
City Attorney

REPORT NO. R 1 3 - 0 0 6 7

MAR 0 6 2013

REPORT RE:

DRAFT ORDINANCE TO AMEND SECTION 4.321 OF THE LOS ANGELES ADMINISTRATIVE CODE TO REFLECT THE CLASS TITLE CHANGE OF THE GENERAL MANAGER CONVENTION CENTER (CODE 9695) TO EXECUTIVE DIRECTOR, CONVENTION CENTER (CODE 9695), AND AMENDING ORDINANCE NO. 182202 (2012-2014 SALARIES AND BENEFITS FOR NON-REPRESENTED CLASSES) TO PLACE THE EXECUTIVE DIRECTOR, CONVENTION CENTER (CODE 9695) ON THE M-11 SALARY RANGE

The Honorable City Council
of the City of Los Angeles
Room 395, City Hall
200 North Spring Street
Los Angeles, California 90012

Honorable Members:

Pursuant to your request, this Office has prepared and now transmits for your consideration the enclosed draft ordinance, approved as to form and legality. This ordinance would amend Section 4.321 of the Los Angeles Administrative Code to reflect the class title change of the General Manager Convention Center (Code 9695) to Executive Director, Convention Center (Code 9695), and amend Ordinance No. 182202 (2012-2014 Salaries and Benefits for Non-Represented Classes) to place the Executive Director, Convention Center (Code 9695) on the M-11 Salary Range.


Council Rule 38 Referral

Pursuant to Council Rule 38, the ordinance was referred to the City Administrative Officer (CAO). The CAO recommends adoption of this ordinance.

If you have any questions regarding this matter, please contact Senior Assistant City Attorney Zna Portlock Houston at (213) 978-7182. She or another member of this Office will be present when you consider this matter to answer any questions you may have.

Very truly yours,

CARMEN A. TRUTANICH, City Attorney

By 

PEDRO B. ECHEVERRIA
Chief Assistant City Attorney

PBE:ZPH:lh
Transmittal

ORDINANCE NO. _____

An ordinance amending Section 4.321 of the Los Angeles Administrative Code to reflect the class title change of the General Manager Convention Center (Code 9695) to Executive Director, Convention Center (Code 9695), and amending Ordinance No. 182202 (2012-2014 Salaries and Benefits for Non-Represented Classes) to place the Executive Director, Convention Center (Code 9695) on the M-11 Salary Range.

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

Section 1. Section 4.321 of the Los Angeles Administrative Code is amended to delete:

<u>Class Code</u>	<u>Class Title</u>
9695	General Manager Convention Center

Sec. 2. Section 4.321 of the Los Angeles Administrative Code is amended to add:

<u>Class Code</u>	<u>Class Title</u>
9695	Executive Director, Convention Center

Sec. 3. Section 7 of Ordinance No. 182202 is amended to delete:

<u>Code No.</u>	<u>Classification</u>	<u>Salary Range Number</u>	<u>Actual Biweekly Salary</u>
9695	General Manager Convention Center	M8	7,670.40

Sec. 4. Section 7 of Ordinance No. 182202 is amended to add:

<u>Code No.</u>	<u>Classification</u>	<u>Salary Range Number</u>	<u>Actual Biweekly Salary</u>
9695	Executive Director, Convention Center	M11	

Sec. 5. Section 11 of Ordinance No. 182202 is amended to delete:

<u>Code No.</u>	<u>Classification</u>	<u>Salary Range Number</u>	<u>Actual Biweekly Salary</u>
9695	General Manager Convention Center	M8	7,785.60

Sec. 6. Section 11 of Ordinance No. 182202 is amended to add:

<u>Code No.</u>	<u>Classification</u>	<u>Salary Range</u> <u>Number</u>	<u>Actual</u> <u>Biweekly</u> <u>Salary</u>
9695	Executive Director, Convention Center	M11	

Sec. 7. Sections 1 through 6 of this ordinance shall be operative upon publication.

Sec. 8. 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 _____.

JUNE LAGMAY, City Clerk

By _____ Deputy

Approved _____

Mayor

Approved as to Form and Legality

CARMEN A. TRUTANICH, City Attorney

By Zna P. Houston
ZNA PORTLOCK HOUSTON
Senior Assistant City Attorney

Date 3/6/13

File No. _____