

AMENDMENT NO. 1

**MEMORANDUM OF UNDERSTANDING
ADMINISTRATIVE UNIT (MOU NO. 1)**

**AMENDMENT NO. 1 to Memorandum of Understanding No. 1
made and entered into this 9th day of June 2022**

BY AND BETWEEN

THE CITY OF LOS ANGELES

AND

THE ENGINEERS AND ARCHITECTS ASSOCIATION

June 23, 2019 – December 31, 2023

**MOU AMENDMENT NO. 1
ADMINISTRATIVE UNIT (MOU 1)**

The Engineers and Architects Association and the City of Los Angeles have reached agreement on the following MOU amendments.

The preamble to **Article 6.1 (SALARIES)** and the first section of **Article 6.1. B. (SALARY ADJUSTMENTS)** is amended, as follows:

ARTICLE 6.1 SALARIES

The parties to this MOU jointly recommend to the City Council approval of the salaries set forth in the attached Salary Appendices. Effective July 7, 2019, Appendix C will represent a conversion of the 15-Step salary range program to a 12-Step salary range program for employees in this Unit.

The salaries for employees within the Unit as set forth in the Appendices shall become operative as follows:

- Appendix A – June 23, 2019
- Appendix B – October 28, 2018
- Appendix C – July 7, 2019 (Specials and Structural Changes)
- Appendix D – January 19, 2020
- Appendix E – July 4, 2021 (Special Adjustments)
- Appendix F – January 31, 2021; deferred to be effective on June 19, 2022
- Appendix G – January 30, 2022; deferred to be effective on January 29, 2023
- Appendix H – June 19, 2022; deferred to be effective on June 18, 2023
- Appendix I – July 2, 2023**

Note: The operative dates for all Appendices coincide with the beginning of payroll periods.

B. SALARY ADJUSTMENTS

The following salary adjustments are reflected in appendices B-G above and apply to all Unit employees (salary range, flat-rate, and fixed-step [do not move on a salary range]):

Effective October 28, 2018, the base hourly wages for all Unit employees shall be increased by 2.9%.

Effective January 19, 2020, the base hourly wages for all Unit employees shall be increased by 2.75%.

Effective June 19, 2022, the base hourly wages for all Unit employees shall be increased by 2.0%.

Effective January 29, 2023, the base hourly wages for all Unit employees shall be increased by 2.0%.

Effective June 18, 2023, the base hourly wages for all Unit employees shall be increased by 1.50%.

Effective July 2, 2023, the base hourly wages for all Unit employees shall be increased by 3.0%.

Except for the Appendices specifically amended herein, all other Appendices, Articles and/or provisions of the 2019-2023 MOU No. 1 shall remain in full force and effect during the term of the MOU.

MOU 01
Appendix I
Operative on July 2, 2023

CLASS CODE	TITLE	RANGE	ANNUAL COMPENSATION				
			STARTING		MAXIMUM		
			STEP	SALARY	STEP	SALARY	
1513-0	Accountant	2951	2	\$ 63,308	--	12	\$ 92,581.00
1585-0	Accounting Aide	2506	2	\$ 53,766	--	12	\$ 78,634.00
1507-2	Administrative Aide II	1943	2	\$ 41,676	--	12	\$ 60,927.00
9153-0	Administrative Coordinator Controller	4341	2	\$ 93,124	--	12	\$ 136,200.00
9135-0	Administrative Hearing Officer	3194	2	\$ 68,528	--	12	\$ 100,182.00
1535-1	Administrative Intern I	1701	9	\$ 49,193	--	12	\$ 53,348.00
1535-2	Administrative Intern II	1854	9	\$ 53,598	--	12	\$ 58,150.00
1783-1	Airport Information Specialist I	2503	2	\$ 53,703	--	12	\$ 78,508.00
1783-2	Airport Information Specialist II	3126	2	\$ 67,066	--	12	\$ 98,052.00
7268-1	Airport Superintendent of Operations I	3310	2	\$ 71,012	--	12	\$ 103,836.00
7268-2	Airport Superintendent of Operations II	3981	2	\$ 85,399	--	12	\$ 124,841.00
7268-3	Airport Superintendent of Operations III	4579	2	\$ 98,240	--	12	\$ 143,633.00
7267-0	Airports Operations Coordinator	2501	2	\$ 53,661	--	12	\$ 78,425.00
1191-1	Archivist I	3139	2	\$ 67,338	--	12	\$ 98,449.00
1191-2	Archivist II	3719	2	\$ 79,782	--	12	\$ 116,656.00
2448-0	Art Curator	2825	2	\$ 60,614	--	12	\$ 88,635.00
2447-1	Art Instructor I	2533	2	\$ 54,350	--	12	\$ 79,406.00
2447-2	Art Instructor II	2678	2	\$ 57,461	--	12	\$ 84,021.00
2447-3	Art Instructor III	2819	2	\$ 60,489	--	12	\$ 88,405.00
2454-0	Arts Associate	2678	2	\$ 57,461	--	12	\$ 84,021.00
1517-1	Auditor I	3168	2	\$ 67,964	--	12	\$ 99,409.00
1517-2	Auditor II	3547	2	\$ 76,107	--	12	\$ 111,269.00
1764-1	Background Investigator I	3351	4	\$ 75,898	--	12	\$ 105,109.00
1764-2	Background Investigator II	3544	2	\$ 76,024	--	12	\$ 111,206.00
1764-3	Background Investigator III	4010	2	\$ 86,025	--	12	\$ 125,781.00
9108-0	Benefits Analyst	3919	2	\$ 84,083	--	12	\$ 122,983.00
0567-0	City Attorney Administrative Coordinator I	3194	2	\$ 68,528	--	12	\$ 100,182.00
0568-0	City Attorney Administrative Coordinator II	3762	2	\$ 80,701	--	12	\$ 117,992.00
0569-0	City Attorney Administrative Coordinator III	4443	2	\$ 95,317	--	12	\$ 139,394.00
0570-0	City Attorney Administrative Coordinator IV	5508	2	\$ 118,159	--	12	\$ 172,719.00
0549-0	City Attorney Investigator I	2931	2	\$ 62,890	--	12	\$ 91,913.00
0560-0	City Attorney Investigator II	3356	2	\$ 71,994	--	12	\$ 105,276.00
0561-0	City Attorney Investigator III	3544	2	\$ 76,024	--	12	\$ 111,206.00
0525-0	City Attorney Systems Analyst II	3762	2	\$ 80,701	--	12	\$ 117,992.00
1561-1	City Interdepartmental Coordinator I	3547	2	\$ 76,107	--	12	\$ 111,269.00
1561-2	City Interdepartmental Coordinator II	4397	2	\$ 94,335	--	12	\$ 137,912.00

MOU 01
Appendix I
Operative on July 2, 2023

CLASS CODE	TITLE	RANGE	ANNUAL COMPENSATION				
			STARTING		MAXIMUM		
			STEP	SALARY	STEP	SALARY	
9734-1	Commission Executive Assistant I	2969	2	\$ 63,704	--	12	\$ 93,145.00
9734-2	Commission Executive Assistant II	3762	2	\$ 80,701	--	12	\$ 117,992.00
2501-1	Community Program Assistant I	2678	2	\$ 57,461	--	12	\$ 84,021.00
2501-2	Community Program Assistant II	2931	2	\$ 62,890	--	12	\$ 91,913.00
2501-3	Community Program Assistant III	3523	2	\$ 75,585	--	12	\$ 110,496.00
9053-0	Community Services Representative	2097	2	\$ 44,996	--	12	\$ 65,751.00
1628-1	Controller Audit Analyst I	3194	2	\$ 68,528	--	12	\$ 100,182.00
1628-2	Controller Audit Analyst II	3453	2	\$ 74,082	--	12	\$ 108,346.00
2236-1	Crime & Intelligence Analyst I	3194	2	\$ 68,528	--	12	\$ 100,182.00
2236-2	Crime & Intelligence Analyst II	3762	2	\$ 80,701	--	12	\$ 117,992.00
9631-1	Event Services Coordinator I	3139	2	\$ 67,338	--	12	\$ 98,449.00
9631-2	Event Services Coordinator II	3762	2	\$ 80,701	--	12	\$ 117,992.00
9631-3	Event Services Coordinator III	3972	2	\$ 85,211	--	12	\$ 124,590.00
1758-1	Finance Collection Investigator I	2931	2	\$ 62,890	--	12	\$ 91,913.00
1758-2	Finance Collection Investigator II	3356	2	\$ 71,994	--	12	\$ 105,276.00
1758-3	Finance Collection Investigator III	3544	2	\$ 76,024	--	12	\$ 111,206.00
1632-0	Fire Special Investigator	4855	2	\$ 104,170	--	12	\$ 152,298.00
9224-1	Harbor Planning/Economic Analyst I	3976	2	\$ 85,294	--	12	\$ 124,716.00
9224-2	Harbor Planning/Economic Analyst II	4411	2	\$ 94,628	--	12	\$ 138,371.00
1790-0	Harbor Special Events Coordinator	3632	2	\$ 77,924	--	12	\$ 113,963.00
0563-0	Hearing Officer City Attorney	3494	2	\$ 74,959	--	12	\$ 109,599.00
2398-0	Historic Site Curator	2931	2	\$ 62,890	--	12	\$ 91,913.00
8516-1	Housing Investigator I	3194	2	\$ 68,528	--	12	\$ 100,182.00
8516-2	Housing Investigator II	3762	2	\$ 80,701	--	12	\$ 117,992.00
8504-0	Housing, Planning and Economic Analyst	3915	2	\$ 84,000	--	12	\$ 122,753.00
9207-0	Human Relations Advocate	3619	2	\$ 77,652	--	12	\$ 113,524.00
1625-1	Internal Auditor I	3194	2	\$ 68,528	--	12	\$ 100,182.00
1625-2	Internal Auditor II	3762	2	\$ 80,701	--	12	\$ 117,992.00
1625-3	Internal Auditor III	4443	2	\$ 95,317	--	12	\$ 139,394.00
1625-4	Internal Auditor IV	5508	2	\$ 118,159	--	12	\$ 172,719.00
0562-0	Law Clerk	2126	7	\$ 56,689	--	12	\$ 66,690.00
0565-1	Legal Assistant I	3149	2	\$ 67,567	--	12	\$ 98,783.00
0565-2	Legal Assistant II	3376	2	\$ 72,432	--	12	\$ 105,924.00
1182-0	Legislative Assistant	4799	2	\$ 102,959	--	12	\$ 150,544.00
1508-0	Management Aide	2678	2	\$ 57,461	--	12	\$ 84,021.00
9184-0	Management Analyst	3762	2	\$ 80,701	--	12	\$ 117,992.00

MOU 01
Appendix I
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CLASS CODE	TITLE	RANGE	ANNUAL COMPENSATION				
			STARTING		MAXIMUM		
			STEP	SALARY	STEP	SALARY	
1539-0	Management Assistant	2678	2	\$ 57,461	--	12	\$ 84,021.00
2425-1	Marine Aquarium Curator I	2867	2	\$ 61,512	--	12	\$ 89,930.00
2425-2	Marine Aquarium Curator II	3194	2	\$ 68,528	--	12	\$ 100,182.00
9208-0	Neighborhood Empowerment Analyst	3523	2	\$ 75,585	--	12	\$ 110,496.00
0576-0	Paralegal I	3376	2	\$ 72,432	--	12	\$ 105,924.00
0577-0	Paralegal II	3688	2	\$ 79,114	--	12	\$ 115,675.00
0577-1	Paralegal III	4021	2	\$ 86,276	--	12	\$ 126,156.00
1630-0	Payroll Analyst	3762	2	\$ 80,701	--	12	\$ 117,992.00
1731-0	Personnel Analyst	3762	2	\$ 80,701	--	12	\$ 117,992.00
1739-1	Personnel Research Analyst I	3919	2	\$ 84,083	--	12	\$ 122,983.00
1739-2	Personnel Research Analyst II	4629	2	\$ 99,305	--	12	\$ 145,199.00
2473-0	Photography Instructor	2390	2	\$ 51,281	--	12	\$ 75,000.00
1627-1	Police Perform Auditor I	3194	2	\$ 68,528	--	12	\$ 100,182.00
1627-2	Police Perform Auditor II	3762	2	\$ 80,701	--	12	\$ 117,992.00
1627-3	Police Perform Auditor III	4443	2	\$ 95,317	--	12	\$ 139,394.00
1627-4	Police Perform Auditor IV	5508	2	\$ 118,159	--	12	\$ 172,719.00
1640-0	Police Special Investigator	4855	2	\$ 104,170	--	12	\$ 152,298.00
1868-0	Procurement Aide	2678	2	\$ 57,461	--	12	\$ 84,021.00
1859-1	Procurement Analyst I	3194	2	\$ 68,528	--	12	\$ 100,182.00
1859-2	Procurement Analyst II	3762	2	\$ 80,701	--	12	\$ 117,992.00
1550-0	Program Aide	2045	2	\$ 43,868	--	12	\$ 64,143.00
1534-0	Program Aide Aging	2045	2	\$ 43,868	--	12	\$ 64,143.00
1542-0	Project Assistant	2678	2	\$ 57,461	--	12	\$ 84,021.00
1537-0	Project Coordinator	3523	2	\$ 75,585	--	12	\$ 110,496.00
1785-1	Public Relations Specialist I	2678	2	\$ 57,461	--	12	\$ 84,021.00
1785-2	Public Relations Specialist II	3055	2	\$ 65,542	--	12	\$ 95,818.00
1864-1	Purchasing Specifications Analyst I	3340	2	\$ 71,660	--	12	\$ 104,754.00
1864-2	Purchasing Specifications Analyst II	3923	2	\$ 84,167	--	12	\$ 123,066.00
1726-1	Safety Engineering Associate I	3387	7	\$ 90,264	--	12	\$ 106,216.00
1726-2	Safety Engineering Associate II	3816	7	\$ 101,706	--	12	\$ 119,684.00
1629-1	Senior Controller Audit Analyst I	4078	2	\$ 87,487	--	12	\$ 127,890.00
1629-2	Senior Controller Audit Analyst II	4689	2	\$ 100,599	--	12	\$ 147,078.00
1629-3	Senior Controller Audit Analyst III	5652	2	\$ 121,250	--	12	\$ 177,271.00
1639-0	Senior Fire Statistical Analyst	4704	2	\$ 100,913	--	12	\$ 147,538.00
0593-0	Senior Hearing Officer	3800	2	\$ 81,536	--	12	\$ 119,183.00
1546-0	Senior Project Assistant	2931	2	\$ 62,890	--	12	\$ 91,913.00

MOU 01
Appendix I
Operative on July 2, 2023

CLASS CODE	TITLE	RANGE	ANNUAL COMPENSATION				
			STARTING		MAXIMUM		
			STEP	SALARY	STEP	SALARY	
0883-0	Service Coordinator	4799	2	\$ 102,959	--	12	\$ 150,544.00
2385-1	Social Worker I	3194	2	\$ 68,528	--	12	\$ 100,182.00
2385-2	Social Worker II	3762	2	\$ 80,701	--	12	\$ 117,992.00
2385-3	Social Worker III	4443	2	\$ 95,317	--	12	\$ 139,394.00
0602-1	Special Investigator I	3762	2	\$ 80,701	--	12	\$ 117,992.00
0602-2	Special Investigator II	4855	2	\$ 104,170	--	12	\$ 152,298.00
7269-1	Superintendent of Operations I	3297	2	\$ 70,741	--	12	\$ 103,418.00
7269-2	Superintendent of Operations II	3910	2	\$ 83,895	--	12	\$ 122,649.00
1599-0	Systems Aide	2678	2	\$ 57,461	--	12	\$ 84,021.00
1596-0	Systems Analyst	3762	2	\$ 80,701	--	12	\$ 117,992.00
1514-1	Tax Auditor I	3256	2	\$ 69,864	--	12	\$ 102,144.00
1514-2	Tax Auditor II	3835	2	\$ 82,267	--	12	\$ 120,310.00
1173-0	Tax Compliance Aide	2678	2	\$ 57,461	--	12	\$ 84,021.00
1179-1	Tax Compliance Officer I	3136	2	\$ 67,275	--	12	\$ 98,365.00
1179-2	Tax Compliance Officer II	3762	2	\$ 80,701	--	12	\$ 117,992.00
1179-3	Tax Compliance Officer III	4325	2	\$ 92,790	--	12	\$ 135,678.00
6401-0	Transit Aide	2678	2	\$ 57,461	--	12	\$ 84,021.00
6402-1	Transit Analyst I	3194	2	\$ 68,528	--	12	\$ 100,182.00
6402-2	Transit Analyst II	3762	2	\$ 80,701	--	12	\$ 117,992.00
1609-0	Treasury Accountant	4205	2	\$ 90,222	--	12	\$ 131,878.00
2495-0	Volunteer Coordinator	3194	2	\$ 68,528	--	12	\$ 100,182.00
1774-0	Workers Comp Analyst	3678	6	\$ 92,874	--	12	\$ 115,382.00

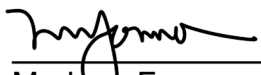
LETTER OF AGREEMENT
ADMINISTRATIVE UNIT (MOU 1)

SALARY REOPENER

Between January 2022 and April 2022, the parties engaged in the meet and confer process pursuant to the Salary Reopener Amendment to the 2019-2023 Memoranda of Understanding's (MOU's). This Letter of Agreement is the product and represents the conclusion of that meet and confer process in which the parties reached agreement, the terms of which are as follows:

1. Any employee who is on payroll status under legacy codes 5, 6, 7, 10, 11, 12, 13, 14, 15, 16, 17, 22, 23, 24, 25, 26, or 27 as of July 2, 2022, shall be paid a biweekly, Adds To Rate, non-pensionable bonus of three percent (3%) of the employee's regular base rate of pay.
2. The bonus shall commence on July 3, 2022 (the beginning of pay period 2 in FY2022-23).
3. The bonus shall cease on July 1, 2023 (the end of pay period 1 in FY2023-24).
4. Any employee whose original appointment to City service, regardless of legacy status, postdates July 2, 2022, shall be ineligible to receive this bonus.
5. The bonus shall be applied to an employee's base rate of pay before any other bonus is applied. Other bonuses earned by an employee shall be calculated on top of this bonus, i.e., compounded.
6. This bonus shall be paid to a qualifying employee (per above) who promotes or transfers to a classification different from the employee's classification as of July 3, 2022, i.e. the bonus is attached to the employee's Form 41, provided that the position to which an employee promotes or transfers is eligible for the bonus under this agreement and as adopted by the appropriate bargaining unit, or that the employee was eligible to receive this bonus in the employee's pre-promotion/transfer classification pursuant to agreement between the City and the labor organization that represented the employee prior to promotion/transfer.
7. Any qualifying employee regardless of legacy status shall be paid this bonus as a Form 41 bonus, i.e. the bonus shall be regularly assigned.

FOR THE UNION:



Marleen Fonseca
Executive Director

6/7/2022

Date

FOR THE CITY:



Matthew W. Szabo
City Administrative Officer

6/9/2022

Date

**MOU AMENDMENT NO. 1
ADMINISTRATIVE UNIT (MOU 1)**

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Memorandum of Understanding the day, month, and year first written above.

FOR THE UNION:

FOR THE CITY:



Marleen Fonseca, Executive Director
Engineers and Architects Association



Matthew W. Szabo
City Administrative Officer

6/7/2022

Date

6/9/2022

Date

Approved as to Form and Legality:



For the City Attorney

June 3, 2022

Date

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

REVISED
(June 9, 2022, memo;
Page 2, Paragraph 3)

Date: July 19, 2022

To: The City Council

From: 
Matthew W. Szabo, City Administrative Officer

Subject: **2019-2023 MEMORANDA OF UNDERSTANDING FOR THE ENGINEERS AND ARCHITECTS ASSOCIATION (MOUS 01, 19, 20, AND 21) — TENTATIVE AGREEMENTS AND MOU AMENDMENTS**

RECOMMENDATION

The City Administrative Officer (CAO) recommends the following actions by the City Council:

1. Approve the attached Tentative Agreements with the Engineers and Architects Association (EAA) on behalf of the Administrative (MOU 01), Supervisory Technical (MOU 19), Supervisory Administrative (MOU 20), and Technical (MOU 21) bargaining units regarding the salary reopener provisions contained in the 2019-2023 Memoranda Of Understanding (MOUs);
2. Approve the attached amendments to MOUs 01, 19, 20, and 21 that would codify the provisions of the attached Tentative Agreements;
3. Pursuant to Council File 12-1148, approve the terms of the Tentative Agreement with EAA to be applied to non-represented classifications; and
4. Authorize the Controller and the CAO to correct any clerical errors in the MOU, or make necessary technical corrections subsequent to City Council approval.

SUMMARY

In February 2021, the City Council approved an agreement with EAA to modify the terms and conditions contained in the 2019-2022 MOUs, including but not limited to extending the term of the MOU (through December 2023), deferring scheduled base wage increases, and including a clause to reopen the MOU on or after January 1, 2022, to engage in discussions exclusively about wages (Salary Reopener).

At the direction of the Executive Employee Relations Committee (EERC), this Office met with EAA from January through April 2022. In accordance with EERC instructions, a Tentative Agreement has been reached with EAA for the bargaining units it represents.

As part of the February 2021 MOU amendment, EAA agreed to defer three base wage increases (two percent from January 2021 to June 2022; two percent from January 2022 to January 2023; and one and one-half percent from June 2022 to June 2023). The proposed Tentative Agreements provide a non-pensionable, biweekly bonus of three percent (3%) of each eligible employee's regular base rate of pay. The bonus will commence on July 3, 2022, and will cease on July 1, 2023. On July 2, 2023, all base hourly rates for all classifications represented in MOUs 1, 19, 20, and 21 shall be increased by three percent (3%).

Consistent with Recommendations 1.A. and 1.D. of the July 26, 2012, CAO report found in Council File 12-1148, and adopted by Council on August 1, 2012, non-represented employees in classifications commensurate with EAA classifications, and General Manager positions, are subject to receive the same negotiated and adopted salary adjustments as EAA. As such, all non-represented employees in commensurate classifications, and General Manager classifications, shall receive the same biweekly bonus of three percent (3%) on each eligible employee's regular base rate of pay, as described above. Additionally, all eligible non-represented employees and General Managers shall receive the same base hourly rate increase of three percent (3%), effective July 2, 2023.

FISCAL IMPACT

The General Fund impact of the Salary Reopener Tentative Agreements and amendments to EAA-represented MOUs will be a total of approximately \$19MM in FY2022-23 and \$26.5MM FY2023-24. This General Fund impact combines the cost of administering the terms of the Salary Reopener Agreement for EAA unit members, as well as non-represented classifications.

MWS:MCB:PAG:SAO:0722137 REVISED

Attachments