



**THE PORT
OF LOS ANGELES**

Executive Director's
Report to the
Board of Harbor Commissioners

DATE: AUGUST 26, 2021

FROM: HUMAN RESOURCES

SUBJECT: RESOLUTION NO. _____ - APPROVAL OF TECHNICAL AMENDMENTS TO RESOLUTION NO. 21-9861 AND NO. 21-9862 FOR MERIT PAY AND COST OF LIVING ADJUSTMENTS FOR EXECUTIVE DIRECTOR EUGENE D. SEROKA

SUMMARY:

Staff requests approval of the technical amendments to Resolution No. 21-9861 and No. 21-9862. On July 15, 2021, the Board of Harbor Commissioners (Board) adopted Resolution No. 21-9861 and No. 21-9862, approving merit pay and cost of living adjustments to the salary of Executive Director Eugene D. Seroka. The proposed amended resolutions conform with the technical requirements of Charter Section 604(b) and the guidelines for general manager salary adjustments promulgated by the Director of the Office of Administrative and Research Services (known as the City Administrative Officer).

The Harbor Department is financially responsible for payments of expenses under the amended resolutions.

RECOMMENDATION:

It is recommended that the Board of Harbor Commissioners (Board):

1. Find that the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II Section 2(f) of the Los Angeles City CEQA Guidelines;
2. Approve the amended Resolution No. 21-9861 and No. 21-9862 to conform with the technical requirements and guidelines for general manager salary adjustments; and
3. Adopt Resolution No. _____.

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DISCUSSION:

Background/Context – On July 15, 2021, the Board adopted Resolution No. 21-9861 and No. 21-9862, which approved merit pay and cost of living adjustments to the salary of Executive Director Eugene D. Seroka. The proposed amended resolutions conform with the technical requirements of Charter Section 604(b) and the guidelines for general manager salary adjustments promulgated by the Director of the Office of Administrative and Research Services.

Charter Section 604(b) provides as follows:

“(b) Annual Review. The board of each Proprietary Department shall evaluate its general manager at least annually and shall set or adjust the compensation of the general manager within guidelines established by Council, after recommendations concerning those guidelines have been made to the Council by the Director of the Office of Administrative and Research Services. The board shall forward a copy of its performance evaluation and salary determination to the Mayor and Council.”

The proposed technical amendments to Resolution No. 21-9861 and No. 21-9862 are detailed below.

Resolution No. 21-9861 is amended by deleting its resolving paragraph, and replacing it as follows:

“NOW, THEREFORE, BE IT RESOLVED by the Board of Harbor Commissioners that the Executive Director shall be entitled to merit pay increases in the following manner: a 5.0% increase effective December 31, 2020; and an additional approximate 4.73% increase effective August 1, 2021.”

Resolution No. 21-9862 is amended by replacing the date of January 19, 2020 to December 31, 2019, in three separate locations, in the original resolution: the title, paragraph two, and in the resolving paragraph, as follows:

“NOW, THEREFORE, BE IT RESOLVED that the Board of Harbor Commissioners approves cost-of-living adjustments of 2.75% effective December 31, 2019, 2.0% effective June 19, 2022, 2.0% effective January 29, 2023, and 1.5% effective June 18, 2023 for the Executive Director of the Los Angeles Harbor Department.”

ENVIRONMENTAL ASSESSMENT:

The proposed action is the approval of the technical amendments to Resolution No. 21-9861 and No. 21-9862, which is an administrative activity. Therefore, the Director of Environmental Management has determined that the proposed action is administratively

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exempt from the requirements of CEQA in accordance with Article II Section 2(f) of the Los Angeles City CEQA Guidelines.

FINANCIAL IMPACT:

The proposed technical amendments to Resolution No. 21-9861 and No. 21-9862 will allow for corrections to these resolutions that are necessary for approving accurate merit pay and cost of living adjustments to the salary of Executive Director Eugene D. Seroka. Funding for the retroactive and current fiscal year salary and benefit increases associated with these amended resolutions is available within the department's FY 2021/2022 Salaries and Benefit budget, while funding for the future year increases will be requested within the annual budget requests for those future years.

CITY ATTORNEY:

The Office of the City Attorney has reviewed and approved the proposed amended resolutions as to form and legality.

TRANSMITTALS:

- 1. Amended Resolution No. 21-9861
- 2. Original Resolution No. 21-9861
- 3. Amended Resolution No. 21-9862
- 4. Original Resolution No. 21-9862



TISH LORENZANA
Director of Human Resources

FIS Approval: *MB* (initials)
CA Approval: *JS* (initials)



MARLA BLEAVINS
Deputy Executive Director

APPROVED:

Marla Bleavins For

EUGENE D. SEROKA
Executive Director

TL/TM
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