

## RESOLUTION NO. 2023-29

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE, CALIFORNIA, SETTING FORTH WAGES, HOURS AND WORKING CONDITIONS FOR ELECTED OFFICIALS BEGINNING JANUARY 1, 2023 AND REPEALING RESOLUTION NO. 2018-111

The City Council of the City of Torrance does hereby resolve as follows:

#### **SECTION I**

That Resolution No. 2018-111 is hereby repealed in its entirety.

#### **SECTION II**

The following personnel wage and expense procedure is adopted for Elected Officials of the City of Torrance to read in its entirety as follows:

***Effective February 12, 2023***

### ARTICLE 1 – CITY CLERK

#### **SECTION 1.1 CITY CLERK'S COMPENSATION**

The City Clerk pay point is \$13,236.5 effective February 12, 2023.

<b>Job Classification</b>	<b>Pay Rate</b>	<b>Pay Basis</b>
City Clerk	\$13,236.5	Monthly

Such compensation is for the performance of the duties of the office as set forth in Article VI of the City Charter. The City Clerk shall receive a car allowance as set by the City Council.

#### **SECTION 1.2 BENEFITS**

Benefits for the City Clerk shall be the same as provided for Department Heads.

Incumbent in the position of City Clerk will be eligible for either one of the two premiums noted below:

- A. A longevity premium in the amount of 10% awarded with the completion of five years as an elected department head and with the commencement of 25 years of service with the City of Torrance. This premium is over and above base pay. Earned PERS service credit in another agency can be credited for up to seven years of the required 25 years of service;

-or-

- B. A longevity premium in the amount of 10% for the acquisition of the designation of "Certified California Municipal Clerk" awarded by the International Institute of Municipal Clerks. This designation must be retained in order to receive the premium.

## **ARTICLE 2 – MAYOR AND CITY COUNCIL**

### **SECTION 2.1 ROUTINE LOCAL EXPENSES**

- A. Public resources should only be used when there is a substantial benefit to the City, such benefits include:
  - 1. The opportunity to discuss the community's concerns with state and federal officials;
  - 2. Participating in regional, state and national organizations whose activities affect the City;
  - 3. Attending educational seminars designed to improve officials' skill and information levels;
  - 4. Promoting public service and morale by recognizing such service.
- B. Each expenditure must comply with the limits and reporting requirements of local, state and federal law, as well as the standards against which those expenditures will be measured to satisfy the requirements of Government Code sections 53232.2 and 53233.3 in the event such requirements' could be constitutionally applied to charter cities.
- C. Routine monthly expense reimbursements for the Mayor and City Council shall be in accordance with the City's Routine Monthly Expense Report Policy.

### **SECTION 2.2 VEHICLE ALLOWANCE**

*Effective April 9, 2023*

Elected Officials covered by this resolution receive a car allowance in the amount of \$976 per month, payable in biweekly installments. Such allowance is not intended to cover mileage reimbursement for business trips of over 25 miles each way. Such excess miles (over 50 miles round trip) shall be reimbursed at the City's specified rate. This car allowance is separate from base pay.

### **SECTION 2.3 CONFERENCE AND OTHER TRAVEL**

- A. Each expenditure must comply with the limits and reporting requirements of local, state and federal law, as well as the standards against which those expenditures will be measured to satisfy the requirements of Government Code sections 53232.2 and 53233.3 in the event such requirements could be constitutionally applied to charter cities.
- B. Routine monthly expense reimbursements for the Mayor and City Council shall be in accordance with the City's Seminar, Conference and Travel Policy.

### **SECTION 2.4 OTHER MEETINGS EXPENSES**

In addition to the amounts set forth in Sections 2.1, 2.2, and 2.3 herein, the Mayor and each member of the City Council shall be reimbursed for actual and necessary expenses while engaged in City business as a result of travel to and attendance at meetings held outside the boundaries of Los Angeles County in an amount not to exceed a sum which shall be determined in each case in advance by the City Council.

## SECTION 2.5 OTHER EXPENSES

Notwithstanding the provisions of Sections 2.1, 2.2, 2.3, and 2.4 herein, the Mayor and any member of the City Council may receive reimbursement for any other actual and necessary expenses upon approval of the City Council for good cause shown.

## SECTION 2.6 INSURANCE

- A. The City shall pay the applicable monthly PERS minimum contribution per elected official for active and retired elected official health insurance. The PERS minimum contribution can only apply toward the health insurance plans. If the elected official does not participate in the City's insurance plans, the PERS minimum contribution cannot be used for any other purpose.
- B. Cost of Medical Insurance

In addition to the PERS minimum contribution, the City shall provide active elected officials with an additional contribution which may be used by the elected official to pay for approved health insurance plan premiums, dental, or vision insurance ("Cafeteria Contribution.") The aggregate amount of the Cafeteria Contribution and the PERS minimum contribution shall be referred to as the "City Contribution." The Cafeteria Contribution will be calculated by deducting the applicable PERS minimum contribution from the total City Contribution. The City Contribution cannot be taken in cash and will be made by the City to the extent of the eligible elected official's election of insurance pursuant to the limitations in this Section 2.6. Elected officials may opt-out of the City-offered benefits.

Effective January 1, 2023, elected officials covered by this resolution are eligible to receive the following City-provided health insurance:

	<u>No Coverage</u>	<u>1 Party</u>	<u>2 Party</u>	<u>Family</u>
Cafeteria Contribution	\$400 (Per Section 2.6.C.)	\$597.68 less the PERS Minimum Contribution	\$1,140.36 less the PERS Minimum Contribution	\$1,595.96 less the PERS Minimum Contribution

- C. If the elected official covered by this Resolution opts out of health coverage, they will receive a cash-in-lieu payment of \$400.00 per month for as long as they opt-out of medical coverage and meet the following requirements:
- The elected official provides proof of minimum essential coverage ("MEC") through another source (other than coverage in the individual market, whether or not obtained through Covered California) for the plan year for which the elected official opts-out of City-offered coverage ("alternative required coverage").
  - The proof of coverage must show that the elected official and all individuals in the elected official's expected tax family have (or will have) the required MEC for the plan year. The elected official must provide reasonable evidence of the MEC for the applicable period by signing and submitting an attestation to the City.

- c. The elected official must provide such reasonable evidence and attestation of alternative coverage every plan year during open enrollment.
  - d. The City will not provide the cash-in-lieu payment if it knows or has reason to know that the elected official or tax family member does not have the alternative required coverage.
- D. The City shall cover each elected official under a \$100,000 accidental and \$200,000 universal term life insurance policy.

### ARTICLE 3 – EFFECTIVE DATES

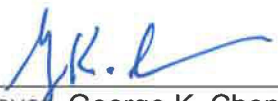
#### SECTION 3.1 PROVISIONS EFFECTIVE

The provisions of this Resolution shall be effective commencing January 1, 2023.


#### SECTION III


If any section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Resolution. The City Council hereby declares it would have passed this Resolution and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

**INTRODUCED, APPROVED, and ADOPTED** this 11<sup>th</sup> day of April 2023.

  
\_\_\_\_\_  
Mayor, George K. Chen

APPROVED AS TO FORM:  
Patrick Q. Sullivan, City Attorney

  
\_\_\_\_\_  
Tatia Y. Strader, Assistant City Attorney

ATTEST:  
  
\_\_\_\_\_  
Rebecca Poirier, MMC, City Clerk

**TORRANCE CITY COUNCIL RESOLUTION NO. 2023-29**


STATE OF CALIFORNIA                    )  
COUNTY OF LOS ANGELES            )     ss  
CITY OF TORRANCE                    )

I, Rebecca Poirier, City Clerk of the City of Torrance, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Torrance at a regular meeting of said Council held on the 11<sup>th</sup> day of April 2023 by the following vote:

AYES:	COUNCILMEMBERS	Griffiths, Kaji, Kalani, Lewis, Mattucci, Sheikh, and Mayor Chen
NOES:	COUNCILMEMBERS	None.
ABSTAIN:	COUNCILMEMBERS	None.
ABSENT:	COUNCILMEMBERS	None.

Date: \_\_\_\_\_

4/18/23

  
\_\_\_\_\_  
Rebecca Poirier, MMC  
City Clerk of the City of Torrance