

RESOLUTION NO. 2023-112

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE, CALIFORNIA, AMENDING RESOLUTION NO. 2022-144 SETTING FORTH HOURS, WAGES, AND WORKING CONDITIONS FOR CERTAIN FULL-TIME SALARIED AND HOURLY EMPLOYEES EFFECTIVE NOVEMBER 26, 2023

AMENDMENT #3

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

SECTION I

That Resolution No. 2022-144 is hereby amended as follows effective November 26, 2023:

Subsection 1.1 entitled "Pay Ranges and Class Titles" of Article 1 entitled "Compensation" is amended in its entirety as follows:

"ARTICLE 1 – COMPENSATION

SECTION 1.1 PAY RANGES AND CLASS TITLES

- A. The pay grades described below are hereby assigned to the classifications of the following Certain Full-Time Salaried and Hourly Employees effective December 18, 2022.
- B. For Cable TV Operations Assistant: Steps 6 can be achieved after one (1) year on step 5 and an outstanding performance appraisal and demonstration in at least five (5) competencies on Attachment A. Thereafter Steps 7 and 8 can be achieved after one (1) year on the preceding step and achievement of five (5) new competencies each year on Attachment A. Competencies must be noted with examples on the employee's performance evaluation.

Pay Ranges	Basis	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Ambulance Operator	Hourly	\$15.60	\$16.38	\$17.20	\$18.05	\$18.96					
Aquatics Program Coordinator	Hourly	\$26.42	\$27.68	\$29.08	\$30.52	\$32.09					
Area G Executive Director ^{AA}	Hourly	\$62.50	\$65.63	\$68.90	\$72.35	\$75.97					
Booking Manager	Hourly	\$22.61	\$23.75	\$24.92	\$26.18	\$27.49					
Booking Manager, Asst	Hourly	\$18.98	\$19.87	\$20.90	\$21.94	\$23.06					
Bookkeeper	Hourly	\$22.61	\$23.75	\$24.92	\$26.47	\$27.75					
Box Office Manager	Hourly	\$22.61	\$23.75	\$24.92	\$26.18	\$27.49					
Business Manager	Hourly	\$37.82	\$39.82	\$41.89							
Cable Tv Operations Asst	Hourly	\$24.79	\$26.06	\$27.38	\$28.70	\$30.21	\$31.73	\$33.29	\$34.99		
Cable TV Production Supervisor	Hourly	\$33.57	\$35.14	\$37.22	\$39.15	\$41.20					
Community Relations Associate	Hourly	\$18.55	\$19.49	\$20.46	\$21.51	\$22.56					

Community TV Supervisor	Hourly	\$33.57	\$35.14	\$37.22	\$39.14	\$41.20					
Customer Service Rep	Hourly	\$18.28	\$19.23	\$20.25							
Emergency Services Coordinator	Hourly	\$45.77	\$48.06	\$50.46	\$52.99	\$55.63	\$58.42	\$61.34	\$64.41	\$67.62	
Event Coordinator	Hourly	\$26.42	\$27.68	\$29.08	\$30.52	\$32.09					
Facility Operations Chief	Hourly	\$24.92	\$26.17	\$27.51	\$28.85	\$30.30	\$31.78				
Home Improvement Prog. Coordinator	Hourly	\$23.69	\$24.86	\$26.14	\$27.44	\$28.80	\$30.25	\$31.75	\$33.33		
Home Improvement Prog. Supervisor	Hourly	\$34.75	\$36.49	\$38.30	\$40.25	\$42.22	\$44.39	\$46.58			
Human Resources Analyst	Hourly	\$34.92	\$36.66	\$38.53	\$40.40	\$42.44	\$44.58	\$46.82	\$49.15	\$51.60	

Pay Ranges	Basis	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Law Clerk	Hourly	\$18.55	\$19.49	\$20.46	\$21.18	\$22.56					
Nature Center Mgr/Naturalist	Hourly	\$38.30	\$40.22	\$42.22	\$44.34	\$46.56					
Program Coordinator	Hourly	\$26.42	\$27.68	\$29.08	\$30.52	\$32.09					
Rehabilitation Specialist	Hourly	\$23.90	\$25.11	\$26.35	\$27.66	\$29.05	\$30.49	\$32.08			
Senior Business Manager	Hourly	\$43.99	\$46.18	\$48.48	\$50.91						
Sr Business Manager-Transit PI	Hourly	\$43.99	\$46.18	\$48.48	\$50.91						
Staff Assistant	Hourly	\$23.90	\$25.11	\$26.35	\$27.66	\$29.05	\$30.49	\$32.08	\$33.63	\$35.30	\$37.08
Theatre Technical Coord	Hourly	\$22.46	\$23.57	\$24.76	\$26.00	\$27.30					
Theatre Technical Director	Hourly	\$27.30	\$28.66	\$30.14	\$31.64	\$33.18	\$34.85				
Transit Marketing Specialist	Hourly	\$30.78	\$32.32	\$33.95	\$35.67	\$37.44					
Workers' Comp Claims Examiner	Hourly	\$36.66	\$38.50	\$40.41	\$42.43	\$44.55					

C. Effective March 12, 2023 all Staff Assistants will be placed on the new salary grid two steps below their current step placement as of March 11, 2023.

Pay Range	Basis	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9*	Step 10*
Staff Assistant	Hourly	\$26.35	\$27.66	\$29.05	\$30.49	\$32.08	\$33.63	\$35.30	\$37.08	\$38.93	\$40.88

* Steps 9 and 10 will be designated for Staff Assistants that independently manage programs which exceed the typical duties of the Staff Assistant classification at the discretion of the Department Head with approval by the City Manager."

- D. Effective November 26, 2023, all Human Resources Analysts will be placed on the new salary grid two steps below their current step placement (as defined in Resolution 2022-144) as of November 25, 2023. In the event there is no step available (i.e. currently at Step 1 or 2), they will be placed at Step 1.

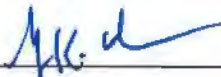
Pay Ranges	Basis	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7*	Step 8*	Step 9*	Step 10*
Human Resources Analyst	Hourly	\$38.53	\$40.46	\$42.48	\$44.60	\$46.83	\$49.17	\$51.63	\$54.21	\$56.92	\$59.77

*For Human Resources Analyst: Steps 7 through 10 are designated for Human Resources Analysts who lead and independently conduct and coordinate programs and receive an evaluation of exceed expectations each year. Upon reaching Steps 7 through 10 employees may use the working title of Senior Human Resources Analyst."

SECTION II SEVERABILITY

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 that it would have passed this resolution and each section, subsection, sentence, clause, or 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 28th day of November 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

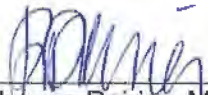
TORRANCE CITY COUNCIL RESOLUTION NO. 2023-112

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

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 28th day of November 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: 12/14/23



Rebecca Poirier, MMC
City Clerk of the City of Torrance