

Council Meeting of  
April 3, 2012

Honorable Mayor and Members  
of the City Council  
City Hall  
Torrance, California

**Members of the Council:**

**SUBJECT: City Manager – Adopt RESOLUTION setting pay ranges for all job classes**

**RECOMMENDATION**

Recommendation of the City Manager that City Council adopt a **RESOLUTION** setting pay ranges for all job classes in compliance with CALPERS requirements for reporting employee pay.

Funding  
None

**BACKGROUND/ANALYSIS**

In 2011, the City adopted a merit pay plan for all Police Lieutenants. During the processing of a recent Lieutenant retirement, California Public Employees Retirement System (CALPERS) realized that the current salary range contained within the Torrance Police Commanders Association (TPCA) MOU did not indicate the actual pay level for the retiring Lieutenant. The reason for the omission of the merit pay from the salary range is due to the variance of individual merit pay levels awarded by the Police Chief to Lieutenants based on performance.

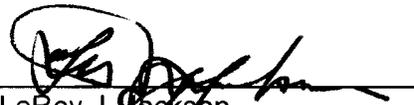
Finance Department staff followed up with CALPERS and shared with them an internal pay range report which shows the actual pay amount for each job classification. CALPERS was satisfied with the report; however they requested that the City Council adopt a formal Resolution indicating the pay ranges for all job classifications in the City. Staff requests approval of the attached Resolution by Your Honorable Body to comply with CALPERS pay range reporting requirements and avoid any inconvenience for future.

Respectfully submitted,

LeROY J. JACKSON  
CITY MANAGER

By   
Aram Chaparyan  
Assistant to the City Manager

CONCUR:

  
LeRoy J. Jackson  
City Manager

Attachment: 2012 Resolution Setting Pay Ranges for all Job Classes



## RESOLUTION NO. 2012-\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE  
ADOPTING THE 2012 PAY RANGES REPORT FOR ALL JOB CLASSES.**

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

Effective January 1, 2012 the following pay ranges shall be in effect for all job classes in the City of Torrance:

City of Torrance  
Pay Ranges Report for All Job Classes  
Effective January 1, 2012

CLASS	DESCRIPTION	Minimum	Maximum	Additional Info
1211	Account Clerk	18.38	22.9	
1212	Account Clerk, Senior	20.97	26.12	
1242	Accountant	26.78	33.33	
1243	Accountant, Senior	31.2	39.87	
1274	Accounting Manager	51.35	70.86	
1329	Admin Analyst - Tier 2	29.04	38.98	
1330	Admin Analyst (New)	24.69	39.76	
0809	Admin Project Aide	18.16	18.16	
0980	Aide, Election	18.58	24.32	
0804	Aide, Environmental	8	8	a/
0800	Aide, Office	8	8	a/
0975	Aide, Senior	9.24	9.24	
5310	Air Condition/Heat Supervisor	34.55	44.14	
5545	Air Condition/Heat Technician	26.17	35.08	
5707	Airport Operatns Supervisor	25.62	32.69	
5706	Airport Worker	18.04	24.17	
3305	Animal Control Officer	20.01	24.34	
3306	Animal Control Supervisor	24.66	29.96	
5105	Apprentice Relief Bus Oper/Trn	11.39	13.46	
0014	Aquatics Instructor	13.96	15.37	
9898	Area G Executive Director	36.13	44.15	
1339	Assistant City Manager	82.25	113.5	
3131	Assistant Engineer	31.3	39.04	
1277	Assistant Finance Director	60.63	83.67	
1335	Assistant to the City Manager	52.11	71.91	
3132	Associate Engineer	41.76	50.77	
1415	Attorney, Assistant City	72.01	103.55	
1419	Attorney, City	64.17	124.62	
1275	Audit Manager	47.57	70.86	

3533	Bldg Inspection Supervisor	36.9	43.79
9011	Booking Manager *	19.6	23.83
9015	Booking Manager, Asst *	16.45	19.98
9016	Bookkeeper *	19.6	24.06
9017	Box Office Manager *	19.6	23.83
1129	Budget & Land Management Tech	21.94	28.02
1276	Budget Manager	44.47	61.36
5541	Building Maintainer	22.15	25.63
5542	Building Maintainer, Sr	26.17	31.82
5308	Building Maintenance Supervisor	32.91	42.05
3529	Building Permit Technician	21.47	26.1
3120	Building Regulations Adminstr	57.33	79.12
5101	Bus Operator	18.94	23.05
9019	Business Manager *	32.79	44.13
1262	Buyer	23.92	32.65
1333	Cable & Comm Relations Mgr	52.11	71.91
0952	Cable Tv Announcer	12.48	16.72
0954	Cable Tv Assistant Writer	18.44	22.43
1322	Cable Tv Operations Asst *	21.5	30.32
1327	Cable Tv Producer Writer	22.88	30.7
0953	Cable Tv Production Assistant	12.32	14.25
1323	Cable Tv Production Supervisor *	29.1	35.72
5550	Cement Finisher	24.76	27.3
1510	Central Services Coordinator	22.72	29.03
1513	Central Services Supervisor	30.66	33.79
1640	City Librarian	56.91	78.54
1325	Civil Service Manager	44.46	61.36
1128	Claims Technician	21.94	28.02
0808	Clerical Project Aide	13.33	13.33
1009	Clerk, City	41.58	55.12
1145	Clerk, Deputy City	31.34	43.24
1123	Clerk, Typist, Senior	19.43	24.22
5537	Communication Supv/Wireless	34.35	41.75
5538	Communications Manager	51.35	70.86
5536	Communications Supv/Telecomm	34.35	41.75
3319	Community Development Director	70.06	96.69
1340	Community Relations Associate *	16.09	19.56
9029	Community Services Director	70.06	96.69
1523	Computer Oper Technician	21.17	25.72
1028	Councilperson & Mayor, City	0.577	0.577
0301	Crossing Guard	11.07	12.92
9020	Cultural Services Manager	43.33	61.36

5731	Custodian	15.33	18.62	
5732	Custodian, Senior	20.86	23.01	
0704	Customer Service Rep *	15.85	17.55	18.66 b/
1412	Deputy City Attorney I	38.09	59.34	
1413	Deputy City Attorney II	54.67	77.14	
1414	Deputy City Attorney III	66.72	94.12	
3318	Deputy Comm Development Dir	60.63	83.67	
7116	Deputy Fire Chief	80.14	80.14	
5343	Deputy Public Works Dir. Engr	60.63	83.67	
5344	Deputy Public Works Dir-Ops	56.91	78.54	
1110	Driver/Clerk, Delivery	16.28	20.3	
1511	Duplicating Equipment Operator	19.57	25	
3502	Electrical Inspector, Sr	31.45	37.32	
5532	Electrician	27.55	30.38	
5531	Electrician Helper	17.29	21.03	
3600	Emergency Medical Svc Nurse	34.15	41.5	
7200	Emergency Services Coordinator	35.75	43.47	
3102	Engineering Technician I	20.84	25.32	
3104	Engineering Technician II	26.87	32.65	
3113	Engineering Technician III	27.79	33.79	
3301	Environmental Qual Officer	28.25	35.23	
3300	Environmental Qual Officer, Sr	31.84	39.71	
5704	Equipment Attendant	16.86	20.44	
5210	Equipment Operator	22.45	24.73	
9009	Event Coordinator *	22.89	27.82	
5735	Facilities Service Supervisor	26.43	32.13	
2002	Facility Operations Manager	45.78	63.17	
9031	Facility Operatns Attend, Sr	14.13	18.04	
9030	Facility Operatns Attendant	8.81	11.22	
9028	Facility Operatns Chief *	21.61	27.55	
2001	Facility Services Manager	45.78	63.17	
1279	Finance Director	75.25	103.85	
7114	Fire Captain	23.88	29.02	
7117	Fire Captain - 40 Hr	28.19	34.19	
7119	Fire Chief	83.99	115.9	
7115	Fire Chief, Battalion	35.51	35.51	
7118	Fire Chief, Battalion - 40 hr	40.72	40.72	
7113	Fire Engineer	20.63	25.07	
7112	Fire Fighter	16.97	21.66	
7111	Fire Fighter - 40 hr	20.25	25.67	
7108	Fire Inspector, Senior	24.59	29.8	
3506	Fire Prevention Manager	49.29	70.86	

3500	Fire Prevention Specialist	30.71	37.34
7110	Fire Trainee	23.72	23.72
5304	Fleet Services Manager	45.48	63.17
5303	Fleet Services Supervisor	32.41	39.4
7408	Forensic ID Specialist	26.61	32.34
7409	Forensic Supervisor	37.44	45.51
2000	General Services Director	70.06	96.69
1509	Graphic Designer	22.71	28.97
3525	Hazardous Materials Analyst	40.69	49.23
3524	Hazardous Materials Specialist	30.33	36.92
0716	Home Impr. Prog. Coordinator *	20.54	28.9
3448	Home Impr. Prog. Sup. *	30.12	40.38
3445	Housing Specialist	25.32	30.76
1317	Human Resources Analyst *	30.27	44.74
1316	Human Resources Director	66.85	92.26
1315	Human Resources Manager	51.35	70.86
7307	Identification Analyst	24.1	32.55
1517	Info Tech Specialist	26.78	35.86
1525	Info Technology Analyst	32.73	43.87
1529	Info Technology Director	63.74	87.96
1528	Information Technology Manager	55.51	76.61
3531	Inspector, Building	25.81	33.79
3532	Inspector, Building, Senior	31.45	37.32
3515	Inspector, Grading, Sr.	31.45	37.32
3510	Inspector, Mech & Plumbng,sr	31.45	37.32
3521	Inspector, Public Works	27.84	37.32
3522	Inspector, Public Works, Sr	34.59	40.03
0030	Instructor I	20.13	22.21
0031	Instructor II	25.18	27.74
0970	Intern I	9.96	15.33
0971	Intern II	16.09	19.56
5719	Irrigation Systems Technician	22.26	25.75
1368	Juvenile Counseling Intern *	19.94	19.94
1370	Juvenile Diversion Case Worker	22.13	29.64
1373	Juvenile Diversion Coordinator	34.14	41.5
1416	Law Office Administrator	50.02	71.91
5610	Lead Maintenance Worker	20.72	25.2
1420	Legal Counselor I	38.09	59.24
1421	Legal Counselor II	55.9	77.14
1422	Legal Counselor III	68.2	94.12
1408	Legal Secretary	21.94	29.43
1623	Librarian	26.42	34.62

1625	Librarian, Senior	33.22	38.42	
1182	Library Assistant I	18.26	23.29	
1621	Library Assistant II	21.67	28.39	
0111	Library Clerk, Junior I	9.83	12.17	
0182	Library Clerk, Junior II	12.92	15.81	
0619	Library Page	9.09	10.3	
0011	Lifeguard	13.54	14.92	
0810	Maint Project Aide I	13.33	13.33	
0811	Maint Project Aide II	18.16	18.16	
5600	Maintenance Worker	15.35	19.61	23.02 c/
1334	Management Associate	30.34	47.26	
1349	Manager, City	69.84	129.03	
9025	Market Manager *	31.14	38.8	
5516	Mechanic	22.94	25.29	
5515	Mechanic, Senior	28.45	31.4	
9024	Nature Center Mgr/Naturalist *	33.2	40.36	
1407	Paralegal	22.55	28.8	
5723	Park Services Supervisor	29.76	38.02	
5331	Parks Services Manager	51.35	70.86	
3527	Permit Technician I	19.88	25.37	26.12 d/
3528	Permit Technician II	24.16	27.72	
5713	Pest Control Technician	22.26	25.75	
3311	Planning Assistant	26.29	32.76	
3312	Planning Associate	31.84	39.71	
3530	Plans Examiner	32.33	40.26	
7300	Police Cadet	13.02	15.83	
7314	Police Captain	71.99	83.25	
7319	Police Chief	87.67	121	
7325	Police Lieut-1 Yr Lat. Credit	54.24	56.97	
7328	Police Lieut-1.5 Yrs Lat Cred	54.24	56.97	
7331	Police Lieut-2 Yrs Lat Credit	54.24	56.97	
7322	Police Lieut-6 mo Lat credit	54.24	56.97	
7325MV	Police Lieutenant	57.25	59.27	
7325RB	Police Lieutenant	59.27	59.27	
7328DC	Police Lieutenant	59.27	59.27	
7328HB	Police Lieutenant	56.69	59.27	
7331BA	Police Lieutenant	59.27	59.27	
7313DP	Police Lieutenant	59.27	59.27	
7313DE	Police Lieutenant	56.97	59.27	
7313JM	Police Lieutenant	59.27	59.27	
7313MA	Police Lieutenant	59.27	59.27	
7313MH	Police Lieutenant	58.84	59.27	

7313MJ	Police Lieutenant	59.27	59.27
7313SD	Police Lieutenant	59.18	59.27
7313SU	Police Lieutenant	59.27	59.27
7313TS	Police Lieutenant	59.27	59.27
7313	Police Lieutenant	54.24	56.97
7311	Police Officer	34.31	45.26
7323	Police Officer-1 Yr Lat. Credt	34.31	45.26
7326	Police Officer-1.5 Yr Lat Cred	34.31	45.26
7329	Police Officer-2 Yrs Lat Credt	34.31	45.26
7320	Police Officer-6 Mo Lat. Credt	34.31	45.26
1124	Police Operations Supervisor	23.83	29.74
7309	Police Records Administrator	36.92	44.86
1115	Police Records Technician	16.23	20.72
7312	Police Sergeant	48.08	51.74
7324	Police Sergeant-1 Yr Lat Credt	48.08	51.74
7327	Police Sergeant-1.5Yrs Lat Crd	48.08	51.74
7330	Police Sergeant-2Yrs Lat Cred	48.08	51.74
7321	Police Sergeant-6 Mo Lat Credt	48.08	51.74
7306	Police Services Officer	21.22	24.54
7301	Police Trainee	24.92	24.92
0020	Pool Cashier - Clerk	10.45	11.52
0015	Pool Locker Room Attendant	8.62	9.51
0013	Pool Manager	18.73	20.62
0012	Pool Manager, Assistant	15.11	16.64
1630	Principal Librarian	44.46	61.36
3313	Principal Planner	52.11	71.91
1326	Producer Writer, Asst	17.16	22.99
9008	Program Coordinator *	22.89	27.82
7100	Public Safety Comm Supvr	30.33	38.77
7305	Public Safety Dispatcher	22.83	32.12
5348	Public Works Director	75.25	103.85
5347	Public Works Supervisor	29.76	38.02
1265	Purchasing Agent	44.47	61.36
1125	Records Management Coordinator	23.72	30.29
0017	Recreation Assistant	8.63	9.52
0018	Recreation Leader	10.45	11.52
0022	Recreation Leader, Senior	12.13	13.37
9027	Recreation Services Manager	47.79	65.94
0023	Recreation Specialist	15.87	17.5
0024	Recreation Specialist II	20.13	22.21
9023	Recreation Supervisor	24.43	30.46
9026	Recreation Supvsr, Sr	31.45	39.17

3450	Rehabilitation Specialist *	20.72	27.81	
5100	Relief Bus Operator	16.7	18.4	
1112	Reprographic Equipmnt Operator	17.93	22.36	
1310	Risk Manager	52.11	71.91	
5110	Sanitation Equipment Operator	21.37	24.73	
5342	Sanitation Services Manager	51.35	70.86	
1133	Secretary	19.83	24.75	
1136	Secretary, Minute	21.98	28.09	
1134	Senior Admin Assistant	23.19	28.18	
3501	Sr. Fire Prevention Officer	37.34	45.38	
7308	Sr. Forensic ID Specialist	32.34	41.3	
3443	Staff Assistant *	20.72	29.15	32.13 e/
9012	Stage Manager	19.6	21.61	
1152	Storekeeper	18.45	22.44	
1150	Storekeeper, Auto Parts	20.02	23.15	
5302	Street Operations Manager	51.35	70.86	
5301	Streetscape Manager	48.91	70.86	
3117	Structural Plans Examiner	37.33	45.35	
1135	Supervising Admin Assistant	25.73	31.3	
3458	Systems Analyst	39.82	48.39	
5534	Telecommunications Tech	23.01	27.98	
9014	Theater Technician	15.43	17.04	
9007	Theatre Technical Coord *	19.47	23.66	
9013	Theatre Technical Director *	23.66	30.2	
5533	Traffic & Lighting Supervisor	34.55	44.14	
5511	Traffic Painter	21.4	23.58	
5530	Traffic Signal Technician	27.55	30.38	
5318	Transit Director	70.06	96.69	
5104	Transit Dispatcher	24.19	26.68	
5317	Transit Manager Operations	47.07	70.86	
5316	Transit Manager, Admin	51.35	70.86	
5102	Transit Supervisor	26.68	32.46	
3316	Transportation Planning Manage	52.11	71.91	
1019	Treasurer, City	45.38	60.145	
1235	Treasurer, Deputy City	39.9	55.06	
5711	Tree Trimmer	20.59	22.67	
1120	Typist Clerk I	15.93	20.32	
1122	Typist Clerk II	16.23	20.72	
1153	Warehouse Supervisor	27.24	33.1	
5749	Waste Mgmt Coordinator	29.58	36	
5708	Wastewater Technician	21.37	24.73	
5314	Water Service Supervisor	29.12	39.02	

5315	Water Service Supervisor, Sr	42.77	47.16
5401	Water Service Tech I	21.61	25.2
5402	Water Service Tech II	23.83	27.59
5403	Water Service Tech III	27.6	31.96
5524	Welder, Senior	28.45	31.4
5535	Wireless Technician	26.66	32.37
1307	Workers' Comp Claims Examiner *	30.27	36.79
1314	Workers Comp Manager	47.79	57.39

\* Salary step advancement within the pay range shall be subject to a recommendation of the department head based on satisfactory performance and may be accelerated where outstanding performance may justify.

a/ Job class receives minimum wage. No COLA increases

b/ Step is frozen and is only for Customer Service Rep assigned in HR.

c/ Step frozen and is only for the employee reclassified as Maintenance Worker from Airport Worker

d/ Step frozen and is only for employees in the former classification of

Building Permit Technician and Senior Account Clerk

e/ Effective Sept. 17, 2006 Steps 9 and 10 are added for Staff Assistant Assigned to City Council

Introduced, approved and adopted this 3<sup>rd</sup> day of April, 2012.

\_\_\_\_\_  
Mayor Frank Scotto

APPROVED AS TO FORM:  
JOHN FELLOWS III, City Attorney

ATTEST:

By \_\_\_\_\_  
Patrick Q. Sullivan, Assistant City Attorney

\_\_\_\_\_  
Sue Herbers, City Clerk