

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

Subject: City Manager – Adopt RESOLUTION amending Executive and Management Employees Resolution implementing proposed salary range for Human Resources Administrator position.

RECOMMENDATION

Recommendation of the City Manager that City Council adopt a RESOLUTION amending Executive and Management Employees Resolution No. 2010-75A implementing the recommended salary range for the Human Resources Administrator position.

Funding

Funding is available in the City's Operating Budget.

BACKGROUND ANALYSIS

Anticipating approval of the program modification presented to your Honorable Body for the Human Resources Department reorganization, staff has created the Human Resources Administrator classification. The Human Resources Administrator class specification has been developed and was approved by the Civil Service Commission at their meeting of November 26, 2012.

The proposed salary range and benefit package is the same as the Human Resources Manager which includes Benefit Category B, as well as Car Allowance Category 2. The attached resolution includes the proposed reference point and benefit package to implement the recommended salary range for the Human Resources Administrator.

Respectfully submitted,

By Melody P. Lawrence
Melody P. Lawrence
Human Resources Manager

CONCUR:

Aram Chaparyan

Aram Chaparyan
Assistant to the City Manager

~~NOTED~~ *Concur.*

LeRoy J. Jackson

LeRoy J. Jackson
City Manager

Attachments: A. Amendment to Executive and Management Resolution

RESOLUTION NO. 2012-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
TORRANCE AMENDING RESOLUTION NO. 2010-75A
SETTING FORTH CHANGES REGARDING THE HOURS,
WAGES, AND WORKING CONDITIONS FOR EXECUTIVE
AND MANAGEMENT EMPLOYEES**

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

SECTION I

That Resolution No. 2010-75A is hereby amended as follows:

SECTION II**ARTICLE 6 - AMENDMENTS****SECTION 6.1 AMENDMENT TO ARTICLE 2 – COMPENSATION****SECTION 2.1 REFERENCE POINT AND POSITIONS**

Effective: December 18, 2012

ADD:

Title	Reference Point	Benefit Category	Car Allowance Category
Human Resources Administrator	\$10680	B	2

SECTION III 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 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 18th day of December 2012.

Mayor of the City of Torrance

APPROVED AS TO FORM:
JOHN FELLOWS III, City Attorney

ATTEST:

By _____
Patrick Q. Sullivan, Assistant City Attorney

Sue Herbers, CMC
City Clerk

