

Council Meeting of
January 13, 2009

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

Members of the Council:

SUBJECT: City Manager - Adopt supplemental Resolutions to the Memoranda of Understanding for the Torrance Professional & Supervisory Association (TPSA), Engineers and Torrance Fiscal Employees Association (TFEA) modifying the pay grids.

RECOMMENDATION

Recommendation of the City Manager that City Council adopt Resolutions pursuant to Memoranda of Understanding amending the Resolutions setting forth hours, wages and working conditions for employees represented by the Torrance Professional and Supervisory Association (TPSA Resolution No. 2007-56), Engineers (Resolution No. 2007-39), and Torrance Fiscal Employees Association (TFEA 2007-38).

Funding

None is required.

BACKGROUND/ANALYSIS

Employees represented by TPSA, Engineers and TFEA are eligible to receive additional retirement benefits under the Public Agency Retirement System (PARS). The PARS program is a privately-funded retirement enhancement that is not affiliated with the Public Employees Retirement System known as PERS. The PARS benefit was negotiated as a way to provide eligible employees with an enhanced retirement benefit in addition to the City-provided PERS retirement plan. To pay for the PARS plan, it was agreed by the affected employee groups to forego an overall 4.64% increase to wages (2.32% over two years) commencing in 2003 in order to purchase a 0.46% retirement enhancement.

Under the provisions of the PARS plan, the employee organizations are required to obtain an actuary every two years to determine if contributions to the plan are adequate to meet the funding obligations. The June 2007 plan-mandated actuary has shown that the TPSA, Engineers and TFEA PARS plan is currently underfunded by 0.5% and requires an immediate increase to the contribution amount.

Included in the TPSA, Engineers and TFEA Memoranda of Understanding is the following clause under the Retirement section in the PARS Defined Benefit Plan subsection:

If, in the future, the amount of City contribution towards the plan exceeds the 4.64%, the employee organization agrees that the employee organization will fund the plan by a reduction in the future pay grids of employees covered by the Memorandum of Understanding, to be discussed by meet and confer process.

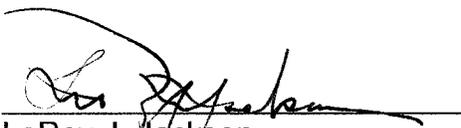
Therefore, to address the current underfunding, staff recommends an adoption of the attached supplemental Resolutions which will allow the City to modify the TPSA, Engineers and TFEA MOU pay grids effective January 18, 2009 by adjusting the wage increase from 3.5% to 3.0% in order to increase the PARS contribution from 4.64% to 5.14%.

Respectfully submitted,

LeROY J. JACKSON
CITY MANAGER

By 
Aram Chaparyan
Assistant to the City Manager

CONCUR:


LeRoy J. Jackson
City Manager

Attachments: A) TPSA Supplemental #6
B) Engineers Supplemental #4
C) TFEA Supplemental #3

MEMORANDUM OF UNDERSTANDING

**TORRANCE PROFESSIONAL AND SUPERVISORY ASSOCIATION
(TPSA)**

2007 – 2010

SUPPLEMENTAL #6

A SUPPLEMENTAL MEMORANDUM OF UNDERSTANDING SETTING FORTH THE HOURS, WAGES AND WORKING CONDITIONS FOR EMPLOYEES REPRESENTED BY THE TORRANCE PROFESSIONAL AND SUPERVISORY ASSOCIATION (TPSA)

An agreement of the undersigned representatives of the Torrance Professional and Supervisory Association (TPSA) and the representatives of the City of Torrance (City) that:

The attached Resolution is recommended to the City Council for adoption in its entirety. It covers wages, hours and working conditions for the period of January 18, 2009, to March 31, 2010, and was reached through agreement of the undersigned parties.

Signed this ___ day of January, 2009.

Management

TPSA

Bill Dillon

Leslie Long

RESOLUTION NO. 2009-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE
AMENDING RESOLUTION NO. 2007-56 SETTING FORTH CHANGES
REGARDING HOURS, WAGES AND WORKING CONDITIONS FOR
EMPLOYEES REPRESENTED BY THE TORRANCE PROFESSIONAL AND
SUPERVISORY ASSOCIATION (TPSA)**

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

SECTION I

That Resolution No. 2007-56 is hereby amended.

SECTION II

The following agreement between representatives of Management and the representatives of the Torrance Professional and Supervisory Association (TPSA) is hereby amended as follows:

Effective January 18, 2009

ARTICLE 13 – AMENDMENTS

SECTION 13.7 AMENDMENT TO SECTION 3.1 – PAY RANGES AND CLASS TITLES

ARTICLE 3 – COMPENSATION

SECTION 3.1 PAY RANGES AND CLASS TITLES

- C. The pay grades described on the following pages hereby assigned to the classifications of the following TPSA employees are **effective January 18, 2009**.

Members of this group are participants in a PARS program. The Association may wish to utilize a percentage from the grid below to fund an additional enhancement to the existing PARS program. If this is implemented, a percentage no greater than 3.5% may be used and the grid below will be adjusted to reflect that reduction.

Class Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Accountant, Senior	31.20	32.76	34.40	36.12	37.02*	37.93*	38.88*	39.87*		
Administrative Analyst ³ – Tier 1	24.69	25.93	27.74	29.12	30.56	32.71	34.35	36.06	37.86	39.76
Administrative Analyst ³ – Tier 2	29.04	30.48	32.03	32.82	33.59	34.45*	35.35*	37.12*	38.98*	

³ Administrative Analyst, Tiers 1, 2 and 3 as described below:

Tier 1: Indicates that progression to these steps is contingent upon passing a competency test. Incumbents on Step 3 will be eligible for the journey level test and incumbents on Step 6 will be eligible for the senior level test. Competency testing will be offered on a biannual basis. In order to be eligible to test, incumbents must be on either Step 3 or Step 6 at the time the applicable test is offered.

Tier 2: Applies to incumbents in the class of Administrative Analyst hired prior to 1/17/00 pending passing of the applicable level of competency test under Tier 1.

Incumbents hired prior to 1/17/00 whom do not pass, or choose not to take the competency test, will remain at the Tier 2 or 3 grids until they pass the test. Once all incumbents are no longer on either the Tier 2 or 3 grid, the grid will be eliminated.

Class Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Air Conditioning & Heating Supv.	34.55	36.29	38.10	40.01	42.04	44.14				
Airport Operations Supervisor	25.62	26.90	28.24	29.65	31.14	32.69				
Animal Control Supervisor	24.66	25.88	27.18	28.55	29.96					
Building Inspection Supervisor	36.90	38.73	40.69	41.68*	42.75*	43.79*				
Building Maintenance Supervisor	32.91	34.54	36.28	38.09	39.05	39.98	41.02	42.05		
Buyer	23.92	25.59	26.86	28.19	29.58	30.33*	31.11*	31.87*	32.65*	
Cable TV Producer Writer	22.88	24.02	25.22	26.50	27.82	28.51*	29.22*	29.95*	30.70*	
Central Services Coordinator	22.72	23.84	25.05	26.29	27.60	28.29*	29.03*			
Central Services Supervisor	30.66	32.18	33.79	0.00	0.00					
Communications Supv./Wireless	34.35	36.05	37.86	39.76	41.75					
Communications Supv/Telecomm	34.35	36.05	37.86	39.76	41.75					
Emergency Services Coordinator	35.75	37.54	39.42	41.40	43.47					
Facilities Service Supervisor	26.43	27.76	29.13	30.56	31.35*	32.13*				
Fleet Services Supervisor	32.41	34.03	35.74	37.52	39.40					
Identification Analyst	24.10	25.27	26.59	27.97	29.49	30.22*	30.96*	31.74*	32.55*	
Information Technology Analyst	32.73	34.38	36.08	37.90	39.80	42.88	43.87			
Information Technology Specialist	26.78	28.10	29.51	30.99	32.54	34.15	35.86			
Juvenile Diversion Case Worker	22.13	23.23	24.41	25.63	26.89	28.24	29.64			
Juvenile Diversion Coordinator	34.14	35.85	37.65	39.53	41.50					
Librarian, Senior	33.22	34.86	36.59	38.42						
Park Services Supervisor	29.76	31.25	32.82	34.46	36.21	38.02				
Police Records Administrator	36.92	38.73	40.70	42.73	44.86					
Police Records Supervisor	23.83	25.00	26.28	26.94	27.55*	28.27*	29.00*	29.74*		
Producer Writer, Assistant	17.16	18.03	18.91	19.88	20.86	21.91	22.99			
Public Safety Communications Supv.	30.33	31.87	33.46	35.15	36.92	38.77				
Public Works Supervisor	29.76	31.25	32.82	34.46	38.02					
Records Management Coordinator	23.72	24.91	26.14	27.46	28.14*	28.83*	29.58*	30.29*		
Secretary, Administrative/Aide	23.19	24.34	25.52	26.82	27.47*	28.18*				
Senior Forensic Identification Specialist	26.72	28.06	29.46	30.93	32.48	34.09	35.80			
Systems Analyst	39.82	41.80	43.89	46.07	48.39					
Traffic & Lighting Supervisor	34.55	36.29	38.10	40.01	42.04	44.14				
Transit Supervisor	26.68	28.02	29.43	30.92	32.46					
Warehouse Supervisor	27.24	28.61	30.02	31.57	33.10					
Waste Management Coordinator	29.58	31.06	32.61	34.24	36.00					
Water Service Supervisor	29.12	30.56	32.11	33.71	35.39	37.16	39.02			
Water Service Supervisor, Senior	42.77	44.91	47.16							

*Extended Step

Bolded Step indicates the progression to step is contingent on passing applicable level of competency test.

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 _____ day of January, 2009.

Mayor of the City of Torrance

APPROVED AS TO FORM:
JOHN FELLOWS III, City Attorney

ATTEST:

By _____
Ronald T. Pohl, Assistant City Attorney

Sue Herbers
City Clerk

MEMORANDUM OF UNDERSTANDING

ENGINEERS

2007 – 2010

SUPPLEMENTAL #4

A SUPPLEMENTAL MEMORANDUM OF UNDERSTANDING SETTING FORTH THE HOURS, WAGES AND WORKING CONDITIONS FOR EMPLOYEES REPRESENTED BY ENGINEERS

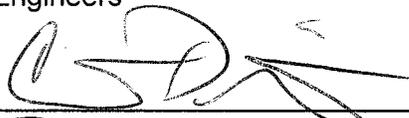
An agreement of the undersigned representatives of the Engineers and the representatives of the City of Torrance (City) that:

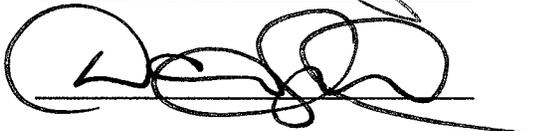
The attached Resolution is recommended to the City Council for adoption in its entirety. It covers wages, hours and working conditions for the period of January 18, 2009, to March 31, 2010, and was reached through agreement of the undersigned parties.

Signed this ____ day of January, 2009.

Management

Engineers





RESOLUTION NO. 2009-___**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE
AMENDING RESOLUTION NO. 2007-39 SETTING FORTH CHANGES
REGARDING HOURS, WAGES AND WORKING CONDITIONS FOR
EMPLOYEES REPRESENTED BY THE ENGINEERS**

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

SECTION I

That Resolution No. 2007-39 is hereby amended.

SECTION II

The following agreement between representatives of Management and the representatives of the Engineers is hereby amended as follows:

Effective January 18, 2009

ARTICLE 13 – AMENDMENTS**SECTION 13.5 AMENDMENT TO SECTION 2.1 PAY RANGES AND CLASS TITLES****ARTICLE 2 - COMPENSATION****SECTION 2.1 PAY RANGES AND CLASS TITLES**

- C) The pay grades described below are hereby assigned to the classifications of the following employees **effective January 18, 2009**. Members of this group are participants in a PARS program. The Association may wish to utilize a percentage from the grid below to fund an additional enhancement to the existing PARS program. If this is implemented, a percentage no greater than 3.5% may be used and the grid below will be adjusted to reflect that reduction:

HOURLY BASE PAY RANGE

<u>Class Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>
Animal Control Officer	19.31	20.28	21.29	22.36	23.48		
Assistant Engineer	31.30	32.11	33.72	35.39	37.18	39.04	9/80 Step
Associate Engineer	41.76	43.84	46.04	48.34	50.77	9/80 Step	
Building Permit Technician	21.47	22.54	23.67	24.86	26.10		
Engineering Technician I	20.84	21.88	22.97	24.12	25.32		
Engineering Technician II	26.87	28.21	29.61	31.12	32.65		
Engineering Technician III	27.79	29.18	30.67	32.18	33.79	9/80 Step	
Environmental Quality Officer	28.25	29.64	31.16	32.68	34.37	35.23	
Environmental Quality Officer, Senior	31.84	33.44	35.13	36.86	38.73	39.71	
Fire Prevention Officer	30.71	32.04	33.83	35.55	36.42	37.34	
Fire Prevention Officer, Senior	37.34	39.19	41.17	43.23	45.38		
Hazardous Materials Analyst	40.69	42.57	44.66	46.87	49.23		
Hazardous Materials Specialist	30.33	31.87	33.46	35.15	36.92		
Housing Specialist	25.32	26.56	27.89	29.28	30.76		
Inspector, Building	25.81	27.10	28.45	29.89	31.37	32.16	33.79

<u>Class Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>
Inspector, Building, Senior	31.45	32.83	34.67	36.41	37.32		
Inspector, Electrical, Senior	31.45	32.83	34.67	36.41	37.32		
Inspector, Grading, Senior	31.45	32.83	34.67	36.41	37.32		
Inspector, Mechanical and Plumbing, Sr.	31.45	32.83	34.67	36.41	37.32		
Inspector, Public Works	27.84	29.23	30.70	32.23	33.84	35.54	37.32
Inspector, Public Works, Senior	34.59	36.31	38.13	40.03			
Planning Assistant	26.29	27.60	29.02	30.42	31.98	32.76	
Planning Associate	31.84	33.44	35.13	36.86	38.73	39.71	
Plans Examiner	32.33	33.93	35.64	37.42	39.29	40.26	
Structural Plans Examiner	37.33	39.15	41.12	43.20	45.35		
Survey Party Chief	30.58	32.13	33.74	35.42	37.19	9/80 Step	

Note: Shaded cells indicate a 9/80 step.

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 _____ day of January, 2009.

Mayor of the City of Torrance

APPROVED AS TO FORM:
JOHN FELLOWS III, City Attorney

ATTEST:

By _____
Ronald T. Pohl, Assistant City Attorney

Sue Herbers
City Clerk

MEMORANDUM OF UNDERSTANDING

**TORRANCE FISCAL EMPLOYEES ASSOCIATION
(TFEA)**

2007 – 2010

SUPPLEMENTAL #3

A SUPPLEMENTAL MEMORANDUM OF UNDERSTANDING SETTING FORTH THE HOURS, WAGES AND WORKING CONDITIONS FOR EMPLOYEES REPRESENTED BY TORRANCE FISCAL EMPLOYEES ASSOCIATION (TFEA)

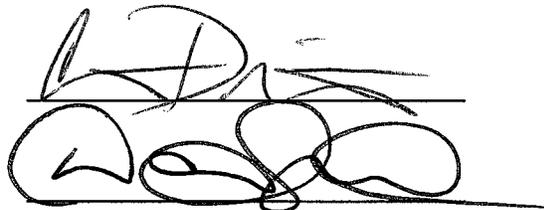
An agreement of the undersigned representatives of the Torrance Fiscal Employees Association (TFEA) and the representatives of the City of Torrance (City) that:

The attached Resolution is recommended to the City Council for adoption in its entirety. It covers wages, hours and working conditions for the period of January 18, 2009 to March 31, 2010, and was reached through agreement of the undersigned parties.

Signed this ___ day of January, 2009.

Management

TFEA



RESOLUTION NO. 2009-__**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE
AMENDING RESOLUTION NO. 2007-38 SETTING FORTH CHANGES
REGARDING HOURS, WAGES AND WORKING CONDITIONS FOR
EMPLOYEES REPRESENTED BY THE TORRANCE FISCAL EMPLOYEES
ASSOCIATION (TFEA)**

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

SECTION I

That Resolution No. 2007-38 is hereby amended.

SECTION II

The following agreement between representatives of Management and the representatives of the Torrance Fiscal Employees Association (TFEA) is hereby amended as follows:

Effective January 18, 2009

ARTICLE 13 – AMENDMENTS**SECTION 13.3 AMENDMENT TO SECTION 2.1 PAY RANGES AND CLASS TITLES****ARTICLE 2 – COMPENSATION PROVISIONS****SECTION 2.1 PAY RANGES AND CLASS TITLES**

- C) The pay grades described below are hereby assigned to the classifications of the following employees **effective January 18, 2009**. Members of this group are participants in a PARS program. The Association may wish to utilize a percentage from the grid below to fund an additional enhancement to the existing PARS program. If this is implemented, a percentage no greater than 3.5% may be used and the grid below will be adjusted to reflect that reduction:

BASE HOURLY PAY RANGE

<u>Class Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Account Clerk	18.38	19.29	20.27	21.28	22.34	22.90*
Account Clerk, Senior	20.97	22.01	23.10	24.27	25.52	26.12*
Accountant	26.78	28.11	29.54	30.99	32.53	33.33*

*Extended step

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 _____ day of January, 2009.

Mayor of the City of Torrance

APPROVED AS TO FORM:
JOHN FELLOWS III, City Attorney

ATTEST:

By _____
Ronald T. Pohl, Assistant City Attorney

Sue Herbers
City Clerk