

July 14, 2026

TO: Rebecca Poirier, City Clerk

FROM: Jamie Le, Assistant to the City Manager

RE: **MANAGEMENT AND TORRANCE CITY EMPLOYEES ASSOCIATION (TCEA)**
LETTER OF AGREEMENT FIFA WORLD CUP DOUBLE-TIME

Management and Torrance City Employees Association met and have reached agreement as noted on the attached document. Section 14.8.14 b if the Torrance Municipal Code reads:

"If agreement is reached by management and a recognized employee organization or recognized employee organizations, on matters subject to approval by the City Council, they shall jointly prepare written and signed memorandum of such understanding and present it to the City Council for determination. *If agreement is reached on matters not subject to approval by the City Council, those conferring shall jointly prepare a written and signed memorandum of such agreement which shall be filed with the City Clerk.*"

Pursuant to the last sentence of the above paragraph, the City Manager's Office is filing the attached agreement with your office.

Management

TCEA

/s/ Robert Dunn

/s/ Tracey Gowdy

/s/ Jamie Le

Joint Agreement between the City of Torrance and Torrance City Employees Association (TCEA)

TCEA and representatives of Management ("City") have met and conferred regarding the FIFA World Cup Overtime Double-time.

TCEA and City hereby agree to FIFA World Cup Voluntary Overtime Double-time as follows effective June 1, 2026:

FIFA World Cup Overtime Double-time

Employees in the classifications of Records Technicians and Administrative Assistants assigned to the Police Department shall be compensated by pay at the rate of 2 times the employee's regular hourly rate, based on a 40-hour work week schedule, for overtime hours worked in support of the FIFA World Cup in excess of a regularly scheduled shift, or on a regularly scheduled day off.

- 1) Overtime shall be computed for actual time worked during scheduled overtime and hold over shifts.
- 2) Double overtime pay is for cash value only. Employees may elect to earn compensatory time but will forego the double time rate and time will be accrued at the rate of 1.5.
- 3) When an employee elects to use compensatory time but needs to find a replacement, the replacement staff will earn overtime at the standard 1.5 rate.
- 4) The Pilot Program will end on July 31, 2026.

Signed this 14th day of July 2026.

Management

Signed by:

Robert Dunn
Police Chief

Signed by:

Jamie Le
Assistant to the City Manager

TCEA

Signed by:

Tracey Gowdy
President

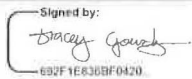
Certificate Of Completion

Envelope Id: 08E18CA6-7D90-84B2-8320-E5C19ECB48D4	Status: Completed
Subject: Complete with Docusign: Side Letter Agreement- TCEA- FIFA World Cup Double Time.pdf	
Source Envelope:	
Document Pages: 2	Signatures: 3
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Sonia Delgado
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	3031 Torrance Blvd
	Torrance, CA 90503
	SDelgado@torranceca.gov
	IP Address: 204.145.129.190

Record Tracking

Status: Original	Holder: Sonia Delgado	Location: DocuSign
7/22/2026 4:47:16 PM	SDelgado@torranceca.gov	

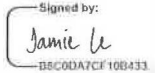
Signer Events

Signer Events	Signature	Timestamp
Tracey Gowdy TGowdy@TorranceCA.gov Security Level: Email, Account Authentication (None)	 Signed by: Tracey Gowdy 6B2F1E830BF0420 Signature Adoption: Uploaded Signature Image Using IP Address: 204.145.129.191	Sent: 7/22/2026 4:49:02 PM Viewed: 7/22/2026 5:53:17 PM Signed: 7/22/2026 5:55:27 PM

Electronic Record and Signature Disclosure:
 Accepted: 7/22/2026 5:53:17 PM
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 Company Name: City of Torrance CA

Robert Dunn rdunn@TorranceCA.gov Chief of Police Security Level: Email, Account Authentication (None)	 Signed by: Robert Dunn DC1C4F04FACD4E8 Signature Adoption: Pre-selected Style Using IP Address: 2a04:4e41:2601:8b41::51d1:7b41	Sent: 7/22/2026 5:55:29 PM Viewed: 7/22/2026 6:00:43 PM Signed: 7/22/2026 6:01:01 PM
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 Company Name: City of Torrance CA

Jamie Le JLe@TorranceCA.Gov Security Level: Email, Account Authentication (None)	 Signed by: Jamie Le B5C0DA7CF10B433 Signature Adoption: Pre-selected Style Using IP Address: 204.145.129.190	Sent: 7/22/2026 6:01:02 PM Viewed: 7/22/2026 6:01:34 PM Signed: 7/22/2026 6:01:43 PM
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 Company Name: City of Torrance CA

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Theresa Yniguez
tyniguez@TorranceCA.gov
Deputy City Clerk I
City of Torrance
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
Not Offered via DocuSign

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Sent: 7/22/2026 6:01:45 PM

Sonia Delgado
SDelgado@torranceca.gov
Deputy City Clerk
City of Torrance
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
Not Offered via DocuSign

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Sent: 7/22/2026 6:01:46 PM

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	7/22/2026 6:01:43 PM
Completed	Security Checked	7/22/2026 6:01:46 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

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If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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How to contact City of Torrance CA:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: RPoirier@torranceca.gov

To advise City of Torrance CA of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at RPoirier@torranceca.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to RPoirier@torranceca.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with City of Torrance CA

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to RPoirier@torranceca.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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- Until or unless you notify City of Torrance CA as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by City of Torrance CA during the course of your relationship with City of Torrance CA.