Docusign Envelope ID: C58109B1-6A88-8B75-818F-95AF84F847BB

July 14, 2026

TO: Rebecca Poirier, City Clerk

FROM: Jamie Le, Assistant to the City Manager

RE: ***MANAGEMENT AND TORRANCE MUNICIPAL EMPLOYEES - AFSCME LOCAL 1117 (TME - AFSCME LOCAL 1117) JOINT LETTER OF AGREEMENT REGARDING CREDENTIALED CALIFORNIA AIR AND RESOURCE BOARD TESTER PREMIUM***

Management and Torrance Municipal Employees - AFSCME Local 1117 met and have reached an agreement as noted on the attached document. Section 14.8.14.b of the Torrance Municipal Code reads:

> "If an agreement is reached by management and a recognized employee organization or recognized employee organization, on matters subject to approval by the City Council, they shall jointly prepare a written and signed memorandum of such understanding and present it to the City Council for determination. ***If an 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 filling the attached agreement with your office.

Management	**Torrance Municipal Employees - AFSCME Local 1117 (TME - AFSCME LOCAL 1117)**
/s/ Shant Megerdichian	/s/David Inez
/s/ Jamie Le	/s/Robert Castrellon

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Joint Agreement between the City of Torrance and
Torrance Municipal Employees - AFSCME Local 1117 (TME - AFSCME)

TME - AFSCME and representatives of Management ("City") have met and conferred regarding the Credentialed California Air and Resource Board Tester Premium.

TME - AFSCME and City hereby agree to Credentialed California Air and Resource Board Tester Premium as follows effective June 28, 2026:

CREDENTIALED CALIFORNIA AIR AND RESOURCE BOARD (CARB) TESTER PREMIUM

Employees in the classifications of Equipment Attendant, Mechanic, and Senior Mechanic who are designated by the Department and who maintain a valid California Air Resources Board (CARB) Credentialed Tester certification shall receive a special compensation premium of $0.50 per hour while performing CARB Testing.

To qualify for the premium, an employee must:

1. Successfully complete the required CARB Credentialed Tester training;
2. Pass the required CARB examination;
3. Obtain the applicable CARB certification; and
4. Maintain active registration as a CARB Credentialed Tester.

Payment of the premium shall cease upon expiration, suspension, revocation, or loss of the required credential.

Signed this 14th day of July 2026.

Management	**Torrance Municipal Employees - AFSCME Local 1117 (TME - AFSCME)**
Signed by: Shant Megerdichian D05E0D6315DAA0...	
Shant Megerdichian General Services Director	David Inez President
Signed by: Jamie Le B8C0DA7CF10B433...	
Jamie Le Assistant to the City Manager	Robert Castrellon Vice President

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Management	**Torrance Municipal Employees - AFSCME Local 1117 (TME - AFSCME)**
Robert Dunn Police Chief	David Inez President
Jamie Le Assistant to the City Manager	Robert Castrellon Vice President

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Certificate Of Completion

Envelope Id: C58109B1-6A88-8B75-818F-95AF84F847BB
Status: Completed
Subject: Complete with Docusign: 07-14-26-AFSCME-Carb Compliance.pdf
Source Envelope:
Document Pages: 2
Signatures: 2
Certificate Pages: 5
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Envelope Originator:
Sonia Delgado
3031 Torrance Blvd
Torrance, CA 90503
SDelgado@torranceca.gov
IP Address: 204.145.129.190

Record Tracking

Status: Original
8/12/2026 4:50:47 PM
Holder: Sonia Delgado
SDelgado@torranceca.gov
Location: DocuSign

Signer Events	Signature	Timestamp
Shant Megerdichian SMegerdichian@TorranceCA.Gov Security Level: Email, Account Authentication (None)	Signed by: Shant Megerdichian D09E5D8315DA4A6... Signature Adoption: Pre-selected Style Using IP Address: 204.145.129.190	Sent: 8/12/2026 4:52:16 PM Resent: 8/17/2026 10:51:26 AM Viewed: 8/17/2026 12:11:39 PM Signed: 8/17/2026 12:12:16 PM
Electronic Record and Signature Disclosure: Accepted: 8/17/2026 5:49:53 PM ID: 8ce4f3f4-06fb-450d-a72c-db67cb7b774b Company Name: City of Torrance CA		
Jamie Le JLe@TorranceCA.Gov Security Level: Email, Account Authentication (None)	Signed by: Jamie Le B8C0DA7CF10D433... Signature Adoption: Pre-selected Style Using IP Address: 204.145.129.190	Sent: 8/17/2026 12:12:18 PM Viewed: 8/18/2026 4:18:32 PM Signed: 8/18/2026 4:18:40 PM
Electronic Record and Signature Disclosure: Accepted: 8/18/2026 4:18:32 PM ID: c2760127-1f86-4d7e-b124-251c20d250b4 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

Carbon Copy Events	Status	Timestamp
Theresa Yniguez tyniguez@TorranceCA.gov Deputy City Clerk I City of Torrance Security Level: Email, Account Authentication (None)	COPIED	Sent: 8/18/2026 4:18:42 PM
Electronic Record and Signature Disclosure:		

Carbon Copy Events	Status	Timestamp
Not Offered via Docusign		
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	COPIED	Sent: 8/18/2026 4:18:42 PM

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/12/2026 4:52:16 PM
Certified Delivered	Security Checked	8/18/2026 4:18:32 PM
Signing Complete	Security Checked	8/18/2026 4:18:40 PM
Completed	Security Checked	8/18/2026 4:18:43 PM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

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.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

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.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from City of Torrance CA

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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The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

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- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- 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.