Docusign Envelope ID: BE911F75-D820-86D9-8042-293BF42E805A

October 20, 2026

TO: Rebecca Poirier, City Clerk

FROM: Jamie Le, Assistant to the City Manager

RE: ***MANAGEMENT and TORRANCE PROFESSIONAL AND SUPERVISORY ASSOCIATION (TPSA) JOINT LETTER OF AGREEMENT REGARDING THE ADDITION OF HOUSING SUPERVISOR***

Management and Torrance Professional and Supervisory Association met and have reached agreement as noted on the attached document. Section 14.8.14.b of 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 a 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	Torrance Professional Supervisory Association (TPSA)
_____	_____
_____	_____

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Joint Agreement between the City of Torrance and Torrance Professional Supervisory Association (TPSA)

Addition of the following language **effective November 1, 2026:**

ARTICLE 3- COMPENSATION

SECTION 3.1 PAY RANGES AND CLASS TITLES

Effective November 1, 2026

Class Title	Basis	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Digital Evidence Technician (PARS)	Hourly	$34.83	$36.58	$38.41	$40.34	$42.36	$44.48	
Digital Evidence Technician (Non-PARS)	Hourly	$36.19	$38.00	$39.90	$41.90	$44.00	$46.20	
Geographic Information Systems (GIS) Administrator (PARS)	Hourly	$49.35	$51.83	$54.42	$57.15	$60.01	$63.02	$66.17
Geographic Information Systems (GIS) Administrator (Non-PARS)	Hourly	$50.83	$53.38	$56.05	$58.86	$61.81	$64.91	$68.16

Effective July 11, 2027

Class Title	Basis	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Digital Evidence Technician (PARS)	Hourly	$35.53	$37.31	$39.18	$41.14	$43.20	$45.36	
Digital Evidence Technician (Non-PARS)	Hourly	$37.28	$39.15	$41.11	$43.17	$45.33	$47.60	
Geographic Information Systems (GIS) Administrator (PARS)	Hourly	$48.90	$51.34	$53.91	$56.62	$59.46	$62.44	$65.56
Geographic Information Systems (GIS) Administrator (Non-PARS)	Hourly	$51.34	$53.91	$56.61	$59.45	$62.43	$65.56	$68.84

Signed this 20th day of October 2026

Management

DocuSigned by:
Aram Chaparyan, City Manager
926750097132495...
Aram Chaparyan
City Manager

Signed by:
Jamie Le
Jamie Le
Assistant to the City Manager

Torrance Professional and Supervisory Association, TPSA

Signed by:
Leslie Cortez
Leslie Cortez
President

docusign

Certificate Of Completion

Envelope Id: BE911F75-D820-86D9-8042-293BF42E805A
Status: Completed
Subject: Complete with Docusign: TPSA Side Letter Agreement- 10-20-2026.pdf
Source Envelope:
Document Pages: 2
Signatures: 3
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
10/21/2026 10:26:01 AM
Holder: Sonia Delgado
SDelgado@torranceca.gov
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Signer Events	Signature	Timestamp
Leslie Cortez LCortez@TorranceCA.Gov Security Level: Email, Account Authentication (None)	Signed by: Leslie Cortez 2DF9ACDE38D74AC... Signature Adoption: Pre-selected Style Using IP Address: 204.145.129.190	Sent: 10/21/2026 10:27:51 AM Resent: 10/22/2026 7:54:23 AM Viewed: 10/22/2026 8:23:45 AM Signed: 10/22/2026 8:24:34 AM
Electronic Record and Signature Disclosure: Not Offered via Docusign		
Aram Chaparyan, City Manager AChaparyan@TorranceCA.gov City Manager Aram Chaparyan Security Level: Email, Account Authentication (None)	DocuSigned by: Aram Chaparyan, City Manager 52B756057132455... Signature Adoption: Pre-selected Style Using IP Address: 204.145.129.190	Sent: 10/22/2026 8:24:36 AM Viewed: 10/22/2026 9:07:42 AM Signed: 10/22/2026 9:08:36 AM
Electronic Record and Signature Disclosure: Accepted: 7/17/2024 8:27:22 AM ID: baf094cf-710e-4c0d-a852-51e80de18bf7 Company Name: City of Torrance CA		
Jamie Le JLe@TorranceCA.Gov Security Level: Email, Account Authentication (None)	Signed by: Jamie Le B8C0DA7CF10B433... Signature Adoption: Pre-selected Style Using IP Address: 204.145.129.190	Sent: 10/22/2026 9:08:39 AM Viewed: 10/22/2026 9:51:08 AM Signed: 10/22/2026 9:51:17 AM
Electronic Record and Signature Disclosure: Accepted: 10/22/2026 9:51:07 AM ID: 555134ab-d2e9-414c-9a6c-88cd84103241 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) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	**COPIED**	Sent: 10/22/2026 9:51:18 AM
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: 10/22/2026 9:51:19 AM

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/21/2026 10:27:51 AM
Certified Delivered	Security Checked	10/22/2026 9:51:08 AM
Signing Complete	Security Checked	10/22/2026 9:51:17 AM
Completed	Security Checked	10/22/2026 9:51:19 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

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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.

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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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