

I N D E XCity Council - June 10, 1970

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Adjourned at 5:45 P.M. to Thursday, June 11, 1970, at  
4:00 P.M.

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Ava Cripe  
Minute Secretary

City Council  
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MINUTES OF AN ADJOURNED REGULAR  
MEETING - TORRANCE CITY COUNCIL

OPENING CEREMONIES:

1. CALL TO ORDER:

The Torrance City Council convened in an Adjourned Regular Meeting on Wednesday, June 10, 1970, at 4:00 P.M. in the Council Chambers at Torrance City Hall.

2. ROLL CALL:

Responding to roll call by City Clerk Coil were: Councilmen Brewster, Johnson, Sciarrotta, Surber, Wilson, and Mayor Miller. Councilman Uerkwitz arrived at 5:05 P.M.

Also present: City Manager Ferraro, Assistant City Manager Scharfman, City Clerk Coil, City Treasurer Rupert, Director of Finance Dundore, Asst. Director of Finance Rankin, and Budget Officer Ng.

3. FLAG SALUTE:

At the request of Mayor Miller, Mrs. Carr led in the salute to the flag.

4. INVOCATION:

The invocation for the meeting was given by Councilman Wilson.

5. BUDGET WORKSHOP SESSION:

At the request of Mayor Miller, City Manager Ferraro reviewed the proposed Capital Improvement Program, calling attention to the pending June 22nd meeting pertaining to a bond issue, noting that further review will most likely be necessary.

Department by department review of budget requests followed starting with:

City Manager's Office:

Assistant City Manager Scharfman referred to Page 25 of the Budget, Recommended Additions, and outlined the requirements necessitating 1 Sr. Administrative Assistant. Reviewed as well at this time was the "Management Reorganization" (page iii) recommended by the City Manager, involving the personnel function of the City; the intent and purpose of same was defined by Mr. Scharfman. Personnel Director Donovan, in turn, commented that to fragment the Personnel Department would have a profound effect on the Civil Service system, and there is a need for serious review by him of what is proposed before he could make any indication one way or another. Added by City Attorney Remelmeyer was his opinion, previously expressed, as to

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the "two hats" worn by Mr. Donovan, the Charter definition of responsibilities of the City Manager, and the problems, past and present, that have been presented by this situation.

It was the consensus of the Council that this is an extremely complicated, intricate problem, deserving of extensive consideration before taking any action.

Councilman Sciarrotta MOVED that the matter of the reorganization of the personnel operation of the City be referred to the Civil Service Committee of the Council. The motion was seconded by Councilman Johnson, and there were no objections. (Councilman Uerkwitz absent).

It was clarified by Mayor Miller that this item should be deleted from the budget at this time, with review later in the year, after dedicated study.

The additional equipment requested (page 25) in the amount of \$793.00 met with approval.

Civil Defense (Page 143):

Assistant City Manager Scharfman described the need for the requested mobile radio. Approved by the Council.

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Mayor Miller called upon Mrs. Mildred Brown, 1163 Electric Street, Gardena, present with a group of women who are very concerned about the Herma Tillim Center and desirous of being notified when the budget for the Recreation Department is considered. Mayor Miller directed the City Manager to notify Mrs. Brown when this date is determined.

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City Attorney (Page 31):

City Attorney Remelmeyer first referred to Page 249, Deleted Items, to reiterate his recommended upgrading of Legal Stenographers to Senior Legal Stenographers. The Council deemed that this request should be routed through the Civil Service Commission by way of established procedures.

Mr. Remelmeyer then referred to the deleted equipment (Page 249) - Stenorette-Dictator, Transcriber, and Stands - described the great need therefor, and requested Council approval. Councilman Sciarrotta MOVED that the subject \$720.00 be allowed; the motion was seconded by Councilman Johnson, with the request that the City Attorney consider giving up something. There were no objections.

It was noted by Councilman Brewster that a -\$720 under "Materials, Supplies and Services" (Page 27) and a +\$720 on "Equipment Outlay" would effect the desired adjustment.

City Clerk (Page 37):

Approved.

City Treasurer:

No changes.

Finance: (Page 51):

Director of Finance Dundore reviewed his requested reclassification of a Senior Typist Clerk to Secretary. It was agreed that the regular procedure via the Civil Service Commission should be followed in this regard, as with the City Attorney's earlier request, with the subject \$192.00 to be reserved in the budget pending the outcome; in the case of the City Attorney the amount involved is \$816.00.

The requested equipment, following clarification of the merits of a Multilith Offset Press by Sr. Duplicating Equipment Operator Carol Wright, met with approval of the Council.

Data Processing (Page 57):

The activities of the Data Processing department were graphically described by Data Processing Manager Gary Sharp for the information of the Council relative to this new department in the City.

Council approved the requests of this department, per Page 57.

Personnel (Page 63):

(Reorganization personnel deleted per earlier discussion.)

The Senior Personnel Analyst was approved by Council, following a description of the vital duties he will perform in the area of safety and driver training by Personnel Director Donovan.

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City Manager Ferraro advised that the Sessions would resume on Thursday, June 11th, at 4:00 P.M. with presentations by the following departments: Planning, Building Maintenance, Custodial, Garage, Environmental Quality Control Program, Building and Safety, Engineering, and Water. Councilman Sciarrotta advised that he will be unable to attend this session.

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At 5:45 P.M. Councilman Sciarrotta moved to adjourn to Thursday, June 11, 1970, at 4:00 P.M. The motion was seconded by Councilman Johnson, and roll call vote was unanimously favorable.

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APPROVED BY:

*Ken Miller*

Mayor of the City of Torrance

*Vernon W. Coil*

Vernon W. Coil, Clerk of the  
City of Torrance, California

Ava Cripe  
Minute Secretary

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