

**MINUTES OF A REGULAR MEETING OF
THE TORRANCE REDEVELOPMENT AGENCY**

1. CALL TO ORDER

Torrance Redevelopment Agency convened in joint session with the Torrance City Council on Tuesday, May 15, 2007, at 7:50 p.m. in the City Council Chambers.

ROLL CALL

Present: Members Brewer, Drevno, Nowatka, Sutherland, Witkowsky and Chairman Scotto.

Absent: Member McIntyre.

Also Present: Agency Director Jackson, Acting Agency Attorney Fellows, Agency Secretary Herbers and other staff representatives.

2. Report of the Agency Clerk on the Posting of the Redevelopment Agency Agenda

Agency Clerk Herbers reported the posting of the agenda on May 10, 2007.

3. APPROVAL OF MINUTES May 8, 2007

MOTION: Member Sutherland moved to approve the minutes of May 8, 2007. The motion was seconded by Member Brewer and passed by unanimous roll call vote. (Absent McIntyre)

4. COMMUNICATIONS AND OTHER BUSINESS

A. The **Deputy Executive Director** recommends that the Redevelopment Agency approve the Architectural Design Guidelines for the area bounded by Dominguez Way to the north, Western Avenue to the east, Plaza del Amo to the south, and Crenshaw Boulevard to the west. (Companion to Council item 10A)

Senior Planning Associate Chun presented the material of record on the culmination of efforts to produce voluntary architectural design guidelines for the area and thanked the Torrance Historical Society for their work in the project. She noted that the booklet would be available in the Community Development Department.

Councilmember Witkowsky stated that she thought the booklet was well done and congratulated Debbie Hays and Janet Payne for their work on the project. She indicated that it had taken a great deal of time and asked if the Mills Act would be brought back to the Committee to complete the process. Agency Director Jackson suggested that was a separate matter that could be brought forward under City Council Orals.

Debbie Hays, Torrance Historical Society, read a letter thanking the City for the opportunity to participate.

Janet Payne, Torrance Historical Society, thanked the City for giving them the challenge to work with the City to produce the guidelines which she characterized as a non-threatening guide for residents.

Bonnie Mae Barnard, Save Historic Old Torrance, congratulated everyone for an easy to use guide.

MOTION: Member Sutherland moved to concur with the staff recommendation to approve voluntary Architectural Design Guidelines for the area bounded by Dominguez Way to the north, Western Avenue to the east, Plaza del Amo to the south, and Crenshaw Boulevard to the west. The motion was seconded by Member Witkowsky and passed by unanimous roll call vote. (Absent Member McIntyre)

At 8:04 p.m. the Redevelopment Agency recessed in place.

At 10:30 p.m. City Council and Redevelopment Agency reconvened in a joint session.

5. Redevelopment Agency Hearings:

- A. Recommendation of the **Deputy Executive Director and Finance Director** that the Redevelopment Agency open the second public hearing and budget workshop on the City of Torrance proposed two-year operating budget for fiscal years 2007-09. (Companion to City Council item 13A)

The Public Hearing re-opened at 10:30 p.m. with four (4) speakers from the audience coming forward.

MOTION: At 11:41 p.m. Member Witkowsky moved to close the second public hearing and budget workshop on the City of Torrance proposed two-year operating budget for fiscal years 2007-09. The motion was seconded by Member Brewer and passed by unanimous roll call vote. (Absent Member McIntyre)

The following straw votes were taken on the 2007-2009 Operating Budget:

City Treasurer:

- Add 1.0 Full Time Equivalent (FTE) Account Clerk to process cash deposits offset by parking citation revenue.

MOTION: Member Witkowsky moved to concur with the staff recommendation. The motion was seconded by Member Nowatka and passed by the following roll call vote: Yes: Brewer, Drevno, Nowatka, Witkowsky, and Scotto; No: None; Abstain: Sutherland. (Absent McIntyre).

Communications Information Technology:

- Add 1.0 FTE Information Technology Analyst for departmental support for Human Resources, Community Development, Public Works and General Services. (\$125,600)
- Add 1.0 FTE Information Technology Analyst to support the Police Department's in-car digital video system (\$125,600) Add 1.0 FTE Systems Analyst for Network Support in Data Communications (\$139,900)

MOTION: Member Witkowsky moved to concur with the staff recommendation. The motion was seconded by Member Nowatka and passed by unanimous roll call vote. (Absent McIntyre)

Community Services:

- Increase Library operating hours (\$97,000)
- Increase budget for concerts/movies in the park (\$22,110)

MOTION: Member Sutherland moved to concur with the staff recommendation. The motion was seconded by Member Nowatka and passed by unanimous roll call vote. (Absent McIntyre)

Fire:

- Add Coordinator Nurse position offset from contract services

MOTION: Member Witkowsky moved to concur with the staff recommendation. The motion was seconded by Member Brewer and passed by unanimous roll call vote. (Absent McIntyre)

General Services

- Add 0.5 FTE Graphics Designer (\$38,800)
- Additional operating resources for the Cultural Arts Center Enterprise Fund (\$285,000)

MOTION: Member Witkowsky moved to concur with the staff recommendation. The motion was seconded by Member Nowatka and passed by unanimous roll call vote. (Absent McIntyre)

Human Resources

- Add 1.0 FTE Intern in Risk Management

MOTION: Member Witkowsky moved to concur with the staff recommendation. The motion was seconded by Member Nowatka and passed by unanimous roll call vote. (Absent McIntyre)

Police:

- Reallocate 1.0 FTE vacant Typist Clerk position to Records Supervisor position (\$23,400)
- Reallocate 1.0 FTE vacant Services Officer position to Administrative Analyst position in Research and Training (\$21,300)
- Add 1.0 FTE Public Safety Communications Supervisor (\$85,700)
- Additional operating resources for the Animal Control Services Fund (\$62,000)

MOTION: Member Nowatka moved to concur with staff recommendation. The motion was seconded by Member Brewer and passed by unanimous roll call vote. (Absent McIntyre)

Approve use of 2006-07 Year End Carryover Capital \$1.3 million

- Includes \$750,000 for working capital for the acquisition of industrial property
- Includes \$200,000 for providing open space at Lomita/Anza
- Includes \$25,000 for Education Preservation Contract
- Reserves

Economic Anomaly	\$3,000,000
Litigation Reserve	250,000
Program Contingency	50,000
Proposition A exchanges	400,000
- Digitization of historic newspapers \$20,000 funded from Program contingency reserve;
- Providing \$120,000 of year end carryover for the next two years to fund housing assistance.

MOTION: Member Witkowsky moved to concur with the staff recommendation. The motion was seconded by Member Nowatka and passed by unanimous roll call vote. (Absent McIntyre)

To ensure that Torrance Cultural Arts Foundation ongoing funding of \$23,040 and Torrance Symphony \$4,000 was included in operating budget.

MOTION: Member Nowatka moved to concur with the staff recommendation. The motion was seconded by Member Witkowsky and passed by unanimous roll call vote. (Absent McIntyre)

Fire:

Add 5th paramedic unit

- o Reassign 3 firefighters from Air/Light Unit
- o Reassign 3 firefighters from Hazmat Unit

MOTION: Member Witkowsky moved to concur with the staff recommendation. The motion was seconded by Member Brewer and passed by unanimous roll call vote. (Absent McIntyre)

Additional Action

- Explore swapping of CDBG monies as well as explore using CDBG monies;
- Staff to explore setting up an endowment fund for the TCACF

MOTION: Member Witkowsky moved to concur with the staff recommendation. The motion was seconded by Member Brewer and passed by unanimous roll call vote. (Absent McIntyre)

Base Budget Adopted/Approved which includes:

- Improve City Streetscape \$ 370,000
- Maintenance of roadways \$ 600,000
- Infrastructure \$1,200,000
- Library Books \$ 100,000

MOTION: Member Witkowsky moved to concur with the staff recommendation. The motion was seconded by Member Brewer and passed by unanimous roll call vote. (Absent McIntyre)

Financing option – Tax Revenue Anticipation Notes to be returned.

MOTION: Member Brewer moved to concur with staff recommendation. The motion was seconded by Member Witkowsky and passed by unanimous roll call vote. (Absent McIntyre)

Approve in concept the City Manager’s proposed 2007-2009 operating budget, as modified.

MOTION: Member Nowatka moved to concur with the staff recommendation to approve in concept the City Manager’s proposed 2007-2009 operating budget, as modified. The motion was seconded by Member Brewer and passed by unanimous roll call vote. (Absent McIntyre). **NOTE:** Resolutions to be brought forward on May 22, 2007.

6. REPORT OF THE DIRECTOR AND OTHER OFFICERS

None.

7. REPORTS OF COMMITTEES

None.

8. ADDENDUM MATTERS

None.

9. **ORAL COMMUNICATIONS**

None.

10. **REQUEST FOR EXECUTIVE SESSION**

None.

11. **ADJOURNMENT**

MOTION: At 11:56 p.m. Member Brewer moved to adjourn the meeting to Tuesday, May 22, 2007 at 5:30 p.m. for a joint meeting with the Youth Council at the Nakano Theatre with the regular business to begin at 7:00 p.m. in City Council Chambers. The motion was seconded by Member Nowatka and passed by unanimous roll call vote. (Absent Member McIntyre)