

I N D E X

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Edith Shaffer
Secretary

1.

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Council Minutes
June 20, 1960

Torrance, California
June 20, 1960

MINUTES OF ADJOURNED MEETING
OF TORRANCE CITY COUNCIL

The City Council of the City of Torrance convened in an adjourned general session at 5:30 P.M., June 20, 1960, in the Council Chamber, City Hall, Torrance, California.

Those responding to roll call by Deputy City Clerk Whitacre were: COUNCILMEN: Beasley, Benstead, Blount, Bradford, Drale, Vico and Isen. ABSENT: None. City Manager Stevens and City Attorney Remelmeyer were also present.

Mayor Isen said if there were no objections, the salute to the Flag and the invocation would be dispensed with in order to get into the matters which must be discussed this evening.

1. Communication from Robert B. Jahn re Rubbish and Garbage Bids.

Mr. Jahn was present and said his letter contained what he wants to have the Council know; that he would like to have a meeting set up with the Council so that he might present his proposal, at any time at the Council's convenience. Mayor Isen stated that it was his vote which even allowed this to go out for bid and he had made it very clear that the fact that bids would be entertained did not mean changing the system necessarily, despite the highness or lowness of the bids. When the time for receiving bids was extended, the motion indicated and the letter extending was to indicate that the contractor would have the right to make any alternative bids regarding what they would or would not do and what they would charge for it.

In answer to Mr. Benstead's question as to Mr. Jahn's interest, Mr. Jahn stated he is Public Relations Manager of Southwestern Rubbish Company and appearing on their behalf.

Mayor Isen said this matter should be taken up with Administration rather than with the Council and Councilman Beasley said Administration should look into this and bring a recommendation to the Council. Mr. Jahn thought the specifications are inadequate and probably even incorrect.

After some discussion, Councilman Bradford moved that the bids be received as planned, to be opened June 28th, and that the contractor can submit any proposal he wants. The Council may or may not accept a bid, as they see fit. The motion included the provision that the letter from Mr. Jahn be referred to the Rubbish and Trash Committee, consisting of Councilmen Drale, Bradford and Vico. Councilman Drale asked Mr. Jahn if he plans to submit a bid and Mr. Jahn said that the bid the Association would like to give is an entirely different thing which would not fit the specifications. Councilman Drale said he does not think Mr. Jahn's letter should influence the Council in any way and that his bid, if any, should not be considered, except in the usual course of business, along with any other bids which come in. Mayor Isen asked the Committee to meet with the City Manager during this week and that Mr. Jahn would have to submit something in writing with a dollar amount, on behalf of his principals. There will be no meeting with Mr. Jahn prior to the opening of the bids. Mr. Jahn had some written material with him, but it was not accepted.

Councilman Bradford's motion was seconded by Councilman Vico and carried by unanimous roll call vote.

At this point City Attorney Remelmeyer asked to be excused from the meeting.

2. City Manager Stevens said that the two hearings required by the Charter have been held and the hearing closed without any change whatsoever in the budget. Mr. Stevens said the difference between this budget and last year's is principally in people and the materials they use in their work. Mayor Isen asked that new employees be first considered; he stated that the budget had been prepared on the assumption that Torrance has a population of 105,000 but it has now been determined to be only slightly over 100,000. He thought this might have some bearing on the number of new firemen to be hired, for example.

Some discussion followed as to new fire stations, but Mayor Isen brought the meeting back to the subject to employees and City Manager Stevens directed their attention to page 124 of the proposed budget, dealing with Fire Department personnel. The Department had requested an increase of 17 personnel and the recommendation has been for 8. Councilman Drale questioned the need of any new personnel and City Manager Stevens explained it is a matter of catching up with what the proper standards are for Fire Department operation.

After considerable discussion, Councilman Bradford moved to accept the City Manager's recommendation as to Fire Department personnel. The motion was seconded by Councilman Vico.

Mayor Isen moved to amend the motion so as to cut down the number of new employees in the Fire Department from 8 to 4 and let the Chief designate the most important to be included in the four. Motion, seconded by Councilman Benstead.

Mayor Isen then made a substitute motion that the increase should consist of four Firemen and asked for the consent of his second, which was given. Roll call vote showed the following:

AYES: COUNCILMEN: Beasley, Benstead, Drale, Isen.

NOES: COUNCILMEN: Blount, Bradford, Vico.

The motion carried.

RECREATION DEPARTMENT:

City Manager Stevens explained that the six people who are recommended as additions are really part time people who work in arts and crafts. The recommendation is to put them on a permanent basis.

Three new parks have been created which need programming and there was some discussion as to where the new employees were most drastically needed. Councilman Bradford moved to approve three new personnel for the Recreation Department to supervise activities at the three new parks; that they be of Recreation Leader type and be employed full time. Motion, seconded by Councilman Beasley, carried by unanimous roll call vote.

POLICE DEPARTMENT:

There are now 103 employees and the recommendation is for 7 additional. The discussion on this subject involved the number of supervisors needed for directing the work of a specific number of persons. Councilman Blount thinks the workload in the Police Department is considerably higher than it has been and will continue to get heavier. Councilman Blount moved that the recommendation of the City Manager be approved for seven more people for the Police Department. Motion, seconded by Councilman Bradford, carried by unanimous roll call vote.

PUBLIC WORKS DEPARTMENT:

Mayor Isen said he thought both the number of employees requested and the City Manager's recommendation are excessive. Councilman Drale said with the amount of work they are turning out, he does not think the department personnel should be increased at all. He

does not believe the work is coming out any faster than before the changeover during the past year. Councilman Beasley questioned the need, as well as the space, for a steno-clerk. City Manager Stevens explained there would be one new steno-clerk who would help out in the other divisions of Public Works at the assignment of administration.

Councilman Bradford moved to concur with the recommendation to add a steno-clerk to work in a pool arrangement under administration of Public Works. Motion, seconded by Councilman Benstead, carried by unanimous roll call vote.

Planning:

Councilman Drale moved to delete the "1/2 person", a Junior Planning Aide. Motion, seconded by Councilman Benstead, carried by unanimous roll call vote.

Building Maintenance:

Councilman Bradford moved to approve the addition of the one laborer as recommended. Motion, seconded by Councilman Blount, carried by unanimous roll call vote.

Building and Safety:

The recommendation here is for 3½ building inspectors. Councilman Drale moved to concur in the City Manager's recommendation, but for three men only, eliminating the one-half person. Motion, seconded by Councilman Beasley, carried by unanimous roll call vote.

Engineering:

The recommendation is for an increase of six personnel. City Manager Stevens explained that a Public Works Inspector would be one who would inspect streets, sewers, storm drains, etc., as contrasted to the regular building inspector. Councilman Drale moved to concur in the recommendation to the extent of three Civil engineering draftsmen and one public works inspector and to alter the budget recommendation in accordance, changing the six recommended to four. There was no second.

Councilman Beasley moved to approve the increase of four personnel, to be composed of: 1 Civil Engr. Asst., 1 Civil Engr. Draftsman, 1 Jr. Civil Engr. and 1 Public Works Inspector. Motion, seconded by Councilman Drale, failed by the following roll call vote:

AYES: COUNCILMEN: Beasley, Benstead, Drale.

NOES: COUNCILMEN: Blount, Bradford, Vico, Isen.

Councilman Bradford moved to approve the increase of four personnel, to be composed of: One each: Civil Engr. Draftsman, Jr. Civil Engineer, Sr. Engineering Aide, and Engineering Aide. Motion, seconded by Councilman Beasley, carried by unanimous roll call vote.

Traffic and Lighting:

Councilman Blount moved to concur with the recommendation of the City Manager to increase this division by one person. Motion, seconded by Councilman Bradford, carried by unanimous roll call vote.

Street:

The Public Works Inspector classification in the Street Division is the man assigned to weed abatement. There is an increase in three equipment operator #1; increase in 5 laborers and a cement finisher and intermediate typist clerk. One Senior Clerk is eliminated and the number of truck drivers is reduced by two.

Councilman Drale moved to concur with City Manager Stevens' recommendation to increase Equipment Operator I by three; Laborers by 5, making a total increase of 8. Motion, seconded by Councilman Vico. Motion, carried by unanimous roll call vote.

Parks:

There is no objection to this recommendation.

Garage:

There was no objection to this recommendation. The City Manager explained that the Equipment Superintendent position was never filled. There was an examination but no one to fill it. Garage Foreman would be reclassified to Master Mechanic. Assistant Garage Foreman reclassified to Assistant Equipment Superintendent. The net result of the recommendation is to increase the current budget number of people by one. There would be an increase of three equipment mechanics and two mechanics' helpers, decrease of one lube attendant and no bus attendants. There followed discussion of classifications in the garage, the possibility of eliminating the classification of Equipment Superintendent and adding others.

Councilman Beasley moved to eliminate the classification of Equipment Superintendent and maintain the classifications of personnel as they are at the present time.

City Manager Stevens explained the request of the department head to eliminate Garage Foreman and classify him as Master Mechanic; reclassify Assistant Garage Foreman as Assistant Equipment Superintendent; increase Equipment Mechanics from 6 to 9 and helpers from 3 to 5; reduce lube and firemen from 3 to 2 (one went to the Bus Department) and elimination of bus attendants because bus attendants are now directly under the Bus Superintendent. This is an attempt at reorganization of the garage.

Councilman Blount moved as a substitute the following: eliminate equipment superintendent entirely, eliminate Assistant Equipment Superintendent and Master Mechanic; reinstate Garage Foreman and Assistant Garage Foreman; which will be a net loss of one and will make the list the same as last year. Councilman Drale seconded.

Mayor Isen protested that any change of classification or elimination of job classifications should come before the Council rather than through the budget and Councilman Drale maintained that it is within the power of the City Council to eliminate any position.

The motion made by Councilman Blount, seconded by Councilman Drale, carried by unanimous roll call vote.

City Manager's Staff:

City Manager Stevens said since the budget was prepared, a rather serious condition has come about which can best be solved by adding two people to the Custodial Department in order to get qualified service on Park and Playground restrooms. Also, a pickup truck will be needed.

Councilman Beasley moved to concur with the revised recommendation of the City Manager. Motion, seconded by Councilman Vico, carried by unanimous roll call vote.

City Clerk's Office Reclassification:

This does not call for additional personnel, but rather a reclassification. The job description will be presented on Tuesday, June 21st, at the Council meeting.

Mayor Isen moved to concur with the recommendation of the City Manager. Motion, seconded by Councilman Benstead, carried by unanimous roll call vote.

Addition of \$3,000 to Chamber of Commerce Budget:

Councilman Benstead moved to approve the \$3,000 addition to the Chamber of Commerce budget, which brings the total to \$22,000. Motion, seconded by Councilman Bradford, carried by unanimous roll call vote.

A recess was declared at 7:00 P.M. and the Council reconvened at 7:10 P.M.

Mayor Isen announced the next thing to be considered is the 1960-61 Salary and Fringe Benefit Requests as set forth in Mr. Bone's memorandum to Mr. Stevens dated May 31, 1960, listing seven separate requests and the estimated cost thereof..

1. Longevity. Councilman Blount moved to deny the request. Motion, seconded by Councilman Bradford, carried by the following roll call vote:

AYES: COUNCILMEN: Beasley, Benstead, Blount, Bradford,
Vico, Isen.
NOES: COUNCILMEN: Drale.

2. Salary Increase. This item has been replaced by City Manager Stevens' memorandum of June 20, 1960, recommending a 2½% salary increase to all employees.

City Manager Stevens explained that this 2½% increase generally would establish the employees on an integrated salary plan and would cost about \$75,000. The City could then study the trend and keep the rest of the money in reserve for future determination of what should be done. Under this plan everyone within a certain range number would be within the same salary schedule, and would not preclude further increases when and if the Council feels it is feasible.

"Councilman Blount moved to adopt the recommendation of the City Manager to establish the approximately 2½% increase and, as a result the integrated salary plan. Motion, seconded by Councilman Bradford.

"Councilman Drale moved a substitute to adopt the pay plan range which would eliminate inequities and bring all jobs within certain classifications. Motion, seconded by Councilman Benstead, carried unanimously by roll call vote.

"Councilman Drale then moved that all employees receive a flat \$20 increase per month, which would amount to approximately \$120,000 for the year. Motion, seconded by Councilman Benstead, carried by the following roll call vote:

AYES: COUNCILMEN: Benstead, Drale, Vico, Isen.
NOES: COUNCILMEN: Beasley, Blount, Bradford.

"The motion carried."

by Mayor Isen, carried by the following roll call vote.

AYES: COUNCILMEN: Beasley, Benstead, Blount, Bradford,
Drale, Isen.
NOES: COUNCILMEN: Vico.

4. Clothing allowance for sewer and refuse crews.

Councilman Blount moved to deny this request. Motion, seconded by Councilman Drale, carried unanimously.

5. Hazard pay increase from present \$35 per month to 10% of base pay.

Councilman Blount moved to grant the request. Motion, seconded by Councilman Drale, carried by unanimous roll call vote.

6. Night Shift Differential

Councilman Blount moved to deny this request. Motion, seconded by Councilman Beasley, carried by the following roll call vote.

AYES: COUNCILMEN: Beasley, Blount, Bradford, Isen.
NOES: COUNCILMEN: Benstead, Drale, Vico.

7. Additional Holiday Pay - Washington's Birthday for employees who do not have it.

City Manager Stevens said that the California Political Code states the City Hall shall be closed on certain days and names them. Washington's Birthday is included. The City employees now have

seven paid holidays.

Councilman Blount moved that Item 7 be denied and that all City employees have seven paid holidays and that they be the same holidays. Councilman Drale seconded the motion, which carried by unanimous roll call vote.

CAPITAL IMPROVEMENTS:

1. Victor Precinct Street Improvements \$62,000 (Probable County Aid \$42,600).

4. Victor Precinct trunk sewer \$64,000 (\$15,000 returnable at once).

Councilman Bradford moved to concur with the recommendation of the City Manager as to each of the above two items. Motion, seconded by Councilman Drale, carried by unanimous roll call vote.

2. Carson Street Cut-through \$34,000 (Possible County Aid \$30,000)

After some discussion, Councilman Blount moved to set aside \$34,000 from the unappropriated reserve, subject to a later decision based on facts obtained from Engineering and Remco. Motion seconded by Councilman Bradford, carried unanimously by roll call.

3. 226th Street - Hawthorne to Ocean and Ocean Street improvements, \$21,000.

Councilman Beasley moved to approve the setting aside of the sum for this improvement. Motion, seconded by Councilman Drale, carried by unanimous roll call vote.

5. Parkway beautification \$6,250. (Nonaction at this time).

6. Traffic Signals, City-financed \$36,000. Councilman Drale moved to approve the \$36,000 for traffic signals. Motion, seconded by Councilman Beasley, carried by unanimous roll call vote.

7. Maple Street - Carson to Sepulveda (two-lane highway).

City Manager Stevens will investigate the cost of this improvement as a two-lane highway and report back to the Council.

Civic Center:

Increased allocation for addition to City Hall, \$30,000.

Councilman Beasley moved to approve this allocation. Motion, seconded by Councilman Drale, carried by unanimous roll call vote.

Youth Center Building:

Comparison was made between the El Segundo, Hemet and Long Beach buildings, which have all been previously mentioned. There was no action taken on this item. It was suggested that more detailed information be obtained as to the amount of time it would take to set up a bond issue election.

Fire Department:

Site near Torrance Boulevard and Hawthorne Avenue. Councilman Bradford moved to set aside \$25,000 for a site in West Torrance for a new fire station. Motion, seconded by Councilman Beasley, carried by unanimous roll call vote.

Councilman Beasley moved to approve building of a new fire station on the Airport at a figure of \$70,000. Motion, seconded by Councilman Bradford, carried by unanimous roll call vote.

Library:

Councilman Blount moved to set aside \$45,000 for a new library in Southwest Torrance. Motion, seconded by Councilman Bradford, carried by unanimous roll call vote.

Buses:

Councilman Beasley stated the need at the present time is for small buses, and it was agreed that a recommendation would be requested from the Bus Superintendent as to what is best to buy. A figure of \$30,000 was mentioned, but no specific action taken.

Equipment Outlay Requests:

In answer to Councilman Blount's question as to what has happened to the program for radio equipment, which he violently opposes, City Manager Stevens said all radio equipment requests were crossed off this year's budget.

Mayor Isen stated he thought the austerity program should be continued and motor vehicles should be used as long as possible and compact cars used where practicable.

Councilman Benstead questioned the proposed purchase of electric typewriters and City Manager Stevens explained the plan to transfer typewriters around in order to place the new ones where the most heavy work is done.

Mayor Isen asked that City Manager Stevens go through the remaining items carefully and with the thought of complete austerity so that possibly 3% of the whole budget could be cut out to be held in unappropriated reserve to be used for library purposes.

The meeting was adjourned at 8:30 P.M.



City Clerk of the City of Torrance,
California

APPROVED:


Mayor of the City of Torrance

Edith Shaffer
Secretary

7.

Council Minutes
June 20, 1960