

MINUTES OF AN ADJOURNED REGULAR MEETING OF THE TORRANCE CITY COUNCIL

1. CALL TO ORDER

The Torrance City Council convened in an adjourned regular session at 6: 00 p.m. on Tuesday, June 5, 2007 in the City Council Chambers at Torrance City Hall.

ROLL CALL

Present: Councilmembers Brewer, Drevno, Nowatka, Sutherland, Witkowsky, and Mayor Scotto.

Absent: None.

Also Present: City Manager Jackson, City Attorney Fellows, City Clerk Herbers, and other staff representatives.

Agenda Item 18 was considered out of order at this time.

18. EXECUTIVE SESSION

The City Council immediately recessed to closed session to confer with the City Manager and the City Attorney on agenda matters listed under 18A) Conference with Labor Negotiator, and 18B) Real Property – Conference with Real Property Negotiator, pursuant to California Government Code § 54957.6 and 54956.8.

The City Council reconvened at 7:02 p.m. No formal action was taken on any matter considered in closed session.

2. FLAG SALUTE/INVOCATION

The Pledge of Allegiance was led by City Treasurer Linda Barnett.

Councilmember Brewer gave the non-sectarian invocation.

3. REPORT OF CITY CLERK ON POSTING OF THE AGENDA / MOTION TO WAIVE FURTHER READING

City Clerk Herbers reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard on Thursday, May 31, 2007.

MOTION: Councilmember Sutherland moved that after the City Clerk has read aloud the number and title to any resolution or ordinance on the meeting agenda, the further reading thereof shall be waived, reserving and guaranteeing to each Councilmember the right to demand the reading of any such resolution or ordinance in regular order. The motion was seconded by Councilmember Witkowsky and passed by unanimous roll call vote.

4. WITHDRAWN OR DEFERRED ITEMS

None.

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Mayor Scotto announced that subsequent to the posting of the agenda, Councilmember Pat McIntyre resigned her position and there was a need to take immediate action to begin the process for filling that vacancy. The California Government Code requires a determination by a two-thirds vote that immediate action is required and that the need to take action arose subsequent to the posting of the agenda.

MOTION: Councilmember Sutherland moved to add the above-mentioned item to the agenda. The motion was seconded by Councilmember Witkowsky and passed by unanimous roll call vote.

The matter was added to the agenda as Item 12D and considered pursuant to California Government § 549564.2(b)(2).

Mayor Scotto read Councilmember McIntyre's letter of resignation:

"This is a difficult letter for me to pen. It is with deep regret that I find that my current health condition does not allow me to continue to perform my duties as councilwoman. I have determined to retire from my office as city councilmember effective today June 2, 2007. These years in which I have served in office on behalf of our citizens have been emotionally rewarding and personally fulfilling. I hope and I believe that I have always kept the interests of our citizens as the center for my legislative decisions. I thank the citizens for having provided this opportunity and my colleagues for their willingness to discuss, disagree, and collaborate for the betterment of our government."

5. COUNCIL COMMITTEE MEETINGS AND ANNOUNCEMENTS

Each Councilmember and Mayor Scotto shared their experiences and expressed gratitude for having the opportunity to serve with Councilmember McIntyre on the Council and various commissions.

Councilmember Nowatka, with Council concurrence, asked to be excused from the June 12 and June 19, 2007 City Council meetings.

Fire Chief Bongard reminded everyone that ExxonMobil would be conducting their monthly alert siren testing on Wednesday, June 6 at approximately 11:30 a.m. and Crenshaw Boulevard barrier testing from 10:00 to 11:45 a.m.

6. COMMUNITY MATTERS

6A. SISTER CITY CULTURAL EXCHANGE PROGRAM

Mayor Scotto introduced Torrance Sister City Association President Hazel Taniguchi, who provided background information about the Sister City's Student Cultural Exchange Program. Participants introduced themselves and shared the topic they will be researching during their stay in Kashiwa, Japan: Ellie Fukunaga, Emily LaRue, Calvin Lung, Adrian Maroney, Kyle Mattson, Danielle Rust, Kevin Willoughby, Stephanie Wong and adult leader Eileen Yorizane.

6B. PRESENTATION OF 2007 E-COPY BEST PRACTICES AWARD

Cynthia Williams and Gary Griffin from Ikon presented the **2007 eCopy Best Practices Award** for Desktop Application to Linda Santos and Kevin Tran on behalf of the City Attorney's office. Ms. Williams explained that the award recognizes customers who have found innovative ways to manage documents thereby increasing efficiency and productivity.

7. ORAL COMMUNICATIONS #1

7A. Suzie Zimmerman, Blue Star mothers, asked about the progress of establishing a Blue Star program in Torrance, and was informed that an agenda item would be brought forward at the June 12 Council meeting.

7B. Daniel Stock, Torrance, expressed the need for restrictions regarding outdoor cigarette smoking.

7C. Arnie Goldstein, Torrance, thanked the City for the security provided for the Anzack memorial service. He read a letter he had sent to the Daily Breeze regarding adopting the Blue Star program in the City of Torrance

7D. Cliff Newmark, Leadership Torrance, announced Torrance Saves Lives Month, which will include the City of Torrance blood drive on June 13, with more information available at 1-800-GIVE-LIFE.

8. CONSENT CALENDAR

8A. APPROVAL OF MINUTES

Recommendation

The **City Clerk** recommends that City Council approve minutes of April 3, April 10, and April 17, 2007.

8B. INVESTMENT REPORT FOR APRIL 2007

Recommendation

The **City Treasurer** recommends that City Council accept and file the monthly investment report for the month of April 2007.

8C. REVENUE SHARING AGREEMENT WITH REGINA KLENJOSKI DANCE COMPANY

Recommendation

The **Acting Community Services Director** recommends that City Council approve a two-year agreement with Regina Klenjoski Dance Company (RKDC) to provide dance classes and programs at the Torrance Cultural Arts Center, for an amount not to exceed \$192,710. The expenditure will be fully reimbursed by class fees.

8D. CONTRACT FOR ROOF REPLACEMENT FOR NORTH TORRANCE LIBRARY AND MCMASTER PARK RECREATIONAL CENTER

Recommendation

The **General Services Director** recommends that City Council:

- 1) Award a contract to A-1 All American Roofing Inc. for \$72,500 with a 10% contingency of \$7,250 and approve a 10% project management fee for roof replacement at North Torrance Library (FEAP #81), Tillim Senior Center (FEAP #82), North Torrance Community Center (FEAP #133) and McMaster Recreation Center (FEAP #134); and
- 2) Appropriate \$39,371 from the Building Maintenance Capital Project Fund.

8E. CONSULTING CONTRACT RE SPACE PLANNING FOR BRANCH LIBRARIES

Recommendation

The **General Services Director** and **Acting Community Services Director** recommend that City Council award a contract to Designpoint for a not to exceed amount of \$40,000 for space planning of the branch libraries shelving system. (FEAP #623)

Considered separately, see page 6.

8F. CONTRACT FOR AIR CONDITIONING UNITS AT NORTH TORRANCE LIBRARY AND NORTH TORRANCE COMMUNITY CENTER

Recommendation

The **General Services Director** recommends that City Council award a contract to Mondabaugh Air Conditioning Inc. for \$22,900 with a 5% contingency of \$1,145 for the replacement of air conditioning units at North Torrance Library and North Torrance Community Center (FEAP #312) and appropriate \$14, 217 from the Building Maintenance Capital Project Fund.

8G. PURCHASE ORDER FOR EMPLOYEE SERVICE AWARDS

Recommendation

The **Human Resources Director** recommends that City Council approve a purchase order with O.C. Tanner for an amount not to exceed \$38,000 for the purchase of employee services awards during Fiscal Year 2007-2008.

8H. PURCHASE OF ANNUAL SOFTWARE MAINTENANCE AND SUPPORT FOR TIDEMARK ADVANTAGE SOFTWARE

Recommendation

The **Information Technology Director** recommends that City Council approve the purchase of annual software maintenance and support for Tidemark Advantage Permit Plan/Business License/IVR software from Accela, Inc., of Palatine, IL, in the amount of \$43,668.15.

8I. PURCHASE ORDER FOR PARAMEDIC SUPPLIES

Recommendation

The **Fire Chief** recommends that City Council authorize a purchase order be issued to Bound Tree Medical, LLC (#PA05-002) in the amount not to exceed \$67,000 to furnish paramedic supplies on an as requested basis for a period of one (1) year.

8J. PURCHASING AGREEMENT FOR PACCAR/PETERBUILT BRAND REPAIR PARTS

Recommendation

The **General Services Director** recommends that City Council authorize renewal of a sole-source purchasing agreement with Rush Truck Center of Pico Rivera, CA, in an amount not to exceed \$120,000 to furnish Paccar/Peterbilt brand repair parts on an as-needed basis for a period of one (1) year. The purchasing agreement will cover a 12 month term, beginning August 2, 2007 and ending August 1, 2008.

8K. AMENDMENT TO AGREEMENT WITH LOCHARD CORPORATION

Recommendation

The **Community Development Director** recommends that City Council approve an amendment to existing contract with Lochard Corporation (C2005-128) for replacement of the Airport Noise Abatement System extending the term until December 31, 2007.

8L. PURCHASE ORDER FOR SOFTWARE HOSTING SERVICES AGREEMENT

Recommendation

The **General Services Director**, **Transit Director** and the **Information Technology Director** recommend that City Council authorize a purchase order in the amount of \$30,080 to MAXIMUS, Inc. of La Jolla, CA for annual renewal of the hosting services agreement for FleetFocus FA™ software.

8M. PURCHASE ORDER FOR SOFTWARE PURCHASES

Recommendation

The **Communications and Information Technology Director** recommends that City Council:

- 1) Authorize a change order to vendor contract with CompuCom, of Los Angeles, CA, (P.O. # 962) to increase the not to exceed amount of \$24,000 to \$35,000 to furnish non-standard Microsoft and other computer software on an as needed basis for the period from July 1, 2006 to June 30, 2007; and
- 2) Award a new purchase order in the amount of \$30,000 to CompuCom, of Los Angeles, CA to furnish non-standard Microsoft and other computer software on an as needed basis for the period from July 1, 2007 to June 30, 2008.

8N. PURCHASE OF WIRELESS INSPECTION MANAGEMENT SYSTEM

Recommendation

The **Information Technology Director** and **Community Development Director** recommend that City Council execute agreements and approve the purchases needed to install and maintain a wireless inspection management system as follows:

- 1) Execute a license agreement with Accela Inc. to license the Accela Wireless Server module in the amount of \$53,570;
- 2) Execute a maintenance agreement with Accela Inc. for annual maintenance on the Accela Wireless Server module in the amount of \$11,451;
- 3) Execute a consulting services agreement with Accela Inc. for an amount not to exceed \$19,800;
- 4) Authorize the purchase of 15 mobile laptops and accessories with Portable Computer Systems, Inc., in the amount of \$60,710; and
- 5) Authorize the purchase of Office software, desktop monitors, server, and accessories with Microsoft, Quickbuys, and Dell Inc. in the amount of \$17,223.

8O. APPROVAL OF TORRANCE YOUTH COUNCIL DONATION FOR "BEAT THE ODDS" HONOREES

Recommendation

The **Torrance Youth Council** recommends that City Council approve a \$5,000 donation from the Youth Council Donation Fund to five "Beat the Odds" honorees and authorize the Finance Director to issue the warrants.

8P. PURCHASE COMMUNICATIONS EQUIPMENT FOR POLICE VEHICLES

Recommendation

The **General Services Director** and the **Chief of Police** recommend that City Council:

- 1) Award a purchase order to Hi Standard Automotive of Orange, CA in an amount not to exceed \$62,647.96, including sales tax and a ten percent contingency of \$5,695.27 to furnish and installation of various items of communications and electronics equipment and other accessories in thirteen (13) new 2007 Ford Crown Victoria Police Interceptors (CVPI) (B2007-19); and
- 2) Appropriate \$62,647.96 from the Fleet Services Vehicle and Equipment Replacement Fund.

MOTION: Councilmember Drevno moved for the approval of Consent Calendar Items 8A through 8P with the exception of 8E. The motion was seconded by Councilmember Brewer and passed by unanimous roll call vote.

Consent Calendar Item 8E was considered separately at this time.

8E. CONSULTING CONTRACT RE SPACE PLANNING FOR BRANCH LIBRARIES

Recommendation

The **General Services Director** and **Acting Community Services Director** recommend that City Council award a contract to Designpoint for a not to exceed amount of \$40,000 for space planning of the branch libraries shelving system. (FEAP #623)

For the benefit of the audience, Councilmember Witkowsky noted that outdated shelving at branch libraries was being replaced with new shelves that meet current seismic safety standards.

MOTION: Councilmember Witkowsky moved to concur with the staff recommendation. The motion was seconded by Councilmember Drevno and passed by unanimous roll call vote.

12. ADMINISTRATIVE MATTERS

12A. APPROVAL OF FISCAL YEAR 2007-2008 APPROPRIATIONS LIMIT

Recommendation

The **Finance Director** recommends that City Council adopt a Resolution approving the City's appropriations limit for Fiscal Year 2007-2008 in the amount of \$803,464,679; and selection of the 2007-2008 percentage change in Non-Residential Assessed Valuations as the cost of living factor, together with the increase in the City's population, as the annual adjustment factors for same fiscal year.

Administrative Analyst Eng reported that State law requires that the Council formally approve the appropriations limit and the selection of the annual adjustment factors.

MOTION: Councilmember Sutherland moved to concur with the staff recommendation. The motion was seconded by Councilmember Brewer and passed by unanimous roll call vote.

RESOLUTION NO. 2007-60

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE APPROVING THE 2007-2008 APPROPRIATIONS LIMIT AND SELECTION OF THE ANNUAL ADJUSTMENT FACTORS FOR THE SAME FISCAL YEAR

MOTION: Councilmember Nowatka moved for the adoption of Resolution No. 2007-60. The motion was seconded by Councilmember Witkowsky and passed by unanimous roll call vote.

12B. ESTABLISHMENT OF RENTAL CHARGES FOR BENSTEAD PLUNGE

Recommendation

The **Acting Community Services Director** recommends that City Council adopt a Resolution repealing that portion of Resolution No. 2003-46 regarding reservations of the Victor E. Benstead Plunge and establishing new rental charges for the Victor E. Benstead Plunge.

Acting Community Services Director Jones reported that the Resolution reflects the rental charges approved by the Council at the May 22 Council meeting.

MOTION: Councilmember Witkowsky moved to concur with the staff recommendation. The motion was seconded by Councilmember Brewer and passed by unanimous roll call vote.

RESOLUTION NO. 2007-57

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE ESTABLISHING CHARGES FOR RENTAL OF THE VICTOR E. BENSTEAD PLUNGE

MOTION: Councilmember Nowatka moved for the adoption of Resolution No. 2007-57. The motion was seconded by Councilmember Brewer and passed by unanimous roll call vote.

12C. EXAMINATION FOR POSITION OF COMMUNITY SERVICES DIRECTOR

Recommendation

The **City Manager, Human Resources Director, and the Civil Service Commission** recommend that City Council approve the examination for Community Services Director to be conducted on a promotional basis provided that a minimum of eight qualified internal candidates file for the promotional examination. If fewer than eight employees file, the promotional examination will be cancelled, and it will be advertised on an open competitive basis.

Human Resources Director Lawrence reported that staff was recommending that the examination for Community Services Director be conducted on a promotional basis unless fewer than eight employees file for examination.

In response to Councilmember Witkowsky's inquiry, Ms. Lawrence provided clarification regarding the minimum work experience necessary to apply for the position.

MOTION: Councilmember Sutherland moved to concur with the staff recommendation. The motion was seconded by Councilmember Brewer and passed by unanimous roll call vote.

12D. FILLING THE UNEXPIRED TERM OF COUNCILMEMBER PAT MCINTYRE

Recommendation

The City Clerk recommends that City Council give direction for filling the vacant seat (term expiring in June 2010) created by the resignation of Councilmember McIntyre. (*Addendum – Urgency item added June 5, 2007*)

City Clerk Herbers reported that the City Charter requires that the City Council appoint a new member within 30 days of a vacancy and that the new member would hold the office until the next regular municipal election in June of 2008. She explained that the appointment may be made based on direct nominations from the Council or applications may be solicited for the Council's consideration. She reviewed the proposed schedule should the Council decide to solicit applications, with a deadline of June 20 for receipt of applications and appointment at the June 26, 2007 Council meeting. She advised that a sample application form was included in the agenda material and that applications would be available in the City Clerk's office and online on Monday, June 11. She noted that a special election must be called to fill the vacancy if the Council fails to appoint a new member by July 2, 2007 and reviewed the procedure for a special election.

In response to Councilmember Witkowsky's inquiry, City Attorney Fellows provided clarification regarding the selection process and confirmed that councilmembers may meet with prospective candidates on a one-to-one basis.

Councilmember Sutherland, echoed by Councilmember Drevno, voiced support for the appointment process.

MOTION: Councilmember Witkowsky moved to concur with the City Clerk's proposal for filling the City Council vacancy, with completed applications to be received by June 20, 2007 at 5:30 p.m. and appointment to be made at the June 26, 2007 Council meeting; directed the City Clerk to solicit applications, including written notice in the Daily Breeze; and concurred with the use of the proposed application form. The motion was seconded by Councilmember Nowatka and passed by unanimous roll call vote.

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The Council met as the Redevelopment Agency from 8:04 p.m. to 8:07 p.m.

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17. ORAL COMMUNICATIONS

17A. Councilmember Nowatka commented on the memorial service for Corporal Anzack and thanked the City of Torrance Police and Fire departments for their efforts during the services.

17B. Councilmember Sutherland expressed condolences to the Anzack family.

17C. Councilmember Sutherland commended City Manager receptionists Toni Gurrola and Sara Stevenson for saving approximately one ream of paper a week by emailing newspaper articles to councilmembers rather than sending hard copies.

17D. Councilmember Sutherland reminded residents to be aware of changes in the street sweeping schedule to avoid being ticketed.

17E. Councilmember Witkowsky echoed comments on the Anzack memorial service, noting the overwhelming show of support by the community.

17F. Councilmember Witkowsky announced that Hugh Finley, a New Horizons resident, has been selected for the Aging in Place program sponsored by the American Society of Interior Designers, RSVP and the Torrance Kiwanis, which adapts the homes of low-income disabled seniors to provide safe accessible space so they can continue to live independently. She noted that Citicable 3 will be documenting the project from start to finish.

17G. Councilmember Witkowsky announced City of Torrance Day at Dodger Stadium on Saturday, June 16, at 12:55 p.m., Dodgers vs. Angels. Tickets available at the Armstrong Theatre box office for \$8, for more information call 310.781.7171.

17H. Councilmember Brewer commented on the Anzack memorial service, noting that there was a particularly moving photograph on the front page of the L.A. Times.

17I. Councilmember Brewer thanked City staff for their work in putting together the City Yard Open House.

17J. Councilmember Brewer congratulated the Torrance Rotary Club and the Torrance Education Foundation on the successful "Downtown Sounds" event at the Depot to benefit music programs at Torrance high schools.

17K. Councilmember Brewer announced newly installed Torrance Historical Society officers Debbie Hays, Janet Payne, and Kurt Weideman.

17L. Councilmember Drevno noted that the Anzack memorial service was seen across the country and it clearly showed that Torrance is a caring, close-knit community.

17M. Mayor Scotto echoed comments regarding the memorial service, noting Torrance's well deserved reputation of supporting our troops. He thanked the Police and Fire departments for their assistance.

17N. Mayor Scotto thanked Mayor Pro Tem McIntyre and announced that Councilmember Sutherland will serve as Mayor Pro Tem for the next six month term.

17O. City Manager Jackson thanked Michael Smith and Gesuina Paras for their efforts and interrelationship with the television and press corps regarding the Anzack memorial services.

17P. City Manager Jackson on behalf of the executive and management staff thanked Councilmember McIntyre for her years of service on various commissions as well as on the City Council.

18. EXECUTIVE SESSION

Considered earlier in the meeting, see page 1.

19. ADJOURNMENT

At 8:23 p.m., the meeting was adjourned to Tuesday, June 12, 2007 at 5:30 p.m. for an executive session, with the regular meeting commencing at 7:00 p.m. in the Council Chambers.

Attest:

/s/ Frank Scotto

Mayor of the City of Torrance

/s/ Sue Herbers

Sue Herbers,
City Clerk of the City of Torrance

Approved on July 24, 2007