

August 8, 2006

**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 6:27 p.m. on Tuesday, August 8, 2006 in City Council Chambers at Torrance City Hall.

**ROLL CALL**

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

Absent: None.

Also Present: Assistant City Manager Giordano, Assistant City Attorney Pohl, City Clerk Herbers, and other staff representatives

Agenda Item 17 was considered out of order at this time.

**17. EXECUTIVE SESSION**

The Council immediately recessed to closed session to confer with the City Manager and the City Attorney on agenda matters listed under 17A) Conference with Labor Negotiator, pursuant to California Government Code Section 54957.6.

The Council reconvened in Council Chambers at 7:00 p.m. No formal action was taken on any matter considered in closed session.

**2. FLAG SALUTE**

The Pledge of Allegiance was led by Finance Director Eric Tsao.

Councilmember Nowatka gave the non-sectarian invocation.

**3. AFFIDAVIT OF POSTING/WAIVE FURTHER READING**

**MOTION:** Councilmember Sutherland moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting. The motion was seconded by Councilmember Brewer and passed by unanimous roll call vote.

**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 Brewer and passed by unanimous roll call vote.

**4. ANNOUNCEMENT OF WITHDRAWN AND DEFERRED ITEMS**

None.

**5. COUNCIL COMMITTEE MEETINGS AND ANNOUNCEMENTS**

City Clerk Herbers announced that the vacancy on the Civil Service Commission would be brought to the City Council for appointment on Tuesday, August 15 and that the term would be from the date of appointment to January 15, 2008.

**6. COMMUNITY MATTERS**

**6A. INTRODUCTION OF SISTER CITY EXCHANGE PROGRAM PARTICIPANTS**

Mayor Scotto noted that eight students from Torrance traveled to Kashiwa, Japan earlier this summer as part of the Torrance Sister City Association's Student Cultural Exchange Program and Torrance was now hosting eight students from Kashiwa, whose trip will include tours of the City of Torrance and the City of Los Angeles, a game at Dodger stadium, a trip to San Diego, and visits to Disneyland and Universal Studios.

Sister City Association President Ray Roulette introduced the students: Natsuka Goto, Ryo Katoh, Noriko Miyakawa, Naoko Murata, Maiko Oe, Misaki Onishi, Tae Sato, and Kyoko Takasaki, and their adult leader Akiko Maruta.

**6B. RECOGNITION OF CITY OF TORRANCE EMPLOYEE VARIETY SHOW AS GOLD SPONSOR OF AMERICAN CANCER SOCIETY 2006 RELAY FOR LIFE**

Employee Variety Show Committee members Linda Cessna and Pat Wren presented a plaque from the American Cancer Society recognizing the City of Torrance Employee Variety Show as a gold sponsor of the American Cancer Society 2006 Torrance Relay for Life. Mr. Wren reported that the Employee Variety Show has raised over \$30,000 for the American Cancer Society over the last seven years.

Mayor Scotto commended City employees for lending their time and talents to raise money for this cause. Councilmember Witkowsky noted that this year's Employee Variety Show will be held on September 16.

**6C. APPOINTMENT TO FILL CITY COUNCIL VACANCY**

**Recommendation**

Recommendation of the City Clerk that City Council appoint a councilmember from a list of applicants.

Mayor Scotto reported that 18 people had applied to fill the vacancy on the City Council, all of whom were well-qualified to fill this position.

City Clerk Herbers noted that two applicants had withdrawn their names from contention.

Applicants were introduced and invited to make a brief statement.

Councilmembers commented on the outstanding list of applicants and encouraged those not selected to consider applying for appointment to City commissions.

Councilmember Witkowsky nominated Rod Guyton; Councilmember Nowatka nominated Kurt Weideman; and Councilmember Sutherland nominated Gene Drevno; and the vote was as follows:

Gene Drevno: Councilmembers Brewer, McIntyre, Sutherland and Mayor Scotto

Rod Guyton: Councilmember Witkowsky

Kurt Weideman: Councilmember Nowatka

**MOTION:** Councilmember Nowatka moved to appoint Gene Drevno to fill the vacancy on the City Council. The motion was seconded by Councilmember Sutherland and passed by unanimous roll call vote.

City Clerk Herbers administered the oath of office.

At 7:57 p.m., the Council recessed to offer congratulations to Ms. Drevno on her appointment.

At 8:15 p.m., Mayor Scotto reconvened the meeting.

Councilmembers and Mayor Scotto welcomed newly appointed Councilmember Gene Drevno.

**7. CONSENT CALENDAR**

**7A. APPROVAL OF MINUTES – JUNE 13, JUNE 20, AND JUNE 27, 2006**

**7B. REVISED CLASS SPECIFICATIONS FOR CABLE TV PRODUCER/  
WRITER AND CABLE TV ASSISTANT PRODUCER/WRITER**

**Recommendation**

Recommendation of the **Human Resources Director** and the Civil Services Commission that City Council approve the revised class specifications for Cable TV Producer/Writer and Cable TV Assistant Producer/Writer.

**7C. CONTRACT FOR PLAN REVIEW SERVICES**

**Recommendation**

Recommendation of the Community Development Director that City Council approve a consulting services agreement with California Code Check for plan review services, on an as needed basis, in amount not to exceed \$250,000.

**7D. APPROPRIATION OF FUNDS FOR TRAFFIC SIGNAL IMPROVEMENTS**

Considered separately, see page 4.

**7E. AGREEMENT AMENDMENT FOR SEPULVEDA BLVD. REHABILITATION AND  
WATER MAIN REPLACEMENT**

**Recommendation**

Recommendation of the Public Works Director that City Council approve a Second Amendment to consulting services agreement with RBF Consulting Inc. (C2005-36) that extends the term until December 31, 2007 and provides for additional design services in the amount of \$56,000 for the Sepulveda Boulevard Rehabilitation and Water Main Replacement Project (Hawthorne Boulevard to west City limit), T-48/I-89.

**7F. CONTRACT FOR SCANNING AND ARCHIVING PLANS**

**Recommendation**

Recommendation of the Community Development Director that City Council approve a contract services agreement with BidAmerica for scanning and archiving of building plans on an as needed basis, in amount not to exceed \$65,000.

**7G. CONTRACT FOR H.V.A.C. WORK AT KEN MILLER RECREATION CENTER  
AND TORRANCE ART MUSEUM**

**Recommendation**

Recommendation of the General Services Director that City Council award a contract to DC Danco Air Conditioning Company for \$53,625.09 with a 5% contingency of \$2,683 for HVAC work at Ken Miller Recreation Center (FEAP #130) and the Torrance Art Museum (FEAP #131); and authorize a 10% project management fee.

**7H. CONTRACT FOR WINDOW REPLACEMENT AT ARMSTRONG THEATRE AND CULTURAL ARTS CENTER DANCE WING**

**Recommendation**

Recommendation of the **General Services Director** that City Council award a contract with Dandoy Glass for \$26,100 with a 5% contingency of \$1,305 for replacement of the windows at the James Armstrong Theatre (FEAP #377) and windows and skylights at the Cultural Arts Center Dance Wing; and authorize 10% project management fee of \$2,610.

**7I. AGREEMENT AMENDMENT WITH PROFESSIONAL CAREER INSTITUTE**

**Recommendation**

Recommendation of the **Human Resources Director** that City Council authorize the execution of a Third Amendment to a vocational training agreement with Professional Career Institute (C2002-221) to add \$75,000 to the agreement (for a total of \$150,000) and to extend the term to June 30, 2008.

**MOTION:** Councilmember Drevno moved for the approval of Consent Calendar Items 7A through 7I, with the exception of 7D. The motion was seconded by Councilmember McIntyre and passed by unanimous roll call vote, with Councilmember Drevno abstaining from approval of minutes, Item 7A.

City Clerk Herbers announced for the record that all applicants had received complete agenda packets to review prior to the meeting.

Consent Calendar Item 7D was considered separately at this time.

**7D. APPROPRIATION OF FUNDS FOR TRAFFIC SIGNAL IMPROVEMENTS**

**Recommendation**

Recommendation of the **Public Works Director** that City Council accept a check in the amount of \$350,000 from Del Amo Mills LP Development and appropriate the funds to the Sepulveda Boulevard Rehabilitation and Water Main Replacement Project (Hawthorne Boulevard to west City limit), T-48/I-89.

For the benefit of the audience, Councilmember Witkowsky noted traffic signal improvements to be made at the intersection of Sepulveda Boulevard and Hawthorne Boulevard funded by Del Amo Mills LP Development in conjunction with renovations at Del Amo Fashion Center.

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

**9. PLANNING AND ECONOMIC DEVELOPMENT**

**9A. PARTICIPATION IN CLEAN BAY CERTIFICATION PROGRAM**

**Recommendation**

Recommendation of the **City Manager** that City Council approve the City's participation, in partnership with the Santa Monica Bay Restoration Commission (SMBRC), in the Clean Bay Certification Program recognizing restaurants that are 100% compliant with requirements to prevent storm water pollution.

Management Associate Fulton reported that the Clean Bay Certification Program recognizes restaurants that have achieved 100% compliance with proper disposal, cleaning and maintenance practices to prevent storm water pollution.

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

**10. PUBLIC SAFETY**

**10A. RECOVERY OF ACTIVATION FEES RE EMERGENCY TELEPHONE NOTIFICATION SYSTEM**

**Recommendation**

Recommendation of the **Fire Chief** that City Council adopt a Resolution repealing Resolution No. 2002-123 re Community Alert Network (CAN) and establishing recovery of any direct cost related to the activation of CityWatch – the City’s new emergency telephone notification system.

Administrative Analyst Mileva reported that CityWatch has replaced the Community Alert Network (CAN) as the City’s provider of emergency telephone notification services, noting that the new system utilizes information from the 9-1-1 database and is more accurate and reliable.

In response to Councilmember Witkowsky’s inquiry, Fire Division Chief Thompson confirmed that the Radio Alert Network (RAN) will remain in place.

Fire Division Chief Thompson, echoed by Assistant City Manager Giordano, commended Administrative Analyst Mileva for her efforts to find the best system available for the City.

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

**RESOLUTION NO. 2006-62**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE REPEALING RESOLUTION NO. 2002-123 AND ESTABLISHING RECOVERY OF ANY DIRECT COST RELATED TO THE ACTIVATION OF THE CITY’S EMERGENCY TELEPHONE NOTIFICATION SYSTEM

**MOTION:** Councilmember Nowatka moved for the adoption of Resolution No. 2006-62. The motion was seconded by Councilmember Witkowsky and passed by unanimous roll call vote.

**11. ADMINISTRATIVE MATTERS**

**11A. SUBSIDY OF RENTAL FEES FOR EMPLOYEE VARIETY SHOW**

**Recommendation**

Recommendation of the **City Manager** that City Council subsidize the rental fees at the James Armstrong Theatre in the amount of \$1,424.50 for the City of Torrance Employee Variety Show.

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

**11B. AMENDMENT TO RESOLUTION FOR ELECTED OFFICIALS**

**Recommendation**

Recommendation of the **City Manager** that City Council adopt a Resolution amending Resolution No. 2005-121 setting forth changes regarding hours, wages, and working conditions for Elected Officials.

Finance Director Tsao reported that the proposed Resolution provides for a 3.5% adjustment to the compensation for the City Clerk and the City Treasurer as directed by the Council at the August 1, 2006 meeting.

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

**RESOLUTION NO. 2006-63**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE AMENDING RESOLUTION NO. 2005-121 SETTING FORTH CHANGES REGARDING HOURS, WAGES, AND WORKING CONDITIONS FOR ELECTED OFFICIALS

**MOTION:** Councilmember Nowatka moved for the adoption of Resolution No. 2006-63. The motion was seconded by Councilmember Witkowsky and passed by unanimous roll call vote.

**11C. ADOPTION OF COUNCIL RULES OF ORDER**

**Recommendation**

Recommendation of the **City Manager** and the **City Clerk** that City Council review and take action on the adoption of the City Council Rules of Order as revised.

City Clerk Herbers briefly reviewed the proposed revisions, which include a new Oral Communications period at the beginning of the Council meeting (after Community Matters) limited to 30 minutes and 10 speakers, with a maximum of 3 minutes allotted to each speaker. She noted supplemental material available at the meeting consisting of responses to questions from Councilmember Nowatka and additional revisions to Section 2.12(b) and Section 7.4.

In response to Councilmember Nowatka's inquiry, City Clerk Herbers confirmed that more than 10 speakers would be allowed during Oral Communications #1 if speakers use less than their allotted 3 minutes as long as they have signed up on the Speakers Request List in advance.

Assistant City Attorney Pohl recommended that Section 2.1(b) be amended to eliminate references to 10 speakers for purposes of clarification.

Mayor Scotto noted that speakers will be limited to topics not related to agenda items during Oral Communications #1.

Commissioner Brewer questioned whether the revised Rules of Order would also apply to City commissions, particularly the new Oral Communications period at the beginning of meetings.

Assistant City Manager Giordano noted that most people at commission meetings are there to speak on agenda items. Councilmember Drevno suggested that it be left to the discretion of the chair of each commission.

Sandi Monda, resident, voiced objections to having to sign up in advance to speak during Oral Communications #1, explaining that she has sometimes felt the need to respond to comments made by a speaker.

Assistant City Manager Giordano advised that the sign-up sheet is necessary to control the order of speakers.

Mayor Scotto pointed out that one could still respond to remarks made during Oral Communications #1 during Oral Communications #2, for which there will be no sign-up sheet. He noted that Oral Communications #1 was added to make City Council meetings more public-friendly and adjustments may have to be made as things evolve.

Ms. Monda suggested that information be provided on the City's website explaining how to access staff reports for items on the City Council agenda.

Janet Payne, resident, thanked the Council for allowing orals at the beginning of the meeting and questioned what time the Speakers Request List would be available for signing up.

City Clerk Herbers reported that the list would be available when the doors to Council Chambers are opened, which is typically 5:00 p.m.

In response to Ms. Payne's inquiry, Mayor Scotto advised that people will not be able to relinquish their time to another speaker in order to allow that speaker to exceed the three-minute time limit.

Steve Busch, resident, voiced support for the proposed revisions, relating his experience that people sometimes become frustrated when they have to wait through lengthy meetings to speak under Orals and end up leaving. He indicated that he also supports electronic voting so the same person doesn't always have to vote first.

Linda England, resident, commended the Council for adopting a format that invites more participation from the public and expressed the hope that commissions would also allow orals on non-agenda related topics at the beginning of meetings.

**MOTION:** Councilmember Witkowsky moved to concur with the proposed revisions to the City Council Rules of Order with the following amendments:

Section 2.12(b) Under Oral Communications #1 (after Community Matters) a period of up to 30 minutes will be set aside for speakers.

Section 7.4 At the request of the City Council, the City Manager or members of his or her staff

The motion was seconded by Councilmember Nowatka and passed by unanimous roll call vote.

#### **RESOLUTION NO. 2006-61**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE REPEALING RESOLUTION NO. 87-07 AND AMENDMENTS AND RESTATING RULES OF ORDER FOR THE MEETINGS, GOVERNMENT AND CONDUCT OF BUSINESS OF THE CITY COUNCIL

**MOTION:** Councilmember Nowatka moved for the adoption of Resolution No. 2006-61 as amended. The motion was seconded by Councilmember Witkowsky and passed by unanimous roll call vote.

**11D. DESIGNATION OF COOLING CENTERS**

**Recommendation**

Recommendation of the **City Manager** that City Council consider designating certain locations as cooling centers for providing relief to the public in the event of a heat emergency advisory.

Management Associate Fulton reported that staff was directed to explore, in partnership with Southern California Edison, the possibility of designating certain locations as cooling centers in Torrance to provide relief for the public in the event of a heat emergency and that the Bartlett Senior Center and the Katy Geissert Library Meeting Room have been identified as potential locations.

Scott Gobble, Southern California Edison, commended City staff for working so quickly to identify appropriate locations for cooling centers.

Councilmember Witkowsky asked how the cooling centers would be publicized. Assistant City Manager Giordano advised that SCE will use its access to the media, as well as its website and call center, to advertise the location of cooling centers whenever there is a threat of rolling blackouts.

Councilmember Witkowsky requested that those living in senior developments in Torrance receive notice of the cooling centers.

**MOTION:** Councilmember McIntyre moved to designate the Bartlett Senior Center and the Katy Geissert Library Meeting Room as cooling centers in the event of a heat emergency advisory. The motion was seconded by Councilmember Sutherland and passed by unanimous roll call vote.

**15. SECOND READING ORDINANCES**

**15A. SECOND AND FINAL READING OF ORDINANCE NO. 3684**

**ORDINANCE NO. 3684**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TORRANCE AMENDING SECTIONS OF THE TORRANCE MUNICIPAL CODE RELATING TO THE ISSUANCE OF BUSINESS LICENSES

**MOTION:** Councilmember Nowatka moved for the adoption of Ordinance No. 3684. The motion was seconded by Councilmember Witkowsky and passed by unanimous roll call vote.

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The Council met as the Redevelopment Agency from 9:21 p.m. to 9:22 p.m.

**16. ORAL COMMUNICATIONS**

**16A.** Councilmember Sutherland welcomed Councilmember Drevno.

**16B.** Councilmember Witkowsky commented on her enjoyment of the production of *Grease* at the Armstrong Theatre and encouraged attendance.

**16C.** Councilmember Witkowsky noted that the City's annual Aquacade would be held on Saturday, August 15, at 8:00 p.m.

**16D.** Councilmember Brewer reminded the public that the RV parking issue would be coming back to the Council on August 22.

**16E.** Councilmember Brewer asked City Council concurrence to designate November as Torrance Education Foundation Month. Hearing no objection, Mayor Scotto so ordered.

- 16F.** Councilmember McIntyre also welcomed Councilmember Drevno.
- 16G.** Councilmember Nowatka reminded the public about the free Torrance Symphony performance at Wilson Park on August 27 at 1:30 p.m.
- 16H.** Mayor Scotto noted that the City Council would be meeting in a joint session with the Library Commission on September 19; invited the Environmental and Energy Conservation Commission be the next to hold a joint meeting with the Council; and suggested that other commissions consider a joint meeting with the Council.
- 16I.** Jean Ikegami, resident, submitted a petition to the City Council seeking a left-turn traffic signal at 182<sup>nd</sup> & Van Ness.
- 16J.** Yoko (name inaudible/no speaker card) voiced support for the previously submitted petition.
- 16K.** Richard Browning, noting that he's a Planning Commissioner but was not speaking on behalf of the commission, requested information about visiting site locations outside the City of Torrance to report back to the commission. He was directed to speak with Deputy City Attorney Whitham.
- 16L.** Mr. Browning commended the Council for passing Ordinance No. 3684, stating that he has learned that it's very easy to obtain a letter of authorization for medical marijuana.
- 16M.** Torrance Historical Society President Debbie Hays invited the public to attend the Rock Around the Block Party at the Torrance Historical Society on Thursday, August 17.
- 16N.** Raymie McCoy, resident, requested information regarding where to report out-of-state vehicle registrations.
- 16O.** Linda England, resident, thanked the Council for their friendly demeanor and commended the many inspiring and dedicated people who work for the City.
- 16P.** Ms. England suggested that schedules posted at each bus stop to make it easier for people to use public transportation. Transit Director Turner reported that staff was in the process posting schedules at bus stops.

**17. EXECUTIVE SESSION**

Considered earlier in the meeting, see page 1.

**18. ADJOURNMENT**

At 9:43 p.m., the meeting was adjourned to Tuesday, August 15, 2006 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 September 26, 2006

Sue Sweet  
Recording Secretary