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**TORRANCE CITY COUNCIL – DECEMBER 17, 2013**

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At 9:28 p.m., the meeting was adjourned to Tuesday, January 7, 2014 at 5:30 p.m. for an executive session, with regular business commencing at 7:00 p.m. in the Council Chamber. **December 24, 2013 and December 31, 2013 will be Council dark nights.**

**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 5:32 p.m. on Tuesday, December 17, 2013 in the Council Chamber at Torrance City Hall.

**ROLL CALL**

Present: Councilmembers Barnett, Brewer, Furey, Sutherland, Weideman and Mayor Scotto.

Absent: None.

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 7:05 p.m. with all members present. No formal action was taken on any matter considered in closed session.

**2. FLAG SALUTE/ INVOCATION**

The flag salute was led by Community Development Director Gibson.

The non-sectarian invocation was given by Councilmember Furey.

The Riviera Chorus performed two holiday songs.

**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 Wednesday, Thursday, December 12, 2013.

**MOTION:** Councilmember Brewer 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 Barnett and passed by unanimous vote.

**4. WITHDRAWN, DEFERRED OR SUPPLEMENTAL ITEMS**

No items were withdrawn or deferred; supplemental material was available for items: 6D, 8F, 12A and 12C.

**5. COUNCIL COMMITTEE MEETINGS AND ANNOUNCEMENTS**

Mayor Scotto reported on the City's efforts to address problems in the Seaside Ranchos neighborhood resulting from the annual "Christmas Tree Lane," including traffic congestion, litter and unlicensed vendors.

**6. COMMUNITY MATTERS**

**6A. RECOGNITION OF MAX KAPLAN AS CONGRESSIONAL GOLD MEDAL AWARD RECIPIENT**

Congresswoman Maxine Waters presented Max Kaplan with a Congressional Gold Medal Award, the highest honor awarded by Congress to youths. She provided background information about the Gold Medal Award, which includes setting and achieving goals in the areas of public service, personal development, physical fitness and expedition/exploration. She briefly highlighted Max Kaplan's accomplishments in achieving this award.

Mayor Scotto presented Max Kaplan with a Certificate of Recognition.

**6B. RESOLUTION NO. 2013-85 RE DIANA MATOVICH**

**RESOLUTION NO. 2013-85**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE HONORING DIANA MATOVICH OF THE GENERAL SERVICES DEPARTMENT UPON HER RETIREMENT FROM THE CITY OF TORRANCE AFTER TWENTY-SEVEN YEARS OF SERVICE

**MOTION:** Councilmember Furey moved to adopt Resolution No. 2013-85. The motion was seconded by Councilmember Weideman and passed by unanimous vote.

*To be presented at a later date.*

**6C. PROCLAMATION RE CLIFTON JOHNSON**

Mayor Scotto presented a proclamation to Clifton "Clif" Johnson in recognition of his invaluable contributions and exemplary service to the Torrance community.

**6D. APPOINTMENT TO FILL COUNCIL VACANCY**

**Recommendation**

Recommendation of the City Clerk that City Council take action to fill a vacancy on the City Council by appointment from a list of qualified applicants.

City Clerk Herbers introduced the 12 applicants for the vacant City Council seat and each applicant was given an opportunity to address the City Council.

The City Council appointed Heidi Ashcraft to fill the vacancy on the City Council.

City Clerk Sue Herbers administered the oath of office.

The City Council recessed at 8:14 p.m. and reconvened at 8:33 p.m. with all members present, including newly appointed Councilmember Ashcraft.

**7. ORAL COMMUNICATIONS #1**

**7A.** Debbie Hays announced that Torrance Elementary will be celebrating its 100<sup>th</sup> anniversary on Wednesday, December 18, which will include a brief presentation on its history and a display of memorabilia. She noted that the event will be held in the Torrance Elementary cafeteria from 3:00 – 7:00 p.m. and the public is invited.

**7B.** Mark Stephenson, resident, expressed concerns about rising costs for public safety employee pensions and the burden it will place on future generations and urged residents to go online and sign the "Save Our Children's Future" petition at [www.friendsoftorrance.com](http://www.friendsoftorrance.com).

**8. CONSENT CALENDAR**

**8A. APPROVAL OF MINUTES**

**Recommendation**

Recommendation of the City Clerk that City Council approve the City Council minutes of November 19, 2013.

**8B. OCTOBER 2013 MONTHLY INVESTMENT REPORT**

**Recommendation**

Recommendation of the City Treasurer that City Council accept and file the monthly investment report for October 2013.

**8C. LICENSE AGREEMENT FOR VAPOR MONITORING WELL**

**Recommendation**

Recommendation of the Community Development Director that City Council approve a license agreement with Honeywell International, Inc. for one (1) vapor monitoring well.

**8D. CONTRACT RE PURCHASE/INSTALLATION OF BUS WASH AND VACCUUM SYSTEM**

**Recommendation**

Recommendation of the Transit Director that City Council approve an amendment to extend the existing contract with N/S Corporation (C2013-078) until March 31, 2014 to purchase and install a bus wash and vacuum system for Transit.

**8E. SUBSIDY OF CONDITIONAL USE PERMIT FEES FOR DOWNTOWN TORRANCE COMMUNITY EVENTS**

Considered separately, see page 4.

**8F. AGREEMENT AMENDMENT RE LAS CANCHAS TENNIS FACILITY**

**Recommendation**

Recommendation of the Community Development Director that City Council subsidize the Conditional Use Permit (CUP) fees in the amount of \$3,623 for Chef Michael Shafer to host Downtown Torrance community events.

**8G. APPROPRIATION OF FUNDS FOR TACTICAL EMERGENCY MEDICAL SUPPORT EQUIPMENT**

**Recommendation**

Recommendation of the Chief of Police that City Council appropriate \$30,000 of Citizen Options for Public Safety (COPS) grant funding to equip staff for the Tactical Emergency Medical Support (TEMS) program.

**8H. APPROPRIATION OF FUNDS/APPROVAL OF MOU RE ENHANCED WATERSHED MANAGEMENT PLAN AND COORDINATED INTEGRATED MONITORING PLAN**

**Recommendation**

Recommendation of the Public Works Director that City Council:

- 1) Appropriate \$148,978 from the Sewer Enterprise Fund to NPDES Permit and TMDL Compliance for Santa Monica Bay Beaches and Dominguez Channel, FEAP #574 for a new not to exceed project cost of \$420,855; and

- 2) Approve a Memorandum of Understanding with the South Bay Cities for the City of Redondo Beach to take the lead to prepare an Enhanced Watershed Management Plan and Coordinated Integrated Monitoring Plan in compliance with NPDES Permit for cities and County of Los Angeles.

**8I. AGREEMENT AMENDMENT RE MACHADO LAKE STORMWATER QUALITY MONITORING AND REPORTING**

**Recommendation**

Recommendation of the Public Works Director that City Council:

- 1) Approve additional appropriation of \$25,274 from the Sewer Enterprise Fund balance to the Machado Lake Watershed Best Management Practices for Nutrient and Toxics TMDLs, CIP No. I-110 for a new not to exceed project cost of \$508,989; and
- 2) Approve an amendment to contract services agreement with Northgate Environmental Management, Inc. (C2011-186) for an amount of \$25,274, for Machado Lake Toxics TMDL stormwater quality monitoring for a new not to exceed contract amount of \$307,833.

**8J. PURCHASE ORDERS FOR LEASE AND MAINTENANCE SERVICES FOR FOUR MULTI-FUNCTIONAL DEVICES**

**Recommendation**

Recommendation of the Police Chief that City Council:

- 1) Authorize purchase order for a 5-year lease with \$1 buyout of four (4) multi-functional devices (copiers) from Canon Financial Services (CFS) of Chicago, IL in the amount of \$66,718.80;
- 2) Authorize purchase order to Canon Solutions America Inc. of Burlington, NJ in the amount of \$25,920 to provide 5-years of maintenance services for the four (4) leased multi-functional devices (copiers).

**MOTION:** Councilmember Sutherland moved for the approval of Consent Calendar Items 8A through 8D and 8F through 8J. The motion was seconded by Councilmember Barnett and passed by unanimous vote.

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

**8E. SUBSIDY OF CONDITIONAL USE PERMIT FEES FOR DOWNTOWN TORRANCE COMMUNITY EVENTS**

**Recommendation**

Recommendation of the Community Development Director that City Council subsidize the Conditional Use Permit (CUP) fees in the amount of \$3,623 for Chef Michael Shafer to host Downtown Torrance community events.

Councilmember Sutherland requested clarification regarding the number and type of events being proposed and Community Development Director Gibson advised that the Conditional Use Permit would allow for a variety of events throughout the year, however, the CUP must still be approved by the Planning Commission.

Councilmember Brewer reported that he recommended subsidizing CUP fees because he believes these community events will benefit both residents and merchants in Downtown Torrance.

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

**12. ADMINISTRATION MATTERS**

**12A. REPORT ON PRELIMINARY MARKET FINDINGS RE PROPOSED CONFERENCE CENTER AND HOTEL**

**Recommendation**

Recommendation of the City Manager that City Council accept and file report on preliminary market findings of a proposed conference center and hotel.

Assistant to the City Manager Chaparyan reported that the feasibility study conducted by the City's consultant HVS concluded that current market conditions do not support the development of conference center in Torrance at this time or a high-end boutique hotel. He explained that the study recommends that Torrance focus on branding efforts to create a distinct identity and suggests that the Cultural Arts Center be utilized as a conference center to gradually increase demand. He noted that the long-term economic outlook for Torrance is positive and the study provides a framework should the City wish to explore the feasibility of a conference center in the future.

Leah Murphy, Managing Director, HVS of Los Angeles, reviewed the factors considered when evaluating the viability of a conference center in Torrance and discussed Torrance's strengths and weaknesses in terms of attracting visitors.

Leilani Kimmel-Dagostino, resident, offered suggestions regarding the marketing and branding of Torrance and recommended that the cellphone app created by Leadership Torrance to help visitors navigate be promoted.

Charles Deemer, resident, questioned why Long Beach was not included in the study, and Ms. Murphy explained that the study focused on cities similar in size to Torrance with conference facilities rather than larger cities with convention centers.

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

**12B. ESTABLISHMENT OF 2014 STATEMENT OF INVESTMENT POLICY**

**Recommendation**

Recommendation of the City Treasurer that City Council adopt a Resolution establishing the Statement of Investment Policy for 2014.

City Treasurer Cortez reported that the Investment Policy remains the same as the policy approved in 2013.

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

**RESOLUTION NO. 2013-86**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE  
ESTABLISHING THE STATEMENT OF INVESTMENT POLICY FOR 2014  
IN ACCORDANCE WITH CERTAIN GUIDELINES

**MOTION:** Councilmember Furey moved to adopt Resolution No. 2013-86. The motion was seconded by Councilmember Weideman and passed by unanimous vote.

**12C. APPROVAL OF DONOR WALL MATERIAL FOR MAPLE AVENUE SPORTS FIELDS**

**Recommendation**

Recommendation of the Community Services Director that City Council approve the materials and costs in the amount of \$14,057 for the Donor Wall to be located at 555 Maple Avenue.

Sr. Business Manager Minter reported that staff was recommending that the donor wall be constructed of granite with sponsors names to be sandblasted and painted instead of the brushed aluminum plaques originally proposed in order to address concerns about durability.

Community Services Director Jones reported on the progress of the construction of the sports fields.

Mayor Scotto noted that brochures detailing sponsorship opportunities were available in Council Chambers and online at [www.TorranceCA.gov/3737.htm](http://www.TorranceCA.gov/3737.htm).

**MOTION:** Councilmember Furey moved to concur with the staff recommendation. The motion was seconded by Councilmember Weideman and passed by unanimous vote.

**17. ORAL COMMUNICATIONS #2**

**17A.** Councilmember Furey, with the concurrence of Council, requested that staff schedule a meeting of the Ad Hoc Federal Legislative Advocacy Committee on Thursday, January 16, at 4:30 p.m. to receive an update from the Pacific Gateway Workforce Investment Network.

**17B.** Councilmember Furey welcomed Ms. Ashcraft to the Council and wished everyone a merry Christmas and happy New Year.

**17C.** Councilmember Sutherland also welcomed Ms. Ashcraft and extended holiday greetings.

**17D.** Councilmember Sutherland announced that Yogurtland located in Village Del Amo will be hosting fundraisers on Wednesday, December 18, from 3:00 – 7:00 p.m. benefitting The Attic teen center and Thursday, December 19, from 4:00 -7:00 p.m. benefitting Fern School PTA.

**17E.** Councilmember Weideman stated that he looked forward to working with Ms. Ashcraft and extended holiday greetings.

**17F.** Councilmember Barnett welcomed Ms. Ashcraft and wished everyone a merry Christmas and a healthy, happy New Year.

**17G.** Councilmember Ashcraft thanked her colleagues for their kind words and extended holiday greetings.

**17H.** Mayor Scotto congratulated Ms. Ashcraft on being appointed to the Council.

**17I.** Mayor Scotto wished everyone a merry Christmas and happy New Year and encouraged them to exercise caution when driving during the holiday season.

**17J.** Mayor Scotto thanked City staff for their dedicated service throughout the year.

**17K.** City Manager Jackson welcomed Ms. Ashcraft and extended holiday greetings on behalf of City staff.

**17L.** Milton Herring, resident, thanked staff for their assistance during the appointment process for the vacant Council seat.

**17M.** City Clerk Herbers requested City Council concurrence to bring forth an item to consider a City Charter amendment increasing the time period during which the Council may make an appointment to fill a vacancy on the City Council from 30 days to 60 days, noting that she previously submitted an information item to the Council on this issue.

Mayor Scotto expressed concerns that including a Charter Amendment on the upcoming municipal election ballot might be perceived as an effort to influence the election. City Clerk Herbers reported that she has a meeting scheduled with the City's consultant on election ethics and will follow the consultant's advice on this matter.

**18. EXECUTIVE SESSION**

Considered earlier in the meeting, see page 1.

**19. ADJOURNMENT**

At 9:28 p.m., the meeting was adjourned to Tuesday, January 7, 2014 at 5:30 p.m. for an executive session, with regular business commencing at 7:00 p.m. in the Council Chamber. **December 24, 2013 and December 31, 2013 will be Council dark nights.**

Attest:

/s/ Frank Scotto

Mayor of the City of Torrance

/s/ Sue Herbers

Sue Herbers, CMC  
City Clerk of the City of Torrance

Approved on January 28, 2014.