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TORRANCE CITY COUNCIL - MAY 7, 1996

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*Adjourned in the memories of  
... Cecil Alter and Christine Reed ...*

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**MINUTES OF A REGULAR MEETING  
OF THE TORRANCE CITY COUNCIL**

**OPENING CEREMONIES**

**I. CALL TO ORDER**

The Torrance City Council convened in a regular meeting on Tuesday, May 7, 1996, at 5:35 P.M. to conduct a Budget Workshop Session, in the Council Chambers of Torrance City Hall. Regular City Council business commenced at 7:40 P.M.

**II. ROLL CALL**

**Present:** Council members Cribbs, Lee  
Messerlian, Nakano, O'Donnell,  
Walker and Mayor Hardison.

**Absent:** None.

**Also present:** City Manager Jackson,  
City Attorney Fellows,  
City Clerk Herbers and  
staff representatives.

**III. MOTION RE POSTING OF AGENDA - Workshop Session & City Council Meeting**

**MOTION:** Councilman Lee moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting. This motion was seconded by Councilwoman Cribbs and it was so ordered by Mayor Hardison.

**Budget Workshop Session**

**IV. & V. Purpose of Workshop and Presentation of Proposed Adjustments**

The purpose of this workshop session was announced by City Manager Jackson, who called upon Finance Director Tsao to introduce the various department representatives, who in turn, presented their respective proposed Budget Adjustments to the City Manager's 1996-97 Budget proposal. Presentations were made on the following proposed adjustments:

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- |                                  |                     |
|----------------------------------|---------------------|
| - BUDGET ADJUSTMENT #1           | BUILDING & SAFETY   |
| - BUDGET ADJUSTMENT #2           | CITY CLERK          |
| - BUDGET ADJUSTMENT #3, #4 & #5  | INFORMATION SYSTEMS |
| - BUDGET ADJUSTMENT #6           | LIBRARY             |
| - BUDGET ADJUSTMENT #7           | PERSONNEL           |
| - BUDGET ADJUSTMENT #8, #9 & #10 | POLICE              |
| - BUDGET ADJUSTMENT #11          | PARKS & RECREATION  |
| - BUDGET ADJUSTMENT #12 & #13    | (NON-DEPARTMENTAL)  |
| - BUDGET ADJUSTMENT #14 & #15    | ENGINEERING         |
| - BUDGET ADJUSTMENT #16          | FLEET SERVICES      |
| - BUDGET ADJUSTMENT #17          | GENERAL SERVICES    |
| - BUDGET ADJUSTMENT #18          | STREET SERVICES     |
| - BUDGET ADJUSTMENT #19          | CITY MANAGER        |

It was explained that formal action on the proposed adjustments would be taken during tonight's City Council meeting [agenda Item 13e.] An expanded description of the proposed adjustments appears under that Item; see pages 10-14.

**VI. Review and Questions by Council**

During the presentations, Council inquiries were fielded by cognizant staff members.

The City Manager recapped the nature of material presented at tonight's workshop session noting that proposed Budget Adjustment Nos. 2 [City Clerk] and 6 [Library] would require post decision meet and confer sessions with the appropriate employee organizations to discuss related implementation [these items were ultimately held, following consideration in executive session, in order to obtain further information.]

**VII. Public Input**

The following individuals addressed the Council:

Mr. Dan Halladay, 5409 Norton Street President, of the Torrance Professional Parks and Recreation Employees Organization, stressed his strong support for Budget Adjustment #11 - Parks & Recreation Department - Reinstatement of two Recreation Supervisor Positions.

Mr. Harvey Horwich, 5537 Michelle Drive, on behalf of the Parks and Recreation Commission, urged his support for the Reinstatement of two Recreation Supervisor Positions (Budget Adjustment #11.)

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Ms. Shirley Turner, 23216 Juniper Avenue, representing the interests of the Madrona Marsh, expressed her appreciation that the naturalist position would be funded with AB 702 funds for another year and requested that the position be permanently funded in succeeding years.

The individuals shown below discussed their concerns about Budget Adjustment #13 - Non-Departmental - One Time Payment to Retirees from AB 702 funds. In response to issues raised, it was ultimately deemed that the matter would be further explored, with alternatives returned to Council for further review. Speakers included:

- Mr. Dave Cook, 3225 Opal Street.
- Mr. Dick Cahill, 104 Sierra Place.
- Ms. Linda Cessna, President of the Engineers and member of the Employees Coalition.

Ms. Michelle Watkins, 24451 Winlock Drive, requested that the position of Naturalist be restored to the budget, in the interest of continuing to promote the Madrona Marsh.

Mr. John Elliott, President AFSCME, Local 1117, referenced Budget Adjustments #2 -City Clerk and #6 - Library, noting that both items are subject to meet and confer. Mayor Hardison announced that both matters would be considered during tonight's executive session.

#### VII. Approval in Principle of Proposed Budget Adjustments

During discussion, based upon issues raised at tonight's workshop session, the City Manager suggested that Council may wish to defer action on proposed Budget Adjustments #2 and #6 until after tonight's executive session and defer action on proposed Budget Adjustment #13, to provide an opportunity for the City Manager to return with options for allocating the AB 702 funds. Council concurred, in principle, with the remainder of the proposed Budget Adjustments, as indicated by the following action:

**MOTION:** Councilman Walker moved to concur in principle with the proposed Budget Adjustments #1 through 19, with the exception of #2, #6 and #13. Councilwoman O'Donnell seconded the motion and roll call vote proved unanimously favorable.

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**IX. & X. CLOSING REMARKS AND ADJOURNMENT**

At 7:40 P.M., Mayor Hardison announced that formal action on the Budget Adjustments would be taken during consideration of City Council agenda Item 13e [see pages 10-14.] She then stated that the regular City Council meeting would commence at this time, as reflected below.

**1. ROLL CALL**

Previously taken; see page 1.

**2. FLAG SALUTE/INVOCATION**

The Flag salute was led by Ms. Margaret Page.

Ms. Susan Robinson led the invocation for the meeting.

**3. MOTION RE POSTING OF AGENDA/FURTHER READING**

(Action to accept and file the affidavit of agenda posting previously taken; see page 1.)

**MOTION:** Councilman Lee moved that after the City Clerk has read number and title to any resolution or ordinance on the agenda for this meeting, the further reading thereof be waived, reserving and guaranteeing to each Council member the right to demand the reading of any such resolution or ordinance in regular order. This motion was seconded by Councilwoman Cribbs and it was so ordered by Mayor Hardison.

**4. WITHDRAWN OR DEFERRED ITEMS**

Considered after Community Matters; see page 6.

**5. COUNCIL COMMITTEE MEETINGS**

Considered after Community Matters; see page 6.

**6. COMMUNITY MATTERS**

**6a.** Considered after **6b**; see page 6.

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6b. Considered after 6e; see page below

6c. **PROCLAMATION** proclaiming May 5-11, 1996, as "Hire a Veteran Week" in the City of Torrance.

*So proclaimed by Mayor Hardison and accepted with appreciation by Ms. Ellen Greer, Job Services Division, Employment Development Department.*

6d. **PROCLAMATION** declaring Saturday, May 11, 1996, as "Letter Carrier Food Drive Day" in the City of Torrance.

*So proclaimed by Mayor Hardison and accepted with appreciation by Torrance Postmaster Tom Jono and Food Drive organizers and letter carrier representatives Jim Hurst, Ed Anderson and Nancy Haigh.*

6e. **PROCLAMATION** declaring the Thursday, May 16, 1996, as "California Bike Commute Day" in the City of Torrance.

*So proclaimed by Mayor Hardison and accepted with appreciation by Gray Davis and other associates of the California Bicycle Coalition.*

Consideration returned to Items 6a and 6b, in the following order ...

6b. **RESOLUTION RECOGNIZING THE TORRANCE POLICE DEPARTMENT'S 75TH ANNIVERSARY MONTH**

**RESOLUTION NO. 96-29**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE, CALIFORNIA, RECOGNIZING MAY, 1996 AS THE TORRANCE POLICE DEPARTMENT'S 75TH ANNIVERSARY MONTH**

**MOTION:** Councilman Nakano moved to adopt Resolution No. 96-29. The motion was seconded by Councilman Walker and roll call vote proved unanimously favorable.

This resolution was read and presented by Mayor Hardison and accepted with appreciation by Police Chief De Ladurantey and other representatives of the Police force.

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6a. RESOLUTION COMMEMORATING THE 75TH ANNIVERSARY OF THE INCORPORATION OF THE CITY OF TORRANCE

RESOLUTION NO. 96-28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE COMMEMORATING THE 75TH ANNIVERSARY OF THE INCORPORATION OF THE CITY OF TORRANCE

**MOTION:** Councilman Nakano moved to adopt Resolution No. 96-28. The motion was seconded by Councilman Walker and roll call vote proved unanimously favorable.

Resolution No. 96-28 was read and presented by Mayor Hardison and accepted with appreciation by City Manager Jackson

\*

At 8:05 P.M. Mayor Hardison invited the audience to join the City Council in the lobby of City Hall for a reception, in honor of the City's 75th Anniversary. Council reconvened at 8:30 P.M., to resume its scheduled business.

\*

Consideration returned to ...

4. WITHDRAWN OR DEFERRED ITEMS

Item 14a, continued at the request of the applicant; see action, pg. 14.

5. COUNCIL COMMITTEE MEETINGS

Joint City Council/Youth Council Meeting Session

*Youth Issues*

May 14, 5:30 P.M.

West Wing Commission Room

Finance and Governmental Operations Committee

*Cultural Arts Center Business Plan*

May 21, 5:30 P.M.

3rd Floor Assembly Room

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Mayor Hardison announced events and issues associated with the City's 75th Anniversary celebration, Fire Services Day and the 37th Annual Armed Forces Day Parade.

\*

The passing of Mr. Cecil Zeke Alter and Ms. Christine Reed, former Mayor of Santa Monica, was noted by Mayor Hardison, who requested that this meeting be adjourned in their memories.

\*

6. COMMUNITY MATTERS

Considered earlier; see pages 4-6.

7. CONSENT CALENDAR

7a. APPROVAL OF MINUTES - April 2, 1996.

7b. AGREEMENT FOR SUPPORT OF UTILITY BILLING SYSTEM

RECOMMENDATION

It is recommended by the Information Systems, Engineering, Finance and Street Departments that the City Council authorize renewal of the annual purchase order agreement with SCT Utility Systems, Inc. for an estimated amount of \$33,280 for FY 1996-97, for the provision of services related to maintaining the City's utility billing system.

7c. EXCESS WORKERS' COMPENSATION INSURANCE

RECOMMENDATION

It is recommended by the City Manager that the City Council approve the renewal of the City's excess workers' compensation insurance for the period May 1, 1996 - May 1, 1999, with an annual insurance premium of \$40,889, which is budgeted in the fiduciary fund.

MOTION: Councilwoman O'Donnell moved to concur with Consent Calendar Items 7a through 7c. Councilman Walker seconded the motion, which carried with unanimous approval following roll call vote.

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**13. ADMINISTRATIVE MATTERS**

**13a. ECONOMIC INVESTMENT FUND ASSISTANCE FOR FIELD MANUFACTURING CORPORATION**

**RECOMMENDATION**

It is recommended by the Economic Investment Team that the City Council authorize the development and execution of a contract with Field Manufacturing for utilizing \$40,000 from the Economic Investment Fund for the purpose of offsetting expenses incurred in the relocation of the business to the City of Torrance through the Economic Development Program.

Desired clarification was provided by Assistant to the City Manager Sunshine. In response to Mayor Hardison, it was affirmed by Mr. Sunshine that although it has been concluded that Field can operate within the City's noise standards, noise monitoring will be performed periodically.

It was *moved* by Councilman Messerlian to concur with the recommendation of the Economic Investment Team. Councilman Lee seconded the motion and roll call vote was unanimously favorable.

**13b. GRANT APPLICATION FOR PURCHASE OF STREET TREES**

**RECOMMENDATION**

It is recommended by the Streetscape Team that the City Council adopt the Resolution [of record] to authorize and approve the submittal of a grant application for the purchase of street trees for the Walteria District and Sepulveda Boulevard in the amount of \$23,750 from the California Department of Forestry and Fire Protection under the urban forestry portion of the California Wildlife, Coastal and Park Land Conservation Bond Act of 1988 (Proposition 70).

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**RESOLUTION NO. 96-30**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF TORRANCE, CALIFORNIA, APPROVING THE  
FILING OF A GRANT APPLICATION FOR THE  
PURCHASE OF TREES THROUGH THE URBAN  
FORESTRY PROGRAM UNDER THE CALIFORNIA  
WILDLIFE COASTAL AND PARK LAND  
CONSERVATION BOND ACT OF 1988, STATE GRANT  
ASSISTANCE**

**MOTION:** Councilman Nakano moved to adopt Resolution No. 96-30. The motion was seconded by Councilman Walker and roll call vote proved unanimously favorable.

**13c. DRAFT RFP FOR TRANSFER STATION SERVICES**

**RECOMMENDATION**

It is recommended by the Street Services Department and the City Manager that the City Council review and approve the draft Request for Proposal for Transfer Station Services.

Council inquiries were fielded by cognizant staff members, including representatives of the Street Services Department, the City Manager and the City Attorney's Office.

Discussion focused on the language and content of the proposed RFP, with a lengthy debate ensuing, particularly as it pertained to the proximity of the transfer station to City Hall and related issues. Other matters of concern included those associated with environmental issues, large item pickup, weekend rates, insurance, green waste, costs to the City and rate of discount for citizens taking trash directly to transfer station.

Members of the audience were invited to speak to the draft RFP and representatives from American Waste [John McDonald] and Western Waste [name inaudible] approached the Council to offer comments on their respective operations, as well as the mileage issue. [No identifying speaker cards were submitted.]

Ultimate action was as follows:

**MOTION:** Councilman Walker moved to concur with the recommendation of the Street Services Department and the City Manager, incorporating Council

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concerns as discussed and amending the section pertaining to proximity to reflect that the facility should be within a 15-mile radius of City Hall, with mileage expenses to be added for any mileage from the City Yard at a rate to be determined, times the number of trips. Further, that staff be directed to return to the City Council with the bids received for further review. Councilwoman O'Donnell seconded the motion and roll call vote proved unanimously favorable.

13d. DRAFT RFP FOR PROCESSING, MARKETING AND REPORTING OF CURBSIDE RECYCLING MATERIALS

RECOMMENDATION

It is recommended by the Street Services Department and the City Manager that the City Council review and approve the draft Request for Proposal for the processing, marketing and reporting of curbside recycling materials.

MOTION: Councilman Lee moved to concur with the recommendation of the Street Services Department and the City Manager, amending the draft RFP in accordance with action taken on Item 13c, above [Draft RFP for Transfer Station Services, pg. 9.] Councilwoman O'Donnell seconded the motion and roll call vote proved unanimously favorable.

13e. BUDGET ADJUSTMENTS PRESENTED AT BUDGET WORKSHOP SESSION OF MAY 7, 1996 [See pages 1 - 4]

RECOMMENDATION

It is recommended by the City Manager that the City Council approve the following budget actions pursuant to the May 7, 1996 workshop session, effective July 1, 1996, except as noted:

Budget Adjustment #1 (Building and Safety)

- Establish Revolving Nuisance Abatement Reserve in the amount of \$100,000 funded through a transfer from the Innovation Fund Reserve; and
- Increase Building & Safety Department budget by \$20,000 from such Reserve.

Budget Adjustment #2 (City Clerk)

- Delete 2 vacant Minute Secretary positions;
- Add 1 Secretary position;
- Increase contract services budget by \$55,038;

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- Open satellite office in main lobby; and
- Fund one-time start-up costs in the amount of \$6700 from Innovation Fund Reserve.

**Note:** *Budget Adjustment #2 (City Clerk) to be considered in executive session [ultimately held; see page 16.]*

**Budget Adjustment #3 (Information Systems)**

- Add 2 Programming Assistant positions;
- Delete 1 vacant Program Analyst position; and
- Delete \$17,198 from contract services budget.

**Budget Adjustment #4 (Information Systems)**

- Add .5 Senior Administrative Analyst position; and
- Delete \$32,522 from maintenance budget.

**Budget Adjustment #5 (Information Systems)**

- Approve purchase of 1 van for telephone program funded by FY 1995-96 capital outlay budget savings.

**Budget Adjustment #6 (Library)**

- Increase Library budget \$3600 for small claims court costs;
- Increase book budget \$12,000; and
- Increase revenue estimate \$15,600 for projected fine revenues recovered through small claims (subject to meet and confer).

**Note:** *Budget Adjustment #6 (Library) to be considered in executive session [ultimately held; see page 16.]*

**Budget Adjustment #7 (Personnel)**

- Add 1 Project Leader at will position; and
- Reallocate budget in user departments as follows to fund:

Refuse/Sanitation	\$ 13,941
Street/Maintenance	2,000
Traffic & Lighting	1,900
Water	11,250
Parks	2,925
Transit	11,250

**Budget Adjustment #8 (Police)**

- Accept alternate budget reduction in fleet cost in the amount of \$42,576 to the fleet efficiencies proposed in the FY 1995-97 budget.

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**Budget Adjustment #9 (Police)**

- Upgrade 1 Police Officer position to Police Sergeant;
- Reduce computer maintenance budget \$4,137; and
- Reduce electricity budget \$11,000.

**Budget Adjustment #10 (Police)**

- Approve purchase of 7 black and white police cars funded \$91,500 from Asset Forfeiture and \$91,500 from FY 95-96 carryover;
- Increase fleet rental budget \$92,883;
- Approve in concept increase in vehicle impound fee with fee to be fully considered at a noticed hearing; and
- Approve in concept the increased fee revenue from vehicle impounds in excess of operating costs for 7 vehicles, less increase in Prop. 172 revenue budget, be designated for purchase of Autocite software.

**Budget Adjustment #11 (Parks & Recreation)**

- Reinstate 2 Recreation Supervisors; and
- Increase revenue budget estimate \$130,000.

**Budget Adjustment #12 (Non-Departmental)**

- Revise amortization schedule for surplus credits from 7 years to 5 years with credits phasing down @ \$1 million per year, combined with utilization of \$2.3 million AB 702 funds;
- Approve in concept the extension of safety PERS contracts to 2011 (Resolution will be returned as separate action); and
- Adjust budget PERS rates to actual PERS rates.

**Budget Adjustment #13 (Non-Departmental)**

- Adoption of Resolution to allocate \$500,000 AB 702 funds to retirees that retired in 1986 or earlier.

***Note: Budget Adjustment #13 to be deferred pending exploration of alternatives [see final action, pg. 14.]***

**Budget Adjustment #14 (Engineering)**

- Reallocation of Water Division conservation budget in the amount of \$50,000 for FY 1996-97 only to fund the purchase of facility and maintenance management software.

**Budget Adjustment #15 (Engineering)**

- Reallocation of Water Division technical services budget to fund new federal mandate for water quality monitoring.

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**Budget Adjustment #16 (Fleet Services)**

- Add .5 Personnel Analyst position;
- Delete .5 vacant Typist Clerk position; and
- Delete \$6,640 from bus repair budget.

**Budget Adjustment #17 (City Manager/General Services)**

- Transfer Cultural Arts Center operations to General Services.
- Increase FY 1995-96 projected budget revenues in the amount of \$156,000;
- Increase FY 1995-96 appropriation in the amount of \$219,143; and
- Appropriate \$62,142 from the Program Contingency Reserve for FY 1995-96 operations.

**Budget Adjustment #18 (Street Services)**

- Reallocate \$1.8 million Sanitation Fund balance as follows:
  - \$400,000 to Rate Stabilization Reserve;
  - \$400,000 to Automated Container Replacement Reserve;
  - \$822,000 to Program Enhancements; and
  - \$178,000 appropriation for alley container replacements.
- Decrease residential refuse rate \$.15;
- Decrease estimated revenues budget in the amount of \$56,000; and
- Decrease tipping fee expense budget in the amount of \$56,000.

**Budget Adjustment #19 (City Manager)**

- Add .5 Typist Clerk and adjust Rideshare reimbursement.

City Manager Jackson summarized tonight's workshop session, recommending that the City Council take action at this time on all items, except for proposed Adjustments #2, #6 and #13, as discussed.

**MOTION:** Councilman Lee moved to concur with the recommendation of the City Manager, *with the exception of Budget Adjustment #2 [City Clerk]; #6 [Library], and #13 [Non-Departmental - re funds for retirees.]* Councilman Nakano seconded the motion and roll call vote reflected unanimous approval.

*Budget Adjustments #2 [City Clerk] and #6 [Library] to be considered under tonight's executive session matters. [Ultimate action was to hold pending further information; see page 16.]*

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Regarding proposed Budget Adjustment #13 [Non-Departmental - re funds for retirees], in accordance with the City Manager's recommendation, the following was offered:

**MOTION:** Councilman Walker moved that the City Manager be directed to research different alternatives for allocating the \$500,000 AB 702 funds to retirees and return those alternatives to Council for consideration. Councilman Nakano seconded the motion and approval was unanimous, as indicated by roll call vote.

\*

At 9:40 P.M., the City Council recessed and reconvened as the Redevelopment Agency of the City of Torrance. The meeting of the Redevelopment Agency was adjourned at 9:41 P.M., and consideration of regular Council business was resumed.

\*

**14. HEARINGS**

**14a. TTM 51753, ZON 94-0002 [EAS 94-0008]: DAN E. BUTCHER**

**RECOMMENDATION**

It is recommended by the Planning Department that the City Council continue this matter to the June 18, 1996, City Council Meeting.

**MOTION:** Councilman Walker moved to concur with the recommendation of the Planning Department. Councilwoman O'Donnell seconded the motion and roll call vote proved unanimously favorable.

**19. ORAL COMMUNICATIONS**

**19a. City Manager Jackson thanked all staff members associated with the preparation of the budget document.**

**19b. City Clerk Herbers announced that the City Clerk's Office is accepting applications to fill a vacancy on the City's Disaster Council.**

**19c. Councilwoman Cribbs thanked staff members who responded to her questions.**

**19d. Councilman Lee commended the budget effort and requested that staff pursue activity at the Redondo Beach Police Firing Range during school hours.**

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19e. Councilman Messerlian requested that staff pursue better notification procedures regarding hearing continuations, citing a flier distributed in Country Hills concerning agenda Item 14a on tonight's agenda.

19f. Councilman Nakano requested information concerning a draft EIR prepared by the City of L.A. on a project adjacent to Torrance and noted that the City of Torrance is the recipient of the clean air award by the SCAQMD. Information about both issues was provided by cognizant staff members.

19g. Councilwoman O'Donnell invited the public to the annual dinner of the Historical Society, to be held on May 16, 1996, and expressed her appreciation to Lenore Johnson and Dick Rossberg for their donations to the Rose Float Association.

19h. Mayor Hardison expressed her appreciation to City staff members who participated in the preparation of the budget document and requested that the Council Finance and Governmental Operations Committee schedule a meeting to study a proposal concerning the Visitors Bureau.

20. EXECUTIVE SESSION

20a. EXECUTIVE SESSION MATTERS

Mayor Hardison read the following statement into the record:

The Council will now recess to closed session to confer with legal counsel and/or the City Manager on the agenda matter listed under Item 20.a.1, Conference with Labor Negotiator.

Redevelopment Agency Executive Session

None.

Further detail is contained on the agenda.

A closed session on this matter is authorized by California Government Code Section 54957.6.

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At 9:50 P.M., Council commenced its executive session, returning to Chambers at 10:10 P.M. No action was taken following this executive session, however the City Manager made following announcement:

Budget Adjustments #2 [City Clerk] and #6 [Library] to be deferred for the present time to allow staff to return to Council with certain information.

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21. ADJOURNMENT

At 10:10 P.M., this meeting of the City Council was formally adjourned to May 14, 1996, 5:30 P.M., for a joint meeting with the Torrance Youth Council [regular City Council business to commence at 7:00 P.M.]

*Adjourned in the memories of  
... Cecil Alter and Christine Reed...*

  
\_\_\_\_\_  
Mayor of the City of Torrance

  
\_\_\_\_\_  
Clerk of the City of Torrance