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TORRANCE CITY COUNCIL – MAY 5, 2020

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At 12:53 a.m., the City Council adjourned to Tuesday, May 12, 2020 at 7:00 p.m. for regular business commencing at 7:00 p.m. via teleconference or other electronic means.

**MINUTES OF AN ADJOURNED REGULAR MEETING
OF THE TORRANCE CITY COUNCIL**

1. CALL TO ORDER

The Torrance City Council convened in an adjourned regular meeting on Tuesday, May 5, 2020 at 7:00 p.m. through Web Based Tele-Conference.

ROLL CALL

Present: Councilmembers Chen, Goodrich, Griffiths, Kalani, Mattucci, and Mayor Furey

Absent: None

Present: City Manager Jackson, Assistant City Manager Chaparyan, City Attorney Sullivan, City Clerk Poirier and other staff representatives

2. FLAG SALUTE/ INVOCATION

The flag salute was led by Councilmember Goodrich

The non-sectarian invocation was given by Councilmember Griffiths

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

City Clerk Poirier reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard and on the City's website on Thursday, April 30, 2020.

MOTION: Councilmember Griffiths moved that after the City Clerk has read aloud the number and title of 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 Goodrich and passed by 6-0 vote.

4. WITHDRAWN, DEFERRED OR SUPPLEMENTAL ITEMS

No items were withdrawn or deferred. Supplemental material available for items: 9A, 9C, and Oral Communications.

5. COUNCIL COMMITTEE MEETINGS AND ANNOUNCEMENTS

Fire Chief Serna announced the Torrance Refinery Company will be conducting their monthly test on May 6, 2020 at 11:30 a.m., total testing time will not exceed five minutes, for more information contact (310) 212-1852. Community members are encouraged to sign up for Torrance alerts at www.torranceca.gov.

Mayor Furey shared the 2020 Census is still accepting submissions online, by phone, or by mail. To submit online, please visit www.2020Census.Gov

6. COMMUNITY MATTERS

6A. RECOGNITION OF STUDENTS SELECTED FOR STUDENTS AND GOVERNMENT DAY

Mayor Furey recognized the twenty-one eighth grade students selected to participate in the 14th Annual Students and Government Day. Nine hundred and nine students submitted essays focusing on ways to make Torrance a better place to live, work and play. Unfortunately, due to COVID-19 safety precautions students were unable to experience the full day which normally included working side by side with City Council members and participating in a mock City Council meeting.

6B. RECOGNITION OF 2020 OLDER AMERICANS AWARD RECIPIENTS

Recommendation of the Commission on Aging and Community Services Director that City Council recognize Julie Dojiri, Madonna Davenport and Bob Habel as the 2020 Older Americans Award recipients.

Mayor Furey recognized volunteers Julie Dojiri, Madonna Davenport and Bob Habel as the 2020 Older Americans Award recipients. He thanked them for their outstanding volunteer work in several services.

6C. UPDATE ON COVID-19

City Manager Jackson provided the COVID-19 latest updated stating the City is moving into the recovery process, and focusing on steps to get the city running again. The recovery will require the City to modify rules in order to comply with City guidelines and open businesses safely. Guidelines will be posted on the City's business resources website at <https://www.cityoftorranceca.com/business.html> questions can be directed to the Office of Economic Development via email at economicdevelopment@torranceca.gov or by phone at 310-618-5807.

Businesses will be required to comply with the following restrictions: Maintain social distancing

- Require face coverings for staff and customers
- Placement of signs with public health messaging
- Placement of hand sanitizers for employees and public
- Installing sneeze guards
- Queuing markings to secure social distancing for customers and employees
- Potential curbside pick-up
- Traffic controls

The community is encouraged to contact the City Manager's office with any questions or requests at 310-618-5880.

Fire Chief Serna reported the department will continue to provide public outreach and are testing seniors in their place of residency. The City is progressing into phase two of the recovery operations, which includes public health working to ensure we have the capacity across the medical system including access to necessary supplies and facilities. To continue following social distancing requirements, confirming protections are in place for the vulnerable population, and maintaining employee health and safety. People are encouraged to continue social distancing and staying home. Senior Nursing home facilities within the community are being monitored and reported daily, tracking cases. The City of Torrance has reported 298 cases and 34 deaths.

The majority of the expired patients were living in senior nursing facilities. Stay at home orders have been extended to May 15th The department will continue to extend public outreach and keep the community informed.

Assistant City Manager/EOC Director Chaparyan reported the incident management strategic goals are life safety, city stability property, quality of life conservation, agility and recovery. The City is currently operating under a level two virtual coverage, which will be transitioning into a level three in the upcoming weeks. This includes coverage seven days a week, weekly meetings with department heads on Mondays, City Council briefings as needed and daily EOC meetings at 10:00 a.m.

Major action items and updates include;

- 1) Torrance Cares grocery delivery program working on a plan to phase out the program
- 2) Torrance Cares farmers market curb side pick up
- 3) Madrona Marsh opening schedule for May 7th
- 4) Wear face coverings in public to limit spread of COVID-19

Los Angeles County will create directives for reopening sectors in a safe manner and EOC has reviewed the Personal Protective Equipment (PPE) needs of each department. The Business Recovery Team has developed draft guidelines for reopening businesses, which include a four stage process, stage one will include restrictions up to stage four which will have no restrictions.

May 3rd to 9th is Public Service Employee Recognition week and Assistant City Manager Chaparyan thanked all the City and Public employees for their outstanding work.

Updates will be provided as they become available at www.torranceca.gov or by calling 310-618-5880. Information will also be provided on the CitiCABLE channel Spectrum 3, FIOS 31, and over-the-air 25.2.

8. CONSENT CALENDAR

8A. APPROVE CITY COUNCIL MINUTES

Recommendation of the City Clerk that City Council approve the City Council minutes of March 24, 2020 and April 7, 2020.

8B. APPROVE FINAL PARCEL MAP NO. 77116

Recommendation of the Community Development Director that City Council:

- 1) Approve Final Parcel Map No. 77116; and
- 2) Accept one-foot wide public street easement along Carson Street with 25-foot property radii at Gramercy Avenue and Andreo Avenue. This Final Parcel Map merges 6 lots into one lot for a mixed-use development consisting of 39 residential apartment units with commercial/retail space on the ground level. This project, owned by Tower Real Estate Holdings, LLC, is located at 1954-1978 Carson Street, and substantially conforms to and meets all conditions of approval of the Tentative Map.

8C. APPROPRIATE AND ALLOCATE 2018 CITIZENS OPTIONS FOR PUBLIC SAFETY GRANT FUNDS

Recommendation of the Chief of Police that City Council appropriate and allocate \$229, 883.43 of 2018 Citizens Options for Public Safety (COPS) grant funds, and any additional interest, to support Police Department programs.

8D. APPROPRIATE AND ALLOCATE 2019 CITIZENS OPTIONS FOR PUBLIC SAFETY GRANT FUNDS

Recommendation of the Chief of Police that City Council appropriate and allocate \$96,500 of 2019 Citizens Options for Public Safety (COPS) grant funds to support Police Department programs.

MOTION: Councilmember Griffiths moved to approve the Consent Calendar. The motion was seconded by Councilmember Goodrich and passed by 6-0 vote.

9. ADMINISTRATIVE MATTERS

9A. EXTENDING LOCAL EMERGENCY RELATED TO COVID-19

Recommendation of the City Attorney and City Manager that City Council

- 1) Review the need for extending the local emergency that was proclaimed on March 12, 2020; and
- 2) Adopt a Resolution extending the local emergency.

City Attorney Sullivan reported during the state of emergency every 60 days City Council is required to review the need for extending the local emergency related to COVID-19, which was proclaimed on March 12, 2020, and determine if it should be extended. This is required by government code 8630(c). This extension will allow the city to seek reimbursement from the State and Federal government for expenditures related to COVID-19. It also grants the City Manager and City Council authority to respond to the COVID-19 emergency. The City Council and City Manager have issued eight orders due to the COVID-19 emergency.

City Manager Jackson replied to Councilmember Chen's question regarding if the State reimbursement is guaranteed, stating the City is eligible for reimbursement but there is no guarantee.

Councilmember Griffiths questioned the guidelines of the State and County regarding rules and regulations the City is required to follow, in the event in which the State's rules become more lenient than the County's rules, which the City be required to follow.

City Manager Jackson replied to Councilmember Griffiths stating the County will have control over the rules and regulations the city is required to follow. Because of the nature of COVID-19 there are challenges on what the guidelines will consist of, and as a result the City will have to modify how business is conducted.

Councilmember Griffiths asked if the County were to issue an order stating it will move to Stage II and businesses can open under those guidelines would the city have to wait for a City Council meeting to agree upon the new rules.

City Manager Jackson replied no, the changes could be enacted as quickly as the County notifies the public.

Councilmember Mattucci requested if a seven day response requirement could be enforced. He state everyone is essential and asked if Council could revise the 60-day requirement to 30 days. Councilmember Mattucci stated the City needs to take a stand against LA County and the State if they are going to continue to push the safer at home orders, as businesses are suffering and the long-term financial hardship will be detrimental to the economy.

City Attorney Sullivan replied to Councilmember Mattucci stating it would require a municipal code amendment, which can be done.

City Manager Jackson confirmed he can request the change on the next Council meeting agenda or an emergency Council meeting can be called to amend the code.

Members of the public spoke.

MOTION: Councilmember Mattucci moved to approve extension of Public Order for 30 days and bring ratification back for Council adoption. The motion was seconded by Councilmember Chen and failed by 4-2 vote, with Councilmember Chen and Councilmember Mattucci voting yes.

MOTION: Councilmember Kalani moved to approve extension of Public Order for 60 days and bring ratification back for Council adoption. The motion was seconded by Councilmember Goodrich and passed by 6-0 vote.

MOTION: Councilmember Goodrich moved to adopt Resolution No. 2020-30. The motion was seconded by Councilmember Kalani and passed by 6-0 vote.

9B. PROVIDE DIRECTION ON CITY COUNCIL VACANCY CANDIDATE PARTICIPATION

Recommendation of the City Clerk that City Council discuss and provide direction to the City Clerk and City Staff on participation of Council vacancy applicants for the May 12, 2020 City Council meeting.

City Clerk Poirier requested direction from the City Council on how to proceed on the participation of Council vacancy applicants for the May 12, 2020 City Council meeting. Some options for consideration are:

- 1) Have the applicants pre-record an audio statement or a video statement to be played during the meeting. However, this would not allow them to comment during the item.
- 2) Have the applicants call into the public comment line during the appointment item so they could make a statement.
- 3) Have applicants disbursed to various offices or conference room's onsite to watch the Council meeting during the appointment item. Once appointment is made, staff can escort the candidate to the Council offices.

Members of the public spoke.

MOTION: Councilmember Goodrich moved to direct the City Clerk to select Option #2 including photographs being taken of the candidate being sworn in and seated. The motion was seconded by Councilmember Chen and passed by 6-0 vote.

9C. ESTABLISH BUSINESS ASSISTANCE PROGRAM IN RESPONSE TO COVID-19

Recommendation of the City Manager that City Council:

- 1) Establish a Torrance Business Assistance Program to offer local Torrance business support during the COVID-19 Public Health Emergency; and
- 2) Appropriate \$500,000 from the Economic Development Reserve Fund.

Economic Development Manager Fulton stated the request for Council to approve a business assistance program in response to the COVID-19 public health emergency and appropriate funds. Due to the overwhelming impact of the COVID-19 emergency on businesses and the limitations on Federal, State and other local assistance, the Office of Economic development proposes the implementation of a proactive approach to increase assistance to businesses in Torrance and help them with recovery and prepare them for reopening. The three categories of assistance being proposed are as follows:

- 1) Fee Deferrals such as water service fees, fire department fees, transient occupancy tax, etc.
- 2) Fee Subsidies including permit related fees such as building permit expediting and new conditional use permit (CUP) filings and existing CUP modifications.
- 3) Micro Grants up to \$10,000 dollars.

Councilmember Mattucci asked if the \$500,000 could be used to reimburse two months of business license permit fees to businesses unable to operate due to COVID-19.

Councilmember Kalani stated that businesses exhaust all of their existing options before applying.

Councilmember Goodrich shared Torrance prides itself on being a business-friendly city and questioned if business owners in the Old Town Torrance area would have an option to work with landlords and possibly live above or behind their storefront units.

Community Development Director Santana responded to Councilmember Goodrich stating staff can explore this option and research which options and resources would be appropriate.

Councilmember Griffiths agreed with Councilmember Goodrich's suggestion. He also expressed concern regarding the grant and micro loans process, questioning which City resources will be delegated to the process and management of the loans.

Economic Development Manager Fulton replied to Councilmember Griffiths stating there will be an application process in place and will require some administrative work. In an effort to reduce administrative costs the City has partnered with the Small Business Development Center (SBDC), who will assist with the application and selection process free of charge. The SBDC is primarily funded by the Federal Small Business Administration (SBA) and operated locally under the umbrella of El Camino College.

Mayor Furey shared the City of El Monte and County of Los Angeles are running a very similar program and using the same dollar amount, it would be beneficial to research how they are operating their programs.

Councilmember Chen expressed concern regarding the language used in the proposal, specifically grant/loan, explaining a grant is money given without expectation of repayment, and a loan must be paid back.

Members of the public spoke.

Councilmember Griffiths stated he supported moving forward with the fee deferrals and fee subsidies and would like Council to consider putting a dollar cap on subsidies, but is apprehensive about how the grants/loans process will be handled and would like additional research to be conducted.

Councilmember Mattucci suggested adding a \$250 reimbursement option for small businesses that obtained a license during the months they were unable to operate.

Economic Development Manager Fulton asked if Council would agree to the fee deferrals and fee subsidies so staff can focus on these and if there are unused funds, it can be brought back to Council for direction.

City Manager Jackson responded if Council defers the items for the grants it can be included as part of the analysis and staff can return to Council with this as an option.

MOTION: Councilmember Griffiths moved to approve. The motion was seconded by Councilmember Chen and passed by 6-0 vote.

- 10. **HEARINGS** – None scheduled
- 11. **AGENCY AGENDAS** – None scheduled
- 12. **SECOND READING ORDINANCES** – None scheduled
- 13. **ORAL COMMUNICATIONS #2**

Member of the public spoke.

Councilmembers Chen, Griffiths, Kalani, and Mayor Furey spoke.

14. **CLOSED SESSION**

The City Council recessed to closed session to confer with the City Manager and the City Attorney on agenda matters listed under 14A) Conference with Legal Counsel – Existing Litigation (California Government Code § 54956.9(d)(1)); and 14B) Threat to Public Services or Facilities (California Government Code § 54957) 14C) Conference with Legal Counsel – Anticipated Litigation (Initiation of Litigation Pursuant to California Government Code §54956.9(d)(4)); Two cases 14D) Conference with Labor Negotiator (California Government Code §54957.6); 14E) Real Property – Conference with Real Property Negotiator (California Government Code §54956.8):

The City Council reconvened public session at 11:47 p.m. No formal action was taken on any item considered in closed session.

15. **ADJOURNMENT**

At 12:53 a.m., the City Council adjourned to Tuesday, May 12, 2020, for the regular meeting commencing at 7:00 p.m. In compliance with Governor Newsom’s Executive Order N-29-20, which suspended portions of the Brown Act, members of the Torrance City Council and staff will participate in this meeting via teleconference and other electronic means in our continuing effort to practice social distancing to reduce the spread of COVID-19. Members of the public are encouraged to watch the meeting via CitiCABLE Channel 3 (Spectrum) and Channel


31 (Frontier), Over-the-air on 25.2, streaming on TorranceCA.Gov, Facebook @ City of Torrance CA Government, and YouTube Channel TorranceCitiCABLE.

MOTION: Councilmember Griffiths moved to adjourn. The motion was seconded by Councilmember Chen and passed by 6-0 vote.

Attest:



Rebecca Poirier
City Clerk of the City of Torrance



Mayor of the City of Torrance

Approved on June 16, 2020