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TORRANCE CITY COUNCIL – JUNE 9, 2020

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At 11:30 p.m., the City Council adjourned to June 16, 2020, at 5:30 p.m. for closed session, with the regular meeting commencing at 7:00 p.m. via teleconference or other electronic means.

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

1. CALL TO ORDER

The Torrance City Council convened in a regular meeting on Tuesday, June 9, 2020 at 5:30 p.m. via teleconference.

ROLL CALL

Present: Councilmembers Ashcraft, 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

Agenda Item 14 was considered out of order at this time.

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 Labor Negotiator pursuant to California Government Code §54957.6.

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

2. FLAG SALUTE/ INVOCATION

The flag salute was led by Councilmember Chen.

The non-sectarian invocation was given by Councilmember Goodrich.

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, June 4, 2020.

MOTION: Councilmember Goodrich 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 Griffiths and passed by 7-0 vote.

4. WITHDRAWN, DEFERRED OR SUPPLEMENTAL ITEMS

No items were withdrawn or deferred.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

5. COUNCIL COMMITTEE MEETINGS AND ANNOUNCEMENTS

Councilmember Kalani reminded the public that the 2020 Census is still accepting submissions online, by mail, and by phone. To submit online visit 2020census.gov.

Councilmember Griffiths requested City Council recognize Andrew Valverde, a North High student, for his selection as the Gatorade California Boys Soccer Player of the Year at an upcoming Council meeting.

6. COMMUNITY MATTERS – None Scheduled

8. CONSENT CALENDAR – None Scheduled

9. ADMINISTRATIVE MATTERS

9A. REVIEW PROPOSED REVISIONS TO FISCAL YEAR 2020-21 OF THE TWO-YEAR 2019-21 OPERATING BUDGET

Recommendation of the City Manager and Finance Director that City Council review the proposed revisions to fiscal year 2020-21 of the previously adopted 2019-21 two-year Operating Budget.

City Manager Jackson provided a brief overview of the item, noting the significant loss of revenue due to the Safer at Home Orders and reminded Council of the approved methodology for balancing the budget and the direction to return to Council with a plan of action to address the shortfalls in coming fiscal year.

Finance Director Tsao stated the projected General Fund deficit related to the FY2020-21 budget is roughly \$21 million to \$25 million, citing the loss of sales tax from restaurants, hospitality, travel and transportation, and brick-and-mortar retail. He continued with the anticipation of a reduction in funds received from occupancy tax, utility user tax, and business license tax. He elaborated on the proposed phased approach to balancing the budget that combines budget mitigations, non-safety department reductions, and deferring raises and freezing vacancies.

In response to a question from Councilmember Chen, City Manager Jackson confirmed the proposed budget does not include layoff of permanent position employees or reduction in compensation.

Councilmember Goodrich asked about voluntary donation for transport services.

City Manager Jackson explained voluntary donation for transport services will be explored in the next several months; it will require capital investment and will be included in the study process.

Councilmember Kalani requested staff explore the possibility of obtaining the services of a Director of Development to assist local community non-profit organizations with their fundraising efforts to shift the financial burden off the City for community events.

Councilmember Ashcraft requested staff explore a partnership with Torrance Unified School District (TUSD) regarding staffing needs for crossing guards with potential staggered school start and end times. She also asked for clarification about restructuring Animal Control.

City Manager Jackson confirmed Animal Control will be part of the reorganization process and will be reviewed for better efficiencies as it is transferred over to Community Services.

Members of the public spoke.

Councilmember Ashcraft requested staff explore the possibility of airplane landing fees with the increased traffic and infrastructure needed due to the impending closure of Santa Monica Airport. She also requested increasing non-resident fees for Community Services classes more than 2%.

Councilmember Griffiths thanked staff for identifying ways to balance the budget and expressed his hopes for the proposed budget measures to be temporary or unnecessary due to a swift recovery from the shutdown. He emphasized the budget proposal eliminates no current full-time positions and requested employee suggestions be looked at more closely. He expressed his concern for the proposed consolidation of CIT between Finance and General Services, stating CIT should be consolidated entirely under General Services as IT is an asset to the whole city and its infrastructure is required by all departments. He also requested looking into early retirement proposals and how they could save money for the city both short-term and long-term. Councilmember Griffiths expressed he was happy the City Manager was not recommending cuts to TOCA, but noted the importance of TOCA effectively managing their resources.

Councilmember Mattucci expressed his opposition for increasing fees permanently for a temporary situation and asked about the \$15.8 million figure that represents 132 vacancies and if it is adjusted to include overtime created by the vacancies.

City Manager Jackson explained there is no increase in overtime, but a cautious look at department overtime use is required and confirmed the \$15.8 million is a net savings from the frozen positions.

MOTION: Councilmember Chen moved to concur with staff recommendation. The motion was seconded by Councilmember Kalani and passed by 7-0 vote.

9B. AWARD CONSULTING SERVICES AGREEMENT TO PROVIDE LIABILITY CLAIMS ADMINISTRATION SERVICES

Recommendation of the Finance Director that City Council:

- 1) Award a consulting services agreement to George Hills Inc. of Rancho Cordova, CA (RFP B2020-07) in the amount of \$455,550, approximately \$151,833 annually, to provide liability claims administration services for a three-year period beginning July 1, 2020 ending June 30, 2023, with two additional one-year options to extend the contract; and
- 2) Authorize the Finance Director to exercise option terms.

Audit Manager Jason Nishiyama reviewed the staff recommendation.

Responding to a question from Councilmember Mattucci, Audit Manager Nishiyama explained there is currently only one Claims Technician, which is a clerical position. The consultant in question has expertise regarding tort litigation and liability laws.

City Manager Jackson elaborated these duties cannot go to the City Attorney's Office, as claims investigation is more of an administrative function, with materials gathered by the consultant to be used by the City's attorneys. He stated it is practice within the field to use a consultant as it would cost a great deal to hire people to do investigations on a daily basis.

Members of the public spoke.

Mayor Furey clarified the expenditure is to be broken up over the three-year term of the contract.

MOTION: Councilmember Goodrich moved to concur with the staff recommendation. The motion was seconded by Councilmember Ashcraft and passed by 6-1 vote, with Councilmember Mattucci voting no.

9C. RESOLUTION RE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

Recommendation of the Public Works Director that City Council adopt a Resolution approving entry into a new Cooperation Agreement with the Los Angeles County Development Authority (LACDA) allowing the City of Torrance to continue participating in the LACDA Community Development Block Grant (CDBG) Program.

Senior Business Manager Art Reyes reviewed the staff recommendation.

Responding to a question from Councilmember Mattucci, Senior Business Manager Reyes explained automatic renewal is not required and the City can terminate the agreement with 60-day written notice to LACDA beginning 2022.

Mayor Furey elaborated the infrastructure projects covered by the CDBG funds for Councilmember Ashcraft.

Members of the public spoke.

MOTION: Councilmember Griffiths moved to concur with staff recommendation and adopt Resolution No. 2020-44. The motion was seconded by Councilmember Chen and passed by 7-0 vote.

9D. RATIFICATION AND EXTENSION OF ADMINISTRATIVE ORDERS

Recommendation of the City Manager and City Attorney that City Council adopt a Resolution ratifying Administrative Orders by the City Manager issued from March 28, 2020 through June 4, 2020.

City Attorney Sullivan reviewed the staff recommendation.

A member of the public spoke.

MOTION: Councilmember Chen moved to adopt Resolution No. 2020-45. The motion was seconded by Councilmember Goodrich and passed by 7-0 vote.

9E. COVID-19 RECOVERY UPDATE AND OPTIONS FOR RESPONDING TO ORDERS FROM LOS ANGELES COUNTY AND THE STATE OF CALIFORNIA

Recommendation of the City Manager that City Council:

- 1) Receive COVID-19 recovery update; and
- 2) Discuss and consider taking whatever action deemed appropriate for responding to Orders from the County of Los Angeles and the State of California regarding COVID-19.

City Manager Jackson introduced the item and explained the Los Angeles County Department of Public Health modified the Safer at Home Order, effective Friday, May 29, to allow the reopening of: restaurants and cafes for on-site dining; retail establishments such as Del Amo Fashion Center; hair salons and barbershops. Nail salons continue to remain closed. The City will continue to work with businesses to assist with reopening and share guidelines, which have been posted online. He shared the permit center provided services to 273 visitors the past week with an average wait time of nine minutes and an average service time of 11 minutes. The City will continue to implement safety enhancements in preparation for opening public counters. City Manager Jackson shared on June 5, Governor Newsom announced upcoming plans to provide protocols for reopening schools, day camps, bars, gyms, and professional sports. He touched on various business reopenings throughout Torrance.

Councilmember Chen asked how residents and businesses are notified of the County's new orders and reopening guidelines.

City Manager Jackson explained the City may have to issue its own orders to come in compliance with the County's orders and the City puts out a press release and broadcasts through various media outlets.

Responding to a follow-up question from Councilmember Chen, City Attorney Sullivan explained as soon as a County order comes out, the City re-checks existing orders and the City Manager can issue a Public Order rescinding anything that's inconsistent with County orders.

Councilmember Griffiths asked if the permitting and guidelines for expansion of outdoor restaurant space is temporary or permanent.

City Attorney Sullivan stated the suspension of parking and zoning requirements is temporary, with staff looking into potential of street closures downtown to allow outdoor dining.

In response to a concern from Councilmember Griffiths, City Manager Jackson confirmed the City has been reaching out to restaurants fairly aggressively via phone calls and virtual contact and relayed restaurants have been making necessary modifications quickly.

Community Development Director Santana elaborated that parking lot event permits have been processed for several restaurants in the form of temporary accommodations for an extended period of time through the middle of October. He touched on the upcoming item regarding a downtown restaurant program, and how other businesses beyond restaurants can be incorporated into a pedestrian zone. He confirmed outreach to businesses has been through the means mentioned by City Manager Jackson, in addition to code enforcement following up with businesses to keep them up-to-date with any revised County health orders and local provisions.

Councilmember Mattucci expressed his wish to push the County to expedite reopening children's programs and asked if Little League will be included in the Friday reopenings.

City Attorney Sullivan responded that there is no timeline yet, but Community Services Director Jones has been participating in meetings with the County Health Department to get recreation programs and youth sports back and explained that staff can reach out to the County for a timeline and restrictions for resuming these activities.

In response to a follow-up question from Councilmember Mattucci, City Manager Jackson stated the updated phases for reopening will be announced Friday.

Councilmember Mattucci asked about reopening playgrounds with volunteers or staff sanitizing equipment on a regular basis.

City Manager Jackson replied that the City can explore a program to take to the County similar to the farmer's market.

Members of the public spoke.

Mayor Furey reiterated the City of Torrance cannot create less restrictive guidelines than the County and State. He shared the city was able to get a variance for Los Angeles County and it has not yet been relaxed for youth sports.

City Manager Jackson explained that meetings can be arranged with teams to share information from the County regarding guidelines for resuming sports.

MOTION: Councilmember Kalani moved to accept and file. The motion was seconded by Councilmember Griffiths and passed by 7-0 vote.

The Council recessed at 9:41 p.m. and reconvened at 9:50 p.m.

9F. RATIFICATION OF PUBLIC ORDERS

Recommendation of the City Manager that City Council:

- 1) Adopt a Resolution ratifying Civil Unrest Public Order No. 2020-3, which amended the hours of curfew citywide; and
- 2) Adopt a Resolution ratifying Civil Unrest Public Order No. 2020-4, which ended the curfew citywide.

City Manager Jackson reviewed the staff recommendation.

Members of the public spoke.

MOTION: Councilmember Chen moved to adopt Resolution Nos. 2020-46 and 2020-47. The motion was seconded by Councilmember Goodrich and passed by 7-0 vote.

9G. INVESTMENT REPORTS FOR JANUARY 2020, FEBRUARY 2020, AND MARCH 2020

Recommendation of the Finance Director that City Council accept and file the Investment Reports for the months of January 2020, February 2020, and March 2020.

Interim Deputy City Treasurer Kris Awshee reviewed the staff recommendation.

In response to a question from Councilmember Griffiths, Finance Director Tsao confirmed the City Treasurer has been attending the Investment Committee meetings.

Members of the public spoke.

Interim Deputy City Treasurer Awshee responded to a question from a member of the public, citing the cyber-attack for the backlog of transactions which led to a \$7.3 million decrease in ending balance of total funds at the end of March 2020.

MOTION: Councilmember Mattucci moved to accept and file the investment reports. The motion was seconded by Councilmember Chen and passed by 7-0 vote.

9H. RESOLUTION ESTABLISHING 2020 STATEMENT OF INVESTMENT POLICY

Recommendation of the Finance Director that City Council adopt a Resolution establishing the 2020 Statement of Investment Policy.

Interim Deputy City Treasurer Awshee reviewed the staff recommendation and provided an overview of the 2020 updates to the investment policy.

Members of the public spoke.

MOTION: Councilmember Mattucci moved to concur with staff recommendation and adopt Resolution No. 2020-48. The motion was seconded by Councilmember Ashcraft and passed by 7-0 vote.

9I. UPDATE ON CIVIL UNREST EMERGENCY AND RESPONSE

Recommendation of the Police Chief that City Council receive an update on the civil unrest emergency and City response.

Police Chief Eve Berg introduced the item, touching on the State of Emergency declared by Governor Newsom in Los Angeles County and Los Angeles City on May 30, 2020 due to civil unrest. The City Manager issued a proclamation that a local emergency existed throughout the City of Torrance so the Emergency Operations Center was opened and activated. Torrance Police Department implemented tactical deployment Sunday, May 31 at 6 p.m. for maximum field deployment. Police Chief Berg shared 24 individuals were arrested in the first 12 hours of tactical deployment for possession of stolen properties from surrounding cities, with 50 more arrests made over the next four days. Precautionary measures were taken to close the mall and Target with barricades at ingress and egress points. She stated there were multiple peaceful rallies with no police interaction and tactical deployment was deactivated on June 6, with continued enhanced patrol staffing to ensure public safety.

Members of the public spoke.

MOTION: Councilmember Mattucci moved to accept and file item 9I. The motion was seconded by Councilmember Griffiths and passed by 7-0 vote.

10. HEARINGS

10A. PUBLIC HEARING RE CITY OF TORRANCE LIGHTING DISTRICT NO. 99-1

Recommendation of the Public Works Director that City Council:

- 1) Conduct a public hearing on the proposed levy of assessments within the City of Torrance Lighting District No. 99-1 for Fiscal Year 2020-21; and
- 2) Adopt a Resolution confirming the diagram and assessment for Fiscal Year 2020-21 and ordering the improvements in connection with the City of Torrance Lighting District No. 99-1.

Engineering Manager Steve Finton provided an overview of the staff recommendation.

Members of the public spoke.

MOTION: Councilmember Griffiths moved to close the public hearing. The motion was seconded by Councilmember Goodrich and passed by 7-0 vote.

MOTION: Councilmember Griffiths moved to concur with staff recommendation and adopt Resolution No. 2020-49. The motion was seconded by Councilmember Goodrich and passed by 7-0 vote.

11. AGENCY AGENDAS – None scheduled

12. SECOND READING ORDINANCES – None scheduled

13. ORAL COMMUNICATIONS

Members of the public spoke.

Councilmember Griffiths, Councilmember Mattucci, Councilmember Ashcraft, Councilmember Chen, and Mayor Furey spoke.

14. CLOSED SESSION

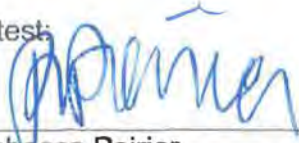
Considered out of order, see page 1.

15. ADJOURNMENT

At 11:30 p.m., the City Council adjourned to June 16, 2020, at 5:30 p.m. for closed session, with 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 Chen moved to adjourn. The motion was seconded by Councilmember Griffiths and passed by 7-0 vote.

Attest:



Rebecca Poirier
City Clerk of the City of Torrance



Mayor of the City of Torrance

Approved on July 7, 2020