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TORRANCE CITY COUNCIL – NOVEMBER 10, 2020

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At 9:57 p.m., the City Council adjourned to Tuesday, November 17, 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 an adjourned regular meeting on Tuesday, November 10, 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 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, 14B) Real Property – Conference With Real Property Negotiator, 14C) Conference With Legal Counsel – Existing Litigation, 14D) Conference With Legal Counsel – Anticipated Litigation, and 14E) Conference With Legal Counsel – Anticipated Litigation pursuant to California Government Code §54957.6, California Government Code §54956.8, California Government Code §54956.9(d)(1), California Government Code §54956.9(d)(4), and California Government Code §54956.9(d)(2).

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

ROLL CALL

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

Absent: Councilmember Goodrich

2. FLAG SALUTE/ INVOCATION

The flag salute was led by Councilmember Ashcraft.

The non-sectarian invocation was given by Councilmember Chen.

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, November 5, 2020.

MOTION: Councilmember Chen 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 Ashcraft and passed by 6-0 vote, with Councilmember Goodrich absent.

4. WITHDRAWN, DEFERRED OR SUPPLEMENTAL ITEMS

No items were withdrawn or deferred. Supplemental material available for items 9D, 9G, and Oral Communications.

5. COUNCIL COMMITTEE MEETINGS AND ANNOUNCEMENTS

Management Associate Katie Wand announced the Finance and Governmental Operations Committee will meet virtually on Tuesday, November 17, 2020 from 4:00-5:00 p.m. to discuss the first quarter budget review report.

6. COMMUNITY MATTERS

6A. RESOLUTION RE RONALD M. KOOKEN

Resolution No. 2020-118 honoring Ronald M. Kooken upon his retirement from the City of Torrance after thirty-five years of service.

MOTION: Councilmember Ashcraft moved to adopt Resolution No. 2020-118. The motion was seconded by Councilmember Kalani and passed by 6-0 vote, with Councilmember Goodrich absent.

6B. RESOLUTION RE JON MEGEFF

Resolution No. 2020-119 honoring Deputy Police Chief Jon Megeff upon his retirement from the City of Torrance after thirty-three years of service.

MOTION: Councilmember Chen moved to adopt Resolution No. 2020-119. The motion was seconded by Councilmember Mattucci and passed by 6-0 vote, with Councilmember Goodrich absent.

6C. RESOLUTION RE BRYAN LEVELL

Resolution No. 2020-120 honoring Police Officer Bryan Levell upon his retirement from the City of Torrance after twenty years of service.

MOTION: Councilmember Mattucci moved to adopt Resolution No. 2020-116. The motion was seconded by Councilmember Ashcraft and passed by 6-0 vote, with Councilmember Goodrich absent.

7. ORAL COMMUNICATIONS

Members of the public spoke.

8. CONSENT CALENDAR

8A. APPROVE CITY COUNCIL MINUTES

Recommendation of the City Clerk that City Council approve the City Council minutes of October 20, 2020 and October 27, 2020.

8B. INVESTMENT REPORT FOR SEPTEMBER 2020

Recommendation of the Finance Director that City Council accept and file the Investment Report for the month of September 2020.

8C. SECOND AMENDMENT FOR ADDITIONAL CONTINGENCY FOR NORTH TORRANCE WELL FIELD PROJECT, I-108 (PHASE III)

Recommendation of the Public Works Director that City Council approve a second amendment to the design-build agreement with Pacific Hydrotech Corporation of Perris, CA (C2018-076) to add an additional 2.5% contingency in the amount of \$431,965.04 for a new not-to-exceed agreement plus contingency amount of \$18,574,495.04 to construct the North Torrance Well Field Project, I-108 (Phase III).

8D. AWARD AGREEMENT FOR DEL AMO STORM DRAIN CHANNEL PROJECT

Recommendation of the Public Works Director that City Council award a consulting services agreement to BKF Engineers of Newport Beach, CA (B2020-22) for an amount not-to-exceed \$161,360 to perform engineering design services for the Del Amo Storm Drain Channel, I-193 for a two-year period beginning November 10, 2020 and ending November 9, 2022.

8E. AWARD AGREEMENT FOR RESIDENTIAL AND ARTERIAL PAVEMENT IMPROVEMENT

Considered separately, see below.

8F. REVISED CLASS SPECIFICATION FOR ADMINISTRATIVE SERVICES MANAGER

Recommendation of the Civil Service Commission and the City Manager that City Council approve the revised class specification for the Administrative Services Manager.

8G. APPROVE AGREEMENT TO IMPLEMENT CHILD PASSENGER SAFETY PROGRAM

Recommendation of the Fire Chief that City Council approve a contract services agreement with Safety Belt Safe U.S.A. of Altadena, CA for an amount not-to-exceed \$156,000 to implement the Office of Traffic Safety Occupant Protection Grant for the Child Passenger Safety Program for a one-year period beginning October 1, 2020 and ending September 30, 2021.

MOTION: Councilmember Chen moved to approve the Consent Calendar except for Item 8E. The motion was seconded by Councilmember Kalani and passed by 6-0 vote, with Councilmember Goodrich absent.

8E. AWARD AGREEMENT FOR RESIDENTIAL AND ARTERIAL PAVEMENT IMPROVEMENT

Recommendation of the Public Works Director that City Council award a consulting services agreement to Z and K Consultants, Inc. of Orange, CA (B2020-28) for an amount not-to-exceed \$119,945 to perform construction inspection services for the Residential and Arterial Pavement Improvement, I-159/I-139 project for a one-year period beginning November 10, 2020 and ending November 9, 2021.

MOTION: Councilmember Ashcraft moved to approve Item 8E. The motion was seconded by Councilmember Kalani and passed by 5-0 vote, with Councilmember Griffiths recused and Councilmember Goodrich absent.

9. ADMINISTRATIVE MATTERS

9A. 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 (for Discussion Only); and
- 2) Determine whatever action deemed appropriate for responding to Orders from the County of Los Angeles and the State of California Regarding COVID-19.

City Manager Chaparyan provided an update on the COVID-19 recovery efforts. He shared LA County remains in the Purple Tier in the Blueprint for a Safer Economy, meaning there continues to be widespread transmission of the virus. He shared to date, 23 Torrance businesses have secured financial assistance for outdoor setup from the Business Assistance Program, eight fitness-related businesses have been permitted to operate in City parks, and 115 business have been approved for outdoor operations. He announced from mid-September to late-October new reported cases of COVID went from a little over 750 cases per day to almost 1400 cases per day. The County's Community Health Worker Outreach Initiative will coordinate and mobilize community health workers in highly impacted communities to conduct healing-informed grassroots community outreach. He shared the TUSD school board met the night prior and gave direction to bring back TK, kindergarten, and first grade students to begin in-person instruction December 7 for TK and kindergarten and after winter break for first graders. The board also decided to apply for a waiver from the Department of Public Health to allow the district to bring back second grade students.

MOTION: Councilmember Kalani moved to accept and file COVID-19 recovery update. The motion was seconded by Councilmember Griffiths and passed by 6-0 vote, with Councilmember Goodrich absent.

9B. RESOLUTION RE APPLICATION(S) FOR PER CAPITA PROGRAM GRANT FUNDS

Recommendation of the Community Services Director that City Council adopt a Resolution approving application(s) for the California Department of Parks and Recreation Office of Grants and Local Services (OGALS) Per Capita Program Grant Funds.

Senior Administrative Analyst Valencia Mota reviewed the staff recommendation.

MOTION: Councilmember Griffiths moved to adopt Resolution No. 2020-121. The motion was seconded by Councilmember Ashcraft and passed by 6-0 vote, with Councilmember Goodrich absent.

9C. RESOLUTION RE APPLICATION FOR GRANT FUNDS

Recommendation of the Community Services Director that City Council adopt a Resolution approving the application for the Statewide Park Development and Community Revitalization Program Grant Funds.

Senior Administrative Analyst Mota reviewed the staff recommendation.

MOTION: Councilmember Griffiths moved to adopt Resolution No. 2020-122. The motion was seconded by Councilmember Kalani and passed by 6-0 vote, with Councilmember Goodrich absent.

9D. ACCEPT AND APPROPRIATE FUNDING AND APPROVE AGREEMENT FOR OUTREACH WORKER FOR HOMELESS SERVICES

Recommendation of the City Manager that City Council:

- 1) Accept and appropriate funding in the amount of \$50,000 from the South Bay Cities Council of Governments (SBCCOG); and
- 2) Approve an agreement with Harbor Interfaith Services, Inc. of San Pedro, CA in the amount of \$97,410 to provide an Outreach Worker for Homeless Services for the City of Torrance for a period of 18 months.

Assistant to the City Manager Viet Hoang reviewed the staff recommendation and emphasized the Homeless Plan is still being developed.

Management Associate Zulma Gent discussed the roles and responsibilities of the proposed outreach worker and explained the individual will interact closely with City departments. After the twelve-month mark of the eighteen-month pilot program, staff proposes to review outcomes and provide a report to City Council to determine if the City will continue this program.

Councilmember Griffiths asked when the outreach worker would be able to start.

Assistant to the City Manager Hoang explained because it is a contract with Harbor Interfaith Services, staff would need to work with them to identify the correct individual. He shared staff has already reached out to Harbor and let them know the City would like to be part of the interview process so the timeframe will be January.

Councilmember Griffiths stated there has been discussion about this for quite some time and progress is slower than Council would like and he shared his preference to see this move as quickly as it can.

Councilmember Ashcraft asked if the outreach worker will have an office at City Hall.

Assistant to the City Manager Hoang replied staff has not identified where the outreach worker's office is going to be, but they will physically be located somewhere on City property.

Councilmember Ashcraft asked if the outreach worker will be using their own automobile when they're not going out with the Police Department.

Assistant to the City Manager Hoang stated because it is a contract service, they will be utilizing their own vehicle when they are not with the Police Department and there is a line item in for mileage reimbursement.

Councilmember Mattucci expressed his concerns about speed of getting things done and questioned when Council will discuss ordinances for camping that would require some housing options, adding he would prefer to keep that discussion alive. He wondered about keeping bus benches clear and how the City can get individuals into programs. He asked how to address the homeless in vehicles or how to address those experiencing mental illness. He noted the struggles with getting Measure H money back, positing Torrance has contributed millions to Measure H and he has only seen the \$50,000 from the South Bay Cities Council of Governments. He requested feedback about possible ordinances and the legality of moving these individuals off bus benches.

Assistant to the City Manager Hoang responded with regards to the ordinances this item is specific to retaining an outreach worker and agendized as such. He explained staff can bring an item back in the future to discuss it and it might be part of the homeless plan. He clarified the South Bay Cities Council of Governments and Nancy Wilcox of the South Bay Coalition suggested having the case worker start with ride alongs to identify hot spots within the community to address those living out of their vehicle. He added the other areas mentioned by Councilmember Mattucci are on the list for this outreach worker, however based off the experience of other cities the goal is to target those hotspots that seem to have a large number of individuals or are regularly referenced by the community as areas of concern.

Councilmember Mattucci asked how the Americans with Disabilities Act (ADA) falls into this issue. He stated there are two things to fix: a homeless person that needs help and a bus bench has been occupied by weeks at a time. He asked if there is any kind of legality to a police officer telling individuals they cannot be on the bus bench and offer other options and explain benches need to remain clear because of ADA. He added the City has the resources to help people out but he doesn't think any city should be forced to build shelters within their city and every city should contribute to shelters. He suggested building shelters where Torrance can legally take people off the streets and put them. He stated there is a need to provide housing alternatives to these individuals but unfortunately these people often have mental health issues, drug addiction, and other issues. He questioned what happens if this outreach worker goes up to them and then they refuse services.

Mayor Furey reminded Council of the limited scope of discussion for the item and what was agendized.

Councilmember Chen asked if the candidate will be familiar with the city and noted ride alongs are a good idea. He suggested reviewing the pilot program at the six-month mark instead of twelve, adding if the outreach worker is new to the South Bay then it will take a longer time.

Assistant to the City Manager Hoang responded Harbor Interfaith would open this opportunity up to their existing staff so someone who already works for them and has experience would get the opportunity to work this specific assignment dedicated to the City of Torrance. Regarding the 18-month pilot period, he explained staff took guidance from Harbor Interfaith because it does take some time build relationships before the impacts can be realized. He added the South Bay Cities Council of Governments are expecting Torrance to deliver a homeless plan around June 2021 separate and apart from the 18-month timeframe. He shared staff is utilizing the subject matter expertise of an outreach worker to guide in creating the plan as a requirement of receiving the funds from the South Bay Cities Council of Governments. He cautioned it can take 6-12 contacts with someone experiencing homelessness to build trust with that individual before they will access one service and this first step in the process will take time to understand what homelessness looks like in Torrance, what the specific needs are in Torrance, and some solutions to provide from there.

Councilmember Chen recommended having the homelessness plan in roughly six months and suggested taking into account the public safety and public health risks and what is prudent to address it humanely for both the homeless people and the general public when this topic comes back on the agenda.

MOTION: Councilmember Ashcraft moved to accept and approve the appropriate funds and the agreement. The motion was seconded by Councilmember Mattucci and passed by 6-0 vote, with Councilmember Goodrich absent.

9E. DETERMINE CITY COUNCIL DARK NIGHTS

Recommendation of the City Manager that City Council declare the following Tuesdays as City Council Dark Nights from January 1 through June 30, 2021: January 19, February 16, March 30, June 1, and June 29.

Management Aide Candice Lau reviewed the staff recommendation and added January 5 and April 6 for consideration as additional dark nights.

MOTION: Councilmember Chen moved to approve Council darks nights as proposed including January 5 and April 6. The motion was seconded by Councilmember Ashcraft and passed by 6-0 vote, with Councilmember Goodrich absent.

9F. UPDATE ON COUNCILMAN GOODRICH'S REQUEST TO EXPLORE PARTNERSHIP WITH PANDEMIC LIFECYCLE MANAGEMENT SOLUTION COMPANY

Recommendation of the City Manager that City Council accept and file an update on Councilman Goodrich's oral request from the October 6, 2020 City Council meeting for staff to explore partnership opportunities with Opun, a pandemic lifecycle management solution company.

Management Associate Wand reviewed the staff recommendation, noting the program seems best suited for public health agencies rather than local governments. She explained the City's own cable and communications team has created a COVID-19 dashboard that is updated 24/7 that provides curated information from sources including LA County Public Health Area G, state, and federal agencies. She referenced operating measures at open City Hall public counters and concluded the Chamber of Commerce did not express interest in Opun at this time.

MOTION: Councilmember Mattucci moved to accept and file. The motion was seconded by Councilmember Griffiths and passed by 6-0 vote, with Councilmember Goodrich absent.

9G. UPDATE ON ABANDONED SHOPPING CART RETRIEVAL AND CONTAINMENT

Recommendation of the City Manager that City Council accept and file an update that addresses management of abandoned shopping carts.

Economic Development Manager Fran Fulton reviewed the staff recommendation. She shared abandoned shopping carts can be reported via (888) 992-4778 or the myTorranceCa mobile app. She touched on the current vendor for cart retrieval and how they operate and explained conditions on new construction require shopping cart containment measures.

Mayor Furey stated the phone number is a great methodology for dealing with this issue and the app allows the user to take a picture and pinpoint the location of an abandoned shopping cart.

Councilmember Mattucci received clarification the City is only charged for carts if the owner of the cart doesn't have a contract with CarTrac. He asked if the vendor is actively looking for carts or only picking up carts that are reported.

Economic Development Manager Fulton explained they are required to patrol the city regularly at least three days out of the week by combing the city and going to various hotspots across the city in addition to calls and reports on the mobile app.

Councilmember Mattucci shared he uses the app and has noticed its taking a little bit longer to get to the carts than the previous vendor. He asked what if the cart is filled with items and if the vendor holds onto any contents.

Economic Development Manager Fulton stated they do discard items that may be in the cart.

Councilmember Mattucci noted it's a big investment as carts cost hundreds of dollars each and it's helpful of the City taking care of them so he stated he is in favor.

Councilmember Ashcraft echoed these carts are very expensive. She asked if the grocery stores have their own service where they pick up their own carts.

Economic Development Manager Fulton explained the current company works with most of the grocers across the state and works directly with the stores to repair the carts and return the carts to them.

Councilmember Ashcraft asked how they distinguish carts that are just sitting around if they have a contract with the grocery store.

Economic Development Manager Fulton stated CarTrac contracts with the grocery stores so the carts that are identified from those grocery stores are paid for by those grocery stores. Any that are not identifiable are the ones that the City gets charged by dollars per cart.

Councilmember Ashcraft received confirmation if a Ralph's cart is picked up and returned and Ralph's has a contract with CarTrac, the City is not charged for that cart. She asked if staff knows who their contracted stores are.

Economic Development Manager Fulton replied CarTrac has provided the City with the stores in Torrance that they contract with.

Councilmember Ashcraft noted staff keeps track of the number of carts and wondered where they take the carts that are on contract as well as the carts that are not on contract.

Economic Development Manager Fulton was uncertain where they take the carts that aren't on contract, but noted CarTrac provides a monthly report of the carts they collect, who they belong to, and where they are picked up from. Since staff has the list of the stores that are on contract with CarTrac, she suggested asking some of the other retailers in the City to provide information as they may want to contract directly with this company as well. She added she can follow up to see what happens to the carts that are not on contract.

Councilmember Ashcraft stated her preference to find out those that are on contract, those that are not on contract, and if a certain store has a bunch of carts for staff could reach out to that store and work a deal.

Economic Development Manager Fulton added it might be more economical for those stores as well if the carts are expensive and may save the store money for them to be returned.

Councilmember Chen asked where the carts with unidentifiable owners get parked and what the process is and if they end up getting sold. He questioned if a cart is full of a homeless person's belongings but the person is not there if CarTrac takes the cart and disposes of its contents.

Economic Development Manager Fulton stated she will follow up with the company on their policy and sometimes there are legalities with individuals' possessions but she can find out what their policy is for a cart full of items still inside.

MOTION: Councilmember Mattucci moved to accept and file Item 9G. The motion was seconded by Councilmember Chen and passed by 6-0 vote, with Councilmember Goodrich absent.

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

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

Councilmember Griffiths requested Council concurrence to have staff identify the deadline or the latest date that would allow for switching back to at-large council elections prior to the 2022 election and bring back a discussion item to Council with updates on the latest legal battles on this issue with time to consider the possible return to at-large elections prior to the 2022 election.

Councilmember Kalani requested Council concurrence to instruct staff to prepare a letter to the president of the Southern California Association of Governments (SCAG) to support agendaing a closed session discussion regarding the validity of the California Department of Housing and Community Development housing needs calculation assigned to the SCAG region.

Councilmember Kalani requested Council concurrence for staff to reach out to cities in North Service Planning Area to understand their homeless housing plan and reach out to local cities to establish a regional plan for navigational centers and create partnerships in the South Bay to combat homelessness.

Mayor Furey requested Council concurrence to recommend the Naming of Public Facilities Committee be formed and that a list of nominees be created to determine who will serve on the committee.

14. **CLOSED SESSION**


City Council recessed to Closed Session from 9:27 p.m. to 9:56 p.m. No action was taken during Closed Session.

15. **ADJOURNMENT**

At 9:57 p.m., the City Council adjourned to Tuesday, November 17, 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), 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 Ashcraft and passed by 6-0 vote, with Councilmember Goodrich absent.

Attest:



Rebecca Poirier
City Clerk of the City of Torrance



Mayor of the City of Torrance

Approved on December 1, 2020