

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

SUBJECT: City Manager – Concur scheduling 2 Community Outreach Meetings of the City Council.

Expenditure: \$800.00

RECOMMENDATION

Recommendation of the City Manager that the City Council schedule two Community Outreach Meetings of the City Council at 7:00 p.m. at:

- 1) September 18, 2012, in the North Torrance High School Library; and
- 2) December 11, 2012, in the Dee Hardison Gymnasium at Wilson Park.

Funding

Funding is available from the Cable TV operating budget.

BACKGROUND

Under Oral Communications, Mayor Frank Scotto, without objection from the Council, requested staff to explore the possibility of taking the City Council meetings out to the community. The purpose of Community Outreach Meetings was to obtain information from the citizens concerning community needs and concerns. Two meetings are planned to cover north and mid section of Torrance. The first meeting to be considered will be held at the North Torrance High School Library, September 18, 2012, the second meeting will be held at Dee Hardison Gymnasium at Charles H. Wilson Park on December 11, 2012.

ANALYSIS

Torrance City Council meetings are regularly held in the Torrance City Council Chambers at City Hall. Although City Hall is centrally located, the opportunity to bring the meetings closer to the citizens affords them easier access to local government.

At the conclusion of regular City Council business, the Council will have the opportunity to conduct an outreach workshop. The workshop would provide the City Council with greater opportunity to obtain information from the public at a location closer to home.

The meeting would be carried live on CitiCABLE and streamed live on www.TorranceCA.Gov.

Staff will provide amplified sound, mobile television production, live video connection, internet access, audio/visual services, and staging. In addition, the public would be informed of the meeting through general notices, social media, Homeowners Associations, PTA's, Neighborhood Watch Groups, www.TorranceCA.Gov, CitiCABLE, and an advertisement in the local newspaper.

September 18, 2012

NTHS LIBRARY

| ITEM | AVAIL. | FEE |
|--------------------------|---------|--------------|
| Advertising Daily Breeze | Yes | -0- |
| Air Conditioning | No | -0- |
| Amplified Sound System* | No | -0- |
| Cable TV Connection | Yes | -0- |
| Custodial Service | Yes | \$300 |
| Economic Anomaly | | \$200 |
| Exterior Lighting | Yes | -0- |
| High Speed Internet | Yes | \$100 |
| Number of Seats | 125-145 | -0- |
| Parking Lot | Yes | -0- |
| Live Feed** | Yes | |
| Parking Street | Yes | -0- |
| TOTAL ESTIMATED | | \$600 |

*City will provide

**Working with Time Warner for No cost connection

December 11, 2012

HARDISON GYM

| ITEM | AVAIL. | FEE |
|--------------------------|--------|--------------|
| Advertising Daily Breeze | Yes | -0- |
| Air Conditioning | No | -0- |
| Amplified Sound System* | No | -0- |
| Cable TV Connection | Yes | -0- |
| Custodial Service | Yes | -0- |
| Economic Anomaly | | \$200 |
| Exterior Lighting | No | -0- |
| High Speed Internet* | Yes | -0- |
| Number of Seats | 200 | -0- |
| Parking Lot | Yes | -0- |
| Live Feed** | Yes | |
| Parking Street | Yes | -0- |
| TOTAL ESTIMATED | | \$200 |

Respectfully submitted,

LeRoy J. Jackson
City Manager



By: _____
Michael D. Smith
Cable & Community Relations Manager

CONCUR:



LeRoy J. Jackson
City Manager