

Council Meeting of
August 8, 2006

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

**SUBJECT: Supplemental Material to Item 11C
Adoption of Council Rules of Order as Revised**

In response to questions received:

Q. Section 1.2 states "...or at any other place within the corporate limits of the city or any other place as designated by the City Council..." This seems to allow us to hold meetings outside the city. I believe the second part of that sentence should be stricken.

A. This provision is in the Torrance Charter. A copy of Section 714 is attached.

Q. Section 2.12 b. This section limits community orals to 30 minutes or 10 people. If the ten people were to consume 15 minutes, why would we not allow others to speak if they are present?

A. This is a policy decision. The intent was to limit Oral Communication #1 to no longer than 30 minutes. The public may or may not take advantage of the entire period. We have deleted "up to ten" from the document. It would now read "*Under Oral Communications #1 (after Community Matters) a period of up to 30 minutes will be set aside for speakers. If more than ten speakers have requested to be heard those additional speakers will be considered in the order received under Oral Communications #2.*"

Q. Section 2.12 d. It appears we have a new "Speaker Request List." Section f refers to an optional Speaker Card. Is there a provision in law that says we can not require the cards? It seems having everybody fill out the cards would provide the best information for minutes and follow up.

A. While the city cannot compel a speaker to give a name or address, registration prior to the beginning of regular business at 7:00 p.m. will allow staff to better facilitate that portion of the agenda. The Speaker Request List will be numbered to allow staff to call individuals by number if they do not wish to give additional information.

Again speakers on any other matter will also be invited but not required to complete the regular speaker cards in order to address the council. In the absence of cards the clerk will often write in the minutes the speaker name as inaudible or write name with a (?) to indicate uncertainty.

Q. Section 4.2 Requires votes in alphabetical order. If we rotate the order of orals, why can't we duplicate that in the order of voting? The City Clerk already has the order of orals in front of her.

A. As we are currently looking at electronic voting systems, a change to this rule will be short term. It would create additional record keeping adjustments for a short period of time.

Q. Why would section 2.10 etc. follow Section 2.9? It seems out of order.

A. Other than renumbering, these sections have not been changed since the 1987 restatement of rules.

Q. Sections 2.5, 4.8 f, 5.1 b All refer to a 2/3 vote of Council. With a 7 person Council 2/3 is confusing.

A. The language is contained in the Charter or the Government Code and is restated for use when needed. In some instances a 2/3 vote could be of a quorum of the Council rather than the full body.

Q. Section 6.8 When we talk of arrest we should cite the authority for the arrest.

A. The ejection or arrest would depend upon the behavior exhibited and action would be incident driven rather than under a specific authority.

Q. Section 7.4 We missed one "His" in making the ordinance (gender) neutral.

A. This has been changed to read "his or her".

Q. Section 9.3 might better read, "Ad Hoc Committees may be formed at the pleasure of the Mayor or Council.

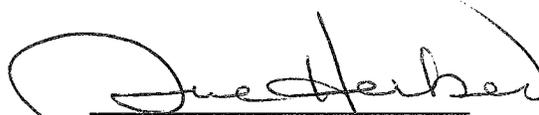
A. This language has not been changed since the 1987 restatement of rules. This would be considered a policy issue

CORRECTION

Section 10.2 - TERM OF APPOINTMENT The chart below correctly identifies dates of services and places the election years in their proper locations.

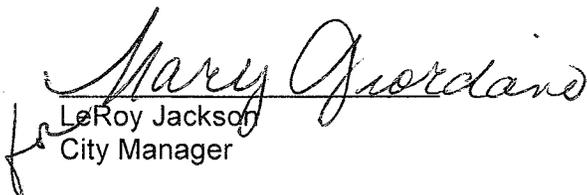
Member	Date first elected	Serving from to	Election Year
Seniority 2	2000	4-10-2006 – 10-9-2006	Election June 2006
<GAP>		10-10-2006 – 12-31-2006	
Seniority 3	2002	1-01-2007 – 6-30-2007	
Seniority 4	2006	7-01-2007 – 12-31-2007	
Seniority 5	2006	1-01-2008 – 6-30-2008	Election June 2008
Seniority 6	2006	7-01-2008 – 12-31-2008	
Seniority (new)	2008	1-01-2009 – 6-30-2009	
Seniority (new)	2008	7-01-2009 - 12-31-2009	
Seniority (new)	2008	1-01-2010 - 6-30-2010	Election June 2010
Seniority 1	2000	last served 10-10-2005 – 4-9-2006	(see Section 10.2)

Respectfully submitted,



Sue Herbers
City Clerk

Noted:



LeRoy Jackson
City Manager

Attachment A: Torrance Charter Section 714

TORRANCE CHARTER
SECTION 714. PLACE OF MEETINGS.

All regular or special meetings of the City Council shall be held within the corporate limits of the City, at such place as may be designated by ordinance or resolution, and shall be open to the public. If, by reason of fire, flood or other disaster or emergency, it shall be unsafe to hold a Council meeting at the designated place, the City Council may meet during such emergency at such place as is designated by the Mayor or by three members of the City Council. The City Council shall have the right and privilege to hold and conduct its meeting in accordance with an agenda and may specify the matters which shall be considered at each meeting and shall have the right to establish a time at which all communications shall be on file in the Office of the City Clerk in order that such communications may be considered at the next regular meeting of the City Council.

(Ratified Gen. Mun. Elec. 4/11/50, Amend No. 5; Approved by State Legislature Concurrent Res. No. 32 on 3/15/51).

