

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

**Members of the Council:**

**SUBJECT: Community Services -- Fill two vacant Commission on Aging seats and adopt an ORDINANCE changing the Commission on Aging membership to seven members.**

**RECOMMENDATION**

The Community Services Director recommends that City Council:

1. Appoint Commission on Aging Club representatives Charles Breaker and Art Callen to fill two vacant General Representative seats on the Commission on Aging.
2. Adopt an ORDINANCE to amend Sections 1, 2 and 3 of Article 18 of Chapter 3 of Division 1 of the Torrance Municipal Code to change the membership of the Commission on Aging to seven members.

Funding

Not applicable.

**BACKGROUND**

The Senior Citizens Council was created by City Council Resolution in 1973 with a total of seven (7) representatives on the Senior Citizens Council, three (3) General Representatives serving four year terms and four (4) Club Representatives serving one year terms.

Over the years, the number of members serving on the Senior Citizens Council, and its successor, the Commission on Aging, has fluctuated. Several Clubs disbanded and periodic changes were made in terms of the number of General Representatives and Club Representatives serving (Attachment A).

Due to the decreasing activity of the Senior Citizens Clubs, in 2006, the Community Services Director suggested that the Commission on Aging may want to consider reducing its membership, through attrition, to seven (7) members in order to be consistent with all other City Commissions. The Commission on Aging discussed the issue at its meetings of March 14, 2006 and April 11, 2006. At its meeting of April 11, 2006, the Commission voted 5 – 1, with one abstention, to recommend reducing the Commission on Aging membership to seven (7) members and suggested that all members be General Representatives, appointed by the City Council, thereby eliminating the Club Representatives.

## ANALYSIS

There are two current vacancies on the Commission. One vacancy was created when a member resigned in 2006 as he moved out of state, and the most recent resignation occurred when a member was appointed to a seat on the Civil Service Commission in January, 2007.

There are only two Club Representatives serving at this time. Both have served on the Commission and are willing to continue serving as General Representatives. The Commission as a whole would continue its outreach with the various organizations and groups serving seniors in Torrance.

A Chronological History of the Commission on Aging Membership is attached (Attachment A). A Commissioner Term Chart, created by the City Clerk, outlines the terms of those currently serving on the Commission on Aging as well as the proposed makeup if approved (Attachment B).

By reducing the membership of the Commission on Aging to seven (7) members, the Commission on Aging would be consistent with membership of other City Commissions. Further consistency would be provided by all members being General Representatives, appointed by the City Council to serve four-year terms. A draft of the proposed ordinance is attached for your review (Attachment C).

Respectfully submitted,

GENE BARNETT  
COMMUNITY SERVICES DIRECTOR

By   
Suzie Wand  
Senior Recreation Supervisor

CONCUR:

  
Gene Barnett  
Community Services Director

  
LeRoy J. Jackson  
City Manager

Attachments:   A) Chronological History of the Commission on Aging Membership  
                      B) Commissioner Term Chart  
                      C) Draft of Ordinance

**ATTACHMENT A****CHRONOLOGICAL HISTORY**  
**COMMISSION ON AGING MEMBERSHIP**

<b>DATE</b>	<b>NAME</b>	<b>NUMBER OF MEMBERS</b>		<b>ACTION</b>
1973  (7)  RESOLUTION 73-197	Senior Citizens Council	3 General Representatives	4 Club Representatives • Torrance Adult Club • McMaster Sr. Citizens Club • Hollywood Riviera Sr. Citizens Club • Riviera Sr. Citizens Club	
1981  (9)  RESOLUTION 81-79	Senior Citizens Council	3 General Representatives	6 Club Representatives • Torrance Adult Club • McMaster Sr. Citizens Club • Hollywood Riviera Sr. Citizens Club • Riviera Sr. Citizens Club • Sr. Citizens Golf Club • Torrance Chapter AARP	Add 2 Clubs: Sr. Citizens Golf Club Torrance Chapter AARP
1985  (12)  RESOLUTION 85-114	Senior Citizens Council	6 General Representatives	6 Club Representatives	Add 3 General Reps to allow number equal to Club Reps
1994  (11)  ORD 3407	Commission on Aging	6 General Representatives	5 Club Representatives	Name change and deletion of Hollywood Riviera Sr. Citizens Club. Club name change: Walteria Senior Citizens Club (formerly Riviera Senior Citizens Club)
2000  (11) ORD 3489	Commission on Aging	7 General Representatives	4 Club Representatives	Torrance Adult Club disbanded; increase General Representatives to 7
2001  (10)	Commission on Aging	7 General Representatives	3 Club Representatives	McMaster Senior Citizens Club disbanded. <i>No Council action</i>
2003  (9)	Commission on Aging	7 General Representatives	2 Club Representatives	Torrance Chapter AARP Rep resigned; no replacement named. <i>No Council action</i>
Jan 2006  (8)	Commission on Aging	Vacancy occurred after January appointments were made and subsequently not filled		Resignation of General Representative Ted Doty <i>No Council action</i>
March & April 2006  (8)	Commission on Aging	Commission voted 5-1, with an abstention, to recommend reducing the Commission on Aging membership to seven (7) members and suggested that all members be General Representatives, appointed by the City Council.		
2007  (7)	Commission on Aging	See above		Resignation of Carol Dean to accept position on Civil Service Commission

- The Senior Citizens Council was created in 1973 by City Council Resolution. At that time, there were a total of seven (7) representatives on the Senior Citizens Council, three (3) of which were General Representatives serving four year terms and four (4) of which were Club Representatives serving one year terms. The Charter Clubs represented at that time were Torrance Adult Club, Mc Master Senior Citizens Club, Hollywood Riviera Senior Citizens Club, and Riviera Senior Citizens Club.
- In 1981, the Senior Citizens Council recommended that two additional positions be created to include Club Representatives from the Senior Citizens Golf Club and the Torrance Chapter of the American Association of Retired Persons (AARP) which had been chartered by the Parks and Recreation Commission subsequent to the creation of the Senior Citizens Council. The City Council concurred with the recommendation of the Senior Citizens Council and increased the membership by two (2) members, for a total of nine (9) members.
- In 1985, the Senior Citizens Council returned to the City Council with a recommendation to increase the General Representatives by three (3) to remain consistent with the number of Club Representatives; the recommendation was approved and the number on the Senior Citizens Council rose to twelve (12).
- In 1994, the Senior Citizens Council made a recommendation to the City Council that its name be changed to the Commission on Aging as the general feeling among the members was that they had been functioning in the same manner as a Commission since their inception. The recommendation was to appoint a Commission of eleven (11) members: six (6) General Representatives and five (5) Club Representatives, one each from Mc Master Senior Citizens Club, Torrance Adult Club, Torrance Chapter of American Association of Retired Persons, Sea Aire Senior Citizens Golf Club and Walteria Senior Citizens Club (formerly named Riviera Senior Citizens Club).
- In February of 2000, the Torrance Adult Club voted to disband, thereby eliminating the need for the Torrance Adult Club Representative position on the Commission on Aging. The City Council then took action to increase the number of General Representatives to seven (7) to accommodate the incumbent who had been previously representing the Torrance Adult Club. The total number on the Commission remained at eleven (11).
- In August of 2001, the McMaster Senior Citizens Club voted to disband. Simultaneously, the McMaster Club Representative chose to resign her position on the Commission due to failing health. In November of 2001, the Parks and Recreation Director recommended to the Commission on Aging that the Mc Master Club Representative position be eliminated, reducing the total number on the Commission to ten (10) members. At that time, the Commission concurred with the Parks and Recreation Director's recommendation to eliminate the Mc Master Club Representative position and ultimately, through attrition, look at reducing the Commission

membership to seven (7) to be consistent with all other City Commissions. This recommendation had no impact on the current incumbents and was intended to help in establishing a process for bringing the number of members appointed to the Commission on Aging into conformance with other City Commissions.

- In December of 2003, the Torrance Chapter of the American Association of Retired Persons Representative resigned and the position was left vacant. At this point, the Commission was left with nine (9) members.
- In January of 2006, Edward "Ted" Doty resigned his position as a General Representative as he was moving out of state. This left eight (8) members on the Commission.
- As the number of members actively serving on the Commission was getting closer to seven (7), the Community Services Director suggested that the Commission may want to renew the discussion about Commission membership. The Commission on Aging considered the issue at its meetings of March 14, 2006 and April 11, 2006. At its meeting of April 11, 2006, the Commission voted 5 – 1, with one abstention, to recommend reducing the Commission on Aging membership to seven (7) members and suggested that all members be General Representatives, appointed by the City Council.
- In January of 2007, Carol Dean was appointed to the Civil Service Commission and resigned her position as a General Representative on the Commission on Aging. This resignation brought the total number of active members left on the Commission to seven (7) members.



**ATTACHMENT B****COMMISSION ON AGING**  
**TERM CHART****CURRENT MAKEUP OF COMMISSION ON AGING (FEBRUARY 14, 2007)**

<b>NAME</b>	<b>TERM BEGINS</b>	<b>TERM EXPIRES</b>	<b>FIRST APPOINTED</b>
Cardella	1-16-2004	1-15-2008	1-16-2004
Virobik	1-16-2004	1-15-2008	1-16-1998
Clutter	1-16-2001	1-15-2009	10-22-1996
Griffith	1-16-2001	1-15-2009	1-16-1998
VACANT (Doty)	Upon appt.	1-15-2009	TBD
Craft	1-16-2006	1-15-2010	1-10-2006
VACANT (Dean)	Upon appt.	1-15-2010	TBD
<b><i>CLUB REPRESENTATIVES</i></b>			
<i>Breaker</i>	<i>1-16-2007</i>	<i>1-15-2008</i>	<i>2-09-1999</i>
<i>Callen</i>	<i>1-16-2007</i>	<i>1-15-2008</i>	<i>8-06-1985</i>

**MAKEUP OF COMMISSION ON AGING IF CLUB REPRESENTATIVES ARE APPOINTED TO THE COMMISSION AS GENERAL REPRESENTATIVES**

<b>NAME</b>	<b>TERM BEGINS</b>	<b>TERM EXPIRES</b>	<b>FIRST APPOINTED</b>
Cardella	1-16-2004	1-15-2008	1-16-2004
Virobik	1-16-2004	1-15-2008	1-16-1998
Clutter	1-16-2001	1-15-2009	10-22-1996
Griffith	1-16-2001	1-15-2009	1-16-1998
<i>Breaker</i>	Upon appt.	1-15-2009	TBD
Craft	1-16-2006	1-15-2010	1-10-2006
<i>Callen</i>	Upon appt.	1-15-2010	TBD



**ATTACHMENT C**

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
TORRANCE AMENDING SECTIONS 1, 2 AND 3 AND DELETING  
SECTION 4 OF ARTICLE 18 OF CHAPTER 3 OF DIVISION 1 OF  
THE TORRANCE MUNICIPAL CODE ESTABLISHING THE  
COMMISSION ON AGING**

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The City Council of the City of Torrance does ordain as follows:

**SECTION 1**

That Sections 1, 2 and 3 of Article 18 of Chapter 3 of Division 1 are amended to read in their entirety as follows:

**“SECTION 13.18.1. CREATED, COMPOSITION, COMPENSATION AND QUALIFICATIONS.**

- a) There is hereby created a Commission on Aging for the City, consisting of seven members.
- b) The members of the Commission shall be electors of the City.
- c) In lieu of their ordinary and necessary expenses directly connected with or pertaining to the duties imposed by Section 13.18.7, the Commission members shall be paid \$10.00 per meeting attended, but not to exceed \$30.00 per calendar quarter. Such payment shall be made at the end of each calendar quarter.

**SECTION 13.18.2. APPOINTMENT AND TERMS OF MEMBERS.**

The members of the Commission shall be appointed by the Mayor with the approval of the City Council. At the first meeting of the Commission in May, 2007, it shall classify each member in accordance with the length of his or her unexpired term so that: two shall serve for a term which shall expire January 15, 2008, three shall serve for a term which shall expire January 15, 2009, and two shall serve for a term which shall expire January 15, 2010. Upon the expiration of such terms all appointments and reappointments shall be for a period of four years. No member shall be eligible for reappointment after serving two consecutive four year terms; provided, however, that after a lapse of two years, a former member may be reappointed to the Commission.

**SECTION 13.18.3. FILLING OF VACANCIES**

If any vacancies shall occur in the membership of the Commission, other than by expiration of term of office, they shall be filled by the Mayor with the approval of the City Council for the unexpired term of the vacated office.”

SECTION 2

Section 4 of Article 18 of Chapter 3 of Division 1 is hereby repealed in its entirety.

SECTION 3

Any provisions of the Torrance Municipal Code or its appendices, or any other ordinances of the City inconsistent with this ordinance, to the extent of the inconsistencies and no further, are repealed.

SECTION 4

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, the decision will not affect the validity of the remaining portions of the ordinance. The City Council declares that it would have passed this ordinance and each section, subsection, sentence, clause and phrase, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases are declared invalid or unconstitutional.

SECTION 5

This ordinance will take effect thirty days after the date of its adoption. Within fifteen days following adoption, this ordinance or a summary of this ordinance, if authorized by the City Council, will be published at least once in the Daily Breeze, a newspaper of general circulation, published and circulated in the City of Torrance.

INTRODUCED AND APPROVED the \_\_ day of \_\_\_\_\_, 2007.

ADOPTED AND PASSED this \_\_\_ day of \_\_\_\_\_, 2007.

ATTEST:

\_\_\_\_\_  
Frank Scotto, Mayor

\_\_\_\_\_  
Sue Herbers, City Clerk

APPROVED AS TO FORM:

JOHN L. FELLOWS III  
City Attorney

By: \_\_\_\_\_  
Ronald T. Pohl, Assistant City Attorney