

Council Meeting of
December 11, 2007

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

SUBJECT: Approval of an Agreement with the Torrance Fire Fighters Association to implement a 24-hour 5th Paramedic Rescue Unit.

RECOMMENDATION

Recommendation of the City Manager that the City Council approve an Agreement with the Torrance Fire Fighters Association to implement a 24-hour 5th Paramedic Rescue Unit.

Funding

Funding is available in the 2007-08 Fire Department Operations Budget.

BACKGROUND AND ANALYSIS

On May 22, 2007, your Honorable Body approved the creation of a 5th Paramedic Rescue Unit to the Fire Department as part of the 2007-2009 Operating Budget. Prior to the approval of the budget item, the Fire Chief presented the City Council with several options for consideration related to implementing a peak-hour paramedic rescue. The Torrance Fire Fighters Association (TFFA) also presented alternatives that incorporated parts of the Fire Chief's proposal and allowed for a 24-hour rescue unit.

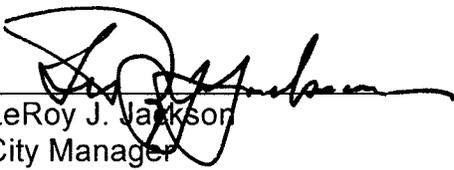
Upon review and extensive discussion of both proposals, your Honorable Body approved the creation of a 24-hour paramedic unit and set the annual funding mark at \$365,000. The implementation of the new unit required meet and confer with TFFA. Staff has met with representatives from the Torrance Fire Fighters Association to develop the attached Agreement; which once approved will set the parameters for implementing the 5th Paramedic Rescue Unit. The new Rescue Unit will be based out of Station #5 with an implementation date of February 3, 2008.

Respectfully submitted,

LeROY J. JACKSON
CITY MANAGER

By 
Aram Chaparyan
Assistant to the City Manager

CONCUR:


LeRoy J. Jackson
City Manager

Attachments: A) City Council Item from May 15, 2007
B) Agreement for implementation of a 24-hour 5th Paramedic Rescue Unit

Council Meeting
May 15, 2007

PUBLIC HEARING

(Companion Item to Redevelopment Agency Item 5A)

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

Members of the Council:

**Subject: 2nd Public Hearing and Budget Workshop on the Proposed Budget for
Fiscal Years 2007-09**

RECOMMENDATION

Recommendation of the Finance Director that Your Honorable Body open the second public hearing/budget workshop and adopt in concept the City Manager's proposed two-year operating budget for fiscal years 2007-09.

BACKGROUND/ANALYSIS

This is the second public hearing of the City Manager's proposed 2007-09 City operating budget. This public hearing/budget workshop was advertised and scheduled for the Council meeting this evening.

On May 8, the City Council conducted the first public hearing/budget workshop on the City's two-year operating budget for the 2005-06 and 2007-07 fiscal years. At the close of the public hearing/workshop, the following request for additional information was requested and discussion memos have been attached:

- Airport Noise Abatement Program
- Acquisition of a police armored vehicle (Bear Cat)
- Providing assistance to low-income seniors for City provided refuse, water and sewer charges and Utility Users' Tax exemption
- Housing rental assistance for seniors
- Digitization of local historical newspapers and directories
- Breakdown of the additional recommendation of General Fund resources for the Cultural Art's Center Enterprise Fund
- Last 10 years of emergency medical services incidents
- Education and Historic Preservation Duties
- Endowment for the Torrance Cultural Arts Center Foundation

Staff is also recommending that your Honorable Body adopt in concept the City Manager's proposed, as modified by the City Council at the conclusion of the public hearing, 2007-09 City operating budget. This will allow staff one week to prepare the appropriations RESOLUTIONS for formal adoption on Tuesday, May 22.

Respectfully submitted,



Eric E. Tsao
Finance Director

CONCUR:



LeRoy W. Jackson
City Manager

Attachments:

- A. Airport Noise Abatement Program
- B. Acquisition of a police armored vehicle (Bear Cat)
- C. Providing assistance to low-income seniors for City provided refuse, water and sewer charges and Utility Users' Tax exemption
- D. Housing rental assistance for seniors
- E. Digitization of local historical newspapers and directories
- F. Breakdown of the additional recommendation of General Fund resources for the Cultural Art's Center Enterprise Fund
- G. Last 10 years of emergency medical services incidents
- H. Education and Historic Preservation Duties
- I. Endowment for the Torrance Cultural Arts Center Foundation
- J. Public Hearing/Budget Workshop Agenda
- K. Copy of Daily Breeze advertisement

CITY OF TORRANCE

INTEROFFICE COMMUNICATION

DATE: May 8, 2007

TO: Mayor and City Council
VIA: LeRoy d. Jackson, City Manager

FROM: Linda Cessna, Deputy Community Development Director

SUBJECT: Airport Noise Abatement Program

In response to questions raised at the May 7 budget hearing, the Airport Noise Abatement System upgrade is not yet complete, however the system is functioning at a basic level. We are awaiting installation of cameras and a software upgrade that will allow us to automate many of the functions that we are now performing manually. At this time, the system identifies noise violations for us. We then listen to the incident to determine if it is actually an aircraft, and if so, then to the tower frequency to identify the aircraft that exceeded the noise limits. A letter is generated to the aircraft owner, and information is hand-entered into logs for tracking purposes. With the software upgrade, the system will automatically merge the aircraft information into a letter format, and log the information. There are other aspects of the program that will be automated with the upgrade; however, they can still be performed with the current system. The cameras, when installed, will provide information regarding curfew departures and will allow us to access activities on the airport from the City Hall work station if no one is at the Noise Abatement Center.

Currently, we are budgeted for one half of one position at the Noise Abatement Center. We have staff available at the center each day, either in the morning or the afternoon. Calls regarding noise complaints are generally returned the next day, with information as to whether a violation actually occurred or not.

The number of complaints and number of violations have remained relatively steady over the last ten years, regardless of the staffing levels at the Noise Abatement Center. Staff believes that the automation that will be provided by the promised software upgrade coupled with the ability to run the Noise Abatement Center remotely from the City Hall work station will allow us to provide adequate service with the currently budgeted .5 position. In any case, we would want to wait until the automation is fully complete and the system running at optimal levels for a six-month period prior to looking at any addition to the current staffing levels.

CITY OF TORRANCE

INTEROFFICE COMMUNICATION

DATE: May 8, 2007

TO: Mayor and City Council
VIA: LeRoy J. Jackson, City Manager

FROM: John J. Neu, Chief of Police

SUBJECT: Lenco Bear Cat Armored Vehicle

BACKGROUND

The Lenco Bear Cat is an Armored Personnel Rescue Vehicle that has become the industry standard for Special Weapons and Tactics Teams (SWAT) and Emergency Response Teams (ERT). The vehicle's versatility allows for its use in multiple situations, such as Barricaded Suspects and High Risk Search Warrants. The vehicle has also proven itself invaluable during the rescue of citizens and officers during Active Shooter incidents.

The Bear Cat is currently utilized by several Southern California police agencies and the United States Military. These law enforcement agencies include the Los Angeles County Sheriffs Department, Los Angeles Police Department, Anaheim Police Department, Glendale Police Department, Irvine Police Department, Long Beach Police Department, and the Santa Ana Police Department. In addition to local law enforcement, several state and federal agencies also utilize the Lenco Bear Cat.

ANALYSIS

The Bear Cat is based on a Ford F550 four-wheel drive chassis that seats ten to twelve people. The Bear Cat has a twenty to twenty-five year useful life expectancy. The vehicle's power and design are such that it can effectively respond to virtually any location in any weather or climate. The engine and crew compartment has armor/blast protection and all of the windows on the vehicle are glass-clad polycarbonate with explosion and projectile resistant capabilities.

Several other features include run-flat tires, roof mounted remote spot-light, air conditioning, power winch, a light package, a VSP gun turret, a ballistic skip shield, seatbelts for all of the seats, paint scheme, folding metal table, a rear mounted backing camera and monitor, and a thermal imagery night-vision camera and monitor. The vehicle has room in the cargo compartments for up to 12 fully equipped team members, with the additional driver's compartment and the commander's seat.

Emergency portals exist along both sides of the compartment. There is a roof mounted rescue hatch with an emergency portal accessible from inside the cargo compartment to the roof, which also offers projectile protection which is railed, in case deployment from a height is necessary to resolve an incident. Inside the cargo compartment there is also an 1800-watt power inverter to facilitate the use of a lap top computer, battery chargers, or any other applicable electrical device.

The cost of this vehicle, as specified, with our department's paint scheme and technical modifications, would be approximately \$252, 000 including delivery. The Lenco Company currently has what is known as the "GSA 1122" program, which significantly reduces the cost of the vehicle to our state, as well as several others, and the vehicle is offered at the Federal Government's guaranteed lowest price.

The City of Redondo Beach, through their police department, has recently purchased a Lenco Bear Cat. The purchase was completed through Homeland Security grant funding which specifies the use of the vehicle for all Area G cities, which includes the City of Torrance. There are nine cities within Area G and all are located within the South Bay region.

The Redondo Beach Police Department has developed a Memorandum of Understanding (MOU) detailing the use of the Bear Cat for the nine Area G cities. According to the MOU, an agency that enters into the agreement will be equally responsible for housing and maintaining the Bear Cat in a condition of readiness for a set period of time. However, we are currently working with Redondo Beach officials in an attempt to utilize our new MCV garage on the eastside of our facility as the sole storage facility for the Bearcat. Having the vehicle at one location would allow for easier access and accountability of the vehicle for all agencies involved.

CONCLUSION

Research indicates that the Bear Cat is the industry standard for Special Weapons and Emergency Response Teams. Our belief is utilizing the Bear Cat recently acquired by the Redondo Beach Police Department, especially if it is housed in one location for accessibility and accountability, will fit the current needs of our Department.

We will, however, continue to monitor and evaluate the effectiveness of the MOU and the availability of the Area G Bear Cat for our specific needs. If our needs are not met and we are unable to deploy our resources in a safe and effective manner, we will re-evaluate our needs and bring this item back for further discussion. Once the Bear Cat is deployed in field situations, the Department will then be able to adequately evaluate the overall use and effectiveness of the Area G Bear Cat. At this time we feel the Area G Bear Cat will meet our specific needs.

CITY OF TORRANCE

INTEROFFICE COMMUNICATION

DATE: May 10, 2007

TO: Mayor and City Council
 VIA: LeRoy J. Jackson, City Manager

FROM: Eric E. Tsao, Finance Director

SUBJECT: Assistance to low-income seniors for City provided refuse, water and sewer charges

The City provides assistance to low-income senior citizens who are sixty-two years of age or older and any permanently disabled individual for refuse, water, and sewer charges as well as providing an exemption for Utility Users' Tax. The current qualifying household income level is \$25,525 annually and is based on 2.5 times the "Federal Poverty Guidelines" for a family unit size of one.

The current discounts in effective are:

	<u>Discounted</u>	<u>Regular</u>
Refuse	\$7.69 per can	\$20.79 per can
Water	\$1.59 per cubic foot	\$1.95 per cubic foot
Sewer	\$0.11 per cubic foot	\$0.29 per cubic foot
<u>Exempt for Utility Users' Tax:</u>		
Water	0%	6%
All other	0%	6.5%

CITY OF TORRANCE

INTEROFFICE COMMUNICATION

DATE: May 10, 2007

TO: Mayor and City Council
 VIA: LeRoy M. Jackson, City Manager 

FROM: Jeff Gibson, Community Development Director

SUBJECT: Housing Assistance Strategies

The Council at the budget hearing of May 8 requested that staff provide information regarding the possibilities of providing rental assistance in some form to seniors, particularly those in mobile home parks.

We currently have a model City-run subsidy program at the Coleman Court and Ocean Terrace Senior Housing complexes. This program is funded through the redevelopment low-mod housing set-aside, and provides up to \$250 per month in rental assistance to seniors living in these buildings. The subsidy is granted on a first come first served basis to those who apply and are within the income limits set by HUD. It costs a maximum of \$3,000 per participant per year, with the maximum total dollar amount available determining the number of subsidy participants. Currently, there are 11 participants enrolled in the subsidy program.

Funds in the Housing Set-Aside are restricted in that they must be used proportionally to the population; in Torrance, that is 25% targeted seniors and 75% targeted families. At this time, we cannot fund additional programs targeted to seniors from this fund.

MOBILE HOMES

There are two potential program designs; one based on the Section 8 Housing Assistance Program model and one based on our current Senior Housing Subsidy Program Model. Any program would make use of the HUD income limits for low, very low and extremely low families in determining eligibility. These limits currently range from \$15,500 to \$41,450 per year for a single person household and are adjusted annually.

Section 8 Model

Applicants must provide income information as well as information regarding the unit and rental costs. Assistance is provided based on a formula that looks at total income in proportion to total housing costs. Any housing costs over a specified percentage of total income are covered by the program. Currently, this is any housing costs of over 30% to 40% of total income for the Section 8 program. Applicants can be ranked according to their need; for instance, all those falling into

the very low income category and paying over a specified percentage of their income towards housing costs would be first priority, with others who meet the basic requirements falling into a second tier. Applicants can also be helped on a strictly first come, first served basis, as long as they meet the basic eligibility requirements. With this model, costs and/or total number of subsidies are more difficult to project, as the subsidy is based on need and the costs of the program can be more variable.

Senior Subsidy Model

This model also requires applicants to submit income information, and eligibility is based on need; however, this model is somewhat simpler to administer as a maximum subsidy amount is predetermined. Assistance is based on first come, first served within the eligibility criteria, and the subsidy amount is based on a simplified housing cost to total income ratio, with a cap set on the amount available to any one participant.

Census data estimates a total of 1200 mobile homes within the City. Assuming that 10% of the mobile home residents would qualify for rental assistance, we would be looking at approximately 120 subsidy recipients. If we have a pool of \$120,000, we could offer a maximum subsidy of \$83 per month. With a pool of \$200,000, the subsidy could be increased to \$138 per month. If we were to provide the same \$250 monthly subsidy as the existing Senior Subsidy program, we would be able to provide assistance to between 40 and 66 units, depending on the dollar pool available.

Using the Section 8 model, we would be much more limited in the numbers of subsidies we could offer, as each subsidy would be individually calculated, and, based on experience, would be significantly greater than the amount available to participants on a fixed subsidy program.

APARTMENTS

A program could be designed to include apartments based on either of the above models. With approximately 24,000 apartments in the City, the potential pool of applicants would be much greater, and the cost to put such a program together would also be much greater.

NEW DEVELOPMENT

Staff is currently looking at the possibility of new low and moderate income development in the Downtown area making use of the redevelopment housing set aside funds; however, this is in preliminary stages. Any housing assistance available through new development will be a few years off.

Based on the above, staff would recommend looking at beginning with a Rental Assistance Program for mobile homes based on the Senior Subsidy model. Because mobile home owners are essentially locked into place, as they own their home but not the land it stands upon, and because generally the home itself can no longer be moved, this seems to be a good first priority. In addition, the numbers are more manageable, which would give staff

the opportunity to develop a program on a smaller scale prior to looking at expanding to include apartments.

Funding of \$120,000 to \$200,000 could be reallocated from year-end Capital funds for the next two years; after that funding would need to be reconsidered, with a potential reassessment of priorities if a rental assistance program is to be continued.

Staff would also request that the Council consider directing exploration of the Community Development Block Grant (CDBG) program, either as a direct participant in the CDBG program or as a partner with another jurisdiction in a swap, similar to ones used to trade Proposition A dollars.

**CITY OF TORRANCE
PROPOSED PROGRAM REVISION**

Department: Community Services

Fiscal Year 2007-08

Program Name/Number	Proposed Change	Amount
	Digitization of local historical newspapers and directories	\$20,000
	Program Contingency Reserve	\$20,000
	TOTAL	\$ -
<hr/>		
Has this program change been submitted before? No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Year(s) _____		
<hr/>		
Degree of impact in meeting City and Department Goals, Objectives and priorities: High <input checked="" type="checkbox"/> Medium <input type="checkbox"/> Low <input type="checkbox"/>		
<hr/>		

Impact Statement

From 1914 to 1970, two local newspapers, the *Torrance Herald* and the *Peninsula Press*, offered their unique voices to inform and enlighten the community. The *Herald* was the City's newspaper of record dedicated to the affairs of Torrance and surrounding cities for 60 years. The *Press* was the crusading newspaper and focused on Torrance politics from 1950 to the late 1960s, telling Torrance's story during the City's years of rapid growth. These two important resources, along with rare city directories, are in danger of extinction. At present, the *Torrance Herald* is solely available in a crumbling acetate microfilm format. The *Peninsula Press* has never been microfilmed and is only available in its original, and deteriorating, bound paper format. Every use of the microfilm or bound newspapers contributes to the wear of these fragile documents and some issues are already illegible. Aside from these newspapers, which are currently housed in the Katy Geissert Civic Center Library and the Torrance Historical Society collections, there is little in print documenting the history of Torrance.

In order to preserve these unique and valuable resources, the Library is proposing to digitize and mount the *Torrance Herald*, *Peninsula Press*, and assorted city directories on the Internet for public access. The provision of these essential local historical resources through the Library's website will be a boon to genealogists, students, historians and anyone with an interest in the history and development of the City of Torrance.

The cost of digitizing the newspapers and city directories is approximately \$60,000. This includes the microfilming of the *Peninsula Press* and designated city directories, and the creation of backup digital copies and optical character recognition (OCR) scanning of the documents. OCR scanning of the documents will enable keyword searching and will facilitate more efficient research. The Torrance Historical Society, recognizing the extreme importance of preserving these unique resources, has pledged \$20,000 to the project. The Library is also working with the Historical Society to seek community groups to support an additional \$20,000. The Library Division is asking for \$20,000 as a City match to fully fund the \$60,000 needed to complete the project.

Other Alternatives Considered:

Numerous grant opportunities were considered to supplement the cost of this project. Unfortunately, many of the funding agencies consulted require the applicant to hold the copyright for any materials digitized. In addition, the focus of many of these grants is on photographs and memorabilia rather than newspapers. Currently, there are no grants available which will allow us to complete the digitization of the newspapers.

Impact of non-approval:

The Torrance Herald, one of our most heavily used newspapers, is only available on unstable acetate film and is fast becoming illegible. The original copies of our local newspapers, particularly the early issues, are crumbling and becoming damaged with each use. Newsprint was simply not meant to last decades. With each year, we are losing the unique history these resources present.

Without the digitization of the newspapers and city directories, we will lose essential records that document the social, economic, and political history and development of the City.

CITY OF TORRANCE

INTEROFFICE COMMUNICATION

DATE: May 10, 2007

TO: Mayor and City Council
 VIA: LeRoy J. Jackson, City Manager

FROM: Eric E. Tsao, Finance Director

SUBJECT: Additional Subsidy-Cultural Arts Center Enterprise Fund

The Cultural Arts Center Fund was created on July 1, 1995 to account for the related activities of the Cultural Arts complex. This fund is supported by fees generated from meeting rooms, classrooms, theaters and is also being subsidized by the General Fund. The primary users of the facilities are participants of Community Services and non profit organizations.

Fees for the Cultural Arts Center stayed constant from 1995 through 2003. In fiscal year 2003-04, a fee study was conducted and rates were increased and tied to CPI with the exception of interdepartmental use which includes all Community Services classes and Torrance Unified School District.

Program expenses are projected to be greater than the revenues generated in providing specific program services. The Center relies on year end carryover for capital maintenance, refurbishment and the replacement of equipment. The Cultural Arts Center Fund needs additional subsidy of \$285,000 from the General Fund to balance its' budget for fiscal year 07-08.

History of Annual General Fund Subsidy:

FISCAL YEARS	GENERAL FUND ANNUAL SUBSIDY
2007-08 (Proposed)	\$1,070,075
2002-2007	780,075
1998-2001	770,075
1996-1997	699,687

CITY OF TORRANCE

INTEROFFICE COMMUNICATION

DATE: May 10, 2007

TO: Mayor and City Council
 VIA: ~~LeRoy J. Jackson, City Manager~~

FROM: Eric E. Tsao, Finance Director

SUBJECT: Additional Subsidy-Cultural Arts Center Enterprise Fund

The Cultural Arts Center Fund was created on July 1, 1995 to account for the related activities of the Cultural Arts complex. This fund is supported by fees generated from meeting rooms, classrooms, theaters and is also being subsidized by the General Fund. The primary users of the facilities are participants of Community Services and non profit organizations.

Fees for the Cultural Arts Center stayed constant from 1995 through 2003. In fiscal year 2003-04, a fee study was conducted and rates were increased and tied to CPI with the exception of Torrance Unified School District and interdepartmental use which includes all Community Services classes.

Program expenses are projected to be greater than the revenues generated in providing specific program services. The Center relies on year end carryover for capital maintenance, refurbishment and the replacement of equipment. The Cultural Arts Center Fund needs additional subsidy of \$285,000 from the General Fund to balance its' budget for fiscal year 07-08.

History of Annual General Fund Subsidy:

FISCAL YEARS	GENERAL FUND ANNUAL SUBSIDY
2007-08 (Proposed)	\$1,065,075
2002-2007	780,075
1998-2001	770,075
1996-1997	699,687

TORRANCE FIRE DEPARTMENT
Inter-Division Communications
OFFICE OF THE FIRE CHIEF

Date: April 4, 2007
To: LeRoy Jackson, City Manager
From: Rick Bongard, Fire Chief
Subject: **Fire Department - seeks approval for placing a Peak Staffing paramedic rescue unit in service.**

RECOMMENDATION

The Fire Chief recommends Deployment Option A, the staffing of a paramedic rescue unit for 12 hours with a one-time cost not to exceed \$150,600 and annual costs not to exceed \$365,500. Option A utilizes three (3) firefighter positions from the Air and Lighting unit and the hiring of one (1) additional firefighter.

BACKGROUND/ANALYSIS

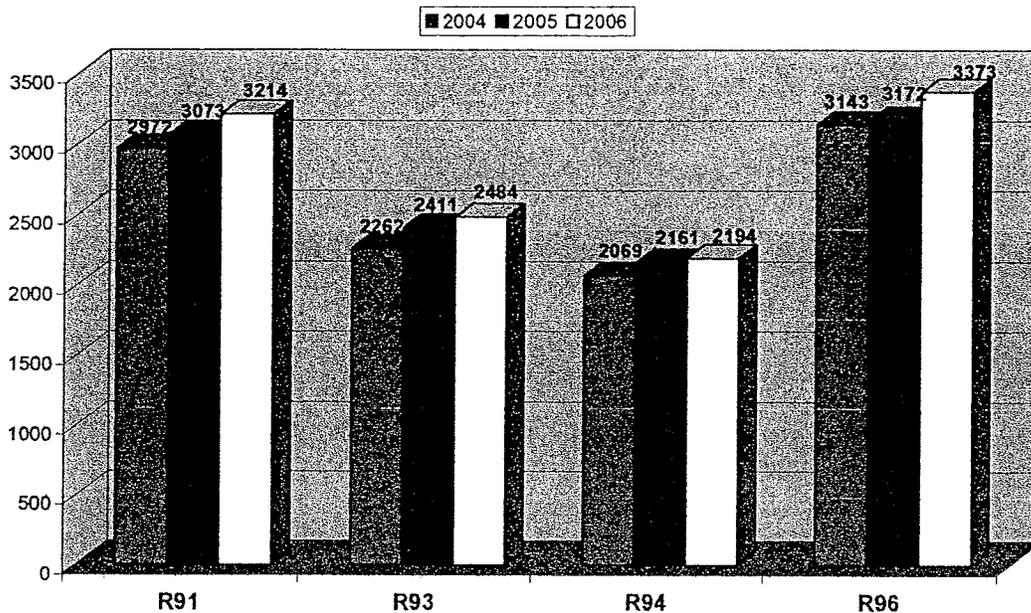
The City of Torrance's Fire Department began providing paramedic service in 1971. Initially one paramedic squad served the entire city. Today, the demand for paramedic service is approximately 72% of all requests for Fire Department assistance. To meet these demands, the Department provides paramedic emergency response from all six of the City's fire stations.

The department's primary goal is to have paramedics on scene, anywhere in the city, within 5 minutes for 95% of all calls received. Paramedic service is delivered via four paramedic rescues and two fire engines designated as Paramedic Assessment Units. To supplement this service, the fire department maintains two additional rescue squads as reserves.

The call load for each rescue is illustrated in Chart 1. Deploying a fifth paramedic rescue and locating it at Fire Station 5 will affect the call loads of both R91 and R96. These two rescues, because of their location, pick up the excess calls for R93 and R94, respectively. Because of its central location, R96 also picks up some of R91's excess calls.

Chart 1

Rescue Squad Responses



Deploying the fifth paramedic rescue will help the Fire Department achieve the following:

- Meet the City's Strategic Plan's number one goal, the Quality, Safety and Security of the Community
- Even out the response load for rescues R91 and R96. A range of approximately 2500 responses for each rescue will help limit fatigue and paramedic burnout.
- Enhance the ability to respond a rescue squad anywhere in the City within the Department's response goal.
- Increase paramedic coverage in the central core of the city that has a high-density daytime population and heavy traffic flow.
- Accomplish deployment without needing to alter housing facilities for the rescue.

The following tables list the initial and recurring costs for the purchase of the equipment and vehicle. No matter which option is chosen, these costs will apply:

New Rescue with equipment cost (already budgeted)	\$145,000
Annual Replacement Maintenance Cost	\$42,000
	On-going cost

Deployment Option A

The Fire Department will re-assign three (3) existing firefighter positions from Air and Light 95 (A/L 95) and hire one (1) additional firefighter to Peak-Staff a fifth rescue between the hours of 8:00 AM and 8:00 PM. During this period, the Fire Department responds to almost 72% of the day's emergency calls (See Chart 2). The four Paramedics would work seven twelve-hour shifts in a fourteen-day period resulting in four hours of overtime per pay period for each paramedic.

Chart 2
 2006 Annual Call Volume By Hour of the Day - EMS Incidents
 Torrance Fire Department

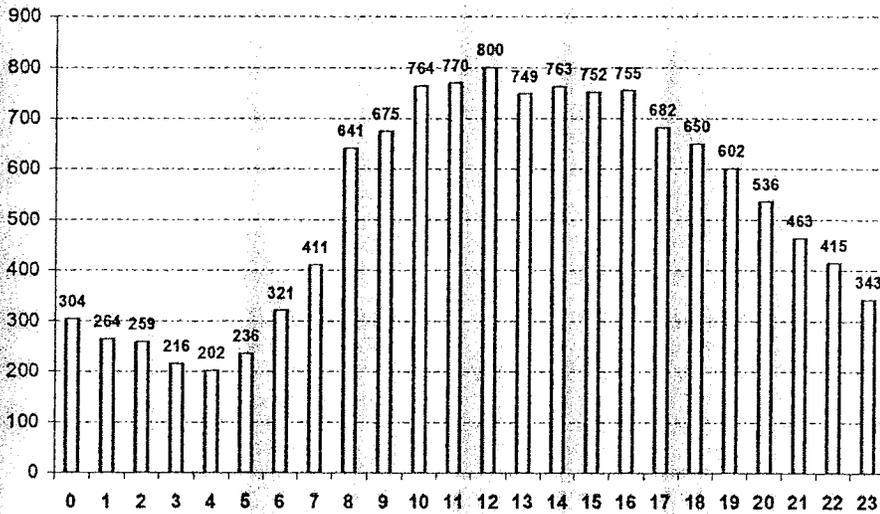
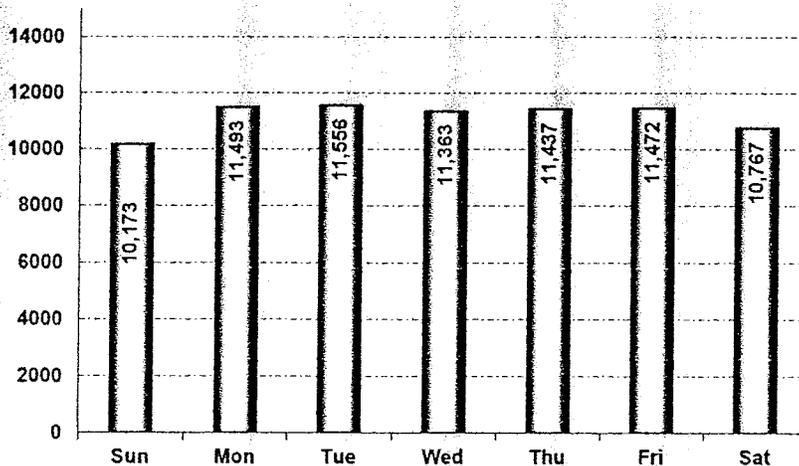


Chart 3
 Emergency Medical Services Incidents
 by Day of the Week - 1997 to 2006



The projected personnel and training costs of Option A are:

Cost of 1 additional Paramedic	\$177,500
Upgrade 3 Firefighter positions from A/L to Paramedics	\$88,800
Constant staffing for partial openings due to physicals, meetings etc	\$39,550
Constant staffing to staff the peak-hour rescue seven 12-hour days per week (4 hrs x 4 paramedics x 26 pay periods x \$42.43)	\$17,650
Total	\$323,500

Deployment Option B

Similar to Option A except the three firefighters from A/L 95 are moved to Engine 95 and the Assessment engine paramedics are moved to the new rescue. This saves approximately \$88,800 but leaves station five's area with no paramedic and assessment units after 8 pm.

The projected personnel and training costs of Option B are:

Cost of 1 additional Paramedic	\$177,500
Constant staffing for partial openings due to physicals, meetings etc	\$39,550
Constant staffing to staff the peak-hour rescue seven 12-hour days per week (4 hrs x 4 paramedics x 26 pay periods x \$42.43)	\$17,650
Total	\$234,700

Deployment Option C

Similar to Option A except the three firefighters from Engine 91 who receive a hazmat premium are moved to the new rescue. This saves approximately \$59,500 but reduces the number of Hazmat Team members per shift from nine to eight.

The projected personnel and training costs of Option C are:

Cost of 1 additional Paramedic	\$177,500
Upgrade 3 Firefighter positions from Hazmat to Paramedics	\$29,300
Constant staffing for partial openings due to physicals, meetings etc	\$39,550
Constant staffing to staff the peak-hour rescue seven 12-hour days per week (4 hrs x 4 paramedics x 26 pay periods x \$42.43)	\$17,650
Total	\$264,000

Deployment Option D

Fire Department hires six firefighters and trains these new personnel as paramedics to staff a rescue 24 hours per day.

The projected personnel and training costs of Option D are:

Cost of 6 additional Paramedics Paramedic comp. rate \$177,500 x 6	\$1,065,000
Cost to send two FF's to PM school (Can't be absorbed by FD budget) \$53,600 x 2	\$107,200 One time cost
Total	\$1,172,200
	\$1,065,000 On-going cost

Deployment Option E

Fire Department hires three firefighters and three firefighters from AVL 95 are moved to the new rescue. All are trained as paramedics to staff a rescue 24 hours per day

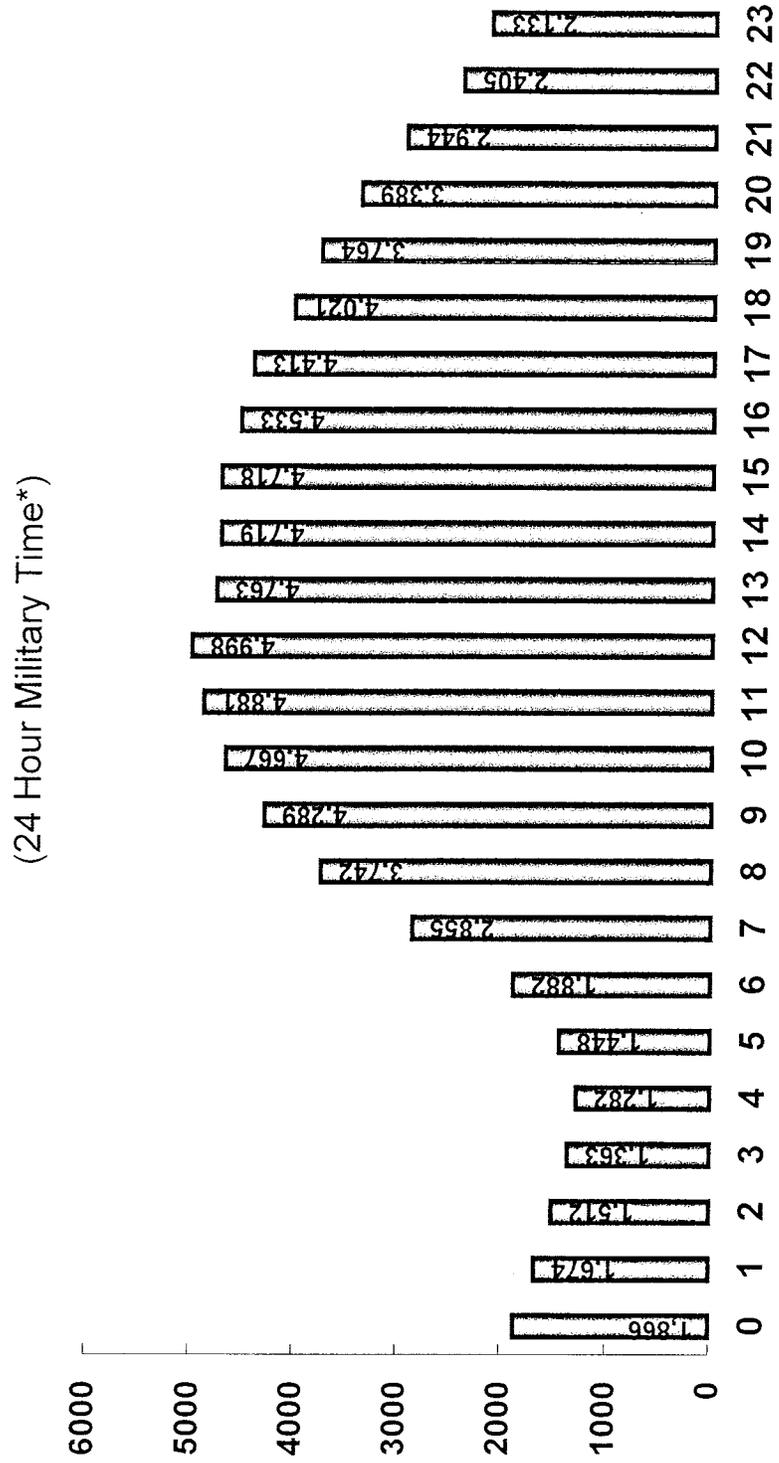
The projected personnel and training costs of Option E are:

Cost of 3 additional Paramedics Paramedic comp. rate \$177,500 x 6	\$532,500
Cost to send two FF's to PM school (Can't be absorbed by FD budget) \$53,600 x 2	\$107,200 One time cost
Upgrade 3 Firefighter positions from AVL to Paramedics	\$88,800
Constant staffing for partial openings due to physicals, meetings etc	\$39,550
Total	\$768,050
	\$660,850 On-going cost

Respectfully submitted,

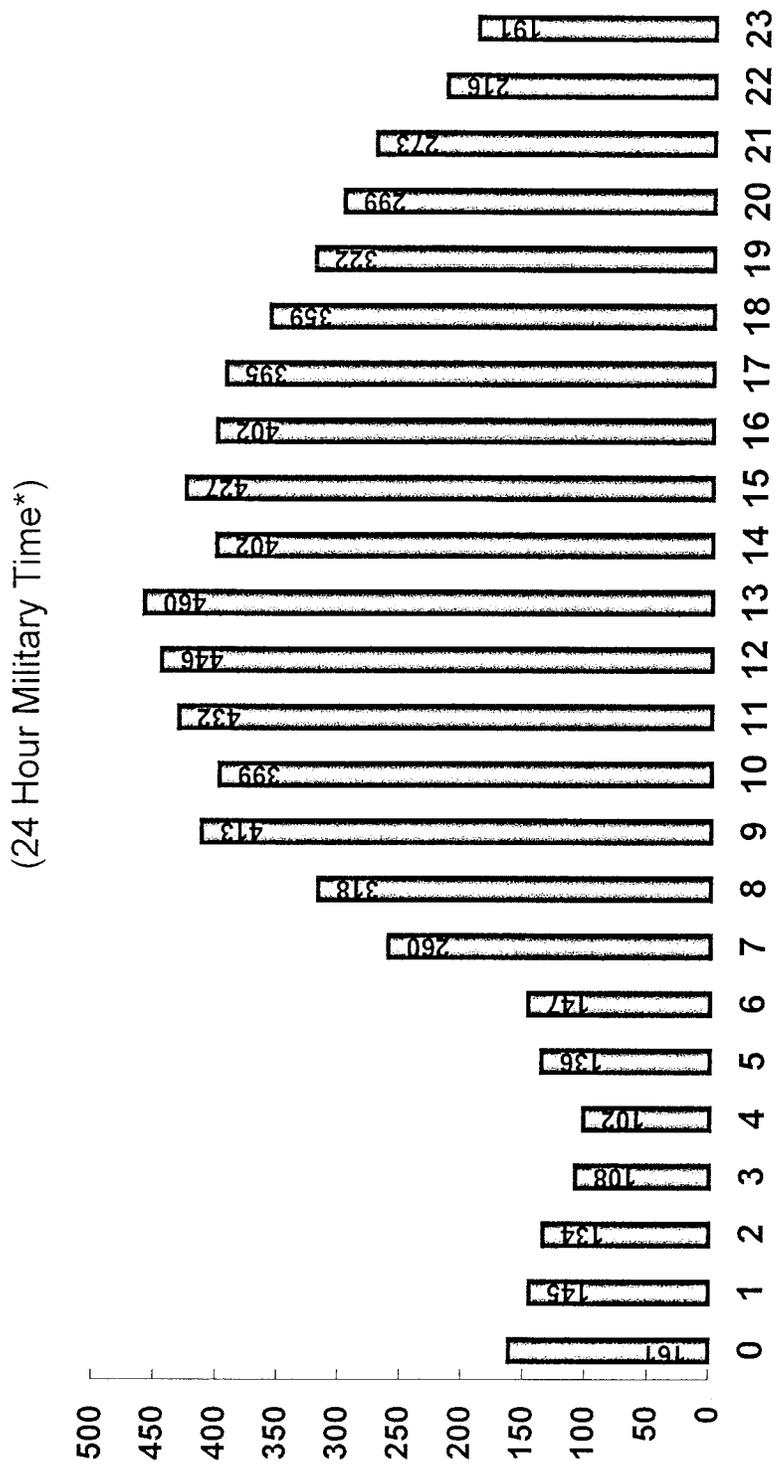
RICHARD V. BONGARD
Fire Chief

Emergency Medical Services Incidents by Hour of the Day - 1997 to 2006



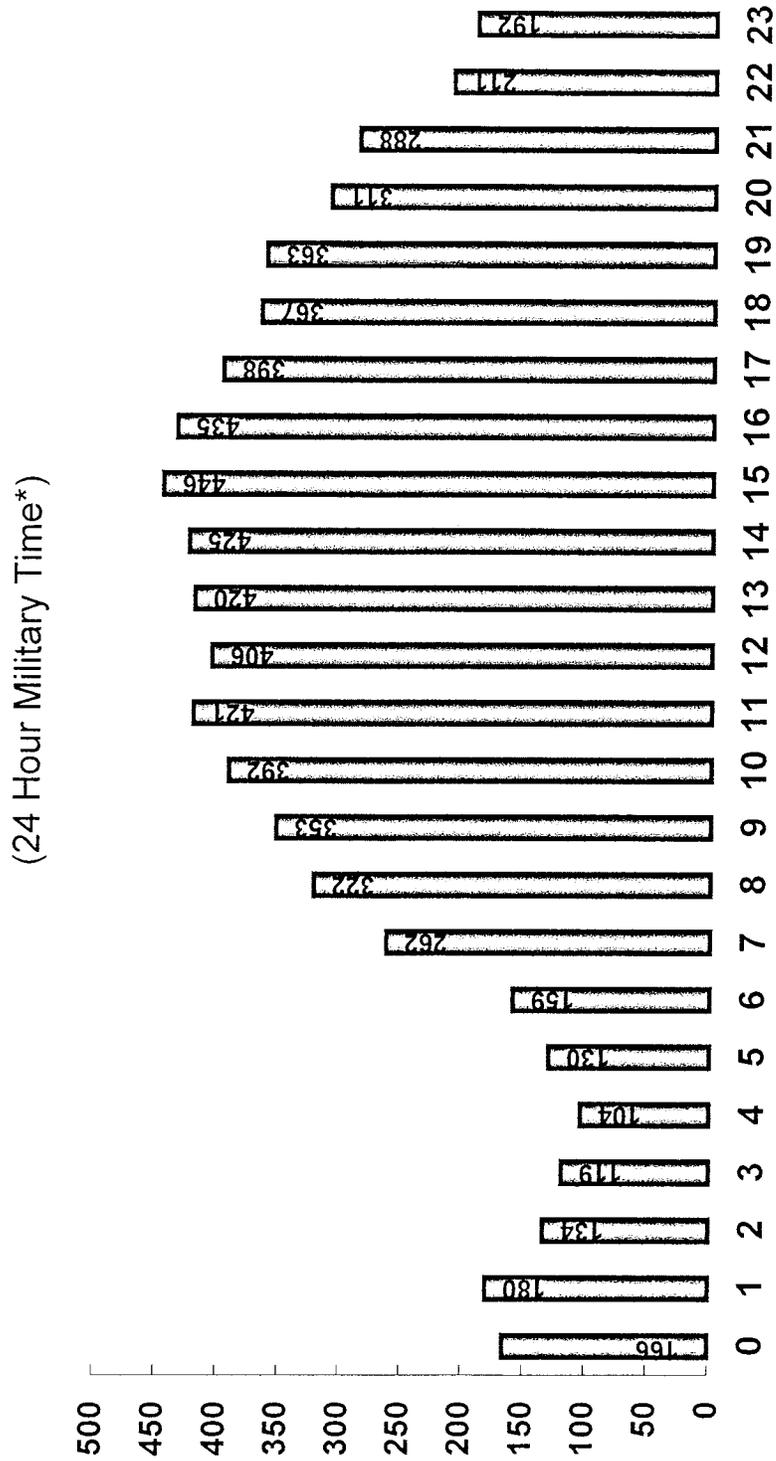
*0 Military time is midnight 12 Military time is noon

Emergency Medical Services Incidents by Hour of the Day - 1997



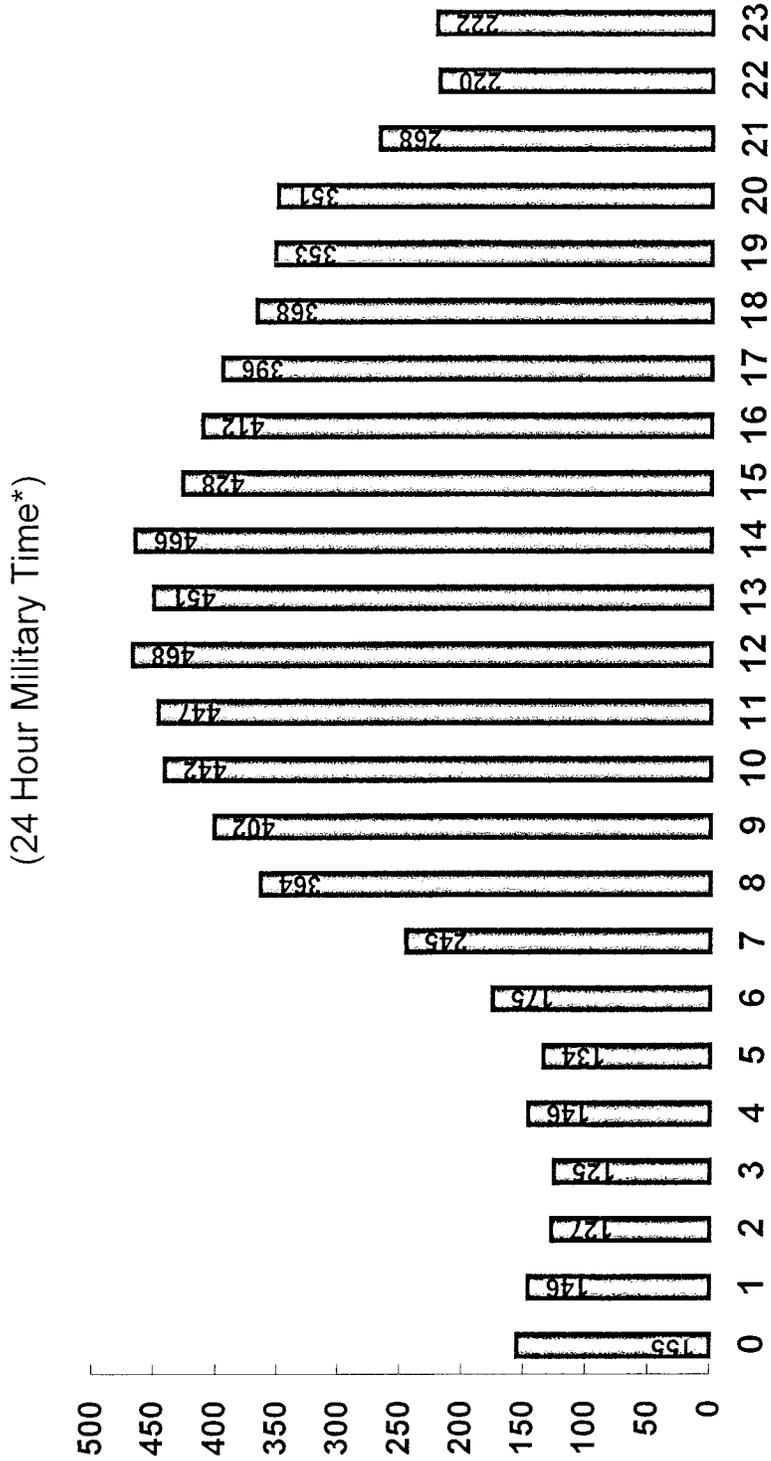
*0 Military time is midnight 12 Military time is noon

Emergency Medical Services Incidents by Hour of the Day - 1998



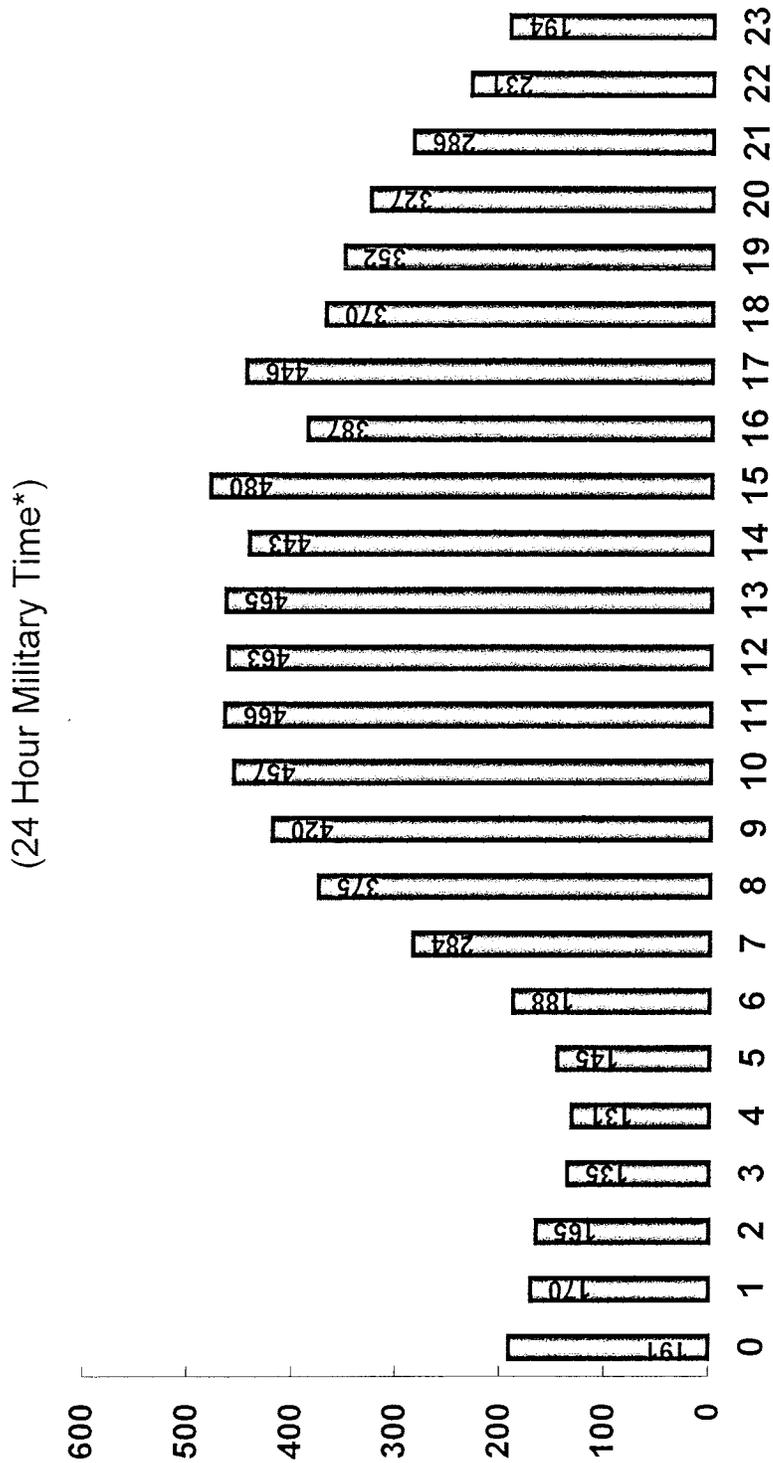
*0 Military time is midnight 12 Military time is noon

Emergency Medical Services Incidents by Hour of the Day - 1999



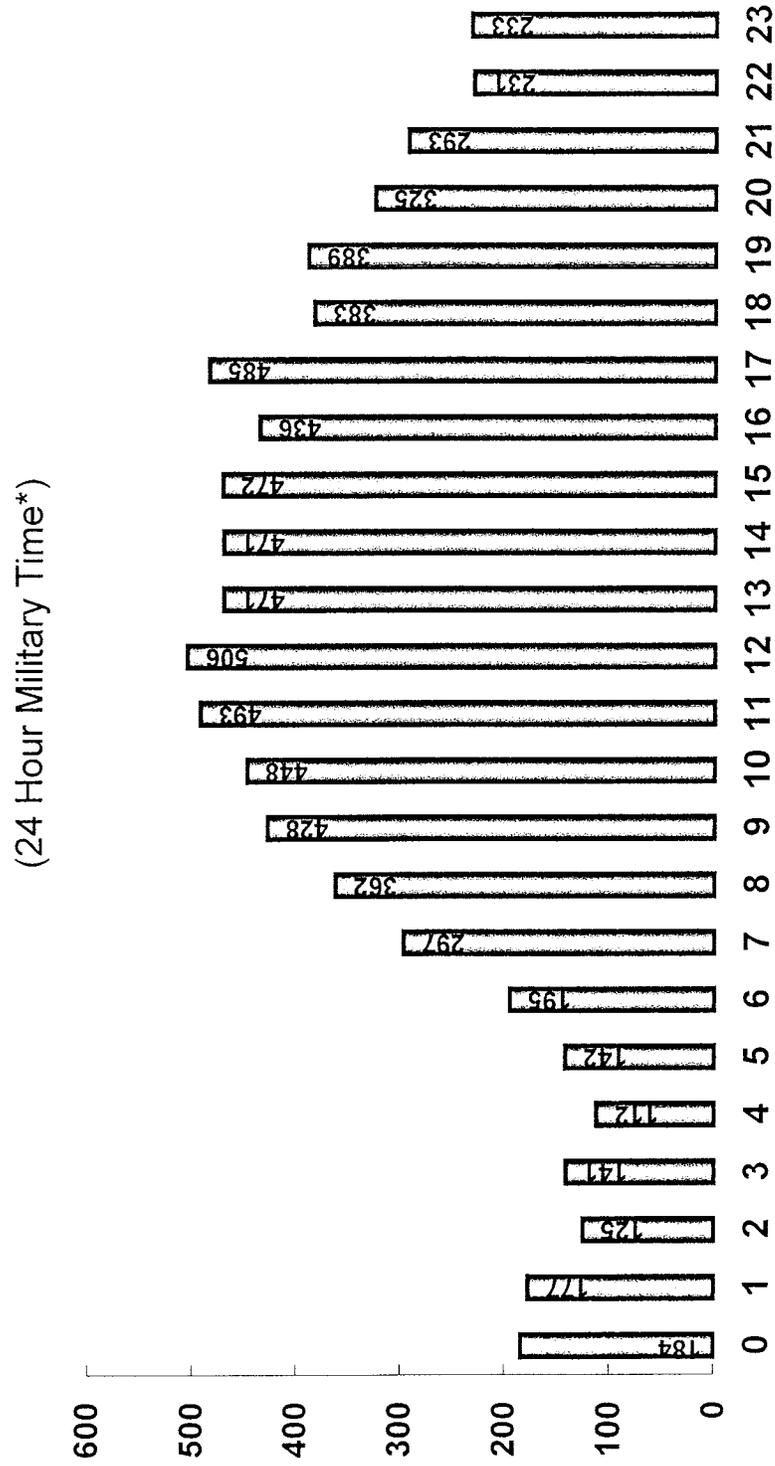
*0 Military time is midnight 12 Military time is noon

Emergency Medical Services Incidents by Hour of the Day - 2000



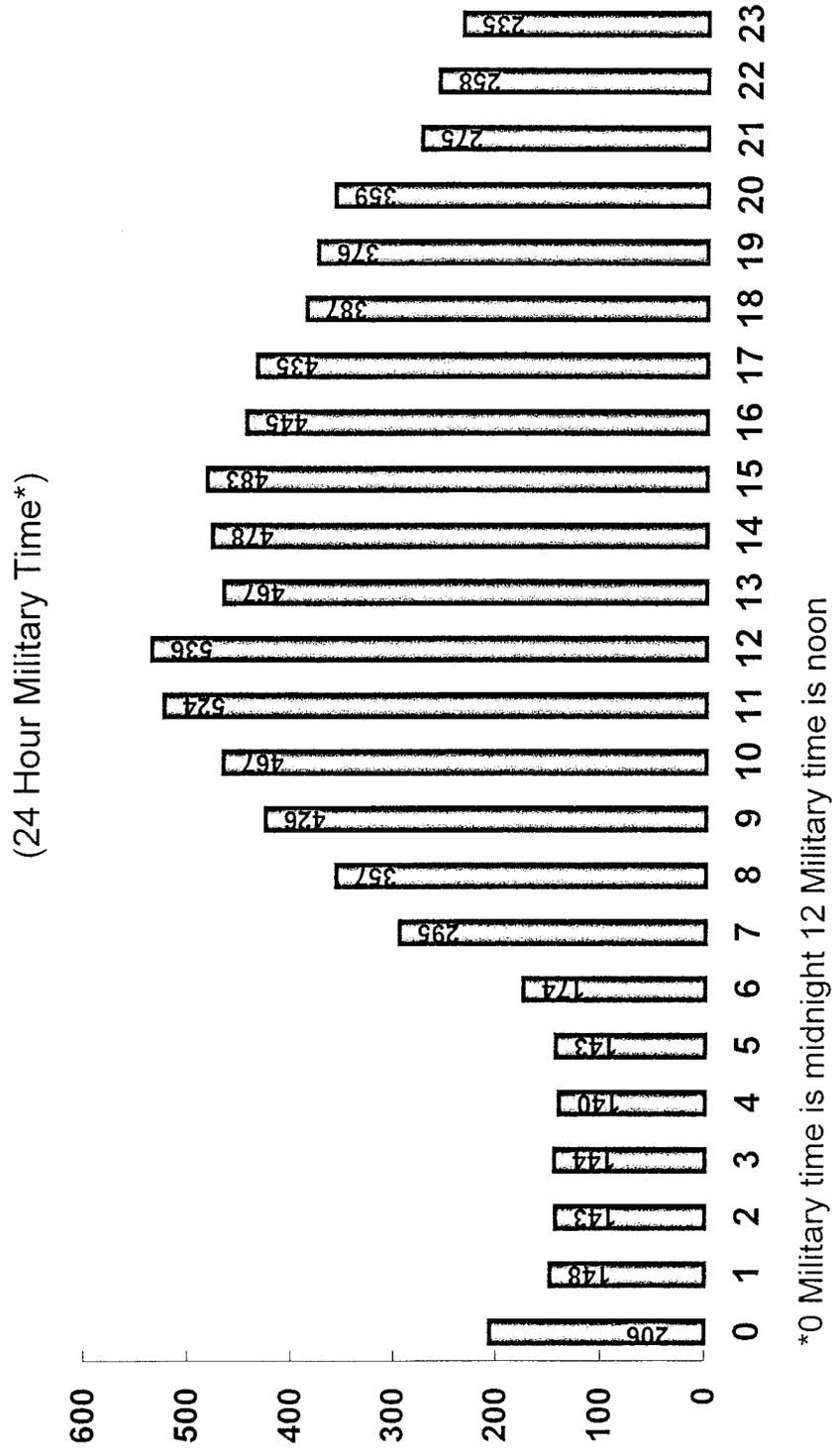
*0 Military time is midnight 12 Military time is noon

Emergency Medical Services Incidents by Hour of the Day - 2001

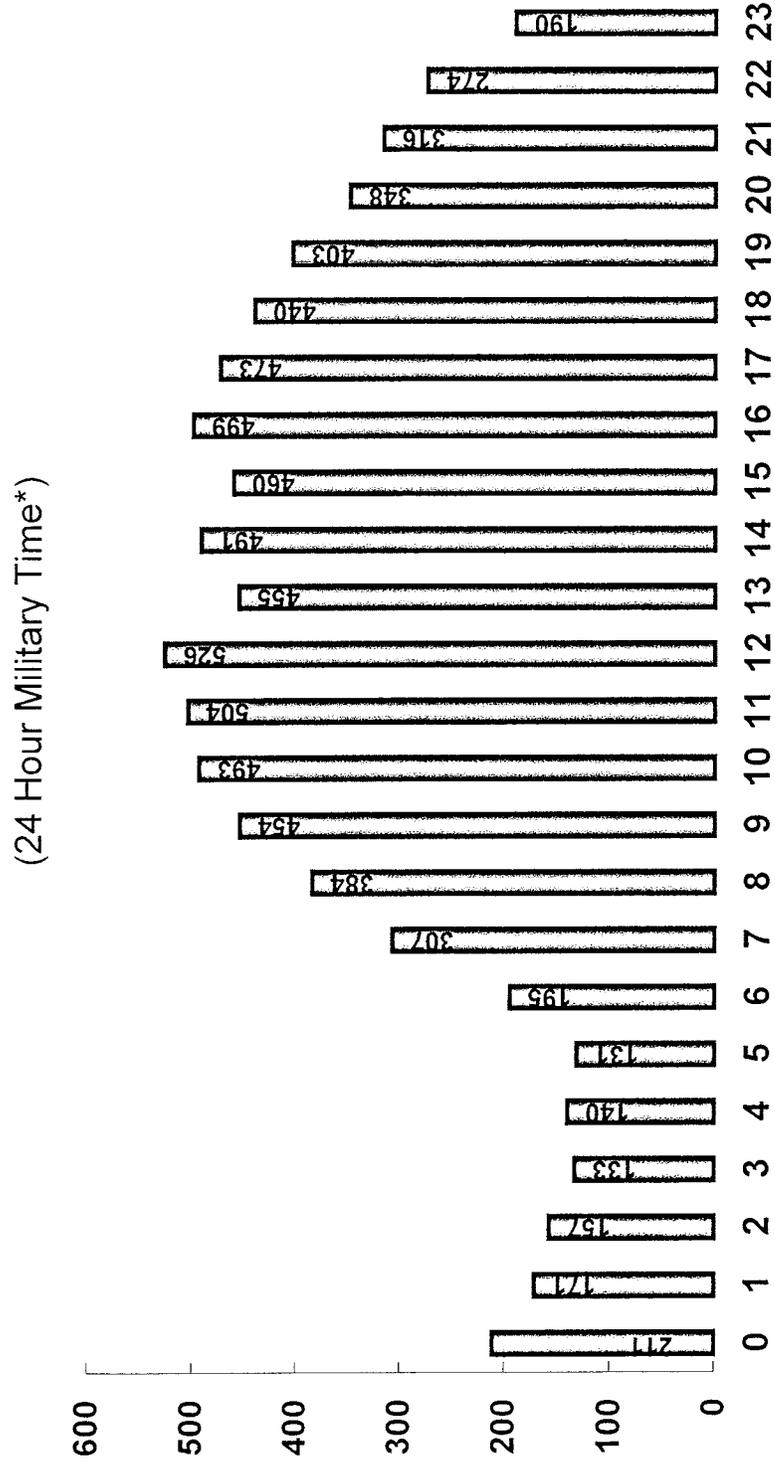


*0 Military time is midnight 12 Military time is noon

Emergency Medical Services Incidents by Hour of the Day - 2002

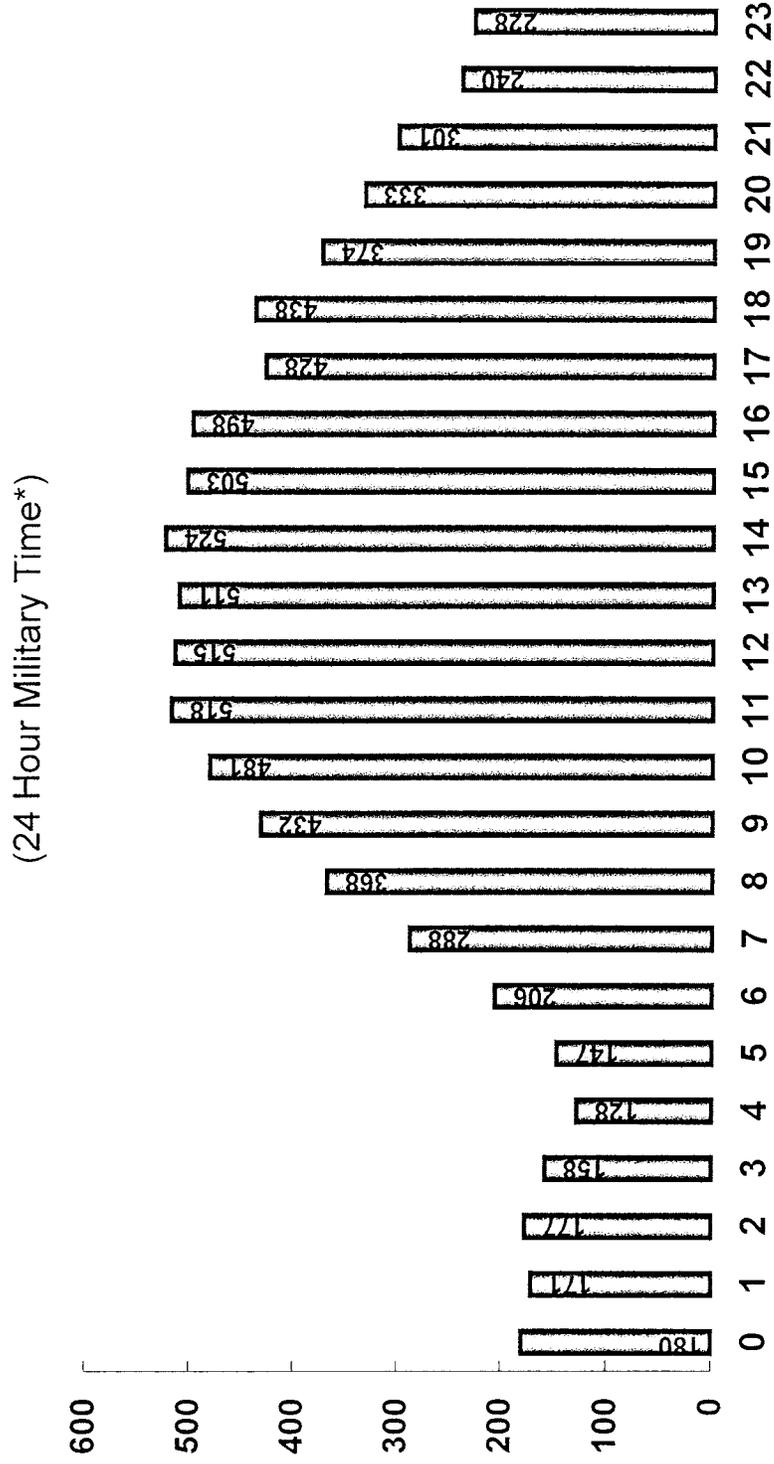


Emergency Medical Services Incidents by Hour of the Day - 2003



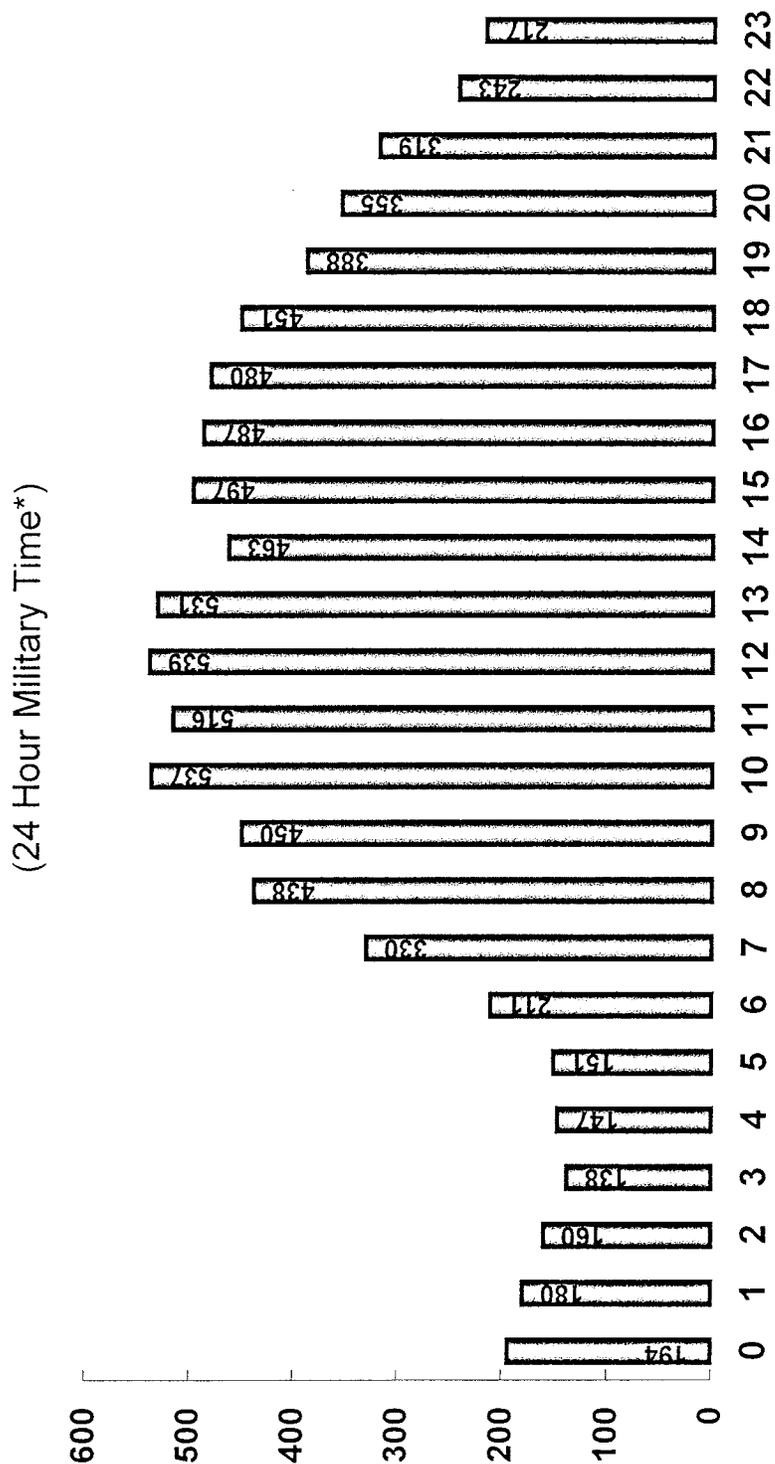
*0 Military time is midnight 12 Military time is noon

Emergency Medical Services Incidents by Hour of the Day - 2004



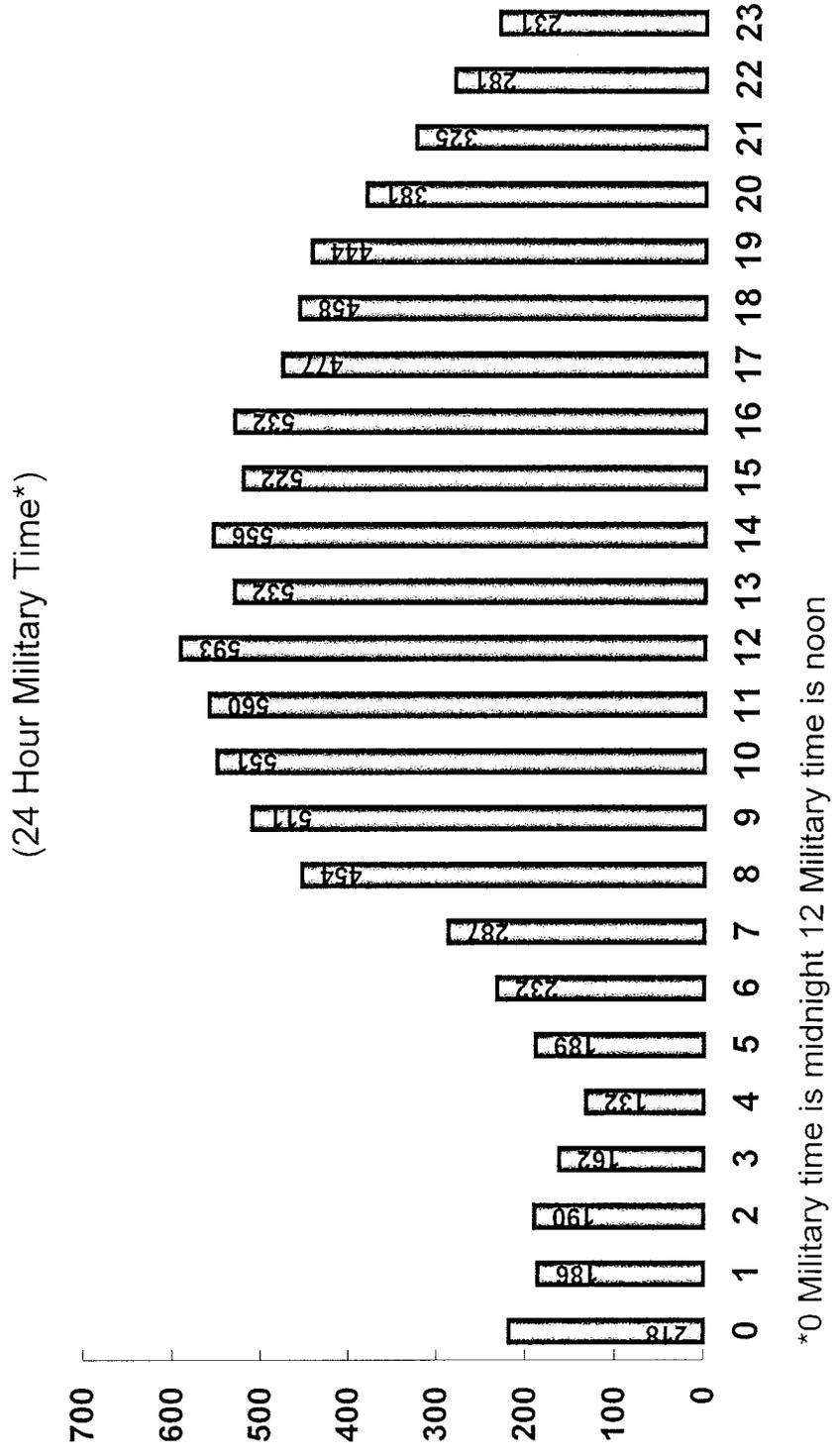
*0 Military time is midnight 12 Military time is noon

Emergency Medical Services Incidents by Hour of the Day - 2005



*0 Military time is midnight 12 Military time is noon

Emergency Medical Services Incidents by Hour of the Day - 2006



CITY OF TORRANCE

INTEROFFICE COMMUNICATION

DATE: May 10, 2007

TO: Mayor and City Council
VIA: LeRoy J. Jackson, City Manager 

FROM: Jeffery W. Gibson, Community Development Director

SUBJECT: Education and Historic Preservation Duties

The City Manager and the Community Development Director have reviewed the request that the City take steps to address concerns related to historical properties within the City. It is recommended that the City Council consider a first step to address this concern through the setting aside of \$25,000 from the year-end carry over to be used to contract with the Torrance Historical Society to develop the criterion, methodology and to identify funding requirements needed to update our City's Historical Buildings Inventory.

The Torrance Historical Society would work with City staff and would submit its recommendations to the City Council for its review and consideration. The details related to this proposal would be brought back for Council consideration within the next 60 days. The Council is asked to set aside these funds at this time to provide for this first step in the development of inventory of historical facilities.

CITY OF TORRANCE

INTEROFFICE COMMUNICATION

DATE: May 10, 2007

TO: Mayor and City Council
VIA: LeRoy J. Jackson, City Manager

FROM: Mary K. Giordano, Assistant City Manager

SUBJECT: Endowment for the Torrance Cultural Arts Center Foundation

MATERIAL AVAILABLE MONDAY

AGENDA

PUBLIC HEARING/BUDGET WORKSHOP

CITY MANAGER'S PROPOSED 2007-09 CITY OPERATING BUDGET

TUESDAY, MAY 15, 2007

Introduction	LeRoy J. Jackson City Manager
Budget Presentation	Eric E. Tsao Finance Director
Comments/Discussion	Mayor and City Council
Open Forum	Audience
Direction to Staff	Mayor and City Council
Closing Remarks	LeRoy J. Jackson

Copy of Daily Breeze Advertisement

PUBLIC NOTICE

**DB 4-113
CITY OF TORRANCE
NOTICE OF BUDGET WORKSHOPS/
PUBLIC HEARINGS**

NOTICE IS HEREBY GIVEN that two budget workshops/public hearings will be held before the City Council on the proposed two-year budget for the City of Torrance for the fiscal years 2007-08 and 2008-09.

The budget workshops/public hearings will be held on Tuesday, May 8, 2007 at 7:00 PM and Tuesday, May 15, at 7:00 PM as part of the regularly scheduled Council Meetings. These public hearings will take place in the Council Chambers, 3031 Torrance Boulevard.

Anyone with an interest in the matter may appear and be heard in person, or they may submit written material for Council consideration as long as it is delivered to the City Clerk, 3031 Torrance Boulevard, Torrance, CA, 90503, prior to the hearings.

This notice is given pursuant to the order of the City Council by order of LeRoy J. Jackson, City Manager, City of Torrance.

Pub.: April 28; May 6, 2007.

CITY OF TORRANCE

INTEROFFICE COMMUNICATION

DATE: May 10, 2007

TO: Mayor and City Council
VIA: LeRoy J. Jackson, City Manager

FROM: Eric E. Tsao, Finance Director

SUBJECT: Additional Subsidy-Cultural Arts Center Enterprise Fund

The Cultural Arts Center Fund was created on July 1, 1995 to account for the related activities of the Cultural Arts complex. This fund is supported by fees generated from meeting rooms, classrooms, theaters and is also being subsidized by the General Fund. The primary users of the facilities are participants of Community Services and non profit organizations.

Fees for the Cultural Arts Center stayed constant from 1995 through 2003. In fiscal year 2003-04, a fee study was conducted and rates were increased and tied to CPI with the exception of Torrance Unified School District and interdepartmental use which includes all Community Services classes.

Program expenses are projected to be greater than the revenues generated in providing specific program services. The Center relies on year end carryover for capital maintenance, refurbishment and the replacement of equipment. The Cultural Arts Center Fund needs additional subsidy of \$285,000 from the General Fund to balance its' budget for fiscal year 07-08.

History of Annual General Fund Subsidy:

FISCAL YEARS	GENERAL FUND ANNUAL SUBSIDY
2007-08 (Proposed)	\$1,065,075
2002-2007	780,075
1998-2001	770,075
1996-1997	699,687

Council Meeting of
May 15, 2007

SUPPLEMENTAL #3

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

Members of the Council:

SUBJECT: Supplemental Material #3 to Council Agenda Item 13A

Attached is supplemental material prepared after the original item was distributed.

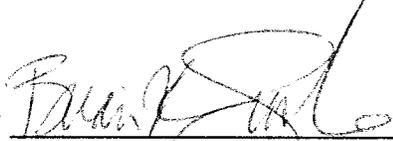
Attached for your information is a proposal submitted by the Torrance Fire Fighters Association addressing the submitted addition of a peak hour paramedic unit. Additionally Fire Chief Bongard has submitted his analysis and his recommendation related to this proposal.

The City Manager also has attached his review and his best approach if the Air and Lighting unit were shut down. He concurs with the recommendation of the Fire Chief and his approach to the reallocation of staff.

The City Manager would recommend that the City Council concur in the inclusion of the dollars to fund the proposed unit as submitted in the City Manager's proposed budget and direct staff and TFFA to return in the next 60 days with the specific approach to be used to achieve the offset staffing.

Respectfully submitted,

LeROY J. JACKSON
CITY MANAGER

By 
LeRoy J. Jackson
City Manager

Attachments:

- A. Memo from Chief Bongard dated 5/15/07
- B. Memo from Otto Stiefel dated 5/10/07
- C. City Manager proposal (visual)

SUPPLEMENTAL MATERIAL

13A

TORRANCE FIRE DEPARTMENT
Inter-Division Communications
OFFICE OF THE FIRE CHIEF

Date: May 15, 2007
To: LeRoy Jackson, City Manager
From: Rick Bongard, Fire Chief
Subject: **Response to TFFA Proposal for a fully staffed rescue**

The basic concept of using firefighters from air/lighting 95 and hazmat 91 can be done operationally as proposed. However, the moving of the air and lighting unit and making it part of haz-mat is not an operational need as outlined and creates another premium position.

Operationally, the Air and Lighting unit is an invaluable support piece of equipment that has responded to all types of incidents since the mid 80's...We moved the fifth firefighters from T-91 and T-96 to staff the unit full time in the early 1990's. A firefighter's position was upgraded to an engineer's position when we placed the new air and lighting unit in service in 1999.

The removal of the firefighters from A/L does not diminish the need to have A/L staffed full time with the engineer. Support on rescues, fires, haz-mat incidents and PD incidents is always needed in a timely manner. The A/L also provides support at other City functions on an as needed basis. Firefighter safety is the key issue here. NFPA 1500 requires the setting up of a firefighter rehabilitation center on incidents where entry is made with breathing apparatus. Besides assisting in truck operations, (A/L responds every time a ladder truck does) the A/L unit provides bottle refilling, lighting resources, utility controls and a rehab center as the bottles are being filled. Additionally, our **Class One status** (one of forty-two in the country) is based upon staffing levels and support equipment; rescue personnel (paramedics) are not given the same weighting as suppression personnel.

Although I can't support moving the A/L unit to be part of Hazmat 91, I am strongly opposed to removing the A/L unit from full time service. I am a firm believer in being an offensive fire department. We limit losses because we place the right amount of equipment and staffing on an incident to abate the danger quickly and safely, with safety being a priority for responders. That is what a class one fire department does, operates above the standards of other fire departments based on deployment of resources, staffing, communications and water resources.

Respectfully submitted,

Rick Bongard
FireChief

To: Mayor Scotto; City Council; LeRoy Jackson, City Manager; Chief R. Bongard

Attachment B

From: Otto Stiefel, President Torrance Firefighters Association L1138

Subject: Fully Staffed 5th Rescue (24 hour)

RECOMMENDATION

The Torrance Firefighters recommend that a 5th Rescue is added within the city of Torrance. We are offering this alternative option for consideration as to the implementation of the Rescue unit. It is referred to as Option "F". This option does not add Firefighters but provides for a 24 hour staffed Rescue unit.

ANALYSIS

The TFFA agrees with the City and the Fire Chief that a 5th Paramedic Rescue unit is a necessity. The goal of the TFFA option is, to provide an increase in the level of service to the community without compromising safety of our personnel. We feel that we can accomplish both goals by rearranging current manpower. There will be initial and recurring costs regardless of which option is chosen.

INITIAL & RECURRING COSTS

New rescue with equipment cost (Previously budgeted for)	\$145,000
Annual replacement maintenance cost (On-going)	\$42,000

OPTION F

Air & Lighting Firefighter to Rescue 95

Haz Mat 91 Firefighter to Rescue 95

Air & Lighting Engineer to Haz Mat 91 as Engineer/Operator/On Shift Investigator

5/15/2007

The three Firefighters positions from Air and Lighting and the three Firefighters positions from Haz Mat 91 would be moved to the new Rescue 95 and be trained as FF/Paramedics.

The three Engineers positions from Air and Lighting would be reassigned to Haz Mat 91 as an Engineer/Operator/On Shift Investigator position with a Haz Mat bonus and with the responsibilities of driving and maintaining the following equipment:

- Air & Lighting
- Haz Mat Trailer
- Foam 91
- Haz Mat Mass Decon Trailer
- On Shift Arson Investigator

This arraignment maintains the staffing level of the Haz Mat team and also accomplishes keeping the Air & Lighting unit available to the department for major emergencies and also available to the TPD who use this unit regularly on crime scene investigations.

The three displaced Haz Mat Firefighter positions would become regular Firefighters but maintain their current Haz Mat premium and be re-appointed into the Haz Mat team as openings occur due to promotions or retirements.

With this option we have accomplished the following:

- Provided a 24 hour 5th Rescue Unit
- Maintained the current Haz Mat team staffing
- Enhanced one Engineer position to Haz Mat Engineer
- Added a On Shift Arson investigator
- No personnel added to roster

RECURRING COSTS

Upgrade three Firefighter Positions to FF/Paramedics:	\$29,600 X 3=	\$88,800
Upgrade three Haz Mat Firefighter Positions to FF/Paramedics:	\$9767 X 3=	\$29,300
Upgrade Air & Lighting Engineer to Haz Mat Engineer	\$20,023 X 3=	\$60,069
Constant staffing to fill partial openings (Compensates for loss of A&L FF & HM FF for partial openings)		\$79,100
Total Recurring Costs		\$257,269

ONE TIME COSTS

Pay for displaced Haz Mat Firefighters (approx. one year before reassignment)	\$7395 X 3=	\$22,185
Paramedic School for six Firefighters	\$54,000 X 6=	\$324,000
Fees and Licensing	\$1400 X 6=	\$8400
Total One Time Costs		\$354,585

These "One Time" costs can be reduced drastically by aggressively recruiting and hiring new employees

5/15/2007

who possess their Paramedic License before becoming Torrance Firefighters. The impact can also be spread out over a longer period of time (3.29 years) due to the decrease in recurring costs from what is already before the Council. A difference of \$107,731.

	\$354,585 / \$107,731=	3.29 yrs.
	\$354,585 / 3 years=	\$118,195
Per year over three year period	=	+ \$217,719
		\$335,914

CONCLUSION

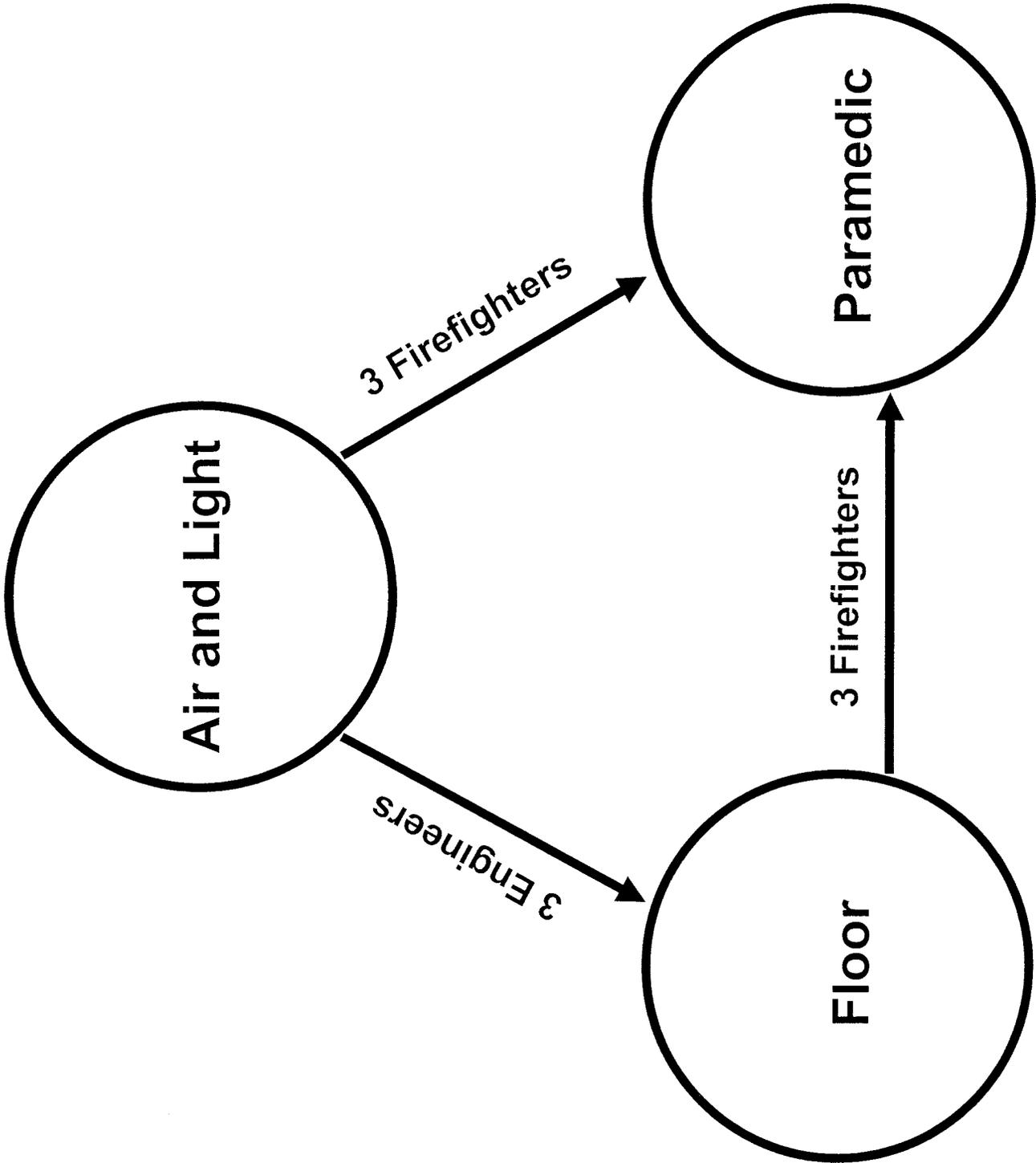
The option listed above accomplishes establishing a 5th Rescue unit within the City of Torrance staffed on a 24-hour basis. We have been able to do this without adding personnel to the roster and by rearranging current personnel.

The above option also keeps a vital piece of equipment (A&L 95) in service and available to be used as needed without a delay in its deployment.

The option would necessitate a change in our emergency operations due to the loss in the ability for the Air & Lighting personnel to be used as a two man Search and Rescue team. With the loss of this ability it would become necessary two respond a second Rescue unit to any "First Alarm" assignment with one of the Rescues being used as a Search and Rescue team and also assigned to the first in Truck company for other duties that need to be accomplished.

We would like to address one final item. As has been stated previously, the department has not added personnel in over 20 years. With the current work load (non-emergency) and the predicted increase in emergency responses, our department will need to address the lack of personnel that will be needed to accomplish all the KPI's and responsibilities to the citizens of Torrance. This will include the necessity of the department covering partial openings due to physicals and such by paying overtime to the individuals or with overtime personnel hired to cover.

CITY MANAGER PROPOSED



CITY MANAGER'S PROPOSED BUDGET



2007-09 Fiscal Years

City Council
5/15/07 13A

Requested Information

Information Provided

- Airport noise abatement program
- Acquisition of police armored vehicle (Bear Cat)
- Last 10 years of emergency medical Services incidents
- Housing rental assistance for seniors
- Endowment for the TCACF

Assistance to low-income Seniors

Current discounts

	<u>Discounted</u>	<u>Regular</u>
Refuse	\$7.69 per can	\$20.79
Water	\$1.59 pcf	\$ 1.95
Sewer	\$0.11 pcf	\$ 0.29

Exempt UUT:

Water	0%	6%
All other	0%	6.5%

Cultural Arts Center Enterprise Fund

Additional General Funds Resources -
\$285,000

- Revenues remain unchanged for TUSD and Community Services programs and classes
- Allows for capital maintenance, refurbishment and replacement of equipment
- Allows for rising costs in labor and materials

Additional Recommendation

Digitization of local historical newspapers and directories

- \$20,000 Contingency Reserve

Education and Preservation Duties

- \$25,000 (one-time) YE carryover
- Contract with Torrance Historical Society to develop Criteria

Public Hearing

Questions/Discussion

- Council
- Public

Public Hearing Closed

Council Discussion

Summary

Budget Adoption

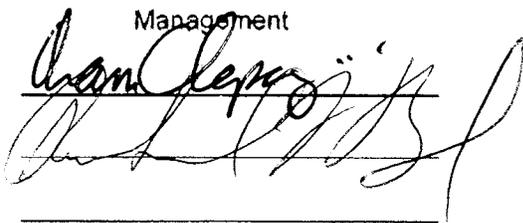
- Program requests as modified
- Additional Revisions by Council
- Adopt the 2007-09 Two Year operating budget
- Direct Staff to return next week with Appropriation Resolutions for the 2007-08 Fiscal Year

AGREEMENT FOR IMPLEMENTATION OF A 24-HOUR 5TH PARAMEDIC RESCUE UNIT

Based on discussions between Management of the City of Torrance and representatives of the Torrance Fire Fighters Association (TFFA), the undersigned agree to the following:

- Move three Firefighters from the Air & Lighting Unit to the 5th Paramedic Rescue as Firefighter Paramedic
- Move three Firefighters from the Hazmat Team to the 5th Paramedic Rescue as Firefighter Paramedic
- The two remaining Firefighters on the Hazmat Team will be retained with current premium until their positions are absorbed back into the program through attrition/promotion
- Add the Air & Lighting Engineer as part of the Hazmat Team. (with 13% premium)
- Assign all Hazmat Engineers (nine total) Shift Cause and Origin Investigator duties (no premium)
- The Fire department will continue to make every reasonable effort (attempt to call everyone qualified and available to fill a vacancy per constant staffing rules) to hire employees to maintain the current level of constant staffing. If staffing levels cannot be reached the Department may temporarily reduce staffing. This shall not change the intent of the constant staffing rules
- Form a Working Group between Management and TFFA to address any issue related to the 5th Paramedic Rescue Unit Implementation. Parties agree to complete discussions by January 31, 2008
- Upon approval of this agreement by the City Council, TFFA and the City will amend the existing MOU as necessary to bring it into conformity with the provisions of this agreement

Signed this 10th day of December, 2007.

Management


TFFA
