

Council Meeting of
June 2, 2009

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

Members of the Council:

SUBJECT: City Manager – Adopt RESOLUTION creating a Centennial Committee to plan and recommend events for the City of Torrance 100th Anniversary and set August 18, 2009 for Committee appointments

RECOMMENDATION

Recommendation of the City Manager that City Council:

1. Adopt a RESOLUTION creating a Centennial Committee to plan and recommend events for the City of Torrance 100th Anniversary for a fixed term and provide for the appointment of its members, power and duties; and
2. Set the date of August 18, 2009 that Committee members are appointed.

Funding

None required for this action.

BACKGROUND/ANALYSIS

On May 19, 2009, Your Honorable Body approved the application and selection process for the Torrance Centennial Committee. The application is available on-line or at the City Clerk's Office. At the May 19 meeting, direction was given to staff to generate a Council item and enabling Resolution to create a Centennial Committee to plan and recommend events for the 100th Anniversary of the City of Torrance. The Resolution being recommended tonight reflects the direction received from the City Council.

The staff recommendation includes clarification on the following areas:

Committee Formation and Structure

The Centennial Committee will consist of the following members:

- 3 members assigned by Mayor
- 27 members appointed by Council
- 2 ad hoc committee members appointed by Council
 - 1 youth representative
 - 1 senior representative

Meeting Location

Staff has secured a meeting location for the Committee:
Katy Geissert Civic Center Library Meeting Room
3301 Torrance Blvd.
Torrance, CA 90503

The first meeting is scheduled for Monday, September 28, 2009 at 6:00 p.m. The room has been reserved to cover all the meetings through December 2012.

Number of Allowed Absences

Correspondence from a Torrance resident was received expressing consideration to change the number of meeting absences from three to six absences. It was stated in the correspondence that members will serve on the committee for 38 months (September 2009 through October 2012) and perhaps six absences would be more realistic.

Staff will need direction from Council on the number of allowed absences for the committee that will serve 40 months from September 2009 through December 2012. A final report will be submitted to the City Council no later than December 31, 2012.

The enabling Resolution will encompass the clarification of the committee formation and structure, meeting location and direction from Council on the number of allowed absences.

Respectfully submitted,

LeROY J. JACKSON

By: 
Eleanor B. Jones
Management Associate

JOHN L. FELLOWS, III

By: 
Ron Pohl
Assistant City Attorney


LeRoy J. Jackson
City Manager

- Attachments: A) Correspondence
B) Resolution

Barthe-Jones, Eleanor

From: Jackson, LeRoy
Sent: Wednesday, May 20, 2009 8:07 AM
To: Barthe-Jones, Eleanor
Subject: FW: Centennial Committee Absences

-----Original Message-----

From: Janet Payne [mailto:janhpayne@sbcglobal.net]
Sent: Tuesday, May 19, 2009 9:50 PM
To: Scotto, Frank; Jackson, LeRoy
Subject: Centennial Committee Absences

Committee Requirements - #11: ' Each Committee member will be allowed to miss no more than three (3) meetings. If a member does not attend three regular meetings; then that member's membership on the Committee shall terminate automatically.'

When I served on the Parks & Recreation Commission members were allowed no more than two (2) excused absences per year for termination purposes. (this was not enforced)

Members appointed to this Committee will be serving for 38 months (not counting extra committee meetings that might be necessary and follow up meetings at the end of the Centennial Celebration) - from September 2009 through October 2012.

While I imagine all members selected will be very committed to serving on the Committee, this number of absences seems inconsistent with Commissions and perhaps might be a hardship for a loyal member considering the possibility of vacation, business, or illness or other unforeseen conflict. Perhaps a number like six (6) would be more realistic

Thank you for considering this option.

Sincerely, Janet Payne

RESOLUTION NO. 2009-___**A RESOLUTION BY THE TORRANCE CITY COUNCIL CREATING A CENTENNIAL COMMITTEE TO PLAN AND RECOMMEND EVENTS FOR A FIXED TERM AND PROVIDING FOR THE APPOINTMENT OF ITS MEMBERS AND ITS POWER AND DUTIES**

WHEREAS, the Torrance City Council deems it necessary to create a Centennial Committee for the purpose of planning and recommending fun-filled and educational events in the City to celebrate the City's first 100 years, and

WHEREAS, the Committee members shall be registered voters and Torrance residency will not be required for this Committee, and

NOW, THEREFORE, the City Council of the City of Torrance resolves as follows:

SECTION 1. CREATION, MEMBERSHIP, MEETINGS AND DUTIES

1. The Torrance Centennial Committee is hereby created to plan and recommend events to the City Council regarding the 100th Anniversary of the City.
2. The Committee shall be made up of three Council members assigned by the Mayor, 27 members appointed by Council and two ad hoc committee members consisting of one youth representative and one senior representative appointed by Council. A total of 29 Committee members will be appointed by Council.
3. Seventeen members shall constitute a quorum.
4. Meetings of the Committee shall be public and subject to the Brown Act;
5. The Committee shall meet on the fourth Monday of the month at 6:00 p.m. in the Civic Center at the Katy Geissert Civic Center Library located at 3301 Torrance Blvd., Torrance, CA 90503.
6. The Committee will lead in overall planning structure, fundraising ideas and efforts, event/celebration ideas.
7. The Committee shall select a chair and vice chair at its first meeting.
8. The Committee will work to fulfill the purpose and goal of the Committee and/or subcommittees.
9. The Committee will break out into smaller groups to deal with specific goals and responsibilities.
10. The Committee will develop branding and logo for the Centennial festivities.
11. The Committee shall issue quarterly status reports and recommendations to the City Council and shall transmit a final report to the City Council no later than December 31, 2012.

- 12. Each member shall be allowed to miss no more than three regular meetings. If a member does not attend three regular meetings, then that member's membership on the Committee shall terminate automatically.
- 13. The Committee shall expire on December 31, 2012, or upon the presentation to the City Council of the Committee's final report, whichever comes first.

SECTION 2. AREAS OF STUDY AND RECOMMENDATION

The areas of study and recommendation by this Committee may include the following:

- 1. Honor the City's rich history through a celebration that commemorated the community's culture, celebrates its bright future and leaves a legacy for future generations.
- 2. Create opportunities for service, educational, civic, faith-based, business and tourist organizations to participate and celebrate the Centennial.
- 3. Develop and support Centennial events and activities that will enrich the knowledge, appreciation and understanding of the City's history and guide the direction of its future.

SECTION 3. COMMITTEE OBJECTIVE

- 1. To plan and recommend fun-filled and educational events in the City to celebrate the City's first 100 years. Events and activities will start on January 1, 2012 and culminate on October 21, 2012.
- 2. Educate, celebrate and commemorate the 100th anniversary of the City, by educating the community about Torrance's rich history.
- 2. To review existing materials from other cities that have conducted successful centennial celebrations and milestone celebrations.
- 3. To make recommendations to the City Council on centennial activities.

INTRODUCED, APPROVED, AND ADOPTED this ____ day of June, 2009.

Mayor Frank Scotto

APPROVED AS TO FORM:
JOHN FELLOWS III, City Attorney

ATTEST:

by _____
Ronald T. Pohl, Assistant City Attorney

Sue Herbers, City Clerk