

Council Meeting of
January 25 2010

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

Members of the Council:

SUBJECT: City Manager – Adopt Resolution Establishing the Election and Candidates Ethics Committee

RECOMMENDATION:

The City Manager recommends that the City Council adopt a RESOLUTION creating the Election and Candidates Ethics Committee for a fixed term and providing for the appointment of its members and its chair, and designating the Committee's powers and duties.

FUNDING:

None required for this action

BACKGROUND/ANALYSIS:

On January 11, 2011, Your Honorable Body gave direction to staff to generate a Council Item and enabling resolution to create a new committee to produce certain materials that would support ethical conduct of campaigns for elective office. This direction was prompted by three resignations from the five member Ethics and Integrity Committee and the fear that, with three new members, the Ethics and Integrity Committee would not be able to complete its duties in time for the upcoming City election in June of 2012.

Your Honorable Body directed the formation of this new committee to be comprised of the remaining two members of the Ethics and Integrity Committee and adding the former Chair of the Blue Ribbon Committee on Ethics to accomplish the following tasks:

- Finalize a candidate ethics policy to be considered by the City Council;
- Finalize a candidate's voluntary commitment to undertake an ethical campaign and prepare a document to which a candidate can pledge compliance at the beginning of the campaign process;

- Structure a voluntary ethics training program for candidates as an extension of the orientation and training provided by the City Clerk; and
- Recommend a set of guidelines for Commissioners who become candidates for elected office during their appointment as a Commissioner

Furthermore, Your Honorable Body directed that this Committee expire no later than nine months from the time this resolution is adopted.

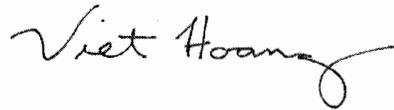
The resolution being recommended tonight reflects the direction received from the City Council. In addition, staff has secured a meeting date and location for the Committee:

West Annex Commission Meeting Room
3031 Torrance Boulevard
Meeting time 6:30 PM
4th Wednesday of each Month

The first meeting is scheduled for February 23, 2011 and the room has been reserved to cover the remaining meetings schedule until the Committee expires on October 25, 2011.

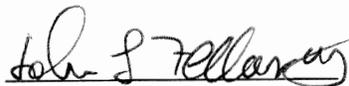
Respectfully submitted

LeROY J. JACKSON



By: _____
Viet Hoang
Management Associate

Concur:



John L. Fellows III
City Attorney



LeRoy J. Jackson
City Manager

ATTACHMENT A: RESOLUTION

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE,
CALIFORNIA, CREATING THE ELECTION AND CANDIDATES ETHICS
COMMITTEE, PROVIDING FOR THE APPOINTMENT OF ITS MEMBERS AND ITS
POWER AND DESIGNATING ITS POWERS AND DUTIES**

WHEREAS, the next election campaign season is quickly approaching; and

WHEREAS the Torrance City Council deems it necessary to create a committee to produce certain materials that will support ethical conduct of candidates in their campaigns for elective office;

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

SECTION 1. CREATION, MEMBERSHIP, MEETINGS AND DUTIES

- (1) The Election and Candidates Ethics Committee is hereby created to produce certain materials that will support the conduct of ethical campaign practices for candidates for City elective office.
- (2) The Committee will be comprised of three members: Keith Montoya and Kristen Matsuda, the remaining two members of the Ethics and Integrity Committee; and former Mayor Dee Hardison, Chair of the Blue Ribbon Committee originally established in September 26, 2006.
- (3) Meetings of the Committee will be public and subject to the Brown Act;
- (4) The Committee will meet on the fourth Wednesday of each month at 6:30 PM in the West Annex commission meeting room. The Committee's first meeting will be February 23, 2011. The committee may, by majority vote, select other dates and times for its meetings.
- (5) The Committee will transmit a recommendation containing the following elements to the City Council no later than October 25, 2011:
 - A. A candidate's ethics policy statement;
 - B. A candidate's voluntary ethics agreement, with which a candidate can pledge compliance at the beginning of the campaign process;
 - C. A proposed structure for a voluntary candidate's training program as an extension of the orientation and training provided by the City Clerk; and
 - D. A recommendation of ethics guidelines for Commissioners who become candidates for elective office during their appointment as a Commissioner.
- (6) Each member is allowed to miss no more than three regular meetings. If a member fails to attend three regular meetings, his/her membership on the Committee terminates automatically.

- (7) The Mayor will designate a chair.
- (8) The Committee expires on October 25, 2011, or upon the presentation to the City Council of the Committee's final report, whichever comes first.

INTRODUCED, APPROVED, AND ADOPTED this ____ day of _____, 2011.

Frank Scotto
Mayor of the City of Torrance

ATTEST:

City Clerk of the City of Torrance

APPROVED AS TO FORM:
JOHN L. FELLOWS III

City Attorney

By _____
John L. Fellows III
City Attorney