

Honorable Chairman and Members
 of the Torrance Redevelopment Agency
 City Hall
 Torrance, California

Members of the Agency:

SUBJECT: Redevelopment Agency Weekly Meetings

RECOMMENDATION

Recommendation of the Redevelopment Agency Deputy Executive Director that the Redevelopment Agency consider convening Redevelopment Agency meetings on an as needed basis.

Funding: N/A

BACKGROUND AND ANALYSIS

After carefully reviewing the last three years of Agency agendas and items, Redevelopment Agency staff is recommending that the Agency Board change its current schedule and meet on an as needed basis. During this year, there have been approximately seventeen business items for the Agency Board to review, and all other meetings were solely for approval of the Redevelopment Agency minutes. Regular meetings solely for the purpose of approving minutes does not seem to be most effective use of staff or Agency time.

Due to the irregular nature of agency items coming to your Honorable Body, staff is recommending that the agency stop meeting on a weekly basis and instead meet on an as needed basis. Not only will this action help to streamline Council meetings, it will also help in our efforts to become more environmentally conscious as it will reduce the use of paper by cutting back on the printing of Agency Packets and Redevelopment Agency minutes. Any pending communication and business items warranting your attention will trigger a Redevelopment Agency session for the agenda item(s).

Respectfully submitted,

Jeffery W. Gibson
 Deputy Executive Director

By _____
 Ted Semaan, Manager
 Redevelopment and General Plan Divisions

CONCUR:

 Jeffery W. Gibson
 Deputy Executive Director

 LeRoy J. Jackson
 Executive Director

