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# Administrative Report

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Date: January 27, 2020

**To: Public Works Commission**

**From: Department of Public Works**

**Subject: ADAMS MIDDLE SCHOOL LEFT TURN RESTRICTION AND LOADING ZONE**

## **RECOMMENDATIONS:**

1. Forward to City Council the installation of left turn restriction, and time-restricted loading zone fronting Adams Middle School as identified.
2. Perform outreach and additional discussions with Adams Middle School and adjacent residents regarding additional recommendations and forward the findings for the City Council's action.

## **SUMMARY:**

Since the 2015-16 school year, Staff has been meeting with representatives from the Redondo Beach Unified School District and each individual school's Principal to discuss traffic issues around the schools. The intent of this effort is to increase motorist compliance with stop signs, increase awareness and safety at school pedestrian crossings, provide improved ADA-compliant access and increase motorist awareness of the school areas.

Following the Council's approval of the school traffic safety recommendations for the Adams Middle School, staff initiated the implementation of the approved recommendations to enhance traffic safety. Thus far, staff has completed the installation of high visibility crosswalks, stop limit lines, flashing LED Stop signs and red retroreflective post covers.

In August 2019, City staff attended a meeting to discuss potential alternatives that would help establish routes to further enhance safety adjacent to Adams Middle School. In attendance were the Principal of Adams Middle School, Councilmembers Loewenstein and Horvath and representatives from the RBUSD, the Beach Cities Health District and the City.

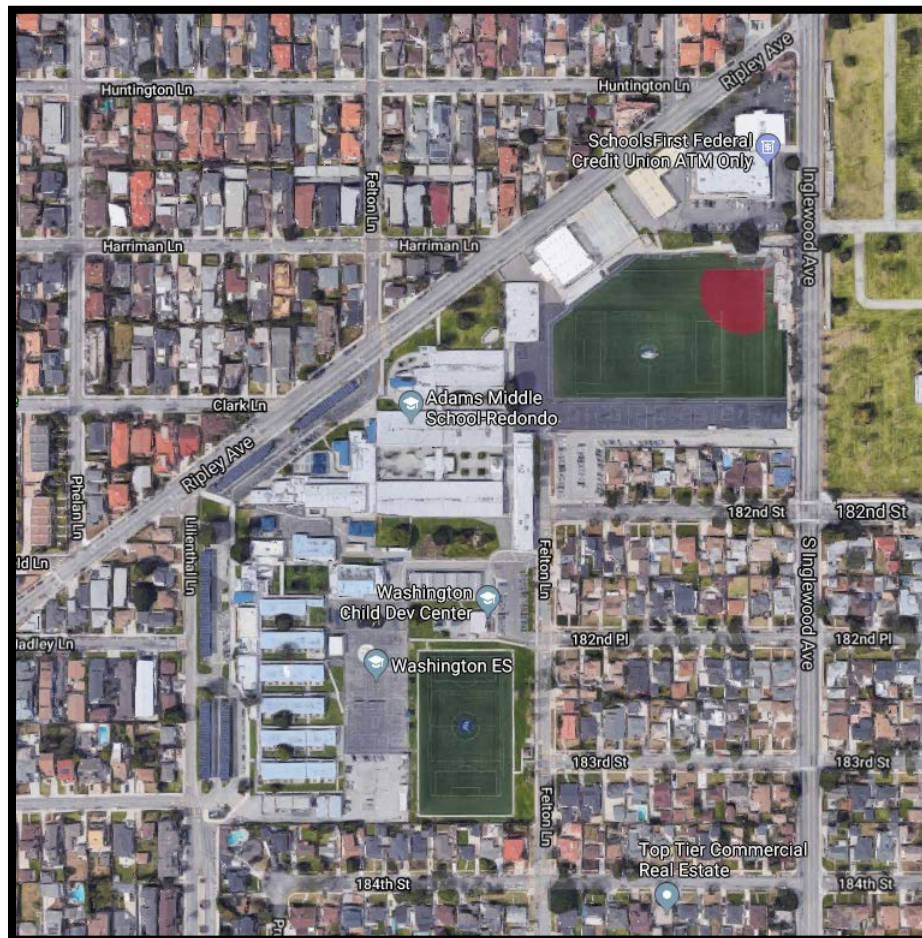
As part of the discussion, the collective representatives determined proposed solutions that range from near-term/immediate modification to conceptual long-term modifications that would enhance traffic safety for school-aged pedestrians, bicyclists and drivers. The recommendations presented herein are the near-term/immediate modifications for the Commission's consideration.

## **BACKGROUND:**

School related traffic is often problematic for approximately 30 minutes in the morning and 30 minutes in the afternoon on school days which may lead to heavy congestion during these periods. Previously, staff presented the Adams Middle School Traffic Safety

Evaluation with the intent to reduce congestion to the lowest degree possible, provide more orderly loading and unloading activities adjacent to the school and create an environment that increases safety and mobility for pedestrians and bicyclists. As part of the evaluation, The City Council authorized staff to implement several traffic calming and traffic control features which included high-visibility crosswalks and LED-imbedded flashing stop signs. More recently, following the aforementioned August 2019 meeting, additional modifications were considered to potentially enhance traffic safety along Ripley Avenue.

Adams Middle School is located adjacent to Washington Elementary School and is bounded by the roadways of Ripley Avenue to the north, Inglewood Avenue to the east, 182<sup>nd</sup> Street to the south and Lilienthal Lane to the west. The school currently has approximately 1,100 students in enrollment. There are two drop-off zones at the front of the school adjacent to Ripley Avenue, and a faculty parking lot near 182<sup>nd</sup> Street. There are crossing guards located at the corners of Ripley Avenue at Felton Lane, and Ripley Avenue at Lilienthal Lane. An aerial image of the site is below:



Input from the school Principal was critical in the development of the recommendations to ensure that daily observations of issues are addressed and requests are incorporated to the degree possible. During the meeting, the Principal emphasized the need to restrict left

turning movements from westbound Ripley Avenue onto the Adams Middle School valet parking entrance due to added congestion as vehicles were waiting for appropriate gaps to enter the school site. Staff's field observations validated this need for vehicles trying to enter the parking lot, especially during peak arrival and dismissal times.

As part of the recommendation to install the left-turn restriction, staff recognizes the potential need for parents traveling westbound on Ripley Avenue to find an alternative method of picking up/ dropping off their children. Hence, staff is recommending additional outreach and community input be taken for the implementation of an arrival/ dismissal time restricted loading zone on the north side of Ripley Avenue between Clark Lane and Felton Lane. This location was considered as a feasible location for a loading zone as it will be located immediately across the street from the valet parking entrance and encourage pedestrians to use the crossing guard located crosswalk east of the loading zone, crossing Ripley Avenue at Felton Lane. Staff is also recommending additional signage along the south side of Ripley Avenue, adjacent to the school site, for the implementation of a similar arrival/ dismissal time restricted loading zone to create on-street parking availability for the school associated pick-up/ drop-off activities.

In addition, staff's field observations revealed two additional concerns that require further consideration; the first regarding vehicles from Clark Lane impeding Ripley Avenue by blocking Ripley Avenue to enter the roadway and causing driver frustration and erratic driver behaviors. The second concern is regarding the crossing guard activity that creates a lack of sufficient platooning and grouping of the pedestrians prior to crossing Ripley Avenue at Lilienthal Lane and Ripley Avenue at Felton Lane. Staff's recommendation for the former concern is to coordinate with residents and Adams Middle School for an alternative to either educate drivers in an effort to modify driver behavior or implement a right-turn only access from Clark Lane onto Ripley Avenue during the peak school traffic impact periods, to limit the vehicle impedance and reduce erratic driver behavior and frustration. For the latter, staff is planning to coordinate with the Redondo Beach Police Department to initiate a discussion with the crossing guards to allow for a more efficient method of pedestrian crossing activity to reduce impact to roadway traffic while maintaining pedestrian safety.

#### **ALTERNATIVES AVAILABLE:**

1. Forward to City Council the installation of left turn restriction, and time-restricted loading zone fronting Adams Middle School as identified.
2. Perform outreach and additional discussions with Adams Middle School and adjacent residents regarding additional recommendations and forward the findings for the City Council's action.

#### **COORDINATION:**

Staff coordinated with Councilmembers Loewenstein and Horvath, representatives from the Redondo Beach Unified School District, the Principal of Adams Middle School and representatives from the Beach Cities Health District to develop recommendations. Notification for the Public Works Commission meeting were sent to residents immediately adjacent to the proposed loading zone area and residents were invited to provide comments in advance of the meeting or attend the meeting to provide public input.

Additional discussions are anticipated with the aforementioned parties in determining mid term and long-term modifications around Adams Middle School to enhance safety for the school-aged pedestrians, bicyclists and drivers to/from Adams Middle School.

**BUDGET AND COSTS:**

Approximate costs for the sign items are 2 new turning restriction signs for \$150 each (\$300) and 4 new parking/loading zone signs for \$150 each (\$600). Funding for the planned items will come from the City's Traffic Calming budget.

**Prepared by:**

*Gene Kim, City Traffic Engineer*

**Submitted by:**

*Ted Semaan, Public Works Director*

**Attachments:**

Attachment 1 – Recommendation Sketch

Attachment 2 – Notification Letter

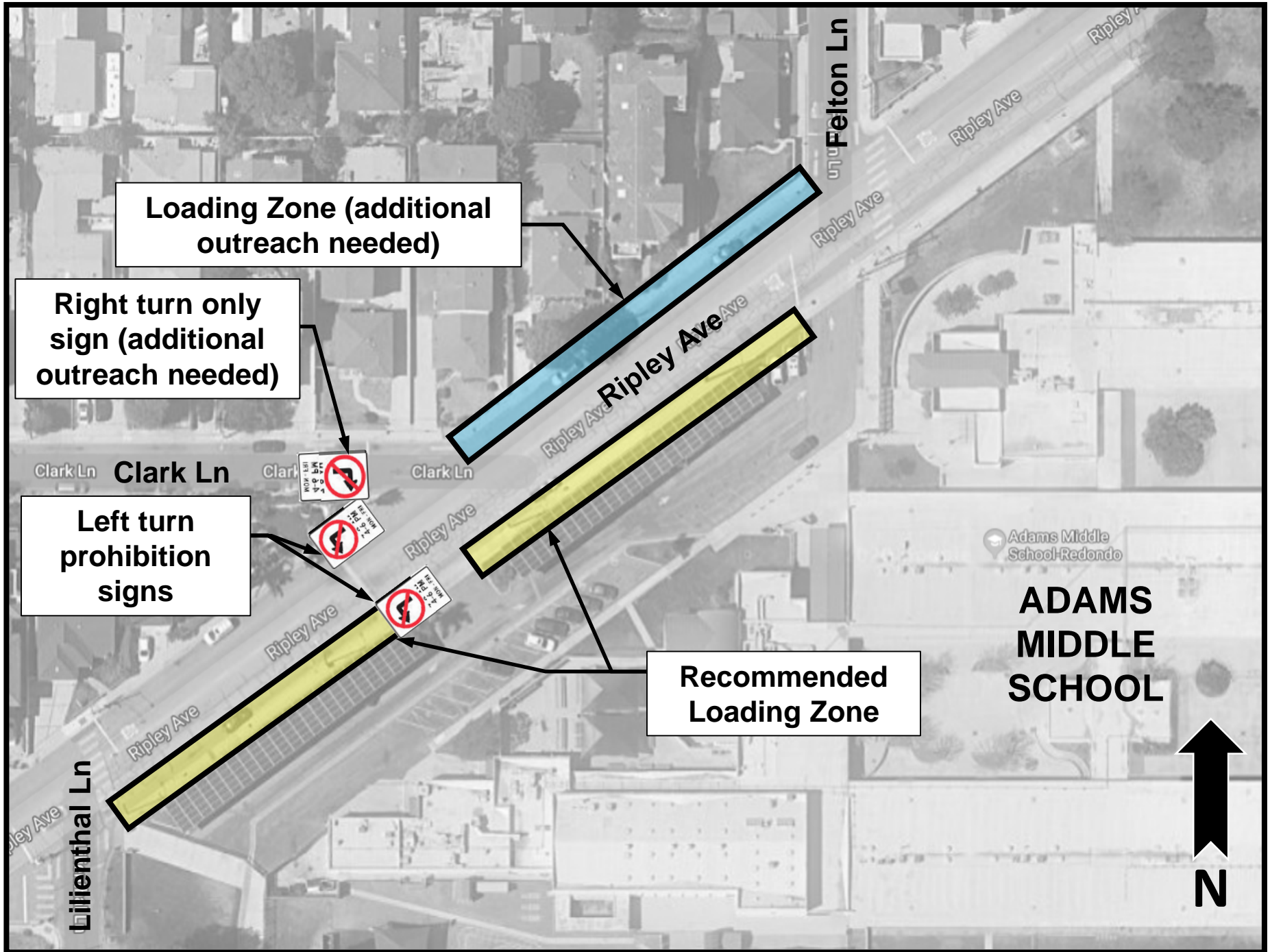
**Loading Zone (additional outreach needed)**

**Right turn only sign (additional outreach needed)**

**Left turn prohibition signs**

**Recommended Loading Zone**

**ADAMS MIDDLE SCHOOL**







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Engineering Services Division

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January 22, 2020

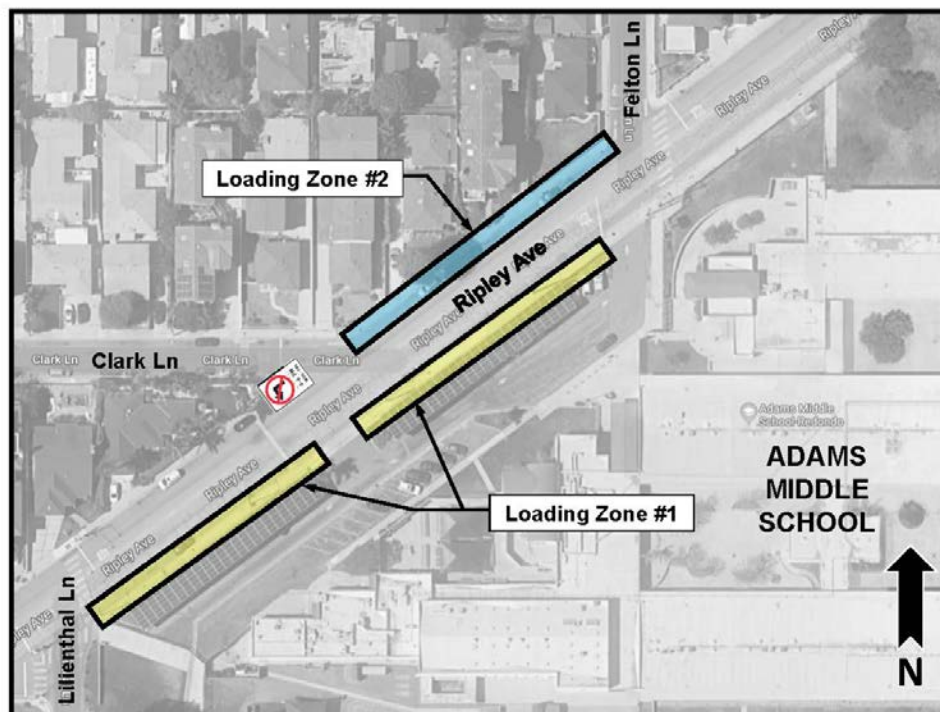
Resident

Redondo Beach, CA

**SUBJECT: ADAMS MIDDLE SCHOOL LEFT TURN RESTRICTION AND  
LOADING ZONE MODIFICATIONS**

In an ongoing effort to reduce congestion and enhance vehicle and pedestrian safety around schools, staff has reviewed conditions along Ripley Avenue between Felton Lane and Lilienthal Lane to determine potential traffic control enhancements. Possible modifications include a left turn restriction from Ripley Avenue into Adams Middle School and the creation of two separate loading zones on Ripley Avenue.

One loading zone would be installed on the south side of Ripley Avenue between Felton Lane and Lilienthal Lane and the other loading zone would be installed on the north side of Ripley Avenue between Clark Lane and Felton Lane. Both loading zones would establish time limit parking restrictions during the school morning arrival and afternoon dismissal periods. An exhibit showing the potential roadway modifications is included below:



Staff will present their recommendations at a regular meeting of the Public Works Commission. The Public Works Commission will review staff's presentation, receive public input and discuss what actions to pursue. Residents are encouraged to attend and provide input. Parking is available in the parking structure under the library or adjacent street parking.

The meeting information is as follows:

**Location:** Redondo Beach City Council Chambers  
415 Diamond Street  
Redondo Beach, CA 90277  
**Date:** January 27, 2020 (Monday)  
**Time:** 7:00 PM

Should you be unable to attend or if you have any questions or comments, please contact me at [gene.kim@redondo.org](mailto:gene.kim@redondo.org).

We look forward to seeing you there.

Sincerely,

*Gene Kim, P.E., T.E.*  
*City Traffic Engineer*

cc: Todd Loewenstein, District 2 Council Member  
Joe Hoefgen, City Manager  
Ted Semaan, Director of Public Works  
Andrew Winje, City Engineer



**I. OPENING SESSION**

**1. CALL TO ORDER**

A Regular Meeting of the Public Works Commission was called to order by Chair Funabashi at 7:01 p.m. in the City Hall Council Chambers, 415 Diamond Street, Redondo Beach, California.

**2. ROLL CALL**

Commissioners Present:	Fox, Garcia, Glass, Hannon, Minne, Simpson, Chair Funabashi
Commissioners Absent:	None
Officials Present:	Ted Semaan, Public Works Director Gene Kim, City Traffic Engineer

**3. SALUTE TO THE FLAG**

At the request of Chair Funabashi, Commissioner Glass led the audience and Commissioners in a Pledge of Allegiance to the Flag.

**4. BLUE FOLDER ITEMS - NONE**

**II. APPROVAL OF ORDER OF AGENDA**

City Traffic Engineer Kim asked how many of the residents were in attendance in regard to Item 8-2.

Chair Funabashi suggested switching Items 8-1 and 8-2.

Motion by Commissioner Simpson, seconded by Commissioner Glass to switch Items 8-1 and 8-2. Motion carried unanimously.

**III. CONSENT CALENDAR**

**1. APPROVAL OF AFFIDAVIT OF POSTING** for the Public Works Commission meeting of January 27, 2020.

**2. APPROVAL OF THE FOLLOWING MINUTES** – Public Works Commission Regular meeting of December 13, 2019.

Motion by Commissioner Glass, seconded by Commissioner Garcia, to approve items 1 & 2. Motion carried unanimously.

**IV. ORAL COMMUNICATIONS – NONE**

**V. EXCLUDED CONSENT CALENDAR – NONE**

**VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS - NONE**

**VII. OLD BUSINESS - NONE**

**VIII. NEW BUSINESS**

**2. ADAMS MIDDLE SCHOOL LEFT TURN RESTRICTION AND LOADING ZONE –**

1. Forward to City Council the installation of left turn restriction, and time restricted loading zone fronting Adams Middle School as identified.
2. Perform outreach and additional discussions with Adams Middle School and adjacent residents regarding additional recommendations and forward the findings for the City Council's action.

City Traffic Engineer Kim presented the following:

- August 2019, City staff attended a meeting with the Principal of Adams Middle School, Councilmembers Loewenstein and Horvath, representatives from the RBUSD, and the Beach Cities Health District to discuss potential alternatives that would help establish routes to further enhance safety adjacent to Adams Middle School.
- School related traffic is often problematic for approximately 30 minutes in the morning and 30 minutes in the afternoon.
- The intent is to reduce congestion to the lowest degree possible, provide more orderly loading and unloading activities adjacent to the school and create an environment that increases safety and mobility for pedestrians and bicyclists.
- Crossing guards are located at the corners of Ripley Avenue at Felton Lane, and Ripley Avenue at Lilienthal Lane.
- The Principal has emphasized the need to restrict left turning movements from westbound Ripley Avenue onto the Adams Middle School valet parking entrance due to added congestion as vehicles were waiting for appropriate gaps to enter the school site.
- Staff is recommending the installation of left turn restriction during peak arrival/dismissal times, and time-restricted loading zones to offset the potential need for a pickup and drop off area that could be generated by the modified traffic pattern.
- Staff recommendation includes implementation for a loading zone directly adjacent to the school, and the consideration of a loading zone across the street.
- An additional recommendation for consideration is implementation of a right-turn only access from Clark Lane onto Ripley Avenue during the peak school traffic impact periods.
- Coordination with the Police department and the crossing guards to discuss pedestrian crossing efficiency.
- Staff is recommending additional outreach and community input be taken for the implementation of an arrival/dismissal time restricted loading zone on the north side of Ripley Avenue between Clark Lane and Felton Lane.
- The location was considered as it will be located immediately across the street from the valet parking entrance and will encourage pedestrians to use the crossing guard located at the crosswalk east of the loading zone, crossing Ripley Avenue at Felton Lane.

In response to Commissioner Garcia regarding the right only on Clark Lane, City Traffic Engineer Kim said the middle driveway is an entrance only, the other two are exit only.

In response to Commissioner Simpson regarding a current drop off zone, City Traffic Engineer Kim said they would be creating time restrictions, so the loading zone is made available.

Commissioner Minne noted that if the loading zone were to back up into Lilienthal, it would be difficult for the crossing guard to manage it. City Traffic Engineer Kim said they would be sure that the loading zone begins well beyond the curb radius to be sure it doesn't impede into the crosswalk area.

Lauren Nakano, Beach Cities Health District said they appreciated being included in the meeting in August, as they are always interested in collaboration across agencies. She said the Beach Cities Health District is committed to providing technical support, educating parents and crossing guards related to the new pattern and finding a balance for the residents.

Ms. Nakano acknowledged Staff, the Public Works Commission and City Council, noting that the Traffic Engineers met with staff at each school in the district to look at safety, identify issues around each school and come up with a School Traffic Evaluation Plan. She said this is consistent with the Living Streets Policies they worked on with the cities to capture the tenants and philosophies to define walkability, bikeability, and multi-modal transportation in the community.

William Kawahara, resident on Ripley/Felton said he has been observing the foot pattern traffic and said adding the loading zone won't affect the circulation of traffic. He commented that the part of the school just north of the Felton exit could be utilized also. He suggested the redirection of the flow of traffic during the time in question. He said the crossing guard does an excellent job of moving people in and out.

Jason Oldenburg said he lives adjacent to Lilienthal and witnesses the traffic during the mornings and afternoons for the middle and elementary schools. He suggested utilizing the school parking lot, possibly restricting the flow, left turns from westbound Ripley, and utilizing the faculty parking lot as a drop off zone, or stretching the loading zone towards Inglewood which would utilize the school property rather than the intersection at Lilienthal and Felton. He said he noticed there is already street paint so he knows it's already going forward.

Chair Funabashi said the Commission will make a recommendation to City Council, which will be agendized publicly. City Traffic Engineer Kim said a notification letter for the City Council meeting will go out for residents adjacent to the curbside that is affected.

In response to Mr. Oldenburg regarding the time restriction, City Traffic Engineer Kim said it will most likely be 30 minutes-1 hour before and after. He said they are considering Washington Elementary School, and Adams Middle School is under block scheduling, so they will have to capture the best times.

City Traffic Engineer Kim explained that today's staff recommendation is to not make a decision on the northside loading zone, or the Clark Lane right turn only, it is to receive direction from the Commission to do further outreach with the residents. He said the loading zone and the turn restriction that directly affects the school is being determined upon today, along with the recommendation to do further outreach for the loading zone and the other items.

Councilmember Horvath said he had a meeting last fall with Councilmember Lowenstein, BCHD, Adams Middle School and Public Works staff. He said there are issues at every school, because too many kids are being driven to school. He said they are trying to make routes to school safer for biking and walking, but have to change the behavior of drivers so families feel safe enough to let their kids walk, or ride bikes to school.

Councilmember Horvath said their broader conversation that day discussed the possibility of changing Felton and Phelan to one-ways to create a circulation, so they could only come from District 4 and 5 areas. He said this is a good start, and is hopeful that they explore further areas for people to pull over to a place that is safely accessible to where the crossing guard is.

Commissioner Minne recommended staff study the area north of Felton as an alternative to the area between Felton and Lilienthal because if kids are being dropped off in the yellow zones, they will be walking through the driveway constantly and there will never be a gap during peak drop off and pickup times.

Commissioner Minne also suggested including the Principal of Washington during their discussions with Adams, because a lot of parents are using the zone between Clark and Lilienthal to park and walk their children into their classrooms.

In response to Commissioner Minne regarding moving forward with the loading zones and turn restrictions, City Traffic Engineer Kim said they would have the turn restriction and loading zone locked in to move forward to City Council and the additional loading zone discussions, as well as the right turn only from Clark Lane. He said the results from the public outreach would be added to the recommendation for the turn restriction and the loading zone and taken to City Council.

In response to Commissioner Garcia regarding having the Police department do a traffic direction for the couple hours on Clark Lane and Ripley, Public Works Director Semaan said they could do that as a rotation, but there are not enough resources to commit to this particular location.

In response to Chair Funabashi regarding the recommended yellow zone and displaced cars, City Traffic Engineer Kim said there is an estimated 30% capacity available. He said there is not a lot of available parking along Ripley Avenue.

Motion by Commissioner Hannon, seconded by Commissioner Garcia to go with Staff recommendations, making this Phase I and a school traffic evaluation plan as part of Phase II, looking at biking/walking safe routes to school, and a recommendation to periodically ask the Police department to look at the location for short periods of time.

City Traffic Engineer Kim said as part of the original discussion that occurred in August, this measure would be classified as Phase 1, the further evaluation and determining other alternatives is what they are moving towards.

Motion carried unanimously.

Commissioner Minne made a friendly amendment to include Washington Elementary as part of the outreach to see how it may impact their operations. Motion with amendment carried unanimously.

**1. COMMISSION INPUT RELATED TO DEVELOPMENT OF GOALS AND OBJECTIVES FOR THE CITY'S STRATEGIC PLAN – Receive report and provide input to City Council as appropriate.**

Public Works Director Semaan said they want to solicit input from the Commission related to the development of goals and objectives for the City's Strategic Plan. He said City Council conducted its bi-annual Strategic Planning session on October 22, 2019, and began preparation of the City's next Strategic Plan, which involved the review and possible revision of the City's 10-year goals. He explained the three options for creation for the 10-year goals.

Option One – Retains the existing 10-year goals

Option Two – Replaces the 10-year goals



Option Three – Includes detailed 10-year approach which contains materials by Councilmember Christian Horvath who is in attendance to present to the Commission a comprehensive listing of goals and objectives for consideration.

Public Works Director Semaan said the Mayor and City Council directed that the information be shared with the different Commissions for review and input and any preference the Commission has on the three options, or if the Commission believes the City should not identify 10-year goals. He said it would be helpful for City Council to receive feedback, in the form of a memorandum, which staff can draft for review at the February meeting, and provide to City Council by April 1.

Councilmember Horvath said he is in attendance on behalf of himself, rather than the entire City Council to walk them through the report. He said tonight is a good opportunity to digest, vet it out at the February meeting, and prepare a memorandum at the March meeting for the April Strategic Planning session. He said City Council wants input as a body, but primarily as resident representatives. He said there are three options in this report and noted that the City Manager and staff do their best to communicate direction from City Council.

Councilmember Horvath presented the following:

#### Option 1

- He came onto City Council in 2015 and had attended two Strategic Planning sessions as a Commissioner. It felt like a to-do list of things they knew could be accomplished in 6-months or within the year, with little long-term thinking. He feels his job as a Councilmember is to think about where the City will be in the next 20, 30, 40 years and what that means for the quality of life for the residents.
- In 2016, he said 10-year goals should be set, with 3-year windows as milestones and 6-month goals as minor milestones.
- Option 1 was crafted in 2016 which is aspirational and hard to quantify because it could mean something different to different individuals.

#### Option 3

- New 3-year cycle started in Fall 2019 and he brought to the Strategic Planning session a revision of the 10-year goals/policy directives to engender a conversation. He focuses a lot on policy, trying to come up with policy directives which can be separated into buckets. He came up with 6 different buckets of policy directives that encompass things that residents, colleagues, and staff are concerned with and may already be working on, or need to be working on.
- #1 – Ensure Long-Term Financial Sustainability through robust Economic Development, Public Infrastructure Investments and Other Strategies
  - Three bullets that encompass where staff and/or Councilmembers will consistently look for sources of revenue. The City is currently in a state of dwindling revenue and growing expenditures.
    - Economic Development:
      - Artesia/Aviation
      - Riviera Village
      - Waterfront
      - North End/Industrial – by Marine station
      - AES/EIFD – AES - separate from the Waterfront because it is private property, EIFD was just created, which encompasses that site and the right-of-way area that extends to Dominguez Park
    - Infrastructure Investments
      - When investments are made back into the community, there is a potential to see increased revenues

- Other Financial Sustainable Measures
  - Sales & Transaction Use Tax protection – failed
  - Street Lighting and Landscaping District – underfunded
  - MOU reforms (where necessary) – ongoing negotiations
  - Potential of cannabis sales
- #2 – Ensure Environmental Sustainability, Livability, Public Health & Safety by evaluating all policy and operational decisions through the lens of a Climate Emergency
  - He added “through the lens of a Climate Emergency” because a variety of cities throughout the United States are starting to do this, and it’s irresponsible to look at any decision made without considering the impacts to the climate.
- #3 – Enact an Enhanced Multi-Modal Mobility & Connectivity Plan
  - A lot of time is spent talking about traffic
  - Passed a South Bay Master Bicycle Plan in 2011
  - Micro-mobility
- #4 – Create and Execute innovative and cost-effective Public Safety, Health/Well Being and Quality of Life Policy Initiatives
  - Things that are already being worked on, some in concert with BCHD
- #5 – Streamline Governmental Processes with Improved Efficiency, Resilience, Responsiveness, Transparency & Accessibility
  - Some came from the Budget & Finance Commission going into the last Strategic Planning session
- #6 – Create Long-Term Planning, Housing & Equity Policies that preserve or enhance future quality of life for ALL residents
  - Councilmember Gran agreed #6 should be included, the rest of his colleagues did not, therefore, it is not included in Option 2
  - Land-use is a concern to everybody; should be able to find a consensus and have a policy directive that addresses it

#### Option 2

- 10-year policy directives could be 3-year buckets
- Created by the body and whittled down language in Option 3, numbers #1-5
- He has heard from some other Commissions that it is very short and lacks definition

Commissioner Glass said he thinks details have been lacking and believes there should be targets. He said there are too many cars on the streets. He wants the quality of life for the residents addressed. He said the focus is on the Waterfront, but he thinks the majority of people don’t live in that area, what they care about is parking on the streets, parks, near their house. He said they need goals and objectives for what the people care about and the Councilmembers should be the sounding boards for the people.

Councilmember Simpson said he likes the approach of having policy driven statements, and that Option 3 is very good. He believes it serves as a starting point, and all six points are appropriate major points that need to be in a Strategic Plan. He noted that some bullet points could be 3-year goals, and expressed support of the approach and most of the work that has been done in Option 3.

Commissioner Minne concurred that Option 3 is a very good starting point and is trendy in a good way. He noted that the line between housing, transportation and climate are blurring very quickly. He believes a lot of the things could be done in parallel tracks and encouraged the Commission to promote Option 3.

Public Works Director Semaan said they could digest the information, continue the item to the next meeting, and bring back ideas or suggestions. He said they could make final recommendations at the February meeting, or they could bring recommendations to the March meeting, and submit it to City Council for their consideration at the April meeting.

Councilmember Horvath responded to Commissioner Minne and agreed there is an enormous amount of blurring between the policy buckets. He said he is curating the South Bay COG's general assembly in March and the theme is "Intersections". He said he will have speakers speaking in Mobility Transportation, Housing Affordability, Climate Environment, Economic Development, Tech, and Public Safety Homelessness in a TED like style.

Commissioner Hannon said the power of incremental goals is amazing and things do happen. He agrees with everything Councilmember Horvath said about the 3-year incremental leading up to the 10-year goals. He said the City should be operated like a Corporation, with minimal mistakes or surprises.

Chair Funabashi said he likes Option 3 and likes the details and bullet points. He asked Councilmember Horvath what Inclusionary Zoning Policies is. Councilmember Horvath explained it would stipulate when a project is built, that they would have to include a certain percentage of affordable housing within that process. He said in the coastal zone there is a requirement by the California Coastal Commission that any new project built within the coastal zone, 10% or so, of the units have to be affordable.

Commissioner Fox said he is a strong proponent of getting as detailed as possible, and said Option 3 does that. He said the City is almost an industry.

In response to Commissioner Glass regarding the No-Host Ordinance, Councilmember Horvath said the item came before the City Council in the past 15 months and was specifically related to situations where families were hosting parties at their houses for underage individuals where there may be alcohol and/or drugs involved. He said Staff, the City Attorney's office, and the Police Department came to City Council with a No-Host Ordinance to help them do their jobs better in protecting children and holding a certain amount of accountability to residents that were allowing that to happen permissively. He said it did not pass, so he listed it as something to possibly reconsider.

Commissioner Glass said each Commissioner should come back with suggestions.

Chair Funabashi suggested working on a consensus within the seven Commissioners.

Commissioner Glass asked if they will limit their viewpoints to the Public Works viewpoint, or real feelings about where the City ought to go.

Chair Funabashi said he wants to target 6-month and 3-year goals.

Commissioner Simpson suggested they could reach a consensus on a number of things, and if there are things individuals feel strongly about, they could communicate individually as well.

Commissioner Minne asked if they would be able to get a Word document for them to mark up and bring back to the next meeting, or present to City Traffic Engineer Kim for inclusion in the next agenda. He suggested voting on the ones they agree on, and if there is no consensus, submitting as individuals.

Chair Funabashi suggested each Commissioner send Staff an email with individual suggestions within two weeks, and it could be incorporated into the next agenda.

Public Works Director Semaan recommended they track their changes and forward the information to Staff for inclusion as an attachment to the continued Administrative report. He said they could come up with a consensus on items and recommend those modifications to City Council.

Chair Funabashi suggested keeping it concise, streamlined and efficient.

Public Works Director Semaan said they could continue the item and bring it back at the February meeting, after providing them with a Word version of the materials.

Motion by Commissioner Glass, seconded by Commissioner Garcia to continue the item to the February meeting. Motion carried unanimously.

**IX. MEMBERS ITEMS AND REFERRALS TO STAFF**

Commissioner Simpson said the Access Redondo App is extremely effective, and each time he has received a wonderful response from Staff and had his issue resolved. He said he continues to be impressed by the way Staff supports the efforts of the Commission and thanked them.

Chair Funabashi concurred that the system works, and shared that he used the App on a Sunday, and got a response on Monday.

**X. ADJOURNMENT AT 9:01 P.M.**

Motion by Commissioner Fox, seconded by Commissioner Hannon, to adjourn at 9:01 p.m., to a Regular meeting on Monday, February 24, 2020, at 7:00 p.m., in the Redondo Beach City Council Chambers, 415 Diamond Street, Redondo Beach, California. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'T. Semaan', with a horizontal line extending to the right.

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Ted Semaan  
Public Works Director