

**MINUTES OF THE
PUBLIC WORKS COMMISSION
10TH DAY OF JANUARY, 2018 AT 7:00 P.M. AT THE
AMEDEE O. "DICK" RICHARDS, JR., COUNCIL CHAMBERS
1424 MISSION STREET**

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:02 P.M. by Chair Abelson. Present were Commissioner Fisher, Commissioner Hughes, Commissioner Glauz and Commissioner Granath. Staff present: Public Works Assistant (PWA) Leonna DeWitt. Deputy Public Works Director (DPWD) Rafael Casillas was absent.

2. PLEDGE OF ALLEGIANCE

Commissioner Fisher led the pledge of allegiance.

3. APPROVAL OF MINUTES - Meeting on December 13, 2017.

Minutes approved as amended. (Glauz, Hughes 5-0)

4. PUBLIC COMMENT

No Public Comment.

5. COUNCIL LIAISON COMMENTS

No Council Liaison Comments.

Chair Abelson noted that Mayor Schneider (who was present prior to the start of the meeting) stated that with the reorganization last month a new liaison will be appointed at the next City Council meeting.

6. STAFF COMMENTS

PWA DeWitt announced that Paul Toor, Director of Public Works, accepted a position with the City of Redlands and has left the city's employ. He will assist with some current projects. Rafael Casillas will be acting as the head of Public Works, until a new Public Works Director is selected. Ms. DeWitt informed the Commissioners that new officers will need to be selected at the next Public Works Commission meeting on February 14, 2018.

7. COMMISSIONER COMMENTS

Commissioner Hughes informed the Commission about a situation regarding a bee hive that was located in a tree on Monterey Road and Fair Oaks Avenue. She stated Councilmember Khubesrian was concerned about preserving bees. Commissioner Hughes reached out to DPWD Casillas to inform him of the situation and the bees were humanely removed and preserved.

Commissioner Glauz discussed her concerns about the open trenches on Monterey Road east of Fair Oaks, left by the City's contractor over the holiday weekend. This could be a dangerous situation, especially at night. Commissioner Glauz contacted DPWD Casillas about her concerns and was told he would speak with the contractor. Commissioner Glauz stated that during the New Year's holiday there were more open trenches. She stated there needs to be more communication with the City contractors to ensure proper safety measures are in place at the end of the work day.

Commissioner Granath shared that the City of Monrovia water rates are increasing and will increase every year. The rates will go into effect in March 2018.

Commissioner Hughes updated the Commission about the Los Angeles County Energy Choice Aggregate meeting.

Chair Abelson shared information received from Margaret Lin, Principal Management Analyst, related to the Metro 710 mitigation measures. The City can expect information from Metro in March 2018 and funding will not be available until the Environmental Impact Report is completed. Chair Abelson noted that once information is received by staff it will be passed along to each Commission. Chair Abelson informed the Commission about the Earthquake Brace Bolt Program, which will provide up to \$3,000 toward seismic retrofit for your home. The program opens on January 23 – February 23, 2018. Chair Abelson stated for more information, interested parties should visit the City website.

Commissioner Hughes suggested having this information posted at the Senior Center.

8. DISCUSSION/ACTION ITEM

A. Diamond Avenue and El Centro Street – Keep Clear

PWA DeWitt gave a brief presentation regarding this item. The following improvements have been made 1) implementation of temporary No Parking along the west curb on Diamond Avenue from El Centro Street to Pico Alley during Farmers' Market Events; 2) installation of Keep Clear pavement legends at the parking lot entrance, 3) leveled lifted pavement and repaired broken curb. Staff is recommending the Commission receive and file this update.

Commissioner Fisher inquired about the rationale for the temporary No Parking on the west side versus the east side.

PWA DeWitt responded she wasn't aware of why the west side was selected and would ask DPWD Casillas. It was shared, that the Manager of the Golden Oaks complex was consulted about the access and parking issues.

Commissioner Fisher commented that with the retail and restaurants on Mission Street, patrons looking for parking, would make a right-hand turn on to Diamond and would most likely park on the west side of Diamond. The other viable option would be restricted parking at all hours of the day on the east side of Diamond Avenue. Since there is no fronting on the east side, restricted parking along would allow two lanes to move freely.

B. Capital Improvement Project Update

PWA DeWitt gave a brief update on the Capital Improvement Projects. She announced there will be construction on Arroyo Drive from Sterling Place to Arroyo Vista beginning on January 16. The work will last approximately 4-6 weeks.

Chair Abelson inquired about the lane striping on Fair Oaks Avenue at Grevelia Street and if it would be part of the Grevelia Street Improvement Project. The Grevelia project would run January thru April 2018.

PWA DeWitt responded she would find out about the striping and report back.

Commissioner Glauz requested a revised date be added to the project list when updated. She requested receiving the status update prior to removing the item from the list.

Commissioner Fisher requested clarity on some of the items on the project list and requested an update of the status with a clear reason as to why no action has been taken after a long period.

Chair Abelson requested the Commission receive the minutes from the June 14 meeting.

Chair Abelson inquired if Councilmember Mahmud received an invitation to present to the Commission a status report on Stormwater Management.

PWA DeWitt responded she wasn't aware and would find out.

Commissioner Hughes inquired about the timing of the City Budget and when will it take place.

Chair Abelson requested having a more generalized discussion on projects (street, traffic) prior to the selection of street improvement projects.

Commissioner Hughes suggested contacting The "South Pasadena Review" to publish an article related to the upcoming selection of street improvement projects.

Discussion ensued regarding the City Budget process and funding for the upcoming street improvement projects.

9. ADJOURNMENT

Commissioner Hughes and Glauz made a motion for meeting adjournment.

Chair Abelson declared the meeting adjourned at 8:05 p.m.

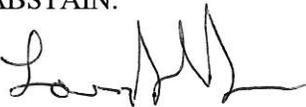
I HEREBY CERTIFY that the foregoing minutes were adopted by the Public Works Commission of the City of South Pasadena at a meeting held on February 14, 2018.

AYES:

NOES:

ABSENT:

ABSTAIN:



Lawrence A. Abelson, Chair