



**CITY OF SOUTH PASADENA  
PUBLIC WORKS COMMISSION  
SPECIAL MEETING AGENDA**

**Council Chamber  
1424 Mission Street, South Pasadena, CA 91030**

**November 18, 2021, at 6:30 p.m.**

**PUBLIC ADVISORY: THE CITY COUNCIL CHAMBERS WILL BE CLOSED TO  
THE PUBLIC FOR THIS SPECIAL MEETING**

*South Pasadena Public Works Commission Statement of Civility*

*As your elected governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.*

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

Pursuant to Section 3 of Executive Order N-08-21, issued by Governor Newsom, the regular meeting of the Public Works Commission November 18, 2021 will be conducted remotely and held by video conference.

This Special Meeting will be conducted remotely only and will not be physically present in the Council Chambers.

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the three methods below:

Public Works Commission  
**Zoom Meeting Information:  
Webinar ID: 818 0334 3798**

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information accordingly; or
2. Click on the following unique Zoom meeting link:  
<https://us06web.zoom.us/j/81803343798> or
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID and Passcode when prompted to do so.

For additional Zoom assistance with telephone audio, you may find your local number at: <https://zoom.us/j/9123456789>

IMPORTANT NOTE: Members of the public may access the meeting to observe the meeting’s proceedings; however, at this time, there is no live, real-time participation by members of the public.

**PUBLIC COMMENTS AND SUGGESTIONS**

The Public Works Commission welcomes public input. Public comments will be taken live in one of two formats, in-person or via zoom. Members of the public may also submit their comments in writing for Public Works Commission consideration, by emailing comments: [pwcpubliccomments@southpasadenaca.gov](mailto:pwcpubliccomments@southpasadenaca.gov). **Public Comments must be received by 12:00 p.m., November 18, 2021** to ensure adequate time to compile and post. Written public comments will not be read aloud during the meeting.

**CALL TO ORDER:** Vice-Chair David Maling

**ROLL CALL:** Commissioners: Frank Catania, Sam Hernandez, Charles Trevino; Vice-Chair David Maling

**CITY COUNCIL LIAISON:** Evelyn G. Zneimer

**STAFF PRESENT:** Ted Gerber, Acting Director of Public Works  
Ghassan Shelleh, Deputy Director of Public Works  
Anteneh Tesefaye, Acting Deputy Director of Public Works  
Reyna Salazar-Martin, Public Works Management Assistant

**PLEDGE OF ALLEGIANCE:** Vice-Chair David Maling

**PUBLIC COMMENTS AND SUGGESTIONS**

The Public Works Commission welcomes public input. If you would like to comment on an agenda item, members of the public may submit their comments in writing for consideration, by emailing comments or questions to: [pwcpubliccomments@southpasadenaca.gov](mailto:pwcpubliccomments@southpasadenaca.gov) Public Comments must be received by 12:00 p.m., November 18, 2021 to ensure adequate time to compile and post. Public Comment portion of the email is limited to 250 words. Please make sure to indicate: 1) your name; 2) what agenda item you are submitting public comment on, or if it is a general public comment; and/or 3) clearly state if you wish for your comment to be read during the meeting.

**PUBLIC COMMENT**

**1. Public Comment**

**PRESENTATIONS**

- 2. **Public Works Department Work Order System Update**

**DISCUSSION ITEMS**

- 3. **Measure W 2020-27 FY Safe Clean Water Project - Arroyo Seco TRP Status Update**
- 4. **2021 Annual Report/ Accomplishments & 2022 Work Plan Update**
- 5. **Prop 68 Storm Water Project between Pasadena and South Pasadena – Status Update**

**ACTIONS ITEMS**

- 6. **Minutes of the Regular Meeting of the Public Works Commission on July 14, 2021**

**COMMUNICATIONS**

- 7. **City Council Liaison Communications**
- 8. **Commissioner Communications**
- 9. **Staff Liaison Communications**

**ADJOURNMENT**

**FUTURE PUBLIC WORKS COMMISSION MEETING**

<u>DATE</u>	<u>LOCATION</u>	<u>TIME</u>
January 12, 2022	In Person/Council Chambers	6:30 p.m.
March 9, 2022	In Person/Council Chambers	6:30 p.m.

**PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

Commission Meeting agenda packets are available online at the City website: [www.southpasadenaca.gov/boardsandcommissions/publicworkcommission](http://www.southpasadenaca.gov/boardsandcommissions/publicworkcommission)

**ACCOMMODATIONS**



The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

*I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.*

11/15/2021

Date

/s/

Reyna Salazar-Martin

Public Works Management Assistant

**ITEM 6**

Minutes of the Regular Meeting of the Public Works  
Commission on July 14, 2021

**MINUTES OF THE  
PUBLIC WORKS COMMISSION  
14<sup>TH</sup> DAY OF JULY, 2021 AT 6:30 p.m. AT THE  
CITY COUNCIL CHAMBERS  
1424 MISSION STREET**

**CALL TO ORDER**

The Regular Meeting of the Public Works Commission was called to order by Public Works Commission Chair Julie Riley at 6:35 p.m. The hybrid meeting was held in person in the City Council Chambers and available via zoom in a virtual setting for viewers only. Commissioners, Council Liaisons, and City Staff attending in person.

**ROLL CALL:**

**PRESENT:** Chair Julie Riley, Vice-Chair David Maling, Commissioner Charles Trevino and City Council Liaison Evelyn Zneimer.

**EXCUSED:** Commissioners Sam Hernandez and Frank Catania

**CITY STAFF PRESENT:** Director for Public Works Shahid Abbas, Deputy Director for Public Works Ghassan Shelleh, Deputy Director Ted Gerber, Operation Manager for Public Works Garrett Crawford, Public Works Management Assistant Reyna Salazar-Martin

**PLEDGE OF ALLEGIANCE**

Public Works Commissioner Chair Juley Riley led the Pledge of Allegiance.

**1. CITY MANAGER ARMINÉ CHAPARYAN**

Staff G. Crawford introduced newly appointed City Manager Arminé Chaparyan. City Manager Chaparyan took this time to introduce herself, shared her background, and her plan to meet with all Commissions. She thanked all in attendance for their service.

**2. PUBLIC COMMENT**

None

**DISCUSSION ITEMS**

**3. INTEGRATED WATER AND WASTEWATER MANAGEMENT PLAN**

Staff T. Gerber presented item. No action required by Commission at this time.

**4. SEWER CCTV PROJECT UPDATE**

Staff G. Crawford presented discussion item. Director S. Abbas added more information on project and was available to answer any questions. No action required by Commission at this time.

**ACTION ITEMS**

**5. MINUTES OF THE REGULAR MEETING OF THE PUBLIC WORKS COMMISSION ON MAY 12, 2021**

A motion was made by Commissioner Trevino and seconded by Vice-Chair Maling to approve the minutes. By voice vote, the motion passed unanimously 3-0.

**COMMUNICATIONS**

**6. COUNCIL LIAISON COMMUNICATIONS**

City Council Liaison Znimer gave a presentation on City of Pasadena v. Dow Chemical, Co. litigation via Power Point. Because this was not itemized on agenda, only request for informational purposes by Chair Riley on the May 12 meeting, no further discussion by Commission is allowed at this time. A motion was made by Commissioner Trevino and second by Vice-Chair Maling to itemize this topic for discussion for a future meeting. By voice vote, the motion passed unanimously 3-0.

At that time Director Abbas shared a hard copy of the most recently published Water Quality Report with all Commissioners and Liaisons.

**7. COMMISSION COMMUNICATIONS**

Vice-Chair Maling: requesting status on the future tour of all City Facilities. Director Abbas informed Commission that staff was going to reach out to all Commissioners and coordinate a tour in the near future.

Commissioner Trevino: Commended staff on the TCP 1, 2, 3.

Chair Riley: Complimented staff on their work and thanked City Council Liaison Znimer on her presentation. In addition is looking forward to the Facility Tour.

**8. STAFF LIAISON COMMUNICATIONS**

No announcements at this time.

**ADJOURNMENT**

Meeting adjourned at 7:27 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 January 12, 2022.

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Julie Riley, Chair