

**MINUTES OF THE
PUBLIC WORKS COMMISSION
13TH DAY OF FEBRUARY, 2019 AT 7:00 P.M. AT THE
AMEDEE O. "DICK" RICHARDS CITY COUNCIL CHAMBERS
1414 MISSION STREET**

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:04 P.M. by Chair Glauz. Present were Commissioner Abelson, Commissioner Fisher, Commissioner Hughes and Commissioner Granath. Council Liaison Robert Joe was present. Staff present: Interim Public Works Director (IPWD) Daniel Ojeda and Public Works Assistant (PWA) Leonna DeWitt.

2. PLEDGE OF ALLEGIANCE

Commissioner Hughes led the pledge of allegiance.

3. APPROVAL OF MINUTES - Meeting on December 12, 2018.

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

4. PUBLIC COMMENTS

No Public Comment.

5. COUNCIL LIAISON COMMENTS

Council Liaison Robert Joe discussed the following issues: 1) 1701 Mission Street – illegal 6 foot high fence required by the City to lower the fence to 3' in compliance with the South Pasadena Municipal Code; 2) Animal Commission and the Pasadena Humane Society – are conducting a study related to coexisting with coyotes; 3) The City has contracted with HDL to provide a full service business license program starting on February 7, 2019; 4) Library is undergoing first floor renovations; 5) Commissioners Congress on Thursday, February 28 at 6:00 p.m. at the War Memorial Building; All Commissions must be consistent, those in Council Chambers will have audio & visual, minutes should cover action minutes, and Brown Act training for all commissioners; 6) Metro Projects – The City received funding approval of \$43 million Fair Oaks hook ramp and another \$10 million for the mobility study moving traffic through Alhambra, South Pasadena to Pasadena; and 7) The City is recruiting for a Public Works Director and two Deputy Public Works Directors; new PWD organization chart was approved by the City Council in December.

6. STAFF COMMENTS

PWA DeWitt informed the Commission that the Brown Act Training has been scheduled on Wednesday, April 10 at 7:00 pm and the Special PWC meeting will take place right after.

7. COMMISSIONER COMMENTS

Commissioner Fisher wanted the goals of the Commission to memorialize the original five objectives related to the Gold Line grade crossing timing improvements at the three signalized crossings: 1) Reducing the unnecessarily long pre-emption times for northbound trains by starting the pre-emption period after the trains have entered the station rather than far upstream of that point; 2) Provide a longer recovery cycle that follows pre-emption so that long queues on Mission Street can clear the intersection during the next cycle; 3) Provide an exclusive pedestrian phase during pre-emption, since pedestrians are crossing anyway, despite the current display of the Solid Hand pedestrian indication; 4) Provide a leading pedestrian interval, when actuated, before the display of each circular green so that right turning drivers can better see pedestrians well into the crosswalks, since pedestrians are somewhat hidden from view because of the unusual crosswalk geometrics; and 5) Correct 3 a programming error where the signal can dwell in a solid all-red state for up to 25 seconds before preemption starts.

Commissioner Granath commented that the recent rain have accelerated the deterioration of City streets effecting traffic safety, but that the Public Works maintenance crews do a tremendous job keeping the streets repaired. These conditions should serve as a reminder that the maintenance of the streets, repaving, striping is up most important to safety and continually keep those programs as a high priority.

Commissioner Abelson requested more information regarding the street improvement projects that remain

outstanding for this fiscal year and previous years. He is concerned that the intersection of Arroyo Drive and Mission Street, a stop sign post in the middle of the street is unprotected and keeps getting knocked down. Is there a better mechanism that can be implemented? Commissioner Abelson inquired if there was anything implemented at the intersection of Indiana Ave and Via Del Rey. Council Liaison Joe responded that the crosswalk will be restriped, a street light was repaired, there might be justification for a crossing guard and a meeting is scheduled with the principal of Monterey Hills Elementary School. Commissioner Abelson wanted to confirm that the intersection of Stoney Drive and Lohman Lane is part of the stop sign study. Commissioner Abelson also requested an update from Margaret Lin regarding Measure M & R projects and neighborhood traffic studies in South Pasadena & Pasadena.

Commissioner Hughes concerns are with filming in the City and the possible street damage due to the huge equipment vehicles. She commented that Bushnell has had four filming shoots in the last two months and with the City spending \$200,000 for repaving, streets will be ruined with that kind of weight. She suggested having the equipment parked in a commercial area and shuttle people back to the film location.

Chair Glauz discussed the proposed traffic signal at Monterey Road and Orange Grove Avenue. She would like to see the issues of parking restricting two-way flow addressed before the construction of the signal commences. Commissioner Fisher suggested having the on-call engineering consultant look at the restriction of parking on Orange Grove Street and Monterey Road area for possible remedies and outreach would need to be conducted.

8. DISCUSSION/ACTION ITEM

A. Selection of Officers

Commissioner Kimberley Hughes nominated as Chair (Abelson, Fisher; 5-0) Commissioner Abelson nominated as Vice Chair (Fisher, Glauz; 5-0) Commissioner Glauz nominated as Secretary (Hughes, Abelson; 5-0)

B. Public Works Commission Work Plan

Staff presented a brief overview of the item.

Discussion ensued regarding additional items to add to the work plan.

A motion was made to approve the work plan as amended. (Hughes, Abelson; 5-0)

C. Status of Public Works Commission Recommendations

Commissioner Glauz presented a brief overview of this item. Suggestions were provided by the other Commissioners and those will be incorporated for the next meeting.

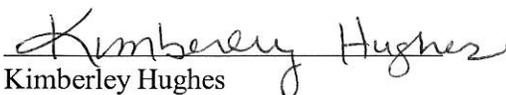
D. Capital Improvement Project Update

IPWD Ojeda suggested presenting an updated on the CIP Program at the next meeting. PWA DeWitt presented a brief update on CIP projects.

9. ADJOURNMENT

Meeting adjourned at 8:45 pm (Hughes, Fisher 5-0)

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 March 13, 2019.


Kimberley Hughes