

**MINUTES OF THE
PUBLIC WORKS COMMISSION
10TH DAY OF JULY, 2019 AT 7:00 P.M. AT THE
CITY COUNCIL CHAMBERS
1424 MISSION STREET**

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:00 P.M. by Chair Hughes. Present were Commissioner Abelson, Commissioner Fisher, Commissioner Glauz and Commissioner Granath. Council Liaison Robert Joe was present. Staff present included Deputy Director of Public Works (DDPW) Kristine Courdy and Public Works Assistant (PWA) Leonna DeWitt.

2. PLEDGE OF ALLEGIANCE

Commissioner Glauz led the pledge of allegiance.

3. APPROVAL OF MINUTES - Meeting of June 12, 2019.

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

4. PUBLIC COMMENTS

No Public Comment.

5. COUNCIL LIAISON COMMENTS

Council Liaison Robert Joe shared the following information with the Commission.

- Neighborhood Block Watch Captains had a meeting with the Police Department and Fire Department regarding a new mapping application and Community Emergency Response Training (CERT).
- Athens Services residential rates have increased for the FY 2019-20.
- Summer Concerts in the park had more than 800 people in attendance in June.
- November 5 Special Election for the sales tax measure.
Chair Hughes announced that there is a new committee to support and educate the community on the sales tax measure and the committee will be having their first meeting on July 16 at Golden Oaks Apartments.
- The Police Department is conducting a proactive program to deter thefts at Vons and Pavilions.
- Vacant and Uninhabited Property Task Force – In response to code enforcement and public safety concerns, staff has organized a vacant property task force that met on June 13. The goal of the task force is to coordinate all departments' efforts in monitoring uninhabited properties and undeveloped lots to eliminate blight and address public health and safety concerns including potential fire hazards and transient activities.
- Vons has 3-4 more years left on the lease and they will probably not extend the lease. Pavilions will be torn down and moved closer to the street with parking on the first level and Pavilions on top.
- Chair Hughes inquired about the former Big Lots location and requested reinstating the right hand turn arrow and to eliminate the U-turn to help with the traffic flow.
- A short discussion proceeded regarding the possibility of a CVS at the former Big Lots site. However, the City doesn't allow drive-thrus.

6. STAFF COMMENTS

DDPW Courdy informed the Commission that the new Public Works Director Shahid Abbas started on Monday, July 22, 2019.

Staff is working with consultant on the stop sign study on Stoney Drive and Lohman Lane and will be brought to the Commission at its next meeting.

7. COMMISSIONER COMMENTS

Commissioner Granath commented that at the intersection of Monterey Road and Arroyo Verde that the oak tree limbs still need to be trimmed back away from the traffic signal.

Commissioner Fisher commented that he was looking forward to the CIP project report on the status of the signal timing at the three Gold Line crossings and how staff has addressed the five objectives for reducing traffic delays. A motion was made to agendize an item on for the next meeting to discuss the progress toward the 5 objectives of the grade crossing signal timing improvements. (Fisher, Abelson 5-0)

Commissioner Glauz thanked Commissioner Granath for editing the minutes while she was out of town.

Commissioner Abelson inquired if the Neighborhood Traffic Management Plan (NTMP) would be agendized for the August meeting. DDPW Courdy responded that once the draft is received the new Director would need to review it and move forward with having it ready for the August meeting.

Commissioner Abelson commented that at the last meeting, Dan Ojeda mentioned having Margaret Lin present an update on Measure M & R. He expressed having the update on the next agenda. DDPW Courdy responded that since there is not much happening with these projects, it may be too soon to have this item on the agenda. Commissioner Abelson inquired about an update on the Fremont and Ramona NTMP.

Commissioner Abelson also informed the Commission about a few street conditions that need to be addressed: Photo 1 is a Temporary Stop Ahead sign on Pasadena Avenue at Mission Street. This sign is before a Stop sign, on Arroyo Drive at Mission Street, that has been knocked down several times. Commissioner Abelson suggests a more permanent solution for this Stop sign. Photo 2 shows barricades that are on top of something in front of Trader Joes on Mission Street.

Commissioner Hughes requested having more input on the agenda items and requested getting the draft agenda a week in advance. She attended the June 19 City Council meeting and the City Council proposed creating an AdHoc Committee regarding the merging of the Freeway and Transportation Commission and the PWC. Chair Hughes stated the City Council is concerned with having distinct areas of focus to avoid overlap. DDPW Courdy informed the Commission that she reached out to staff regarding when the AdHoc meeting will be scheduled. Chair Hughes shared information on Arcadia Power, a third party company between the power distributor and the customer. She also inquired about the status of the General Plan and the Five Year Capital Improvement projects that should be occurring sooner than what the schedule indicates.

8. DISCUSSION/ACTION ITEMS

A. Status Update on the Street Improvement Projects in the City's Multi-year Capital Improvement Plan

DDPW Courdy provided a brief overview of the plan which included color coded map. Staff was able to narrow down the FY 2019-20 Street Improvement Projects to under \$2 million. DDPW Courdy informed the Commission that staff will combine both years, 2018-20, of preventative maintenance projects to reduce administrative cost and to help reduce the overall bid price.

Discussion ensued regarding street segments and funding.

Council Liaison Joe informed the Commission that the South Pasadena School District has approached the City requesting closing off Diamond Ave for student safety.

A motion was made to approve the recommendations as stated in the revised report. (Granath, Abelson 5-0)

B. Status of Public Works Commission Recommendations

Commissioner Glauz presented a brief status report on the Public Works Commission Status of Recommendations – Summary List, as of July 2019.

C. Capital Improvement Project Update

DDPW Courdy presented a brief update on CIP projects.

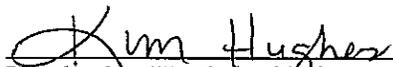
Discussion ensued regarding the bicycle lockers/shelters and Monterey Road and Orange Grove Avenue traffic signal.

Staff will coordinate with the Commission to schedule tours of the Graves Reservoir and Athens Material Recovery Facility.

9. ADJOURNMENT

Meeting adjourned at 8:31 pm (Abelson, 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 July 10, 2019.



Kimberley Hughes, Chair