

**MINUTES OF THE  
PUBLIC WORKS COMMISSION  
9<sup>TH</sup> DAY OF NOVEMBER, 2016 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 8:00p.m. by Chair Fisher. Present were Commissioner Abelson, Commissioner Granath, Commissioner Hughes and Commissioner Glauz. Council Liaison Michael A. Cacciotti was absent. Staff present: Public Works Director Paul Toor and Civil Engineering Assistant Thomas Amare. Staff Liaison Leaonna DeWitt was absent.

**2. PLEDGE OF ALLEGIANCE**

Commissioner Glauz led the pledge of allegiance.

**3. APPROVAL OF MINUTES - Meeting of October 12, 2016**

Minutes approved as amended. (Abelson, Hughes 4-0)

**4. PUBLIC COMMENT**

No Public Comment.

**5. COUNCIL LIAISON COMMENTS**

No Council Liaison Comments.

**6. STAFF COMMENTS**

Civil Engineering Assistant Thomas Amare informed the Commission that the December PWC meeting is on the same day as the upcoming State of the City Address and asked if the Commission wanted to reschedule the PWC meeting. Chair Fisher stated the December PWC meeting will be cancelled and the Commission will be notified if an urgent matter needs to be addressed.

Public Works Director Toor briefed the Commission about the assessment update for the Lighting and Landscape Maintenance District. The assessment has not been increased since 1997 and the cost for operations has increased by 150%. Proposition 218 requires a ballot mailer to all property owners and the City would need to receive positive mailers from the residents. The proposed assessment will take effect in FY 2017-18. Staff will be presenting information to each Commission and advertising in the paper.

**7. COMMISSIONER COMMENTS**

Commissioner Glauz commented about how nice the Dog Park looks and that staff did a great job. She is concerned about traffic control on Monterey Road during construction due to lane closures.

Commissioner Abelson discussed the staff report prepared outlining the duties and responsibilities of the FTC and the Design Advisory Groups (DAG), which was presented at the joint PWC and FTC meeting. Commissioner Abelson suggested discussing the preliminary design of the removal of certain bulb outs on Fair Oaks Avenue at the next joint meeting. Commissioner Abelson requested the Commission receive the updated traffic study for Grevelia Avenue at Fair Oaks Avenue to review and recommend improvements for that intersection.

Public Works Director Paul Toor provided an update on the recommendations made by the Commission.

Commissioner Granath requested to review the channelization phasing plan during construction for the Monterey Road Project. He requested the Commission receive the minutes from the Monterey Road Neighborhood Meeting held on October 27.

**8. DISCUSSION/ACTION ITEMS:**

**A. Capital Improvement Project Update**

Civil Engineering Assistant Thomas Amare gave a brief presentation on this item.

**B. Final Review of Ordinance for Offsite Improvements on Private Development Projects**

Chair Fisher introduced this item and gave a brief background on this item.

Discussion ensued regarding the threshold on the amount of square footage and/or dollar amount to include in the ordinance.

Public Comment Period

Jane Schirmeister – 816 Orange Grove Place. She suggested having two separate ordinances instead of just one.

Public Comment Period closed

A motion was made to approve the ordinance as amended. (Abelson, 5-0)

**9. ADJOURNMENT**

Chair Fisher declared the meeting adjourned at 9:38p.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 11, 2017.

AYES:

NOES:

ABSENT:

ABSTAIN:



John Fisher, Chair