



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

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

September 14, 2022 at 6:30 p.m.

IN-PERSON AND VIA ZOOM (HYBRID)

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

The South Pasadena Public Works Commission Meeting will be conducted in-person from the Council Chambers, Amedee O. “Dick” Richards, Jr., located at 1424 Mission Street, South Pasadena. Pursuant to AB 361 Government Code section 54953, subdivision (e)(3), the Public Works Commission may conduct its meetings remotely and may be held via video conference.

The Meeting will be available:

- In Person Hybrid – City Council Chambers, 1424 Mission Street
- Via Zoom – Webinar ID: 849 2457 7228

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.

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/84924577228> 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/u/acRWulGbdB>

PUBLIC COMMENT AND SUGGESTIONS *(Public Comments are limited to 3 minutes)*

The Public Works Commission welcomes public input. If you would like to comment on this agenda item, members of the public may participate by means of one of the following options:

Option 1: Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during the comment portion of the agenda to speak for up to 3 minutes; or

Option 2: Email public comment(s) to:pwcpubliccomments@southpasadenaca.gov. **Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record.** Written Public Comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate: 1) your name (optional), and 2) what agenda item you are submitting public comment on, and/or 3) Submit by no later than 12:00pm., on Wednesday, September 14, 2022.

CALL TO ORDER: Chair David Maling

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

CITY COUNCIL LIAISON: Evelyn G. Zneimer

STAFF PRESENT: Ted Gerber, Director of Public Works
Anteneh Tesfaye, Public Works Deputy Director
Reyna Salazar-Martin, Public Works Management Assistant

PLEDGE OF ALLEGIANCE: Chair David Maling

PUBLIC COMMENT

1. Public Comment

ACTIONS ITEMS

2. Recommendation on the City Hall Fleet Electrification Infrastructure Projects

3. Minutes of the Regular Meeting of the Public Works Commission on July 13, 2022

COMMUNICATIONS

4. City Council Liaison Communications

5. Commissioner Communications

6. Staff Liaison Communications

7. Upcoming Events

ADJOURNMENT

FUTURE PUBLIC WORKS COMMISSION MEETING

DATE	LOCATION	TIME
November 9, 2022	TBA	6:30 p.m.
December 14, 2022	TBA	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

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.

9/8/2022

/s/

Date

Reyna Salazar-Martin
Public Works Management Assistant



City of South Pasadena Public Works Department

Memo

Date: September 14, 2022
To: Public Works Commission
From: Ted. Gerber, Public Works Director

Item #2 – Recommendation on the City Hall Fleet Electrification
Infrastructure Projects

Attachments for this item are forthcoming.

ITEM 3

Minutes of the Regular Meeting of the Public Works
Commission on July 13, 2022

**MINUTES OF THE
PUBLIC WORKS COMMISSION
13th DAY OF JULY, 2022 AT 6:30 p.m. AT THE
CITY COUNCIL CHAMBERS
1424 MISSION STREET**

ITEM NO. 3

CALL TO ORDER

The Regular Meeting of the Public Works Commission was called to order by Public Works Commission Chair David Maling at 6:30 p.m. The regular meeting was held in a hybrid in person and virtual setting, with all Commissioners, Council Liaisons, and City Staff attending via Zoom.

ROLL CALL:

PRESENT: Chair David Maling, Commissioners Sam Hernandez, and City Council Liaison Evelyn Zneimer.

NOT IN

ATTENDANCE: Vice-Chair Frank Catania

CITY STAFF Director for Public Works Ted Gerber, Deputy Director for Public Works Anteneh

PRESENT: Tesfaye, Public Works Operation Manager Catrina Peguero, and Public Works Management Assistant Reyna Salazar-Martin

PLEDGE OF ALLEGIANCE

Public Works Commissioner Chair David Maling led the Pledge of Allegiance.

1. PUBLIC COMMENT

No public comments were submitted for this meeting.

PRESENTATION ITEMS

2. Informational Report- City Hall Electrification Project

Staff T. Gerber presented item. Presentation included the rendering of potential infrastructure and location of the charging stations located behind City Hall. More information was requested on the power limits and reliability of stations should there be power failure to City Hall which includes essential emergency services. In addition, Commission would like to also know more about the contractual agreements the City will have with equipment and possible changes to configurations. No action by the Commission is required at this time.

ACTION ITEMS

3. Adoption of the FY 2022-23 Work Plan & FY 2021-22 Annual Report

Staff T. Gerber presented item.

MOTION: A motion was made by Commissioner C. Trevino and seconded by Chair D. Maling to

approve both the Public Works Commission FY 2022-23 Work Plan & FY 2021-22 Annual Report. By voice vote, the motion passed unanimously 3-0.

4. MINUTES OF THE SPECIAL MEETING OF THE PUBLIC WORKS COMMISSION ON May 11, 2022

MOTION: A motion was made by Commissioner S. Hernandez and seconded by Chair D. Maling to approve the minutes. By voice vote, the motion passed unanimously 3-0.

COMMUNICATIONS

5. COUNCIL LIAISON COMMUNICATIONS

City Council Liaison E. Zneimer wanted to recognize the Public Works Annual Report and accomplishments. She also took this time to speak on the success of the 4th of July programs and promoted upcoming City events. In Addition, wanted to know more about increase security measures Public Works Department is taking after the break in at the Public Works Yard. Staff T. Gerber did inform the Commission that a new security gate and more functional security measures are in the planning stages and should be installed by this year.

6. COMMISSION COMMUNICATIONS

Commissioner S. Hernandez thanked all who attended both the July 3rd and 4th City programs, and wanted to rely the positive feedback from both those that worked the various events and from the community members. All programs were very well attended. Also, gave the latest updates from the Tournament of Roses Committee. Lastly, Commissioner Hernandez requested the updates on the flashing light beacon at the crosswalk at Mission & Fairview. Staff T. Gerber confirmed completion of project in that as well as other requested locations should be completed and installed by this holiday season.

Chair D. Maling and Commissioner C. Trevino both congratulated newly appointed Deputy Director Anteneh Tesfaye and newly appointed Operation Manager Catrina Peguero on their new positions.

7. STAFF LIAISON COMMUNICATIONS

No current communications from Staff

8. UPCOMING EVENTS

South Pasadena Open House October 2, 2022. More details to follow as event approaches.

ADJOURNMENT

Meeting adjourned at 7:39 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 September 14, 2022.

David Maling, Chair