



**CITY OF SOUTH PASADENA
PUBLIC WORKS COMMISSION**

A G E N D A
REGULAR MEETING
WEDNESDAY, JANUARY 10, 2024, AT 6:30 P.M.

CITY COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030

South Pasadena Commission Statement of Civility

As your appointed 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 today 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.

Public participation may be made as follows:

- In Person – Council Chambers, 1424 Mission Street, South Pasadena, CA 91030
- Via Zoom – **Webinar ID: 874 7154 7619**
- Written Public Comment – written comment must be submitted by 12:00 p.m. the day of the meeting by emailing to pwcpubliccomments@southpasadenaca.gov
- Via Phone – +1-669-900-6833 and entering the Zoom Meeting ID listed above.

Meeting may be viewed at:

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link: <https://us06web.zoom.us/j/87471547619>

CALL TO ORDER: Vice-Chair Ryan Jones

ROLL CALL: Commissioners: Omari Ferguson, David Maling; Vice-Chair Ryan Jones,

PLEDGE OF ALLEGIANCE: Vice-Chair Ryan Jones

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

The City welcomes public input. Members of the public can comment on a non-agenda subject under the jurisdiction of the City Council or on an agenda item, you may participate **by one of the following options**:

Option 1:

Participate in-person at the City Council Chambers.

Option 2:

Public Comment speakers have three minutes to address the Council, however, the Chair and Commission can adjust time allotted as needed. Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak.

Option 3:

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) Name (optional), and
- 2) Agenda item you are submitting public comment on.
- 3) Submit by no later than **12:00 p.m.**, on the day of the Council meeting.

PLEASE NOTE: The Chair may exercise the Chair's discretion, subject to the approval of the majority of the Commission to adjust public comment(s) to less than three minutes.

NOTE: Pursuant to State law, the Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Commission or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

PUBLIC COMMENT**1. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)**

General Public Comment will be limited to 30 minutes at the beginning of the agenda. If there are speakers remaining in the queue, they will be heard at the end of the meeting. Only Speakers who sign up in the first 30 minutes of public comment will be queued up to speak.

PRESENTATIONS**2. STREET IMPROVEMENT PROGRAM PROJECTS**

ACTION/DISCUSSION**3. APPROVAL OF MINUTES OF SEPTEMBER 13, 2023, PUBLIC WORKS COMMISSION REGULAR MEETING**Recommendation

It is recommended that the Commission review and consider approval of the September 13, 2023, Regular Meeting Minutes.

4. APPROVAL OF MINUTES OF NOVEMBER 8, 2023, PUBLIC WORKS COMMISSION REGULAR MEETINGRecommendation

It is recommended that the Commission review and consider approval of the November 8, 2023, Regular Meeting Minutes.

COMMUNICATIONS**5. CITY COUNCIL LIAISON COMMUNICATIONS****6. COMMISSIONER COMMUNICATIONS****7. STAFF LIAISON COMMUNICATIONS****ADJOURNMENT*****FOR YOUR INFORMATION*****FUTURE PUBLIC WORKS COMMISSION MEETINGS**

March 13, 2024	Regular Public Works Commission Meeting	6:30 p.m.
May 8, 2024	Regular Public Works Commission Meeting	6:30 p.m.
July 10, 2024	Regular Public Works Commission Meeting	6:30 p.m.

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS


Commission meeting agenda packets, any agenda related documents, and additional documents are available online for public inspection on the City's website:

<https://www.southpasadenaca.gov/government/boards-commissions>

AGENDA NOTIFICATION SUBSCRIPTION

If you wish to receive an agenda email notification, please contact the Public Works Department via email at pwcpubliccomments@southpasadenaca.gov or call (626) 403-7370.

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 Public Works Department at (626) 403-7370 or pwcpubliccomments@southpasadenaca.gov. 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).

CERTIFICATION OF POSTING

*I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on **January 4, 2024**, 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, on the date listed below.*



1/4/2024

Date

Reyna Salazar-Martin, Management Analyst

ITEM 4

Minutes of the Regular Meeting of the Public Works
Commission on September 13, 2023



**CITY OF SOUTH PASADENA
PUBLIC WORKS COMMISSION**

**MINUTES
REGULAR MEETING
WEDNESDAY, SEPTEMBER 13, 2023, AT 6:30 P.M.**

CALL TO ORDER:

The Meeting of the South Pasadena Public Works Commission was called to order by Commissioner David Maling on Wednesday, September 13, 2023, at 6:35 P.M. in the City Council Chambers, 1424 Mission Street, South Pasadena, California.

ROLL CALL:

PRESENT

Chair	TBD
Commissioner	Omari Ferguson
Commissioner	Sam Hernandez
Commissioner	David Maling

ABSENT

Vice Chair Ryan Jones, Commissioner Charles Trevino

Reyna Salazar-Martin, Management Analyst, announced a quorum.

CITY STAFF PRESENT:

H. Ted Gerber, Public Works Director; Anteneh Tesfaye, Public Works Deputy Director; Reyna Salazar-Martin, Management Analyst were present at Roll Call

PLEDGE OF ALLEGIANCE

The Flag Salute was led by Commissioner David Maling.

PUBLIC COMMENT

1. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)

None

PRESENTATIONS

2. COMMISSIONER INTRODUCTION-OMARI FERGUSON

Staff Liaison Director Gerber welcomed new Commissioner Omari Ferguson. Commissioner Ferguson took this time to introduce himself, share some background, and what he looks forward to experiencing while serving on the Public Works Commission.

3. PRESENTATION: UPDATE ON STREET IMPORVEMENT PROJECT

Presented by Staff Liaison Director Gerber.

4. PRESENTATION: RECREATION FACILITIES IMPROVEMENTS

Presented by Staff Liaison Director Gerber.

ACTION/DISCUSSION

5. Approval of Minutes of July 12, 2023 Public Works Commission Regular Meeting

Recommendation

It is recommended that the Commission review and consider approval of the July 12, 2023, Meeting Minutes.

COMMISSION ACTION AND MOTION

A motion was made by Commissioner Maling, seconded by Commissioner Hernandez and approved by roll call vote to approve Item No.5. The motion carried 2-0-1, by the following vote:

AYES: Hernandez, Maling

NOES: None.

ABSENT: Commissioner Trevino, Vice Chair Jones

ABSTAINED: Ferguson

COMMUNICATIONS

6. CITY COUNCIL LIAISON COMMUNICATIONS

Mayor Pro Tem Zneimer thanked the Public Works staff for responding to resident's park improvement concerns for the Via del Rey Pocket Park and the Nature Park.

7. COMMISSIONER COMMUNICATIONS

Commissioner Ferguson asked for the possibility to combine the Mobility and Transportation Infrastructure Commission (MTIC) and the Public Works Commission in efforts to consolidate the information and make it more convenient for the public to attend. Mayor Pro Tem Zneimer and Director Gerber provided background information on how the two Commissions provide different roles and why they continue to be separated.

Commissioner Hernandez thanked the Water Division for their speedy response to the recent water main break, and invited all to visit the new South Pasadena City Rose Parade Float station under Oak Lawn Bridge. In addition, gave information on the upcoming community participation opportunities to assist with the float activities in December.

Commissioner Maling took this opportunity to recognize and welcome New Commissioner Ferguson and thank him for joining the Commission.

8. STAFF LIAISON COMMUNICATIONS

Staff Liaison Director Gerber had the following event and community meeting updates:

-Fremont Avenue, Huntington Drive, And Fair Oaks Avenue Corridors Community Input Meetings for week of September 25 and October 16 in the Community Room 6:00pm. Meetings will be held Monday-Thursday for those weeks.

-Arroyo Fest, Sunday October 29, 2023 hosted by 626 Golden Streets

ADJOURNMENT

There being no further matters, Commissioner Maling adjourned the meeting of the Public Works Commission at 7:46 P.M. to the next Regular Public Works Commission meeting scheduled for November 8, 2023.

Respectfully submitted:

H. Ted Gerber
Staff Liaison, Public Works Director

APPROVED:

David Maling
Commissioner

Approved at Commission: January 10, 2024

ITEM 5

Minutes of the Regular Meeting of the Public Works
Commission on November 8, 2023



**CITY OF SOUTH PASADENA
PUBLIC WORKS COMMISSION**

**MINUTES
REGULAR MEETING
WEDNESDAY, NOVEMBER 8, 2023, AT 6:30 P.M.**

CALL TO ORDER:

The Meeting of the South Pasadena Public Works Commission was called to order by Commissioner David Maling on Wednesday, November 8, 2023, at 6:35 P.M. in the City Council Chambers, 1424 Mission Street, South Pasadena, California.

ROLL CALL:

PRESENT

Chair	TBD
Vice-Chair	Ryan Jones
Commissioner	Omari Ferguson
Commissioner	Charles Trevino
City Council Liaison	Mayor Pro Tem Evelyn G. Zneimer

ABSENT

Commissioners David Maling and Sam Hernandez

Reyna Salazar-Martin, Management Analyst, announced a quorum.

CITY STAFF PRESENT:

H. Ted Gerber, Public Works Director; Reyna Salazar-Martin, Management Analyst were present at Roll Call

PLEDGE OF ALLEGIANCE

The Flag Salute was led by Vice-Chair Ryan Jones.

PUBLIC COMMENT

1. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)

In Person Comments:

- Cathrine Hummel spoke regarding Street Conditions in District 1
- Clint Granath spoke regarding Street Conditions in the Hills
- Sue Matz spoke regarding Street Conditions in the Hills

PRESENTATIONS**2. UPDATE ON CAPITAL IMPROVEMENT PROGRAM**

Presented by Staff Liaison Director Gerber.

ACTION/DISCUSSION**3. SELECTION OF OFFICERS****COMMISSION ACTION AND MOTION**

A motion was made by Commissioner Ferguson, seconded by Commissioner Trevino and approved by roll call vote to table the selection of officers for the following Public Works Commission Meeting. The motion carried 3-0, by the following vote:

AYES: Ferguson, Trevino, Jones

NOES: None.

ABSENT: Maling, Hernandez

ABSTAINED: None

4. APPROVAL OF MINUTES OF SEPTEMBER 13,2023 PUBLIC WORKS COMMISSION REGULAR MEETING**Recommendation**

It is recommended that the Commission review and consider approval of the September 13, 2023, Meeting Minutes.

COMMISSION ACTION AND MOTION

A motion was made by Vice-Chair Jones, seconded by Commissioner Ferguson and approved by roll call vote to table the approval of the Minutes for the following Public Works Commission Meeting. The motion carried 3-0, by the following vote:

AYES: Ferguson, Trevino, Jones

NOES: None.

ABSENT: Maling, Hernandez

ABSTAINED: None

COMMUNICATIONS**5. CITY COUNCIL LIAISON COMMUNICATIONS**

Mayor Pro Tem Zneimer expressed her appreciation and thanked Public Works efforts in assisting in coordinating the Arroyo Fest on October 29, 2023, as it ran very smoothly and had a great turn out.

6. COMMISSIONER COMMUNICATIONS

Commissioner Ferguson requested Public Works to look into the possibility of a City wide program mosquito abatement program. Director Gerber noted prioritization of this item will depend on the approved City Council Strategic Plan. Commissioner Ferguson also echoed Mayor Pro Tem Zneimer’s sentiments, as he stated the Arroyo Fest ran very smoothly.

Commissioner Trevino respectfully excused himself at 7:32pm, he had no comments.

Vice-Chair Jones had no comments.

7. STAFF LIAISON COMMUNICATIONS

Staff Liaison Director Gerber had the following event and community meeting updates:

- Holiday Lighting on November 30, 2023
 - State of the City meeting December 5, 2023
- Both events can be found on the City’s website

ADJOURNMENT

There being no further matters, Commissioner Maling adjourned the meeting of the Public Works Commission at 7:50 P.M. to the next Regular Public Works Commission meeting scheduled for January 10, 2024.

Respectfully submitted:

 H. Ted Gerber
 Staff Liaison, Public Works Director

APPROVED:

 Ryan Jones
 Vice-Chair

Approved at Commission: January 10, 2024