



**CITY OF SOUTH PASADENA
PUBLIC WORKS COMMISSION**

A G E N D A
REGULAR MEETING
WEDNESDAY, MARCH 13, 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: 867 2168 4116**
- 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/86721684116>

CALL TO ORDER: Vice-Chair Ryan Jones

ROLL CALL: Commissioners: Omari Ferguson, Sam Hernandez,
David Maling, Charles Trevino; 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.

ACTION/DISCUSSION**2. DISCUSSION AND RECOMMENDATION TO PROCEED WITH OBTAINING A PRELIMINARY DESIGN FOR THE WESTSIDE RESERVOIR REPLACEMENT PROJECT LOCATED AT 820 GLEN PLACE**

Recommendation

It is recommended that the Commission advise to proceed with obtaining a preliminary design for the Westside Reservoir Replacement.

3. APPROVAL OF MINUTES OF January 10, 2024, 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. ELECTION OF PUBLIC WORKS COMMISSION CHAIR AND VICE CHAIR

COMMUNICATIONS

5. CITY COUNCIL LIAISON COMMUNICATIONS

6. COMMISSIONER COMMUNICATIONS

7. STAFF LIAISON COMMUNICATIONS

ADJOURNMENT

FOR YOUR INFORMATION

FUTURE PUBLIC WORKS COMMISSION MEETINGS

May 8, 2024	Regular Public Works Commission Meeting	6:30 p.m.
July 10, 2024	Regular Public Works Commission Meeting	6:30 p.m.
September 11, 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.*



3/7/2024

Date

Reyna Salazar-Martin, Management Analyst



City of South Pasadena Public Works Department

Memo

Date: March 13, 2024

To: Public Works Commission

From: Ted. Gerber, Public Works Director

Item #2 – DISCUSSION AND RECOMENDATION TO PROCEED WITH
OBTAINING A PRELIMINARY DESIGN FOR THE WESTSIDE
RESERVOIR REPLACEMENT PROJECT LOCATED AT 820 GLEN
PLACE

Attachments for this item are forthcoming.

ITEM 3

Minutes of the Regular Meeting of the Public Works
Commission on January 10, 2024



**CITY OF SOUTH PASADENA
PUBLIC WORKS COMMISSION**

**MINUTES
REGULAR MEETING
WEDNESDAY, JANUARY 10, 2024, AT 6:30 P.M.**

CALL TO ORDER:

The Meeting of the South Pasadena Public Works Commission was called to order by Vice-Chair Ryan Jones on Wednesday, January 10, 2023, at 6:30 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	David Maling
City Council Liaison	Mayor Evelyn G. Zneimer

ABSENT

None

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

CITY STAFF PRESENT:

H. Ted Gerber, Public Works Director; Michael Vartanians, Principal Engineer; 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 Vice-Chair Ryan Jones.

PUBLIC COMMENT

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

Comments Received by Email (posted on website and given to Commission prior to meeting)
Yvonne LaRose-regarding building community

PRESENTATIONS

2. STREET IMPROVEMENT PROGRAM PROJECTS

Presented by Director Gerber. No action was needed at this time.

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, Meeting Minutes.

COMMISSION ACTION AND MOTION

A motion was made by Vice-Chair Jones, seconded by Commissioner Maling, and approved by roll call vote to approve Item No.3. The motion carried 2-0-1, by the following vote:

- AYES:** Jones, Maling
- NOES:** None
- ABSENT:** None
- ABSTAINED:** Ferguson

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

Recommendation

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

COMMISSION ACTION AND MOTION

A motion was made by Vice-Chair Jone, seconded by Commissioner Maling, and approved by roll call vote to approve Item No.4. The motion carried 2-0-1, by the following vote:

- AYES:** Jones, Maling
- NOES:** None
- ABSENT:** None
- ABSTAINED:** Ferguson

COMMUNICATIONS

5. CITY COUNCIL LIAISON COMMUNICATIONS

Mayor Zneimer did not have any communications at this time.

6. COMMISSIONER COMMUNICATIONS

Commissioner Ferguson Congratulated Mayor Zneimer on her newly appointed position.

Commissioner Maling did not have any communications at this time.

Vice-Chair Jones complimented the City in coordinating a successful Holiday Tree Lighting event and appreciated the event having an area where the public was allowed to play with real snow.

7. STAFF LIAISON COMMUNICATIONS

Staff Liaison Director Gerber had the following updates and announcements:

-Introduction Of Michael Vartanians, new Principal Engineer for the Public Works Department.

-New City Wide Commission Appointments will be scheduled at the next City Council Meeting (January 17, 2024). The Public Works Commission currently has two vacancies.

-Selection of Public Works Commission officers (Chair and Vice-Chair) will be on the next Regular Public Works Commission meeting agenda, once the commission has filled the vacancies

ADJOURNMENT

There being no further matters, Vice-Chair Jones adjourned the meeting of the Public Works Commission at 7:14 P.M. to the next Regular Public Works Commission meeting scheduled for March 13, 2024.

Respectfully submitted:

H. Ted Gerber
Staff Liaison, Public Works Director

APPROVED:

Ryan Jones
Vice-Chair

Approved at Public Works Commission: March 13, 2024