

ITEM NO. 7

**MINUTES OF THE  
PUBLIC WORKS COMMISSION  
13<sup>TH</sup> DAY OF JANUARY, 2021 AT 6:30 p.m. AT THE  
CITY COUNCIL CHAMBERS  
1424 MISSION STREET**

**CALL TO ORDER**

The Regular Meeting of the Public Works Commission was called to order by Public Works Commission Chair Sam Hernandez at 6:32 p.m. The meeting was held in a virtual setting, with all Commissioners and Council Liaisons attending via Zoom.

**ROLL CALL:**

**Present:** Chair Sam Hernandez, Vice-Chair Julie Riley, Commissioners: David Maling, and Charles Trevino.

**City Staff Present:** Public Works Director Shahid Abbas, Acting Deputy Director for Public Works Garrett Crawford, Public Works Management Assistant Reyna Salazar-Martin

**PLEDGE OF ALLEGIANCE**

Public Works Vice-Chair Julie Riley led the pledge of allegiance.

**1. PUBLIC COMMENT**

None

**PRESENTATIONS**

**2. New Commissioners**

Commissioners will appoint a new Chair and Vice-Chair after the new commissioner fills in the vacant slot. The new member is scheduled to be appointed at City Council Meeting on 1/20/2021. Item will be on the next regularly scheduled PWC meeting.

**3. Recognizing Outgoing Commissioners**

Chair Hernandez recognized outgoing Commissioners and thanked them for their service.

**DISCUSSION ITEMS**

**4. PWC CIP Project Overview (Information Item)**

Acting Deputy Director Crawford presented the item. Director Abbas assisted in answering questions for Commissioners. Mayor Mahmud suggested prioritizing Grevelia over Berkshire Pocket Park completion. Staff will inquire with Community Services Department on the matter and report back to Commission at a future meeting. No further action is needed by Commission at this time.

**ACTION ITEMS**

**5. Minutes of the Regular Meeting of the Public Works Commission on December 9, 2020**

A motion was made by Vice-Chair Riley and seconded by Commissioner Trevino to approve the minutes. By roll call vote, the motion carried unanimously 4-0.

**COMMUNICATIONS**

**7. Council Liaison Communications**

Acting Liaison Mayor Mahmud gave Commission the following updates: Commissioners new extended terms, new nomination for the vacancy, approved Grant for Fremont, Adopt a Tree program, and future installation of emergency power systems within the City.

**8. Commission Communications**

Commissioner Maling asked how the Commission and Staff may help promote the Adopt a Tree program, and Staff will look into different promotional items they can display around the City. Commissioner Trevino suggests a Citywide tree assessment, and Staff assured Commission it is included in the Urban Forestry Master Plan Project that is currently in the early planning stages as part of the Climate Action Plan.

**9. Staff Liaison Communications**

None

**ADJOURNMENT**

Meeting adjourned at 7:45 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 March 10, 2021.

DocuSigned by:  
*Sam Hernandez*  
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Sam Hernandez, Chair