

## ACTION MINUTES

### PUBLIC WORKS COMMISSION REGULAR MEETING OF WEDNESDAY, January 16, 2019 CITY HALL, COUNCIL CHAMBERS 1315 VALLEY DRIVE 7:00 P.M.

#### COMMISSIONERS

Andrea Giancoli

Kathy Dunbabin

Janice Brittain

Kent F. Brown

David Grethen

1. Call to Order 7:02 p.m.
2. Pledge of Allegiance
3. Roll Call

Present: Commissioner Brown, Commissioner Grethen, and Chairwoman Brittain.

Absent: Commissioner Dunbabin and Commissioner Giancoli\*

\*Commissioner Giancoli arrived at 7:16 p.m.

Staff present: Glen W.C. Kau, Public Works Director/City Engineer; Ells Freeman, Public Works Superintendent; Kathy Shin, Assistant City Attorney; and Bea Chan, Management Analyst.

4. Approval of Action Minutes

Chairperson Brittain confirmed that the July meeting was cancelled.

**ACTION:** Motion was made by Commissioner Brown to approve the action minutes from May 16, 2018. Commissioner Grethen seconded and the motion passed.

AYES: Brittain, Brown, and Grethen

NOES: None

ABSTAIN: None

ABSENT: Dunbabin and Giancoli

**ACTION:** Motion was made by Commissioner Brown to approve the action minutes from September 19, 2018. Commissioner Grethen seconded and the motion passed.

AYES: Brittain, Brown, and Grethen

NOES: None

ABSTAIN: None

ABSENT: Dunbabin and Giancoli

**ACTION:** Motion was made by Commissioner Brown to approve the action minutes from November 28, 2018. Commissioner Grethen seconded and the motion passed.

AYES: Brittain, Brown, and Grethen

NOES: None

ABSTAIN: None

ABSENT: Dunbabin and Giancoli

5. Public Comment on Non-Agenda Items— None, No Action

6. Correspondence – None, No Action
7. Presentations – None, No Action
8. Items for Consideration

a. Request to approve the staff recommendations to allow a property owner to remove one tree at 1802 Hillcrest Drive and accept the installation of replacement tree at approximately the same location.

**PUBLIC COMMENT:**

- Debra Love, 1802 Hillcrest Drive

**ACTION:** Motion was made by Commissioner Brown that the Public Works Commission approve the parkway tree permit as submitted, seconded by Commissioner Grethen, and the motion passed.

AYES: Brittain, Brown, and Grethen

NOES: None

ABSTAIN: None

ABSENT: Dunbabin and Giancoli

- b. Request to approve staff recommendations to not install bollards on the Strand at 11<sup>th</sup> Street and accept the installation of pavement markings instead to keep the intersection clear.

**ACTION:** Motion was made by Commissioner Brown that the Public Works Commission approve this proposal, seconded by Commissioner Grethen, and the motion passed.

AYES: Brittain, Brown, Giancoli, and Grethen

NOES: None

ABSTAIN: None

ABSENT: Dunbabin

- c. Request that the Public Works Commission review the tree policy questions and discuss preferred policy alternatives with staff and the City Attorney's office to develop an amended tree ordinance for presentation to City Council.

**COMMISSION RESPONSE TO TREE POLICY STUDY QUESTIONS:**

**A. Planting Policy**

- 1) Yes, property owners should be required to obtain a permit. However, staff should examine the current fee. \*Direction to come back.

**B. Maintenance Policy**

- 1) Retain the current language of "complete maintenance."
- 2) No.
- 3) Yes, a permit is required. The question of which permit relates to the answer for Question A1.
- 4) Yes.
- 5) No.
- 6) Yes.
- 7) \*Direction to come back.
- 8) \*Direction to come back.
- 9) Future discussions for public outreach.

**C. Removal and Replacement Policy**

- 1) \*Direction to come back.
- 2) No.
- 3) Yes, to the extent that the Director believes the question need not go to the Commission.
- 4) Superintendent to furnish information on the industry standards.
- 5) Yes, if necessary.

PUBLIC COMMENT:

- Scott Hayes, 122 1<sup>st</sup> Street

**ACTION:** Motion was made by Commissioner Brown that the Public Works Commission approve the development of a tree ordinance draft based on this session's responses and return back to a future Public Works Commission meeting with additional information as requested. This was seconded by Commissioner Grethen and the motion passed.

AYES: Brittain, Grethen, Brown, and Giancoli

NOES: None

ABSTAIN: None

ABSENT: Dunbabin

9. Commissioners' Reports –

Commissioner Brown reported that the installation of the new blinking school signal to slow down traffic was well received.

10. Monthly Reports – No Action

11. Commissioners' Items (Other Matters) – No Action

12. Commissioner's Announcements –

Chairwoman Brittain announced two upcoming events on Saturday, January 19:

\*Household hazardous waste round up event on Valley Drive between 8<sup>th</sup> and 11<sup>th</sup> Streets from 9 a.m.-3 p.m.

\*Document shredding event (for residents only) at Community Center parking lot from 8 a.m.-1 p.m.

Chairwoman Brittain also announced:

\*Last night, the Chamber of Commerce at The Comedy and Magic Club honored the Man and Woman of the year which were George Barks and Adrienne Slaughter.

\*Saturday, March 2<sup>nd</sup> will be the 13<sup>th</sup> annual Adrienne's Search for Children's Cancer Cure Fundraiser – the money this year it will go to LA Children's Hospital.

Commissioner Grethen announced:

\*At the recent school board meeting, the board approved moving forward the final environmental impact report and statement of findings regarding North School. There are traffic coordination that will occur between the school district and the City.

13. Adjournment - The Regular Meeting of the Public Works Commission for January 16, 2019 was adjourned at 10:21 p.m. to the Regular Meeting of the Public Works Commission on Wednesday, March 20, 2019 at 7 p.m.