

ACTION MINUTES

PUBLIC WORKS COMMISSION REGULAR MEETING OF WEDNESDAY, NOVEMBER 20, 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 7:00 p.m.

2. Pledge of Allegiance

3. Roll Call

Present: Commissioner Giancoli, Commissioner Dunbabin, Chairperson Brittain, Commissioner Brown and Commissioner Grethen

Staff present: Marnell Gibson, Public Works Director; Lucho Rodriguez, Deputy City Engineer; Andrew Nguyen, Assistant Engineer; Fabio Macias, Assistant Engineer

4. Introduction of new Public Works Director - Marnell Gibson

5. Approval of Action Minutes

ACTION: Motion was made by Commissioner Grethen to approve the action minutes from September 18, 2019 as corrected. Seconded by Commissioner Dunbabin, approved and accepted as corrected. The motion passed.

AYES: Brittain, Dunbabin, Grethen, Giancoli, Brown

NOES: None

ABSTAIN: None

ABSENT: None

6. Public Comment on Non-Agenda Items

Tom Hamilton followed up on status of volunteer's ability to work in public places in Hermosa Beach green places. He expressed desire to volunteer to prune pine trees shading the Theodore Payne Garden located at Valley Park.

7. Correspondence – None, No Action

8. Presentations

a. Update from Access Hermosa Working Group Representative Barbara Ellman on their review of the Draft ADA Transition Plan

The Access Hermosa Working Group has reviewed a Draft ADA Transition Plan, which is being finalized. In partnership with joint commissions, ADA accessibility improvements have been installed on 8th Street and Pacific Coast Highway. Buildings have been inspected and ADA recommendations are being compiled. All existing and future projects will incorporate the State of California ADA Regulations. The overall goal of the Access Hermosa Working Group is to continue progress in ensuring Hermosa Beach is more accessible to

all people with any kind of disability; to be able to access any public building and open public places throughout the City of Hermosa Beach.

9. Items for Consideration

a. Remove and Replace Trees Adjacent to 2402 Silverstrand Avenue

Recommendation: It is recommended that the Public Works Commission consider:

1. A property owner's request to remove trees on Silverstrand Avenue and Park Avenue adjacent to 2402 Silverstrand Avenue.

It was motioned by Commissioner Brown to approve staff recommendation to remove and replace trees adjacent to 2402 Silverstrand Avenue. The following conditions must be taken into consideration: 1) To ensure the site maintains ADA compliance; 2) To ensure that parking is not impacted when opening car doors; 3) To ensure the site is compliant and maintains visibility, which includes proper landscaping within existing right-of-way; 4) Consider options of different tree configuration on either side of Silverstrand Avenue and Park Avenue and placement of appropriate number of trees; 5) Consideration of size of trees and whether or not the type of trees identified have any type of weeping or droppings that would not be conducive to parking. Seconded by Commissioner Grethen. The motion passed.

AYES: Brittain, Giancoli, Brown, Grethen
NOES: None
ABSTAIN: Dunbabin
ABSENT: None

10. Commissioners' Reports

Commissioner Grethen

Reported that CIP-693 for the Community Theater Needs Assessment Study is moving forward. The City Council selected the contractor, and the project was awarded based on the RFP to proceed with the needs assessment study for the community theater.

11. Monthly Reports

a. Monthly Activity Reports – August and September 2019

Activity Report August 2019. *Accepted and approved.*

Activity Report September 2019. *Accepted and approved.*

b. CIP Updates – Above items were presented for informational purposes only.

CIP Status Sheet - November 2019

c. Verbal Capital Improvement Report by Duty City Engineer, Lucho Rodriguez

CIP-160 PCH Traffic Improvements

Accessibility improvements have been made on Aviation Blvd and PCH and on Pier Ave and PCH. Material delays have backlogged installation of pushbutton poles, street light poles, and traffic signal poles due to tariffs affecting manufacturing suppliers domestically and internationally. Caltrans and Hermosa Beach right-of-ways on PCH are being reviewed by traffic engineers to assess additional improvements to increase right-of-way visibility. The project is still in construction phase and progressing.

Eighth Street Project

Project has been closed out and construction is completed. Project Manager, Reed Salan, commended for a job well done.

CIP-186 Street Improvements – 24th Street Update

Improvements on 24th Street will begin once the sewer project underway is completed. 24th Street was once a stand-alone project, but is part of a larger paving project. Once sewer work has been completed, street will be paved, curbs and gutters will be installed, to correct the problem of water flooding the street; which occurs after the rain.

CIP-17-416 – Annual Sewer Improvements – Various Locations

Project: CIP-17-416 Sewer Improvements Phase 2 construction began on November 4, 2019. Contractor is wrapping up majority of full replacement, point repairs, lining, and manhole cover replacements. Staff presented plans to City Council to replace existing sewer covers with new sewer covers that has the City seal on it. Eventually all sewer covers will be replaced going forward. Project is ahead of schedule.

CIP-421 – Annual Sewer Improvements

Project is in design phase and slated for construction in 2020.

CIP-186 & CIP-190 Street Improvements – Various Locations

These two projects for paving streets are in design phase.

CIP-689 - Clark Building

The design kickoff meeting is scheduled for December 2019. City Council granted permission to pursue architectural services. Commission collaboration is planned between Parks & Recreation and Public Works Commission. Volunteers to represent Public Works Commission are: Commissioners Kathy Dunbabin and Kent Brown.

CIP-417 – Annual Storm Drain Improvements – Various Locations

Project is in final engineering design phase; construction to be completed by the end of year 2020.

CIP-419 – 16th Street Storm Drain Trash Capture Box (NEW)

The original localized trash inserts with the possibility of installing a larger box was approved by the City Council in March 2019. The larger box ended up being too costly. Public Works to acquire the individual inserts which proved to be more economical and requires less maintenance.

LA County – Review of Remediation Plan for Public Works Yard

A meeting was held on November 20, 2019 with PW Department and County of Los Angeles and the Remediation Plan is still in the review process. The County of Los Angeles is experiencing delays in processes due to the backlog.

Municipal Pier Structural Assessment and Repairs

The Public Works Staff are revisiting the designs for the Municipal Pier project. Minor changes are being made. Coastal Commission permit approval pending completion of design changes.

CIP-669 – City Park Restrooms and Renovation

Sewer design is complete for ADA compliant restrooms at: Fort Lots-of-Fun, Seaview Parkette, South Park, and Clark Field. Designs are being checked and project should be advertised late December or early January 2020.

CIP-101 – Hermosa Avenue Greenwich Village Street Alignment (Study)

Pending approval of grant funds then Public Works Staff will proceed with study. Funding is also planned for 35th Street Bike Connectivity. Public Works Staff will be separating these projects, which will begin at different times. The grant funds are for preliminary design only.

Public Works Staff will go to City Council soon for approval of On-Call Contract for Landscaping Architects. The services will provide landscaping improvements throughout the City.

SCAG Grant

PW Staff has kicked off the project at Prospect Avenue, North of Aviation. Leeanne Singleton is spearheading the project. Pilot projects of different traffic safety measures have been discussed with the Traffic Consultant, who will be preparing the pilot projects.

CIP-547 – Fort Lots-Of-Fun Park Improvements.

Chairperson Brittain and Commissioner Saemann man have volunteered to be a part of the subcommittee. As soon as Public Works moves forward on project, subcommittee will be informed.

Remarks by Public Works Director – Marnell Gibson

The Public Works Department is open to any suggestions the Commission may have for improving it. We are open to whatever works for you, to get you the information you need.

12. Staff Verbal Updates

- a. Scouts Application and Guidelines and Volunteering Application and Guidelines. This item is presented for information purposes only.

The Public Works Staff have completed two guidelines; one for the Scouts and another one for the general public. More people are expressing interest to volunteer to take on projects. As a result, to deter potential liability, insurance claims, and other legal issues, guidelines had to be developed to protect the interest of the City and general public.

13. Commissioner Items (Other Matters)

Commissioner Grethen

Proposed a request for a CIP Monthly Expenditure Report to become a part of the Public Works Commission package on a regular basis. Commissioner Brown also expressed interest in receiving the report. It was clarified by Chairperson Brittain that the decision to provide such report, has to be made by the Public Works Director and the City Council.

Commissioner Giancoli

Requested follow-up status on James Scott's request about improving landscaping on the 2100 block of Hermosa Avenue. The City has completed the removal of shrubbery and dead trees on Hermosa Avenue. Landscaping has been replanted from 14th North toward Greenwich Village area. Public Works Department is processing RFP's for a new landscape architect. Requests to be presented to City Council for approval. Progress is being made, but completion date is undetermined.

14. Commissioner's Announcements

a) On November 21, 2019, the Leadership Hermosa Beach Class of 2020 will be presenting projects for approval at 6:00 pm at the Kiwanis Club. b) Changing of the Guards Ceremony to swear in New Mayor on November 21, 2019 at 6:00 PM with a celebration following at the Historical Society. c) Holiday Stroll, November 23, 2019 at downtown Hermosa Beach. Come to stroll and shop Hermosa Beach.

15. Adjournment – Next meeting scheduled for January 15, 2020.