

ACTION MINUTES

PUBLIC WORKS COMMISSION REGULAR MEETING OF WEDNESDAY, MAY 20, 2020 CITY HALL, COUNCIL CHAMBERS 1315 VALLEY DRIVE 7:00 P.M.

COMMISSIONERS

Kathy Dunbabin

Janice Brittain

Kent F. Brown

David Grethen

Andrea N. Giancoli

THIS MEETING IS HELD PURSUANT TO EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020. ANY OR ALL COMMISSION MEMBERS MAY ATTEND AND PARTICIPATE BY TELECONFERENCE/VIRTUAL MEETING. MEMBERS OF THE PUBLIC MAY PARTICIPATE BY TELECONFERENCE.

Public Participation

City Hall will be closed to the public until further notice. Members of the public may email comments to anguyen@hermosabeach.gov until 5:00 p.m. on the meeting date. Members of the public may also participate by phone.

TO PARTICIPATE BY PHONE:

1. Email anguyen@hermosabeach.gov to be added to the speaker list. Please indicate which item you would like to speak on.
2. Dial-in 10 minutes prior to the start of the meeting:
 - Toll-Free Dial-in: 1-877-568- 4106
 - Participant passcode: 244-571-045
3. PLEASE MUTE YOUR PHONE UNTIL YOU ARE CALLED TO SPEAK. Comments from the public are limited to 3 minutes per speaker.

Public Works Commission agendas and staff reports are available for your review on the City's web site located at www.hermosabeach.gov.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Introduction of New Police Chief Paul LeBaron
Police Chief Paul LeBaron introduced himself to Commissioners as the new Police Chief for the City of Hermosa Beach. Chief LeBaron shared a bit about his career history in the field of criminal justice, which includes 4 to 7 years of experience working in the Long Beach and South Bay areas. Chief LeBaron also shared he teaches Criminal Justice courses at California State University Long

Beach. He expressed his eagerness to work with the community and other departments to maintain the City safe. Commissioner Grethen asked Chief LeBaron to share any opportunities he foresaw to collaborate with Public Works in creating a safe environment. Chief LeBaron explained opportunities to collaborate exist in ensuring that both the Police Department and Public Works work toward maintaining a clean and safe environment, which range from removing graffiti immediately to replacing broken signs, to repairing roads in a timely fashion, as he believes this is just one of many ways to fend off crime. Chief LeBaron shared from the moment he joined the Hermosa Beach team, he and his team have worked on resolving different issues, as well as collaborating with Public Works Director Marnell Gibson to address needs pertaining to COVID-19. Commissioners welcomed Chief LeBaron and offered their services to him.

5. Approval of Action Minutes

a. January 15, 2020

ACTION: Commissioner Grethen motioned to approve the action minutes from May 20, 2020. Seconded by Commissioner Brittain, approved and accepted. The motion passed.

AYES: Brown, Brittain

AYES: Brown, Brittain, Grethen, Giancoli

NOES: None

ABSTAIN: Dunbabin

ABSENT: None

6. Public Comment on Non-Agenda Items: None.

7. Correspondence:

Resident Rosalva Vieyra submitted an email to share her concerns regarding the opening of the beach and the spread of COVID-19. Ms. Vieyra observed people at the beach not practicing safe measures, such as avoiding gatherings and wearing masks to slow the spread. Based on her concerns that such behavior can contribute to the spread of COVID-19, she recommended improvements be made in enforcement of safety measures, limiting the entry points, and increasing visibility of the signage posted at the beach.

ACTION: Commissioner Brittain motioned to acknowledge receipt of Ms. Vieyra's email. Seconded by Chairperson Brown. The motion passed.

AYES: Brown, Dunbabin, Brittain, Grethen, Giancoli

NOES: None

ABSTAIN: None

ABSENT: None

8. Presentations

A. FY 2020-21 CIP Study Session

Public Works Director Marnell Gibson provided a summary of the FY 2020-21 CIP Study Session that was presented to City Council on April 22, 2020 for consideration in the FY 2020-21 City Budget. The summary included a description of CIP Programs and the goals to improve the processes in adopting and prioritizing CIP projects, considering funding, capacity, urgency, and ability to deliver. Director Gibson shared three main projects are part of the City's Master Plan and include storm drain and sewer improvements. Public Works also plans to improve community outreach efforts in carrying out internal projects, as well as those involving external agencies. Some of the major developments in FY 2020-2021 will involve improving the CIP Webpage for information to become more readily available to the public, ADA improvements, PCH mobility improvements, striping improvements, and more. In total, the City has 37 projects to work on in FY 2020-21 with the budget being distributed as 4% toward studies and

assessments, 22% toward street and highway improvements, 30% toward sewer and storm and drain, and 44% toward public buildings and ground improvements. Public Works plans to work on all CIP Projects while also navigating changes that are brought forth by the COVID-19 pandemic.

9. Items for Consideration

A. Greg Jarvis Memorial Replacement Bench

Recommendation:

It is recommended that the Public Works Commission consider:

1. Selecting a replacement bench for the Greg Jarvis Memorial on The Strand.

Commissioners were provided with the different options for replacing the original bench for the Greg Jarvis Memorial on The Strand. Various factors were considered including durability, ability to repair, and consistency with the Greg Jarvis Memorial Subcommittee's careful selection of the original memorial bench in 1987.

Following their careful consideration Commissioner Giancoli motioned to adopt option B, which closely resembled the original bench, and Commissioner Grethen made a substitute motion to adapt option B in the color gray. Chairperson Brown seconded the motion. The motion passed.

AYES: Brown, Dunbabin, Brittain, Grethen

NOES: Giancoli

ABSTAIN: None

ABSENT: None

B. Memorial Donation Benches Update

Recommendation:

It is recommended that the Public Works Commission consider:

1. Selecting a menu of bench models to be used for future memorial installations in designated areas.

Deputy City Engineer Lucho Rodriguez provided a brief summary of how the current Memorial Bench Program is run and shared details of the conditions of the current memorial benches. Deputy City Engineer Rodriguez expressed Public Works' interest in improving the current program by determining the availability of places to locate memorial benches to ensure applications that are received are properly approved. In addition, limiting the number of bench styles to two or three would ensure uniformity of benches in designated areas. With these new changes, the style options would be limited, but these would vary by location; thus, this would provide donors the opportunity to select a location for their bench. Deputy City Engineer Rodriguez provided six different options to Commissioners for selection of which two were selected.

Consideration of the benches relied on weight, durability, and maintenance. Commissioner Giancoli expressed an interest in selecting recycled plastic benches given the City's vision to become more environmentally friendly. Commissioner Grethen requested Public Works' opinion regarding the durability and maintenance of the benches based on specific material. Deputy City Engineer Rodriguez commented that plastic benches would be easier to

maintain and repair if damage occurred stating parts could easily be replaced. Other concerns included the cost of each bench and how to best protect it from damage depending on their locations.

Commissioner Giancoli motioned to adapt option one and option three to which Commissioner Grethen motioned an amendment to have Public Works determine if benches in a particular area necessitate a central bench bar. Commissioner Dunbabin seconded the motion. The motion passed.

AYES: Brown, Dunbabin, Brittain, Grethen, Giancoli

NOES: None

ABSTAIN: None

ABSENT: None

10. Commissioners' Reports - None

11. Monthly Reports

- A. Monthly Activity Reports – November 2019, December 2019, January 2020, February 2020
Accepted and approved.
- B. CIP Status with Verbal Updates

Deputy City Engineer Rodriguez addressed Commissioner Grethen's earlier inquiry about the impact COVID-19 has had on CIP Projects.

Electric Pier Design

The first project to be impacted concerned the Electric Pier Design, which was stalled when the company working on the project closed. This halted the project as it was difficult to contact company staff to move the project forward.

Park Restrooms

The second project to be affected was the Park Restrooms. Given that the consultant responsible for the design could not complete the task fast enough.

CIP 160 – Traffic Improvements

This project is in the last phase and is pending Caltrans' approval to turn on the systems. Caltrans is currently reviewing the installation of a light at the corner of Pier Avenue and PCH that had not been previously approved. However, this project is nearing completion.

Restroom Construction

Plans to construct restrooms at Fort Lots of Fun are still in place. However, there are delays regarding the designs. Given Fort Lots of Fun is to be renovated soon, Public Works is considering holding the restroom construction for the time being as relocating the planned restroom might be a feasible option. The formation of a joint commission for the Fort Lots of Fun renovation project is under consideration.

Clark Building Renovation

The renovations are still on hold.

Council Chamber Audio Improvements

A preconstruction meeting was held in May to discuss the project and award the contract. Following this meeting, Public Works is set host its reconstruction meeting. This project

consists of redoing the audiovisual equipment to improve video and sound quality. These improvements would improve the television transmission.

CIP 188 – Bikeway and Walkway Improvements

Commissioner Giancoli inquired about the timing and clarification regarding the description of the project given it was omitting the walkway. Deputy City Engineer Rodriguez explained the timing or delayed progress results from the project not being a top priority project. In addition, he clarified the project did involve the connection the bikeway and walkway from The Strand to Manhattan Beach.

Street Improvements

Commissioner Grethen inquired about the status of the Street Improvements Project. Public Works has opted to complete the project internally as time to work on the project is available. The consultants were not very responsive, which led to undesired delays. While Public Works plans to complete this project internally, the end date is questionable given COVID-19.

City Yard

Commissioner Grethen requested a status update and inquired about the County's comments on the project. Deputy City Engineer explained there are delays in completing the project given the County provided a second round of comments for Public Works to consider.

CIP 693

Commissioner Grethen inquired if the Community Theater Needs Assessment has been completed. Deputy City Engineer shared there has been a delay in community outreach and other aspects of the project due to COVID-19.

Above items are presented for information purposes only

12. Director's Verbal Updates

Director Gibson shared the new date for the Budget Study Session on June 3, 2020 and mentioned the next Public Works Commission meeting would be hosted via Zoom.

13. Commissioner Items (Other Matters)

Commissioner Grethen acknowledged the Neighborhood Transportation Management Plan is "slipping out" and the importance of it being an item for Commissioners to hear.

14. Commissioner's Announcements – None.

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