

## ACTION MINUTES

### PUBLIC WORKS COMMISSION REGULAR MEETING OF WEDNESDAY, September 16, 2020 CITY HALL, COUNCIL CHAMBERS 1315 VALLEY DRIVE 6:00 P.M.

Kathy Dunbabin    Janice Brittain    **COMMISSIONERS**  
Kent F. Brown    David Grethen    Andrea N. Giancoli

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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.

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#### Public Participation

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

#### PARTICIPATE BY PHONE:

1. Email [anguyen@hermosabeach.gov](mailto:anguyen@hermosabeach.gov) to be added to the speaker list. Please indicate which item you would like to speak on.
2. Dial-in to meeting:
  - Toll Free: 877-853-5257
  - Meeting ID: 893 8875 6805, then #
  - Participant ID: press # to bypass
3. ATTENDEES WILL BE MUTED UNTIL THE PUBLIC PARTICIPATION PERIOD IS OPENED. When you are called on to speak, press \* 6 to unmute your line. Comments from the public are limited to 3 minutes per speaker.

Note: Your comments will become part of the official meeting record. You must provide your full name, but please do not provide any other personal information (i.e. phone numbers, addresses, etc) that you do not want to be published.

Public Works Commission agendas and staff reports are available for your review on the City's web site located at [www.hermosabeach.gov](http://www.hermosabeach.gov).

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Action Minutes

A. July 15, 2020

Minutes were revised and approved per Commissioner Grethen's request. Commissioner Brittain motioned to approve the action minutes for July 2020. Seconded by Commissioner Dunbabin, the motion was approved and passed.

AYES: Dunbabin, Brittain, Grethen, Giancoli

NOES: None

ABSTAIN: None

ABSENT: Brown

5. Public Comment on Non-Agenda Items: None
6. Correspondence: None
7. Presentations

A. Measure W Funding Status Update – Douglas Krauss, Environmental Programs Manager

Environmental Programs Manager Douglas Krauss provided a summary of the upcoming projects involving Measure W, a law passed by voters in 2018 to increase taxes for storm water related projects. With Measure W, Los Angeles County anticipates acquiring \$300 million in proceeds annually to go towards projects increasing storm water capture and reducing urban runoff pollution, which may increase water supply, improve water quality, and provide community investment benefits. Of the total annual proceeds, 40% of the parcel tax based revenue is allocated to each city within the Los Angeles County Flood Control District. The City of Hermosa Beach received and adopted its first transfer agreement in July 2020 which noted the annual amount to be received as approximately \$160,000. The City must spend 70% of the funding per year to be in compliance with the measure's requirements. For its first year project, the City is joining the City of Torrance's Green Streets Project, which they applied for on behalf of the Cities of Torrance, Hermosa Beach Redondo Beach, and Manhattan Beach. In the City of Hermosa Beach, the construction of a green street shall occur on Hermosa Avenue, from Herondo Street to Fourth Street. As this is the first phase of the project, the City is contributing Measure W funds to the design of the project. Completion is projected for summer 2021. More updates are expected as the project progresses.

8. Items for Consideration

A. Proposed New Time for Future Public Works Commission Meetings

**Recommendation:**

It is recommended that the Public Works Commission consider:

1. Moving the start time for future Public Works Commission meetings from 7:00 PM to 6:00 PM.

Director Gibson brought forward for consideration a change of the start time for future PWC meetings to be aligned with City Council's decision to change their meetings from 7:00 PM to

6:00 PM. Commissioner Grethen expressed concern regarding the recommended time change given it might decrease the opportunity for public comment and engagement. Commissioner Giancoli added the time change is appropriate with current COVID-19 impacts and that many people are working from home. However, the time change should be revisited following the culmination of COVID-19 mandates to allow Commissioners and the public sufficient time to commute from work to City Hall or a place where they can join the meeting. Commissioner Dunbabin motioned to approve the proposition. Seconded by Chairperson Brown, the motion was approved and passed.

AYES: Dunbabin, Brittain, Brown, Giancoli

NOES: Grethen

ABSTAIN: None

ABSENT: None

**B. Request to Remove and Replace Two Trees from the Public Right-of-Way at 845 4<sup>th</sup> Street**

**Recommendation:**

It is recommended that the Public Works Commission consider:

1. A property owner requested to remove two (2) Mimosa trees fronting 845 4<sup>th</sup> Street and;
2. Accept the installation of four (4) new Zone III approved trees at approximately the same location.

The property owner's request to remove and replace the trees comes as part of a new development for 845 4<sup>th</sup> Street to be a single-family residence. In response to the City's new ordinance pertaining to the two to one tree replacement ratio, the property owner is proposing the removal and replacement of the 2 existing Mimosa trees with 4 new Lemon Bottle Brush Trees. The removal of the existing trees would address the damage these are causing to the existing sidewalk. American Arbor Care completed an assessment of the trees and recommended their removal. Commissioners Grethen and Dunbabin visited the site on their own time and agreed with the recommendation. Commissioner Giancoli requested information be provided to Commissioners regarding what happens to the trees after they are removed. Staff will provide an update to Commissioners regarding what happens to trees that are removed at the November 18, 2020 meeting. Commissioners recommended for future recommendations to remove and replace trees to include the location of the new trees. Commissioner Grethen motioned for the Public Works Commission to approve the request for the removal of the trees fronting the property at 845 4<sup>th</sup> Street and require the property owner to install at least 2 lemon bottlebrush trees at approximately the same location with any additional trees of the 4 required to be replaced that cannot be planted onsite to be planted elsewhere in the City as determined by Public Works staff. Seconded by Commissioner Dunbabin, the motion passed.

AYES: Dunbabin, Brittain, Brown, Grethen, Giancoli

NOES: None

ABSTAIN: None

ABSENT: None

**9. Commissioners' Reports**

Commissioner Dunbabin announced the City will issue a survey about the Clark Building to residents. The purpose of this survey is to gather information regarding who uses the site and how, as well as the number of people using it.

**10. Monthly Reports**

A. Monthly Activity Reports – June 2020, July 2020

Director Gibson provided a recap of the Monthly Activity Reports noting that permits continue to come in at a high rate. PW response rate service request continues to be high but noted that there has been a significant increase in trash, vandalism and graffiti primarily in our parks and beach areas. For example, the restrooms at the beach have undergone an increase in vandalism, which has resulted in increased Public Works activity to remove the graffiti, repair faucets and shower heads, and clear toilet clogs. In addition, due to reduced staff levels and crews being split into two different shifts, there has been an increase in cross training activities for Public Works Field Operations staff to ensure jobs are completed.

B. CIP Status with Verbal Updates

**Above items are presented for information purposes only**

Chairperson Brown inquired about the impacts COVID-19 has on the current fiscal year's budget. Director Gibson confirmed that the CIP budget has not been impacted thus far.

Director Gibson reviewed the CIP Status Report and discussed how the items are highlighted when a milestone has been achieved or if there has been a significant change to the project. Chairperson Brown inquired about the progress of the restroom renovations and expressed concern given the 2-year span of this project. Deputy City Engineer Rodriguez stated the project is in motion and is moving into the bidding phase.

11. Director's Verbal Updates

Director Gibson provided a summary of items Public Works Staff have been heavily involved with as a result of COVID-19. Some of these include the recent efforts for complete streets along Hermosa Avenue and Pier Avenue, the issuance of outdoor sidewalk and dining deck permits, plexi-glass installation in City offices, and new CDBG funding for a project to improve project ADA accessibility in the Police Department and Community Center. Staff is working with the Hermosa Beach Little League and Parks and Recreation Commission to install turf at the t-ball field prior to the start of the 2021 season.

12. Commissioner Items (Other Matters)

Commissioner Grethen introduced the idea of having a program by which trees that are removed can be planted at certain locations adjacent to residential properties. Residents who wish to participate in the program would then volunteer to care for the tree. Chairperson Brown supported the idea and encouraged the inclusion of community groups, such as the Garden Club. This item will be further considered at a future meeting.

13. Commissioner's Announcements: None

14. Adjournment