

**CITY OF HERMOSA BEACH
PUBLIC WORKS COMMISSION MEETING MINUTES**



**July 16, 2025
Open Session 6:00 PM
Council Chambers
1315 Valley Drive
Hermosa Beach, CA 90254**

Members Present: Chairperson Scott Hayes, Vice Chairperson David Grethen,
Commissioner Thor Legvold, Commissioner Janice Brittain,
Commissioner Kathy Dunbabin

Staff Present: Joe SanClemente, Andrew Nguyen, Saad Malim

1. CALL TO ORDER

Chairperson Hayes called the Open Session to order at 6:04 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Brittain.

3. ROLL CALL

Andrew Nguyen announced a quorum.

4. APPROVAL OF AGENDA

Chairperson Hayes approves agenda as is. There are no changes to the agenda.

5. ANNOUNCEMENTS—UPCOMING CITY EVENTS

Commissioner Dunbabin announced the following:

On July 26, Sister City is having a fundraising gala at St. Cross Episcopal Church from 4:00pm - 8:00pm.

On August 16, The Historical Museum will host a fundraiser at St. Cross Episcopal Church.

On July 17, the Historical Museum is hosting an opening of a Jazz and Punk exhibition from 6:00pm - 8:00pm.

On July 30, Loretto Student Exchange Picnic at the Park.

6. PRESENTATIONS

No Presentations.

7. PUBLIC WORKS DIRECTOR REPORT

7.a Director's Update

Public Works Director Joe SanClemente announced the following:

On August 12, there will be a dedication for the Greenbelt Accessible Trail at 10:30am.

Engineering staffing vacancies for the Assistant and Senior Engineer positions.

7.b Activity Reports

Commissioner Dunbabin had follow-up questions and comments regarding Valley Park restrooms and the HBPD substation.

Vice Chairperson Grethen had follow-up questions and comments regarding the HVAC for the A/V system in the Council Chambers.

7.b.1 Activity Report May 2025

7.c CIP Status Report

City Engineer Saad Malim presented a CIP Status update

Chairperson Hayes, Vice Chairperson Grethen, Commissioner Brittain, Commissioner Dunbabin, and Commissioner Legvold had questions and comments.

8. PUBLIC COMMENT

None.

9. COMMISSIONER COMMENTS

9.a Response to Public Comments/Questions for Clarification

None.

9.b Brief Announcements

None.

9.c Reports on liaison or subcommittee roles, activities, or meetings attended.

Commissioner Grethen provided an update for the North School Neighborhood Transportation Management Plan meeting.

9.d Brief comments on matters within subject matter jurisdiction of the Commission.

Chairperson Hayes had a question about a stop sign on Monterey Blvd and Herondo St requesting rectangular rapid flashing beacons (RRFB); however, staff clarified a majority of the intersection is outside of Hermosa Beach City limits and the RRFB is not compatible with stop signs.

Commissioner Legvold had a question about the intersection on PCH and Pier, which falls under Caltrans jurisdiction.

10. CONSENT CALENDAR

To approve the consent calendar.

10.a Action Meeting Minutes for the March 19, 2025 Public Works Commission Meeting

Moved by: Vice Chairperson David Grethen

Seconded by: Chairperson Scott Hayes

Motion to approve the minutes.

Ayes (3): Chairperson Scott Hayes, Vice Chairperson David Grethen, and Commissioner Janice Brittain

Abstained (2): Commissioner Thor Legvold, and Commissioner Kathy Dunbabin

Motion Carried

10.b Action Meeting Minutes for the May 21, 2025 Public Works Commission Meeting

Moved by: Vice Chairperson David Grethen

Seconded by: Commissioner Kathy Dunbabin

Motion to approve the minutes.

Ayes (4): Chairperson Scott Hayes, Vice Chairperson David Grethen, Commissioner Janice Brittain, and Commissioner Kathy Dunbabin

Abstained (1): Commissioner Thor Legvold

Motion Carried

11. ITEMS REMOVED FROM THE CONSENT CALENDAR FOR SEPARATE DISCUSSION

None.

12. PUBLIC HEARINGS

12.a REQUEST TO REMOVE AND REPLACE ONE TREE IN THE PUBLIC RIGHT-OF-WAY AT 1838 VALLEY PARK AVENUE - 25-PW-042

Moved by: Commissioner Janice Brittain

Seconded by: Commissioner Kathy Dunbabin

Motion to continue this item to a later meeting.

Ayes (5): Chairperson Scott Hayes, Vice Chairperson David Grethen, Commissioner Thor Legvold, Commissioner Janice Brittain, and Commissioner Kathy Dunbabin

Motion Carried

13. MATTERS FOR COMMISSION CONSIDERATION

13.a City Yard Project Delivery - 25-PW-045

Engineer Consultant John Oskoui presented the item and answered questions from Commission. Commission deliberated on the different delivery methods for the City Yard project.

Moved by: Chairperson Scott Hayes

Seconded by: Commissioner Thor Legvold

Motion to recommend to City Council to proceed with a Design, Bid, Build procurement method for the City Yard.

Ayes (4): Chairperson Scott Hayes, Vice Chairperson David Grethen, Commissioner Thor Legvold, and Commissioner Kathy Dunbabin

Noes (1): Commissioner Janice Brittain

Motion Carried

14. FUTURE AGENDA ITEMS

Chairperson Hayes brought up a future City Council agenda item about the Public Works Commission's roles and responsibilities. Director SanClemente stated that the item will be brought Council soon and that a future agenda item about tree removal citation fees will be brought to Commission and Council.

15. PUBLIC COMMENT

Bill Hallett made a public comment regarding tree removal on Loma Dr, which had been removed from the agenda for this Commission meeting.

16. ADJOURNMENT

The meeting was adjourned at 9:17 p.m.