



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

**January 21, 2026
Open Session 6:00 PM
Council Chambers
1315 Valley Drive
Hermosa Beach, CA 90254**

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

Staff Present: Public Works Director Joe SanClemente, City Engineer Saad Malim, Associate Engineer Andrew Nguyen, Management Analyst Michael Dell'Amico

1. CALL TO ORDER

Chairperson Grethen called the Open Session to order at 6:05 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Grethen.

3. ROLL CALL

Chairperson Grethen, Vice Chairperson Legvold, Commissioner Brittain, Commissioner Dunbabin, and Commissioner Hayes are Present

Andrew Nguyen announced a quorum.

4. APPROVAL OF AGENDA

Motion to move Item 13 Future Agenda Items just before Item 15 Adjournment

Moved by: Chairperson David Grethen
Seconded by: Commissioner Scott Hayes

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

Motion Carried

5. ANNOUNCEMENTS—UPCOMING CITY EVENTS

Commissioner Brittain Woman's Club fundraiser at The Comedy and Magic Club on Thursday 2/26. A \$20 donation provides free admission and the money goes to one of the Women's club charities.

6. PRESENTATIONS

None

7. PUBLIC COMMENT

Chairperson Grethen opened public comment. The following public comment was provided.

In Person Public Comment: None

8. COMMISSIONER COMMENTS

8.a Response to Public Comments/Questions for Clarification

None

8.b Brief Announcements

None

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

None

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

Chairperson Grethen acknowledged an item that was heard on 1/13 City Council meeting regarding the Commissioners Handbook. Item will be brought back to a later City Council meeting for further discussion.

9. CONSENT CALENDAR

Moved by: Commissioner Scott Hayes
Seconded by: Commissioner Janice Brittain

Motion to approve the consent calendar.

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

Abstained (1): Vice Chairperson Thor Legvold

Motion Carried

9.a Action Meeting Minutes for the November 19, 2025 Public Works Commission Meeting

10. ITEMS REMOVED FROM THE CONSENT CALENDAR FOR SEPARATE DISCUSSION

None

11. PUBLIC HEARINGS

None

12. MATTERS FOR COMMISSION CONSIDERATION

None

13. FUTURE AGENDA ITEMS

None

14. PUBLIC WORKS DIRECTOR REPORT

Public Works Director Joe SanClemente announced the following ...

14.a Director's Update

Director SanClemente provided an update on the tree replanting in Valley Park and the Greenbelt and throughout the City after the removal of 26 trees and planting of 52 new trees.

The item went to the Parks and Rec Commission in October and City Council on 12/9 and they approved the replanting plan.

Also on 12/9, City Council has decommissioned the Public Works subcommittee.

City Engineer Saad Malim provided an update on upcoming utility project. Had a preconstruction meeting with Cal Water regarding a water main replacement along Aviation Blvd between Aubrey Ct and Corona St and PCH and Prospect Ave. It will include water main replacement on 9th St and 10th St between Owosso Ave and Prospect Ave as well as on Owosso Ave between Aviation Blvd and 9th St.

Staff has worked extensively with Cal Water to review their plan and establish a traffic control plan to include CMS message boards to announce to the public the upcoming project which is slated to start

February 9th. Construction hours will be 9am-3pm with anticipated completion in May.

Updated pavement replacement includes trench standard detail which calls for full lane replacements on portions of the trench that are asphalt. For concrete restoration, 18 inches outside of the trench needs to be fully restored.

Portions of the project will be affecting the pavement moratorium area along Bonnie Brae St and Owosso Ave. Estimate that there will be about 20 feet into each of those streets that Cal Water will need to install a new main line and tie into their old lines and those portions will be fully paved from curb to curb as part of the existing pavement moratorium.

Staff has coordinated this work with Cal Water to proceed before the annual pavement CIP project, so once their work is complete the City anticipates repaving all of Aviation Blvd,

Commissioner Dunbabin, Commissioner Hayes, and Vice Chairperson Legvold had follow-up questions.

Item 14.b.3 Activity Report December 2025 Updated was added

14.b Activity Reports

14.b.1 Activity Report November 2025

14.b.2 Activity Report December 2025

14.b.3 Activity Report December 2025 Updated

There was an update on the December activity reports. The service requests section originally presented the amount from a two-month period and it will now show the monthly amount of service requests.

14.c CIP Status Report

City Engineer Saad Malim presented the CIP update.

CIP 421 Annual Sewer Improvements, CIP 699 Lot C Elevator Modernization, CIP 633 Base 3 Electrical Improvements, and CIP 109 Utility Box Wrappings have all been completed with Notice of Completions being sent out and recorded.

Commissioner Dunbabin had follow-up questions.

CIP 630 Community Center Gas Repair is slightly delayed due to abatement work required prior to penetrations through the roof.

CIP 164 Hermosa Avenue Green Streets, CIP 114 Greenwich Village North Undergrounding, and CIP 685 Real-Time Crime Center are all slated to begin construction soon.

Chairperson Grethen had follow-up questions.

CIP 619 Kelly Courts Improvement is making timely progress. Project delayed due to unforeseen conditions such as unknown irrigation and utility lines that needed to be rerouted. Also, half of the court was found to have concrete overlaid with 2 inches of asphalt complicating resurfacing. Due to these unforeseen conditions brought about by the lack of reliable as-built information for our facilities, we will be bringing this to City Council to increase the project contingency. Completion timeline has been updated to the end of March.

Real time crime center delayed due to government shutdown and the Buy America requirements of the grant funding.

CIP 699 Lot C improvements had a full structure closure on November 26, 2025 due to post tension tendons that support structure found to be broken. Additional PT tendon repair started on December 15, 2025. During the closure, the contractor advanced other structural improvements slated for Phase 2. After CIP project completion, all structural repairs for Lot C will be completed. Also, additional scope was approved at the January 13, 2026 City Council meeting to paint the structure. Anticipated full opening by end of March 2026.

Commissioner Dunbabin had a follow-up question.

CIP 626 CDBG Sidewalk Improvements, CIP 107 Annual Slurry Seal, and CIP 504 Playground Equipment Replacement are moving towards final design and will be bid and start construction in the coming months

Commissioner Hayes had a follow-up question

The PCI Pavement Condition Index determines which streets are included in the slurry seal CIP and the annual street improvement CIP.

Director Joe SanClemente provided updates on CIP 111 Gateway and Wayfinding Signage which is currently in preliminary design. This includes electronic signage, gateway, and downtown wayfinding signage. At the December 9, 2025 City Council meeting, former mayor Chuck Sheldon and wife Missy made \$500,000 donation to advance key elements. A prior \$50,000 donation from the Chamber of Commerce in 2014 will also be redirected towards the Gateway and Wayfinding signage project. An electronic sign will require CalTrans, City Council, and Planning Commission approval. Chairperson Grethen had a follow-up question and wants to ensure community engagement on the signage.

CIP 615 New City Yard September 9, 2025 RFQ released. Five statements of Qualifications received on October 9, 2025. The City interviewed top firms on November 3, 2025 and on January 13, 2026 City Council awarded the contract to Cumming Management Group for Owner's Representative Services.

The pre-construction phase has an anticipated 2-year duration. The critical path steps in the next 3-6 months include the following: Develop scopes of work and procure consultant for environmental site assessments, begin CEQA analysis and complete initial study, perform initial architectural feasibility assessments and programming of the site to clarify potential costs and timelines, and make recommendations for the project delivery method of Design-Build, Design-Bid-Build, or other delivery methods. Goal is to bring item to City Council this summer.

CIP 623 Pier Structural in Final Design. The ongoing structural assessments and cost benefit analysis anticipate \$7 million in improvements within 5-7 years. CIP 623 was created to advance the first phase of that which includes \$3 million for the urgent repairs with a goal of another phase of repairs in years 3-5. We are currently focused on the 1-2 year repair window requirement for high priority major deck repairs.

The challenge is permitting is a lengthy process. Currently working through Army Corp, State Water Board and Coastal Commission. Army Corps and State Water Board have completed their reviews, but still waiting on Coastal Commission. Design is at 75% and have aggressively pursued outside funding applying to over half a dozen grants, however it is extremely competitive and often not available for projects of this scope.

There is a section at end of the pier that have been temporarily closed off due to two faulty panels. No reason to believe there are any other safety issues on the pier and will continue to monitor conditions to protect public safety.

Chairperson Grethen and Commissioner Hayes had follow-up questions.

15. ADJOURNMENT

The meeting was adjourned at 7:13 p.m.