

**MINUTES OF THE REGULAR MEETING OF THE PUBLIC WORKS  
COMMITTEE HELD ON THURSDAY, JULY 16, 2020, AT 4:00 P.M. HELD  
VIA ZOOM TELECONFERENCE**

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**I. CALL TO ORDER**

Chair Raft called the meeting to order at 4:00 p.m.

**II. ROLL CALL**

Present: Mayor Pro Tem Raft (Chair); Council Member Johnson (Committee Member); Senior Management Analyst Fuentes; Executive Director of Public Safety/Police Chief Avels; Public Works Director/City Engineer Castillo; Public Works Superintendent Mendez; Director of Community Development Diaz; Deputy Director of Community and Economic Development Caldwell

Absent: City Manager Starr

**III. APPROVAL OF MINUTES**

The Committee approved the minutes of the May 21, 2020 & June 18, 2020 meetings.

**IV. PUBLIC COMMENT**

Mr. Bruce Culp, resident, asked when ticketing of illegally parked cars related to street sweeping will resume.

Chief Avels stated the date has not yet been determined but that ample notice will be given before the issuance of parking citations resume.

Mr. Culp asked about the protocol and general policy for staff wearing masks, including police officers.

Chief Avels advised that police officers are required to follow same guidance as every citizen, and that all City employees are required to wear a mask when they are at work. Employees do not need to wear a mask if they are alone in their vehicle or office. Chief Avels added that the one exception for police officers is in case of an emergency where they may not have the opportunity to put a mask on or it impedes the use of other necessary equipment.

**V. PUBLIC WORKS DEPARTMENT UPDATES/ITEMS**

**A. OPERATIONS**

**1. MAINTENANCE ACTIVITIES**

An Operations Activities Report for the past month was included with the agenda. No questions or concerns were raised.

**2. ADDITIONAL ITEMS — None**

## **B. FACILITIES**

### **1. MAINTENANCE ACTIVITIES**

A Facilities Report for the past month was included with the agenda. There were no questions or issues with the report.

### **2. ADDITIONAL ITEMS — None**

## **C. ENGINEERING DIVISION ITEMS**

### **1. 9015 HELENA AVENUE — DEED OVER PARKWAY AREA**

Public Works Director/City Engineer Castillo stated the City intends to deed over the parkway area to the resident of 9015 Helena Avenue. Staff is continuing to work on the item.

### **2. 9614 BENSON AVENUE — DEED OVER ACCESS TO SUNRISE PARK**

Public Works Director/City Engineer Castillo stated that the City has looked into the General Plan parks accessibility process to determine whether any recommendations come forth concerning accessibility. There does not seem to be any concern with entertaining the resident's request to deed over the area. Staff will continue to negotiate the terms of deeding over the access, including who will bear the costs of the transfer of property. Staff will recommend that the resident pay for the costs of the transfer.

### **3. REQUEST FOR REMOVAL OF PARKING PERMIT PROGRAM ON PALO VERDE STREET & BROOKS STREET**

Public Works Director/City Engineer Castillo stated there is an ordinance that created a truck parking zone on Brooks Street and added Palo Verde Street to it. The intention was to address one resident's concern on Palo Verde Street. There are now multiple trucks and trailers that remain parked on Palo Verde Street for long periods of time, and it has recently become a nuisance and safety concern. Staff recommends the removal of the truck parking permit program. As development occurs in the area, trucks should be parking on-site. The parking occurring now is happening out of convenience after construction has completed.

Chief Avels echoed the concerns of the Public Works Director/City Engineer Castillo, adding that not only are tractors parking, but trailers as well, which is not allowed. He stated the parking program has become a problem and it is attracting trucks from outside the City. The number of trucks that are parking has grown to an amount beyond that which the streets were designed to support. If the parking permit program is removed, it will continue to be an enforcement issue. Staff would notify those who have been issued permits for Palo Verde Street, and would remove the signs from Brooks Street. The first 30 days of enforcement would be only to issue parking citations; after that, enforcement would move to include the impounding of vehicles.

After analyzing the issue and responding to questions from committee members Johnson and Raft, the committee recommended the item to move forward to City Council for consideration. The recommendation is to remove the parking permit program from the following locations: the north side of Palo Verde Street between Central Avenue and Carrillo Avenue; and Brooks Street between Ramona Avenue and a point 1,650 feet east of the centerline of Monte Vista Avenue.

**VI. POLICE DEPARTMENT UPDATE/ITEMS — None**

**VII. COMMUNITY DEVELOPMENT DEPARTMENT PROJECT UPDATES/ITEMS**

Director of Community Development Diaz mentioned that the Draft Environmental Impact Report for the Montclair Place District Specific Plan was release for public review on July 10, 2020, and the review period is 45 days. The item will be brought to City Council for acceptance. The document is available on the City website on the Planning Department page.

The sign program from the Cardenas shopping center was approved on Monday, July 13, 2020. The shopping center is located at the intersection of Central Avenue and Holt Boulevard. The sign for the Cardenas building should be installed in a couple of weeks. The interior improvements should be completed in August. There is no confirmation on other businesses coming into the center.

**VIII. CAPITAL PROJECT UPDATES**

Public Works Director/City Engineer Castillo reported the status of the following capital improvement projects:

**A. LOCAL PROJECTS**

**1. CENTRAL AVENUE UTILITY UNDERGROUND PROJECT**

It is anticipated that in a couple of months, the undergrounding of utilities for this project will finally be completed.

**2. CENTRAL AVENUE STREET REHABILITATION PROJECT PHASE 1**

The project is in the final stages of completion. Paving will be completed the week of July 20, 2020.

**3. CITY HALL REMODEL PHASE 2 PROJECT (FINANCE OFFICES)**

This project is continuing to make progress and is in its final stages. Finance staff should be relocated back into their new office space in the next couple of weeks.

**4. HOLT BOULEVARD REHABILITATION PROJECT**

The project is currently advertising and the bid opening is scheduled for July 23, 2020. The project will move forward with construction in a couple of months.

## **5. STREET IMPROVEMENTS ON ARROW HIGHWAY AND FREMONT AVENUE**

The design plans are in the final stages of completion. Minor modifications are being made to the plans, and staff will then coordinate with San Bernardino Transportation Authority (SBCTA), which has a grant to implement some of the improvements.

## **B. REGIONAL PROJECTS**

### **1. I-10 CORRIDOR PROJECT**

Public Works Director/City Engineer Castillo stated that the project continues to move forward and we receive weekly updates from the project team via email. For more information on the project, anyone can sign up for updates on the City's Website.

### **2. CHINO BASIN PROGRAM (IEUA)**

The Chino Basin Program meetings have reconvened. Many of the cities have questions about the project and its financial value. Inland Empire Utilities Agency (IEUA) staff is planning bringing an item to their board in September to move the project forward. Staff needs more information to decide whether the City is still in line with the recommendation to move the program forward. Staff will be requesting value engineering to be performed. A Memorandum of Understanding (MOU) establishing the responsibilities, including financial, will be brought forth for City Council consideration soon.

### **3. CENTRAL AVENUE BRIDGE**

The design continues to move forward. Currently, staff is working on a feasibility study to submit to Caltrans requesting to replace the bridge rather than rehabilitate it. The design and property acquisition process should be a two-year process and the construction process should be able to begin once the design is complete.

### **4. FOOTHILL GOLD LINE EXTENSION**

Senior Management Analyst Fuentes noted that earlier this month, the Construction Authority announced there will be groundbreaking for construction of the four-station project from Glendora to Pomona. This portion of the project is expected to be completed in 2025. If additional funding is received by October 2021, it will include the Montclair station. City Manager Starr and Senior Management Analyst Fuentes met with Congresswoman Norma Torres to discuss the inclusion of an earmark in the new budget that the House is proposing. The earmark would be for the entire funding of the Gold Line. As part of the construction in the City of San Dimas, the at-grade crossing at Gladstone Street is now closed for a three-month period as the Kiewit-Parsons team rebuilds the entire crossing and the street intersection is realigned. The Construction Authority continues to meet with stakeholders to raise awareness in the community of the construction. Additionally, the Authority continues to work with the Public Utilities Commission to finalize approval of grade

crossings needed for the project, with 48 of the 49 grade crossings approved.

City Staff continues to work and meet with the Authority. A meeting was held last week to review options for the Montclair station and move forward with the final design of the station. The preferred station will have a center platform and patrons would access both Metrolink and Gold Line trains to the south or north of the tracks.

**IX. COMMITTEE AND CITY MANAGER ITEMS — None**

**X. ADJOURNMENT**

At 4:37 p.m., Chair Raft adjourned the meeting of the Public Works Committee. The next meeting of the Public Works Committee is scheduled to be held at 4:00 p.m. on August 20, 2020.

Submitted for Public Works Committee approval,

  
Samantha Contreras  
Transcribing Secretary