



Public Works Commission

Regular Meeting
PUBLIC WORKS COMMISSION
Minutes

Thursday, January 3, 2002 at 7:00 p.m.
North Berkeley Senior Center, 1901 Hearst Avenue

ATTENDEES AT PUBLIC MEETINGS ARE REMINDED THAT OTHER ATTENDEES MAY BE SENSITIVE TO VARIOUS ODORS, WHETHER NATURAL OR MANUFACTURED, IN PRODUCTS AND MATERIALS. PLEASE HELP THE CITY RESPECT THESE NEEDS.

Roll Call: 7:10 p.m.

Present: Commissioners Broderick, Campbell, Holland, Perry, Piercy, Shumer, St John

Absent: Commissioner Alward

Comments from the Public: None

Announcements:

The January 16, 2002, Informational meeting on Applicant Financed Utility Underground District has been postponed until February 2002. Date and location to be announced.

Approval of Minutes: December 6, 2001

The minutes were approved (MSC St John/Shumer) with the following changes:

Public Works Commission – Subcommittees and Liaisons Handout needs to be changed.
Facilities and Equipment Subcommittee meets on 3rd Wednesday, 4:00 p.m.-5:00 p.m. instead of 1st Tuesday, 5:00 p.m.-6:00 p.m. as shown.

Right-of-way Subcommittee meets on 3rd Thursday, 4:00 p.m. –5:00 p.m. instead of 3rd

ACCOMMODATIONS PROVIDED UPON REQUEST

To request meeting materials in large print, Braille, or on cassette, or to request a sign language interpreter, assistive listening device, real-time captioning or other accommodation for the meeting, call 981-6406 (voice) or 981-6903 (TDD) as soon as possible. Providing at least five (working) days' notice will help to ensure availability at the meeting.

PUBLIC WORKS COMMISSION – REGULAR MEETING

January 3, 2002

Wednesday 5:15 p.m. – 6:15 p.m.

Sewer only: Paul Feinstein, Tom Kelly should be shown under the Ad Hoc- Sewer Program and not under the Right-of-way Subcommittee.

Dave Campbell is to be added to the Right of Way Subcommittee roster

Fire Assessment Commission correct title is Fire Safety Commission.

Presentation: None

Discussion and Possible Action Items:

1. **Letter to Parks & Recreation Commission regarding Policies for Naming Public Facilities-** The letter was reviewed, discussed and revisions made. The letter as revised was supported by the Commission (MSC Shumer/St John /Unanimous)
2. **Status of Liaisons with Other Commissions-** Ad Hoc committee's duration is to be a maximum of one year. Commission can take action to extend the one year time limit if a little more time is needed to complete the assigned task or report. Peace & Justice Commission Liaison should be removed from the list. The liaison with other commissions should be revisited at a future PW Commission meeting as to which of the other commission meeting should be attended and what form of reporting should be done. John Piercy requested that agendas be automatically emailed to him as a courtesy.

Information Items:

1. **Work Programs and Structure for Commission Subcommittees.** Subcommittees are working on their work program plans and their structure. They should be able to report back in either March or April on these items.
2. **Performance Measures for Public Works Department Services –** John Piercy will check with Darryl Moore to find out what the whole package of standards are. The reports reviewed seem incomplete and many of the standards listed do not seem to be measuring anything pertinent or comparable to other cities. The Commission would like to find someone knowledgeable about performance measures that could talk to the commission. The commission will look over the performance measures so they can be discussed at the next meeting.
3. **Budget Outlook for FY 2003 and beyond –** Budget information has not been made available yet. No discussion on this item.

PUBLIC WORKS COMMISSION – REGULAR MEETING

January 3, 2002

Subcommittee Reports:

Permanent

1. Right-of-Way: Working on scope of committee.
2. Utilities: Working on their work program plan.
3. Buildings & Equipment: Will meet in January.

Ad Hoc

1. Sewer Program Review: The actual review is currently getting started. They are meeting with Budget Review Commission in January. A definition of what we are doing, need to get a copy of the published budget and Ask questions and get answers.

Items for Future Agenda

1. Consider routine meeting dates.

Adjournment: 9:00 p.m.