



Public Works Commission

**DRAFT**  
Special Meeting  
**PUBLIC WORKS COMMISSION**  
Action Minutes

Saturday, December 8, 2018  
Willow Room, Corporation Yard, 1326 Allston Way, Berkeley, CA

**CALL TO ORDER: 9:05 AM**

Present: Ray Yep, John Hitchen, Nic Dominguez, Jim McGrath, Matt Freiberg, Margo Schueler, and Sachu Constantine

Absent: Trent Coates

**ACTION ITEMS:**

1. 2019 Public Works Commission meeting dates – The commissioners discussed the calendar for 2019 and agreed to the following:
  - Change January meeting to January 10.
  - Change April meeting to April 11.
  - Change July meeting to July 11.
  - Request a special meeting on December 14.
2. Election of chair and vice-chair in February – Each commissioner described their interest and availability to be chair or vice-chair in 2019.
3. Conduct work planning for 2019 – The commissioners discussed the strength/weaknesses of the 2018 work plan, work priorities for 2019, and preliminary assignments for sub-committees. A draft of the 2019 work plan is attached. This will be reviewed at the commission's January meeting.
4. Commission reports to Council on Codornices Creek and the Watershed Management Plan – The commissioners authorized Nic Dominguez to talk with Nisha on any changes to the reports and to send a final version of the reports to Council.

**ADJOURN** – The meeting was adjourned at 11:45 am.

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**Commission Secretary:**

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