

Green Book Standard Plans Subcommittee

Minutes of Meeting #1

Thursday, 5/5/2016 @ 9:30 am

Members Present: Temo Galvez – Stacy DeLong – Alex Salzar – Adolfo Ozaeta – David Mitchell – Safa Kamangar – Kenny Chao – Sam Richards

Members Absent: Dean Radle – Carlos Castellanos

Temo called the meeting to order and started the meeting with introductions. All attendees introduced themselves. With seven members present quorum was established (Kenny joined the meeting at 9:45). Temo asked Sam to review comments previously received from Dean with the subcommittee. Following is a list of items that was discussed.

- 1) Temo moved to assign Safa as the subcommittee coordinator, Adolfo seconded. 7-0 Approved.
- 2) Temo clarified that for next 6-12 months this subcommittee will be reviewing proposed changes submitted by the members and will decide on implementing them. Revised plans will be brought to the subcommittee and voted in for adoption.
- 3) It was agreed that Sam will go through changes previously submitted and Safa will record approved changes.
- 4) It was discussed and agreed that this subcommittee will consider and approve an official name in the next meeting.
- 5) 1st Sheet to review is Table of Content (TOC). TOC is dynamic and will change based on changes suggested and approved in the standard plans. TOC shall be updated after all changes to standard plans are reviewed and approved for incorporation.
- 6) Dave moved to volunteer himself to keep track of TOC changes and keep it updated. Temo seconded. 7-0 approved.
- 7) It was discussed and agreed that Standard Plan 100-1 should be updated with correct and uniform graphic. These symbols should be updated and finalized at a later time when reviews of standard plans are completed.
- 8) It was discussed and agreed to change Note #4 on Standard Plan 101-2 to read: *FIRE HYDRANTS SHALL NOT BE PLACED AT THE SAME CURB RETURN LOCATION THAT IS OCCUPIED BY A STREET LIGHT OR A TRAFFIC SIGNAL STANDARD.*
- 9) Temo moved to nominated Dave as the subcommittee designer to implement approved corrections to the standard plans and present in the subsequent meeting. Safa seconded. 8-0 approved.
- 10) Standard Plans 110-2 and 111-4 were reviewed next. Alex mentioned that Caltrans has updated their curb ramp standards and some cities comply with Caltrans standards due to state funded projects.
- 11) Alex proposed to create different review subcommittees and assign different sections/subjects to each group for review and making recommendations. Temo proposed and was agreed that the whole group shall review and discuss all sheets as a group first and then assign to sub-groups for review.

- 12) Sam, Alex, and Safa to review the federal and state ADA requirements and present in the next subcommittee's meeting their findings of the compliance requirements. Curb Ramp Plans will be updated following the verification of set of standards that should be followed.
- 13) Standard Plan 120-2: Safa suggested adding Tack Coat requirement to Note #4. Safa to provide note in the next meeting.
- 14) Standard Plan 121-2: Safa suggested adding Tack Coat requirement to Note #4, as well as adding rolled curb detail. Safa to provide note in the next meeting. Safa and Sam to provide Rolled curb details for next meeting.
- 15) Standard Plan 122-2: It was discussed and agreed to move Section D-D to Sheet 2 of 2. Dave to provide updated copy in July Meeting July.
- 16) Kenny suggested considering updating the formatting of the plans and using more appropriate spacing and font in drafting the standards. It was discussed and agreed that Dave will present 3 different formatting examples for the subcommittee to review and decide on formatting standards for updated plans.
- 17) Dean's proposed changes to Standard 123-2 were discussed, which include widening the valley gutter from 6' to 8' and raising the flow line from $\frac{3}{4}$ " deep to $\frac{1}{2}$ " deep; however, further clarification is required. Sam to provide clarification on proposed changes in the next meeting (June).
- 18) Standard Plan 130-2: Sam reviewed several issues with the members. It was agreed that Sam would present solutions and recommendations in July's meeting for consideration.
- 19) Temo proposed all members should provide solutions with their proposed changes.
- 20) Also committee members should be present at the meeting to discuss their comments.
- 21) It was proposed and agreed that all meetings for the next 6-8 months should be in person at the City of Fountain Valley to provide opportunity for members to discuss issues and changes.
- 22) Temo proposed committee to consider a Co-Chair. This item will be discussed in next meeting.

ACTION ITEMS			
TASK #	DESCRIPTION	RESPONSIBLE	DUE
1	Consider official name for subcommittee	Subcommittee members	June 2, 2016
2	Keep track of changes in TOC and keep it updated	Dave	Ongoing
3	Add verbiage change on 101-2	Dave	June 2, 2016
4	110-2 and 111-4 take care of and bring an update for direction to go for law	Sam, Alex, and Safa	June 2, 2016
5	Provide Rolled Curb Detail	Safa and Sam	June 2, 2016
6	Provide modified Note #4 for Standard Plans 120-2 & 121-2.	Safa	June 2, 2016
7	Move Section D-D of Standard Plan 122-2 to Sheet 2.	Dave	July 7, 2016
8	present 3 different formatting standards	Dave	August 4, 2016
9	Provide clarification for proposed changes to Standard Plan 123-2.	Sam	June 2, 2016
10	Review and provide solutions for Standard Plan 130-2.	Sam	July 7, 2016
11	Consider Subcommittee Co-Chair	Subcommittee members	June 2, 2016