



MINUTES

CITY OF HUNTINGTON BEACH PUBLIC WORKS COMMISSION FEBRUARY 21, 2007

**Call to Order/
Pledge of Allegiance:** The meeting was called to order at 5:00 PM by Chairman Mason, who led Commissioners and the audience in the Pledge of Allegiance to the Flag.

Commissioners Absent: Harlow

Commissioners Present: Commissioners, Kirkorn, McGovern, Mason, Rivera, Siersema, and Spencer were in attendance.

Others Present: David Webb, Deputy Director of Public Works
Travis Hopkins, City Engineer
Bob Stachelski, Transportation Manager
Linda Daily, Principal Administrative Analyst
Debra Jubinsky, Senior Administrative Analyst
Julie Bott, Field Service Representative
Joyce Greene, Administrative Assistant

MINUTES

Motion by Commissioner Siersema, seconded by Commissioner Spencer to approve the minutes of January 17, 2006.

VOTE: The motion carried.
AYES: 6
NOES: 0
ABSENT: 1 (Harlow)
ABSTENTIONS: 0

The minutes of the December 20, 2006 meeting will be brought back to the March meeting for approval. Due to a lack of quorum of Commissioners who attended the December meeting no vote could be taken.

PRESENTATIONS-COMMENDATIONS

None

ORAL COMMUNICATIONS

None

C-1'

DIRECTOR'S ITEMS

- E-1. Commission Business – The election of the Chair and Vice Chair was held by the Commission. Chair Mason nominated Michael Siersema for Chair and Charles Spencer was nominated for Vice Chair. No other nominations. Nominations closed.

VOTE: The motion carried.
AYES: 6
NOES: 0
ABSENT: 1 (Harlow)
ABSTENTIONS: 0

Commissioner Siersema assumed the position of Chair.

- E-2. Tree City USA – Huntington Beach has been named a Tree City USA community by The National Arbor Day Foundation for the fifth year. The award will be presented to the City as part of the Arbor Day celebration.
- E-3. Ethics Training – David Webb informed the Commissioners the department has received a communication regarding ethics training and the City Attorney not recognizing the on-line training as meeting the requirement. Discussion ensued. Mr. Webb will contact the City Attorney and provide the Commissioners with an update.

INFORMATION ITEMS

- F-1. Rainbow Disposal Update on Automated Container Pickup and Customer Outreach – Bruce Shuman of Rainbow Disposal introduced other members of staff, Ron Shenkman, Co-President, Susan Gordon, Bonnie Bruce and Linda Moulton-Patterson.

The automated pickup program was introduced in the Sunset Beach area in August. Prior to the rollout, two months of intensive education and outreach to the residents was conducted. After five months of service a survey was conducted and the results from that survey were presented in a PowerPoint presentation. Rainbow used the Sunset Beach rollout as a learning tool in preparation for the Huntington Beach implementation. Issues that became apparent during this initial implementation helped Rainbow to identify potential problem areas and make adjustments. The initial findings should improve the rollout in Huntington Beach.

Rainbow is updating its website and will schedule meetings with necessary HOAs as some associations will have a change in pickup days. A video is being produced for HB-3, truck signs are being produced to announce

the change over, water bill inserts are being prepared, and magic shows for students will be in held in schools in the spring.

For the rollout to the first area of the City, postcard mailers will be sent announcing the change over approximately March 30th. Three weeks before each particular area is scheduled to start the new pickup process, a packet will be mailed to each residence with details.

Mr. Shuman then asked the Commissioners for any questions and comments. Discussion held.

- F-2. Active Capital Project Report – An update on active capital projects under construction, as well as those in the planning stage was presented for the Commission's information. Discussion held.
- F-3. Upcoming City Council Study Sessions – The City Council conducts public Study Sessions on the evenings of City Council meetings, normally beginning at 4:00 p.m., in Room B-8. A tentative listing of upcoming sessions is submitted for the Commission's information.

ADMINISTRATIVE ITEMS

- G-1. Garfield Avenue and Delaware Street Widening, CC-1250 – Travis Hopkins presented the item. Plans and Specification for the Garfield Avenue and Delaware Street Widening Project are in final preparation. Staff requests the Commission's permission to advertise the project for competitive bids.

Discussion on street lighting and clarification on Garfield becoming two lanes and eliminating the section reverting to one lane was held.

Orange County Transportation Authority (OCTA) Growth Management Area (GMA) is funding the majority of the project. Commissioner McGovern requested that on future items a clarification of the additional funding source be included.

Motion by Commissioner Kirkorn, seconded by Commissioner Mason to advertise for competitive bids and recommend award of the Garfield Avenue and Delaware Street Widening to the City Council.

VOTE: The motion carried.
AYES: 6
NOES: 0
ABSENT: 1 (Harlow)
ABSTENTIONS: 0

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- G-2. Fair Share Traffic Impact Fee Program Annual Report for Fiscal Year 2205/06 – Bob Stachelski presented the report and asked for any questions. Discussion was held on the fund balance.

Motion by Commissioner Mason, seconded by Commissioner Rivera to recommend approval of the 2005/06 Traffic impact Fee Annual Report to the City Council.

VOTE: The motion carried.
AYES: 6
NOES: 0
ABSENT: 1 (Harlow)
ABSTENTIONS: 0

- G-3. Annual Sanitary Sewer Fund Report Fiscal Year 2005/06 – Linda Daily presented the report. The fund is a development fee that is restricted to use for capacity enhancements. One new project is scheduled for this year, a sewer capacity study. There have been no new projects the last two years due to a low fund balance.

Motion by Commissioner Mason, seconded by Commissioner Rivera to recommend approval of the Annual Sanitary Sewer Facilities Fund Compliant Report to the City Council.

VOTE: The motion carried.
AYES: 6
NOES: 0
ABSENT: 1 (Harlow)
ABSTENTIONS: 0

- G-4. Annual Drainage Fund Report Fiscal Year 2005/06 – Linda Daily presented the report. The Drainage Fund is a development fee that is restricted to use for drainage enhancements. As a result of project costs for the Shields Pump station several years ago, the Drainage Fund maintains a negative balance. No expenditures have been made, or are planned for the Drainage Fund.

Motion by Commissioner Mason, seconded by Commissioner McGovern to recommend approval of the Drainage Fund Compliance Report to the City Council.

VOTE: The motion carried.
AYES: 6
NOES: 0
ABSENT: 1 (Harlow)
ABSTENTIONS: 0

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- G-5. Memo to City Council on Infrastructure Calculation – A draft memo expressing concern over the 15% Infrastructure Calculation methodology was prepared at the request of the Commission including revisions from the January 17, 2007 meeting. Additional revisions were made.

Motion by Commissioner Mason, seconded by Commissioner McGovern to incorporate the changes made at this meeting and requests staff prepare a final version of the memo for signature by Chair Siersema and distribution to the City Council after signature.

VOTE: The motion carried.
AYES: 6
NOES: 0
ABSENT: 1 (Harlow)
ABSTENTIONS: 0

WRITTEN COMMUNICATIONS

None

COMMISSIONER COMMENTS

Commissioner Mason inquired on the status of the pier inspection. The inspection is to be funded mid year. It is anticipated the inspection will be completed this summer if the appropriation is made.

Commissioner Kirkorn acknowledged Commissioner Mason's service to the Commission as Chair this past year.

Chair Siersema expressed a desire to educate the Commission on Public Works projects through tours and presentations. Mr. Webb will investigate Brown Act requirements in conducting tours.

ADJOURNMENT

The next meeting is scheduled for Wednesday, March 21, 2007, 5:00 PM in City Council Chambers. The meeting adjourned at 6:32 PM.

Michael Siersema
Chair


Joyce A. Greene
Administrative Assistant

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