



MINUTES



CITY OF HUNTINGTON BEACH PUBLIC WORKS COMMISSION JULY 15, 2009

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

Commissioners Absent: None

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

Others Present: Travis Hopkins, Director of Public Works
Tony Olmos, City Engineer
Bob Stachelski, Transportation Manager
Todd Broussard, Principal Engineer
Ken Dills, Program Manager
Linda Daily, Program Manager
Joyce Greene, Administrative Assistant

PRESENTATIONS-COMMENDATIONS

None

MINUTES

Motion by Commissioner Siersema, seconded by Commissioner Rivera to approve the minutes of June 17, 2009.

VOTE: The motion carried.
AYES: 4
NOES: 0
ABSENT: 0
ABSTENTIONS: 1 (Spencer)

ORAL COMMUNICATIONS

None

DIRECTOR'S ITEMS

- E-1. Travis Hopkins informed the Public Works Commission there will be a Town Hall meeting focusing on water topics held on August 27, 2009, at the Central Library Rooms C and D. A flyer on the event was provided to each Commissioner. Some of the topics to be discussed are current water supplies, GWRS, greywater, actual cost of water, where the water comes from, desalination, and what is being done to ensure a reliable water supply in the future. The meeting will be attended by Mayor Keith Bohr, Travis Hopkins, Howard Johnson and representatives from MWDOC. The Commissioners are invited to attend.
- E-2. The Commissioners were provided a copy of a press release from the City on water conservation efforts and the demand for water hitting a new low. Water demand for the city and Sunset Beach, which the utility serves, reduced water demand by 12% compared to usage 10 years ago and 19% over 20 years ago. Several factors contributed to the reduction such as programs for low flush toilets, low flow shower heads and other programs along with consumer education efforts. The Utilities Division will continue its outreach efforts to the public on water conservation education.
- E-3. Travis Hopkins informed the Commissioners budget study sessions are upcoming. All departments have significant reductions in the FY 2009/10 budget. Public Works administrative staff continues to diligently work to keep all current positions. There is a hiring freeze for all vacancies. Currently, Public Works has 30 unfilled positions. Potentially, there could be some staff movement within the city in an effort to avoid layoffs.
- E.4 Travis Hopkins announced two Public Works Commissioners, Dick Harlow and Joe Shaw, were appointed to the Charter Review Committee. Members of Committees, Boards and Commissions are limited to serving one body; therefore, they resigned from the Public Works Commission. New Commissioners are appointed by individual City Council Members.

INFORMATION ITEMS

- F-1. Active Capital Projects Report – Tony Olmos gave an update on Capital Improvement Projects (CIP) that had significant changes during the past month. A total of 13 projects with significant changes from last month were reported upon.

E-1²

Commissioner Kirkorn noted a change in the scheduled completion date of the Newland Street Widening and requested when a completion date is extended that a notation be made in the comment section.

- F-2. Upcoming City Council Study Sessions – Travis Hopkins reminded the Commissioners the document is informational for agenda scheduling purposes only and is subject to change. July 20, 2009 Study Session will include the OCTA update on the central County corridor. The project includes the extension of the 57 freeway from the 22 to the 405. The second item for the July 20 Study Session is the Utility yard improvements project. Starting August 3, 2009, for three consecutive meetings, review of the FY 2009/10 budget is scheduled.

ADMINISTRATIVE ITEMS

- G-1. Sewer Service Charge Adjustment for 2009/10 – Ken Dill of the Utilities Division presented the report accompanied by a PowerPoint presentation. Mr. Dills gave a brief background of the development of the Sewer Service Fund. The Municipal Code requires an annual performance audit. The report was then reviewed with the Commissioners. The sewer service charge reflects the annual CPIU which showed a decrease for the first time. The percentage decrease was calculated and is included in the recommended increase to the Sewer Service User Charge effective October 2009.

The Sewer Lateral Program was introduced in 2008 with the city assuming the responsibility of the sewer line from sewer main to the property line. With the change in responsibility from the home owner to the city for this section of pipe, the resulting claims and the cost of repair exceeded the estimate. Additional funds originally budgeted for sewer lining were transferred to cover costs for the remainder of the current fiscal year.

Commissioner Siersema expressed concern over reducing the Sewer Service Charge with the number of claims the city had received for sewer lateral repair.

Motion by Commissioner Siersema to reject the recommended action to recommend to the City Council the approval of the proposed sewer service charge adjustment.

Travis Hopkins informed the Commission the department is assessing the possibility of more of the sewer lateral repair work being performed by in-house staff next fiscal year helping to reduce costs. Mr. Hopkins explained the need to meet Proposition 218 requirements which must reflect the CPIU. To not reduce the sewer service charge would require public hearings. Discussion ensued.

Commissioner Siersema rescinded his motion.

Motion by Commissioner Siersema, seconded by Chair McGovern to recommend to the City Council the approval of the proposed sewer service charge adjustment and review the sewer lateral fund expenditures in six months.

Discussion ensued on the need to include a six months review in the motion as the sewer service charge can only be adjusted annually.

VOTE: The motion was defeated.
AYES: 0
NOES: 5
ABSENT: 0
ABSTENTIONS: 0

Motion by Commissioner Siersema, seconded by Commissioner Kirkorn to recommend to the City Council the approval of the proposed sewer service charge adjustment.

VOTE: The motion carried.
AYES: 5
NOES: 0
ABSENT: 0
ABSTENTIONS: 0

Commissioner Siersema requested in six months a report on the number of requests for sewer lateral repair and associated costs be brought back to the Commission for review.

- G-2. Downtown Bollard Project, CC-1358 – Bob Stachelski presented the project including a PowerPoint presentation. Funds for the project are anticipated from the Downtown Redevelopment Agency; therefore, General Funds will not be used for the project. Staff is asking for support of the design phase of the project. Discussion ensued. The bollards are a type that do not retract into the ground but are physically placed and locked down at a designated location. There is a removable cover in the pavement covering the plate the bollards are connected to when the bollards are not in the street location. The placement spacing of the bollards allows for emergency vehicle access with two bollards removed.

Chair McGovern inquired about the use of water filled bollards. Mr. Stachelski responded the city was paying rental for water bollards and significant staff time is needed making water filled bollards not cost effective for permanent use. The Downtown BID will be responsible for the placement and removal of the bollards each week. Discussion continued.

Motion by Commissioner Siersema, seconded by Commissioner Kirkorn to recommend to the City Council the Downtown Bollard Project, CC-1358.

VOTE: The motion carried.
AYES: 5
NOES: 0
ABSENT: 0
ABSTENTIONS: 0

- G-3. Capital Improvement Program Fiscal Year 2009/10 – Travis Hopkins introduced the item stating it is in draft form and scheduled to go to City Council for adoption in August with the fiscal year 2009/10 budget. CIP projects for the upcoming fiscal year total just over \$19 million where in previous years the department budget for projects was approximately \$40 million. Multiple areas contribute to the reduction. As an example, Gas Tax Fund and Fair Share Traffic Impact Fees are down. Park Acquisition and Development Fund fees are down and infrastructure allocation is down. Staff salaries that had previously been budgeted using gas tax funds are being moved to Measure M Fund. Grants from OCTA are down. He then turned the CIP presentation over to Tony Olmos. After the presentation of items scheduled for the next fiscal year, the meeting was opened to discussion of the 2009/10 CIP.

Commissioner Kirkorn inquired about the carry over funds, particularly for the Newland/Hamilton traffic signal installation project. Mr. Olmos explained the listed carry over funds are funds that were not awarded or encumbered in the current fiscal year but are carried over for the project in the new fiscal year.

Chair McGovern noted a five-year plan is not given by all departments and inquired as to the reason why. Mr. Olmos responded not all departments or categories have a five-year master plan.

Commissioner Siersema inquired if the guideline regarding the budgeted amount for infrastructure improvements and maintenance not falling below 15% of General Fund revenues is being met. Linda Daily responded the General Fund budget has not been finalized.

Commissioner Siersema inquired about the Heil Pump Station and if land has been acquired. Mr. Olmos responded staff has been having discussions with the property owner. After discussion, staff worked on rotating the footprint of the station to reduce the amount of property needed and will be meeting with the property owner again. Funds are still needed for the property acquisition.

Motion by Commissioner Rivera, seconded by Commissioner Kirkorn to recommend the proposed FY 2009/10 CIP to City Council.

VOTE: The motion carried.
AYES: 5
NOES: 0
ABSENT: 0
ABSTENTIONS: 0

WRITTEN COMMUNICATIONS

None

COMMISSIONER COMMENTS

Commissioner Kirkorn commented he read an article in the newspaper regarding the sphere of influence for Sunset Beach and inquired if a study had been performed. Travis Hopkins responded limited work had been conducted by LAFCO with departments now reviewing the report and evaluating.

Commissioner Spencer has received numerous calls on the Pacific City site specifically related to sidewalk. Travis Hopkins responded the city is working with the developer as sidewalk is conditioned for the development however, the project is moving very slowly with the economic downturn. Tony Olmos added there is a cut behind the fencing on Pacific Coast Highway making it more difficult to install sidewalk at this time.

ADJOURNMENT

The Public Works Commission adjourned to the meeting date of Wednesday, August 19, 2009, 5:00 p.m., City Council Chambers. The meeting adjourned at 6:55 p.m.

John McGovern
Chair



Joyce A. Greene
Administrative Assistant