



MINUTES

CITY OF HUNTINGTON BEACH PUBLIC WORKS COMMISSION JULY 18, 2012

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

Commissioners Absent: O'Connell, Spencer

Commissioners Present: Commissioners Cook, Herbel, McGovern, Siersema, and Thomas were in attendance.

Others Present: Travis Hopkins, Director of Public Works
Dahle Bulosan, Accounting Manager
Bill Janusz, Principal Civil Engineer
Ken Dills, Project Manager
Chris Davis, Administrative Analyst Senior
Joyce Greene, Administrative Assistant

B. PRESENTATIONS-COMMENDATIONS

None

C. MINUTES

Motion by Commissioner Cook, seconded by Commissioner McGovern to approve the minutes of June 20, 2012 as presented.

VOTE: The motion carried.
AYES: 5
NOES: 0
ABSENT: 2 (O'Connell, Spencer)
ABSTENTIONS: 0

D. ORAL COMMUNICATIONS

None

E. DIRECTOR'S ITEMS

Travis Hopkins reported the City Council has taken a position on the proposed I-405 improvements. The City Council is supporting Alternative Two that expands the lanes by two in each direction without the addition of toll lanes.

Travis Hopkins reported the Main Street Rehabilitation Project that the Public Works Commission reviewed and recommended to City Council was reconsidered at the July 18, 2012 City Council Meeting. City Council had approved the project at the July 2, 2012 meeting. Staff was directed to redesign the area on Main Street to preserve a large Eucalyptus tree. A bump out into the parking lane will be used to preserve the tree.

- E-1. Updated CIP Summary Sheets – Travis Hopkins informed the Commissioners they have received replacement pages for their CIP notebooks. The library project has been deleted from the upcoming FY projects which made changes to the FY 2012/13 sheets and the 5-year CIP sheets.

F. INFORMATION ITEMS

- F-1. 15% Infrastructure Calculation History – Dahle Bulosan, Accounting Manager, presented the item. Finance used three-years of audited data and two years of projected data in preparation of the report. The report shows the city has met the 15% Infrastructure Expenditure Charter requirement. Discussion held.

Commissioner McGovern stated his concern over debt service being used in the calculation for infrastructure and wanted his concern noted in the minutes. Commissioner Cook expressed her opinion that the Public Works Commission should be focused on how revenue should be spent other than challenging the City Council on the 15% calculation. Discussion held.

- F-2. Upcoming City Council Study Sessions – Travis Hopkins reviewed the upcoming Study Sessions that relate to Public Works. At the August 6, 2012 session the CIP for FY 2012/13 will be presented. The Street Light Update will also be presented which is a project the Energy Project Manager, Aaron Klemm, has been pursuing with SCE.

August 20, 2012 will be the presentation of the Budget for next FY and the recommendations of the Pavement Blue Ribbon Committee.

The Storm Drain Master Plan Update is currently scheduled for presentation at the September 17, 2012 Study Session.

- F-3. Active Capital Project Report – Travis Hopkins asked for any questions on the Capital Project Report. Hearing none, the meeting moved on to the next agenda item.

G. ADMINISTRATIVE ITEMS

- G-1. Recommendation to Remove Five Crosswalks at Three Intersections near Kettler School – Bill Janusz provided the report. The neighborhood is currently undergoing pavement upgrades. The consideration is whether to restripe the crosswalks after completion of the pavement rehabilitation. Kettler School was closed by the Huntington Beach City School District in 2005. Pedestrian observations were made in morning and afternoon hours minimal crossings were observed with some not using the crosswalk but crossing diagonally.

Huntington Beach City School District was notified of consideration of the crosswalk removal. The school district expressed no objection, but requested the city consider restriping the crosswalks if the school should be reopened.

Chair Herbel opened the public hearing. There were no public speakers. A written communication was received from citizens Pete and Dana Mullin in opposition of the proposed crosswalk removal. Commissioners were each provided a copy of the letter. To date, there were no other phone calls, letters or other forms of communication received either for or against the recommendation. Chair Herbel closed the public hearing.

Commissioner Cook inquired how the city would respond if the school site was leased for a local large church. Mr. Janusz responded every intersection is a crossing lane, the stop signs will remain, and the removal would not preclude being reconsidered for marking. Signage would have to be changed in that the current signage is for a school crossing. Discussion held.

Commissioner McGovern recalled a previous crosswalk removal consideration where the Public Works Commission approved the removal and citizens attended the City Council Meeting hearing the proposal where City Council reversed the decision. Travis Hopkins noted the crosswalks being considered this evening are not on any arterial roadways as the previous consideration involved arterial roadway.

Motion by Commissioner Thomas, seconded by Commissioner Cook to direct staff to take the necessary steps to remove the school crosswalk across the east leg of the intersection of Dorsett Drive and Miramar Lane, the south leg of the intersection of Dorsett Drive and Miramar Lane, the north leg of the intersection of Dorsett Drive and Barbados Circle, the east leg of the intersection of Dorsett

Drive and Barbados Circle, and the north leg of the intersection of Poston Lane and Stilwell Drive.

VOTE: The motion carried.
AYES: 5
NOES: 0
ABSENT: 2 (O'Connell, Spencer)
ABSTENTIONS: 0

- G-2. Approve Infrastructure Fund Annual Report for Fiscal Year 2011/12 – Ken Dills provided the information. There were updates to the report after information was sent out so new updated information sheets were provided to the Commissioners.

Commissioner Herbel requested the fund balance from years prior to those included in the report be provided in electronic form to the Commissioners. Ken Dills will provide the history as requested.

Motion by Commissioner McGovern, seconded by Commissioner Cook to recommend to the City Council approval of the Revised Infrastructure Fund Annual Report.

VOTE: The motion carried.
AYES: 5
NOES: 0
ABSENT: 2 (O'Connell, Spencer)
ABSTENTIONS: 0

- G-3. Sewer Service User Charge Adjustment for 2012/13 – Travis Hopkins introduced Chris Davis to the Commission who presented the report with a PowerPoint presentation. A brief history on the fund was provided followed by a review of the report.

The sewer lateral program was added in 2008 with the sewer service charge increased to cover costs. The first year of the program, it ran in a deficit but the program has declined in costs.

The sewer service charge is reviewed and adjusted based on the Consumer Price Index for Urban Consumers (CPIU). The year the CPIU would allow a 1/6% increase for FY 2012/13 but staff is recommending suspending the increase due to the fund balance.

There are some major projects to be funded through the sewer fund in the next FY but staff is investigating a cap on the fund. Before that is done, an audit of needs will be conducted. Staff is considering recommendation of a cap on both the water and sewer funds. A financial plan and reserve policy would be

developed which is currently underway with a consultant. Tiered water rates are also being considered and investigated.

Video taping of sewer lines is currently underway to help in identifying any areas in need of repair or relining. There is a rating system in place that helps determine the need. Staff is addressing long-term needs.

Motion by Commissioner Siersema, seconded by Commissioner Thomas, to recommend to City Council the programmed increase to the Sewer Service User Charge be suspended for Fiscal Year 2012/13.

VOTE: The motion carried.
AYES: 5
NOES: 0
ABSENT: 2 (O'Connell, Spencer)
ABSTENTIONS: 0

H. WRITTEN COMMUNICATIONS

None

I. COMMISSION AND STAFF COMMENTS

None

J. ADJOURNMENT

The meeting adjourned at 6:25 PM to August 15, 2012, in City Council Chambers.



Tom Herbel
Chair



Joyce Greene
Administrative Assistant
Ken Dills
Project Manager

