



## MINUTES

### CITY OF HUNTINGTON BEACH PUBLIC WORKS COMMISSION JANUARY 18, 2012

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

**Commissioners Absent:** Thomas

**Commissioners Present:** Commissioners, Cook, Herbel, McGovern, O'Connell, Siersema and Spencer were in attendance.

**Others Present:** Travis Hopkins, Director of Public Works  
Tony Olmos, City Engineer  
Bob Stachelski, Transportation Manager  
Joyce Greene, Administrative Secretary

#### B. PRESENTATIONS-COMMENDATIONS

None

#### C. MINUTES

Motion by Commissioner Herbel, seconded by Commissioner O'Connell to approve the minutes of November 16, 2011 as presented.

VOTE: The motion carried.  
AYES: 5  
NOES: 0  
ABSENT: 1 (Thomas)  
ABSTENTIONS: 1 (Cook)

## **D. ORAL COMMUNICATIONS**

None

## **E. DIRECTOR'S ITEMS**

Travis Hopkins informed the Commissioners the City of Huntington Beach received an APWA Project of the Year award for the Utilities Yard remodel. Commissioner Herbel, who is the Vice President of APWA, made the presentation at the January 17, 2012 City Council Meeting.

E-1. February is the annual reorganization of the Public Works Commission with the election of the new Chair and Vice Chair. The election will be held at the next meeting.

E-2. At the July Public Works Commission meeting, a list of annual reports reviewed by the Commission was presented. At that time Chair Siersema requested the list be provided at the beginning of the year. A memo to the Public Works Commissioners lists the reports and the month in which the report is typically presented.

At the February Public Works Commission Meeting, the Fair Share Traffic Impact Fee, Sanitary Sewer Fund Annual Report, and the Drainage Fund Annual Compliance Report will be reviewed so they can be presented to City Council in March.

E-3. Travis Hopkins provided each Commissioner with a print out of the PowerPoint presentation made to City Council at the December 21, 2011 Study Session on the Pavement Assessment Feasibility Study. Mr. Hopkins then provided a summary of that presentation.

The City Council gave direction to move forward with Phase I which will be the Public Opinion Survey that will be conducted by True North Research, Inc. The survey will be a telephone survey contacting 400 property owners and is conducted with a live person and is not a recorded call survey. The survey will be conducted end of the week of January 16<sup>th</sup> and the beginning of the week of January 23<sup>rd</sup>.

## **F. INFORMATION ITEMS**

F-1. Active Capital Project Report - Tony Olmos provided updates on various projects and then asked the Commissioners for any questions.

**G. ADMINISTRATIVE ITEMS**

- G-1. Rainbow Environmental Services Contract Funding for Infrastructure Maintenance – Chair Siersema provided Commissioner Spencer information to review and will be used for the drafting of the letter to City Council. It is anticipated the draft letter will be presented to the Public Works Commissioners at the February meeting for review and finalization.

**H. WRITTEN COMMUNICATIONS**

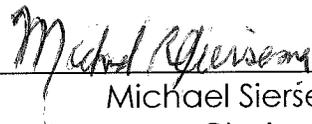
None

**I. COMMISSION AND STAFF COMMENTS**

Commissioner Cook inquired if information regarding the rain barrels available for purchase through the Utilities Division might be included in a city utility bill. Travis Hopkins will pursue having a water bill insert prepared to inform residents of rain barrel availability.

**J. ADJOURNMENT**

The meeting adjourned at 5:45 PM to February 15, 2012, in City Council Chambers.



Michael Siersema  
Chair



Joyce Greene  
Administrative Assistant