



# MINUTES

## CITY OF HUNTINGTON BEACH CIAB/PUBLIC WORKS COMMISSION OCTOBER 16, 2024

### CALL TO ORDER

Vice Chair Rivas called the meeting to order at 5:04 p.m.

### PLEDGE OF ALLEGIANCE

Commissioner Gins led the Pledge of Allegiance.

### ROLL CALL

#### Commissioners Present:

Gins, Macdonald, Rivas, Shepherd, Villa

#### Commissioners Absent:

Frousiakis, Michalski

#### Others Present:

Ken Dills, Administrative Services Manager  
Gretchen Erickson, Senior Administrative Assistant  
Joe Fuentes, Principal Civil Engineer  
Tom Herbel, Deputy Director of Public Works  
Bob Stachelski, Traffic & Transportation Manager

### MINUTES

#### 24-762 Approval of July 17, 2024, Minutes

Motion by Villa and second by Rivas, the Commission voted to approve the minutes of the July 17, 2024, CIAB/Public Works Commission meeting.

VOTE:	The motion carried.
AYES:	5
NOES:	0
ABSENT:	2
ABSTENTIONS:	0

### PUBLIC COMMENTS

None.

### DIRECTOR'S ITEMS

Tom Herbel, Deputy Director, provided a high-level overview of the duties of the CIAB/Public Works Commission and the Public Works Department's goal to perform

duties as directed by applicable Huntington Beach Municipal Codes and the City Charter.

## **INFORMATIONAL ITEMS**

Tom Herbel, Deputy Director, provided a brief overview of active Capital Improvement Projects.

Denny Bacon, Operations Manager, provided an overview of the Pavement Management Program's Zone 2 scope of work. Zone 2 encompasses approximately eight reporting districts and is roughly bordered by Warner Avenue, Springdale Avenue, Beach Boulevard, and Ellis Avenue. Zone 2 scope of work includes street repair work such as curb, gutter, sidewalk and street resurfacing, as well as tree trimming, removal, and replacement. Zone 2 requires the removal of 161 City-maintained trees. Zone 2 requires the replant of 149 City-maintained trees in the original location and 24 additional trees will be planted in suitable locations within the zone. Bacon advised that tree removals will be done outside of bird nesting season. Commissioner Rivas asked how the Public Works Department selects trees. Bacon shared that the department uses the Southern California Street Tree Guidebook. Gins asked if the 24 additional trees will be replanted in parks. Bacon advised that there are five parks in Zone 2 and the 24 additional trees will likely be replanted at those locations.

### **24-749 Americans with Disabilities Act (ADA) Self Evaluation and Transition Plan**

Joe Fuentes, Principal Civil Engineer, presented the Americans with Disabilities Act (ADA) Self Evaluation and Transition Plan. He provided a brief overview of the Americans with Disabilities Act as it pertains to public agencies, including the requirement to maintain an up-to-date transition plan to ensure compliance. Disability Access Consultants, DAC, has been working with the department since early 2022 to evaluate parks, parking lots, sidewalks, rights-of-way, facilities, and other city infrastructure. Commissioner Rivas asked if projects are tracked as they move along. Herbel responded that the city must show project progress to limit liability. Commissioner Gins noted that accessibility and inclusivity are causes near and dear to him and asked if the beach, beach facilities, and beach paths are reviewed. Fuentes explained the beach and beach paths were reviewed, but leased facilities at the beach were not included. Commissioner Shepherd asked how the city prioritizes projects and asked if there are alternative options if there are necessary improvements that cannot be done. Herbel advised facilities used by the public are prioritized, but funding and priorities vary. The department prioritizes the most egregious issues and areas that haven't been improved to some extent already. Commissioner Shepherd asked if the City Attorney's Office weighs in on the specifics of the plan. Herbel advised that Public Works is the subject matter expert for the plan, however, the City Attorney's Office does confirm the plan is in place.

## **MEMBER COMMENTS**

Commissioner Villa expressed gratitude for the Public Works Department, the CIAB/Public Works Commission, and the great work being accomplished.

## **ADJOURNMENT**

The meeting was adjourned at 5:50 p.m.