



## MINUTES

### CITY OF HUNTINGTON BEACH PUBLIC WORKS COMMISSION OCTOBER 17, 2018

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

**Commissioners Absent:** Larkin

**Commissioners Present:** Commissioners Capps, Carr, Cicerone, Mulvihill, Nguyen  
(arrived at 5:02 PM), and Stanford were in attendance.

**Others Present:** Travis Hopkins, Director of Public Works  
Tom Herbel, City Engineer  
Bob Stachelski, Transportation Manager  
Ken Dills, Project Manager  
Kirsty Wapner, Administrative Assistant

#### F. INFORMATION ITEMS

- F-2. Active Capital Project Report – Tom Herbel distributed the Active Capital Project sheets. He reported:
- Atlanta Ave Widening- construction will begin in January. Currently prepping the site.
  - Residential Pavement Rehab Zone 1- this should take approximately 2 months
  - Main Promenade Parking Structure Renovations – the restroom remodel should be complete tomorrow.
  - Huntington Harbour Bulkhead Study – the City owns bulkhead pieces on the harbor. A structural assessment is being performed.
  - Edgewater Lift Station- underground utilities are in now. About 1.5 months ahead of schedule. The project should be completed by February 2019.
  - Well #9 GAC Filtration – almost complete. In 1 month, this should be fully operational.

Commissioner Cicerone questioned why the Utica Bicycle Blvd project was budgeted for \$1 million now. Bob Stachelski stated he expects the total to go down. This project was delayed due to the State determining certain elements of the project weren't funded by the grant. Staff had been working to determine funding. Tom Herbel noted he will emailing funding information to the Commissioners.

Bob Stachelski added information on the 405 project, noting the McFadden and Slater bridges are down. Bolsa Chica will be getting some work done towards the end of the month.

**B. PRESENTATIONS-COMMENDATIONS.**

**C. MINUTES**

- C-1. Motion by Commissioner Capps, seconded by Commissioner Cicerone, to approve the minutes of September 19, 2018 as presented.

VOTE: The motion carried.

AYES: 6

NOES: 0

ABSENT: 1 (Larkin)

ABSTENTIONS: 0

**D. ORAL COMMUNICATIONS**

None.

**E. DIRECTOR'S ITEMS**

None.

**F. INFORMATION ITEMS**

- F-1. Upcoming City Council Study Sessions – Travis Hopkins noted that the Economic Development Implementation Plan Update was not presented at the October 15<sup>th</sup> Study Session. December 3 is the Mayoral transition.

**G. ADMINISTRATIVE ITEMS**

- G-1. Fair Share Traffic Impact Fee Program Annual Report for Fiscal Year 2017/2018- Bob Stachelski noted this annual report has been moved up due to the change in the City's fiscal year, so this report is only reflective of 9 months. These funds are intended to provide improvements for new development; not maintenance. The fund balance at the end of the fiscal year was \$4.4 million. The carry over funding in the amount of \$2.1 million is for Atlanta Ave widening. Projects to be funded by the traffic impact fees include Brookhurst/Adams, traffic signal synchronization, and Edinger and Warner projects. Mr. Stachelski noted this money comes from developer fees. He noted these funds can be used for protected left turn signals at intersections, but staff has to

provide a reasonable argument as to why one would be installed at a given intersection.

Motion by Commissioner Mulvihill, seconded by Commissioner Capps, to recommend approval of the 2017/18 Traffic Impact Fee Annual report to the City Council.

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

G-2. Sanitary Sewer Facilities Fund Annual Compliance Report Fiscal Year 2017/18

G-3. Planned Local Drainage Facilities Fund Annual Compliance Report Fiscal Year 2017/18

Items G2 and G3 were presented together. Ken Dills had a PowerPoint presentation and distributed handouts, which are attached to these minutes. He noted that each fund is owed a significant amount by the Redevelopment Agency. The beginning balance of the Local Drainage Facilities Fund was \$1.4 million, with an ending balance, as of June 2018, of \$1.26 million. The beginning balance for the Sanitary Sewer Facilities Fund was \$8.1 million, and an ending balance of \$8 million as of June 2018. Travis Hopkins noted the City can not just bank this money; the City must have plans to spend it within 5 years.

G-2. Motion by Commissioner Mulvihill, seconded by Commissioner Carr, to recommend to the City Council the approval of the Annual Sanitary Sewer Facilities Fund Compliance Report for Fiscal Year 2017/18.

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

G-3. Motion by Commissioner Mulvihill, seconded by Commissioner Capps, to recommend to the City Council the approval of the Planned Local Drainage Facility Fund Compliance Report for Fiscal Year 2017/18.

VOTE: The motion carried.  
AYES: 6  
NOES: 0

ABSENT: 1 (Larkin)  
ABSTENTIONS: 0

#### **H. WRITTEN COMMUNICATIONS**

None.

#### **I. COMMISSION AND STAFF COMMENTS**

Commissioner Carr asked about block walls within the City and the maintenance/repair responsibilities thereof. Travis Hopkins reported that Public Works is aware of bad walls, but primarily are reactive when it comes to fixing block walls. In 2010, a study was done on pavement and block walls within the City.

Travis Hopkins added that next month's meeting will be cancelled. The December meeting is typically cancelled as the Commission has the holiday luncheon. A save-the-date will go out shortly for the luncheon.

#### **J. ADJOURNMENT**

The meeting adjourned at 5:33 p.m. to November 21, 2018 at 5:00 PM at the Utilities Yard.

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Ken Stanford  
Chairperson

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Kirsty Wapner  
Administrative Assistant

## Planned Local Drainage and Sanitary Sewer Facilities FY 17-18

- Development impact fee funds
  - Drainage - \$14,497/acre for 17-18
  - Sanitary Sewer
    - Residential – flat rate per single-family or multi-family dwelling unit
    - Commercial – based on water meter size
- Funds are restricted to specific use
- MC requires annual Council review – PWC designated as the oversight committee
- Each fund is owed significant amount by the RDA
  - Drainage - \$878K
  - Sewer - \$464K

### Summary of Revenue and Expenditures Planned Local Drainage Fund

<b>Beginning Balance 10/17</b>	<b>\$1,418,482</b>
<b>Revenue</b>	
Developer fees	72,646
Interest earned	4,055
<b>Total Revenue</b>	<b>\$76,701</b>
Drainage Master Plan	(236,119)
<b>Total Expenditures</b>	<b>(\$236,119)</b>
<b>Beginning Balance 7/18</b>	<b>\$1,259,064</b>
Projected revenues	100,000
Budgeted expenditures	(38)
<b>Estimated Balance 7/19</b>	<b>\$1,359,026</b>

### Summary of Revenue and Expenditures Planned Local Drainage Fund

- Beginning Balance 17-18 - \$1.4M
- Expenditures:
  - \$236,119K for Drainage Master Plan
  - \$38 in carry forward encumbrance in current fiscal year for update of the Drainage Master Plan
- Revenue:
  - \$72.6K from development impact fee
  - \$4.1K in interest
  - \$100K budgeted in current fiscal year based on reduced development activity
- Ending Balance 17-18 - \$1.26M
- Estimated Ending Balance 18-19 - \$1.36M

### Summary of Revenue and Expenditures Sanitary Sewer Facilities Fund

<b>Beginning Balance 10/17</b>	<b>\$8,089,240</b>
<b>Revenue</b>	
Developer fees (residential)	9,268
Developer fees (commercial)	171,188
Sunset Beach Sanitary Dist.	24,620
Interest earned	37,501
<b>Total Revenue</b>	<b>\$242,577</b>
<b>Expenditures</b>	
Salaries	(554)
Consultant Services	(23,255)
Slater Lift Station design	(33,810)
Edgewater Lift Station construction	(283,644)
<b>Total Expenditures</b>	<b>(\$341,263)</b>
<b>Beginning Balance 7/18</b>	<b>\$7,990,554</b>
Budgeted revenues	100,000
Budgeted expenditures	(6,903,043)
<b>Estimated Balance 7/19</b>	<b>\$1,187,510</b>

### Summary of Revenue and Expenditures Sanitary Sewer Facilities Fund

- Beginning Balance 17-18 - \$8.1M
- Expenditures – Total for 17/18 = \$341K:
  - \$554 in salaries related to design
  - \$23.3K for consultant engineering services
  - \$33.8K for Slater Lift Station Design
  - \$283.6K for Edgewater Lift Station Construction (ongoing)
- Revenue - Total for 17-18 \$242.6K:
  - Residential - \$9.3K
  - Commercial - \$171.2K
  - Interest and other- \$62.1K
- Ending Balance 17-18 - \$8M

### Summary of Revenue and Expenditures Sanitary Sewer Facilities Fund

- Revised Budget 18/19 = \$6.9M
  - \$2.5M new – Saybrook LS construction
  - \$1.9m – encumbrance carry forward for Edgewater LS
  - \$2.5M – CIP carry over for Slater LS
- Budgeted Revenue 18/19 = \$100K
  - Based on reduced development activity
- Estimated Ending Balance 18-19 - \$1.2M