



## MINUTES

### CITY OF HUNTINGTON BEACH CIAB/PUBLIC WORKS COMMISSION JANUARY 18, 2023

**Call to Order:** The meeting was called to order at 5:00 P.M. by Chair Gins.

**Pledge of Allegiance:** Director of Public Works, Sean Crumby, led Commissioners and the audience in the Pledge of Allegiance.

#### Roll Call

**Commissioners Absent:** None

**Commissioners Present:** Gins, Shepherd, Frousiakis, Macdonald, Michalski, Rivas, Villa

**Others Present:** Sean Crumby, Director of Public Works  
Ken Dills, Administrative Services Manager  
Chau Vu, Deputy Director of Public Works  
Tom Herbel, City Engineer  
Bob Stachelski, Traffic & Transportation Manager  
Brian Polivka, Contract Administrator  
Sarah Whitecotton, Administrative Aide  
Gretchen Erickson, Administrative Assistant

#### MINUTES

Motion by Villa and second by Gins, to approve the minutes of the October 19, 2022 CIAB/Public Works Commission meeting.

**VOTE:** The motion carried.  
**AYES:** 3  
**NOES:** 0  
**ABSENT:** 0  
**ABSTENTIONS:** 4 (Michalski, Frousiakis, Rivas, Macdonald)

#### PUBLIC COMMENTS

NONE

## **DIRECTOR'S ITEMS**

Sean Crumby welcomed Commissioners, staff and Council Member Burns to the meeting. He provided a brief overview of the City's infrastructure that is designed, constructed and maintained by the Public Works Department. Sean presented a short welcome and orientation PowerPoint presentation, showcasing the CIAB/PWC's history, purpose, function and duties. He invited Commissioners to attend the upcoming ribbon cutting at Harbour View Clubhouse, details to be determined.

## **INFORMATIONAL ITEMS**

Tom Herbel provided a brief overview of the Capital Improvement Program, highlighting the collaborative efforts made to engage all City departments in the project prioritization process and the various Master Plans the Public Works Department uses as guiding documents. Commissioner Michalski had questions about Central Library projects on the CIP Progress Report, addressed by Tom Herbel. Commissioner Frousiakis had questions about Fiber Optic projects on the CIP Progress Report, addressed by Bob Stachelski.

Tom provided brief updates on the following CIP Projects:

- Heil Pump Station
- Half Round Grates City-Wide
- Pump Station Building Improvements
- McCallen Storm Drain Trash Removal Project
- Pier Piling Maintenance
- Harbour View Clubhouse Improvements
- Rodgers Senior Center Redevelopment
- Helipad Lot Replacement
- Zone 5 Residential Overlay
- McFadden Sewer Lift Station Reconstruction
- Arterial Rehabilitation 21/22
- Water Main Replacement Project (Florida/Georgia and Kiner/Gleada)

CIP Progress Report:

- 7 projects are out to bid.
- 44 projects are in design.
- 19 projects are in construction.
- 14 projects have been completed.

### **22-943 Traffic Impact Fee Fund Annual Compliance Report for Fiscal Year 2021/22.**

Bob Stachelski provided an overview of the annual report. Traffic impact fees are collected from new developments to address incremental traffic impacts. Fee usage is restricted to specific improvements such as traffic control devices. Discussion ensued regarding supply chain concerns and construction cost escalations. Sean explained that Public Works addresses both issues by being conservative and careful with budgets and timelines. Commissioner Gins had

questions about who is charged traffic impact fees and where in the project timeline the fee is assessed, addressed by Bob Stachelski. Commissioner Michalski had questions about whether fees are one time or annual, addressed by Bob Stachelski.

**22-941 Sanitary Sewer Facilities Fund Annual Compliance Report Fiscal Year 2021/22.**

**22-942 Planned Local Drainage Facilities Fund Annual Compliance Report for Fiscal Year 2021/22.**

Sarah Whitecotton presented 22-941 and 22-942 at the same time. Both funds are generated via development impact fees and are restricted to specific sanitary sewer and planned local drainage expenditures. These fees fluctuate and are subject to change based on the Consumer Price Index (CPI). Commissioner Villa had questions about where funds were being spent, addressed by Sarah Whitecotton. Commissioner Rivas had questions about revenue, interest and market adjustments, addressed by Sarah Whitecotton.

**ADMINISTRATIVE ITEMS**

**22-047 Nominate and elect Chair and Vice Chair Commissioners for the CIAB/Public Works Commission.**

Commissioner Rivas made a motion to nominate Commissioner Michalski for Chair. Commissioner Frousiakis seconded the motion to nominate Commissioner Michalski for Chair.

Discussion ensued and Commissioner Villa introduced a substitute motion to nominate Commissioner Gins for Chair. Commissioner Shepherd seconded the motion to nominate Commissioner Gins for Chair.

Substitute Motion:

VOTE:	The substitute motion failed.
AYES:	3
NOES:	4
ABSENT:	0
ABSTENTIONS:	0

Primary Motion

VOTE:	The motion carried.
AYES:	7
NOES:	0
ABSENT:	0
ABSTENTIONS:	0

Newly elected Chair Michalski called for nominations for Vice Chair. Commissioner Villa nominated Commissioner Gins. Chair Michalski nominated Commissioner Rivas. Commissioner Macdonald seconded the nomination for Commissioner Rivas.

VOTE:	The motion carried.
AYES:	7
NOES:	0
ABSENT:	0
ABSTENTIONS:	0

#### **22-933 Glen Mar Frontage Road Improvements, CC-1688.**

Brian Polivka presented an overview of the Glen Mar Frontage Road Improvements project. Plans and specifications for the project have been completed and advertised bids were received in December 2022. The engineer's cost estimate for the full scope of this project is \$792,000. Funds in the amount of \$500,000 are currently budgeted. Due to funding shortfall, the project was bid with alternatives and only improvements that can be accommodated within the budget will be constructed. Commissioner Gins had questions about project phasing and how many sections would be completed, addressed by Brian Polivka. Commissioner Frousiakis had questions about project phasing prioritization, addressed by Brian Polivka. Commissioner Michalski had questions about the age of the existing infrastructure, addressed by Brian Polivka. City Engineer, Tom Herbel, explained the materials that will be used, as well as the community outreach that has taken place.

Motion by Gins and second by Villa, the Commission voted to approve that the Glen Mar Frontage Road Improvements, CC-1688, is in general conformance with the previously approved CIP.

VOTE:	The motion carried.
AYES:	7
NOES:	0
ABSENT:	0
ABSTENTIONS:	0

#### **22-954 Le Bard Park Improvements Phase II, CC-1668**

Brian Polivka presented an overview of the Le Bard Park Improvements Phase II project. Plans and specifications for the project are in final preparation with advertisement for bids expected in February 2023. The engineer's cost estimate for the project is \$800,000 and funds are currently budgeted in a Park Development Impact Fee Account. If needed, funds may be made available from the Schroeder Park Improvement project account. The project scope include removal of the aging clubhouse, upgrades to the deteriorated tennis courts and landscape improvements. Commissioner Michalski had questions about Schroeder Park's upgrades. Brian explained that several improvements have already taken place,

including fitness equipment, play equipment and safe surfacing. Further improvements may include additional lighting, landscaping improvements and replacement of sand at the fitness equipment. Commissioner Rivas had questions about potential cost increases, Brian Polivka and Tom Herbel explained the construction cost escalations.

Motion by Rivas and second by Gins, the Commission voted to approve that the Le Bard Park Improvements Phase II, CC-1668, is in general conformance with the previously approved CIP.

VOTE:	The motion carried.
AYES:	7
NOES:	0
ABSENT:	0
ABSTENTIONS:	0

## **COMMISSION AND STAFF COMMENTS**

Commissioner Shepherd suggested all CIAB/Public Works Commission members use the MyHB app to report issues Commissioner Shepherd also thank Public Works for hosting the Neighborhood Meeting about the Banning Avenue project. Sarah Whitecotton noted that the "I Want To" feature on the City's website is the desktop version of the MyHB app. Commissioner Michalski expressed gratitude for the opportunity to serve. Sarah Whitecotton reminded Commissioners of upcoming Board, Commission and Committee Onboarding Training on February 16 at 5:30PM in Council Chambers.

## **ADJOURNMENT**

Motion by Gins and second by Frousiakis to adjourn at 6:37 p.m.