



## AGENDA

### PUBLIC WORKS COMMISSION CITY OF HUNTINGTON BEACH

Wednesday, August 19, 2015 – 5:00 PM  
Utilities Yard  
19021 Huntington Street  
Huntington Beach, CA 92648

#### A. PLEDGE OF ALLEGIANCE

##### ROLL CALL

Berge, Capps, Carr,  
Scandura, Stanford, Strook, Troxell

#### B. PRESENTATIONS-COMMENDATIONS

#### C. MINUTES

C-1. Minutes of July 15, 2015

#### D. ORAL COMMUNICATIONS

Public Comments – the Public Works Commission welcomes public comments on all items on this agenda or of community interest. **Three minutes per person**, time may not be donated to others. Commission on this date can take no action on any item not on the agenda. This is the time to address Commission regarding items of interest or agenda items other than public hearings. Communications on agenda items will be scheduled such that public comments may be received as close to 5:00 p.m. as possible.

#### E. DIRECTOR'S ITEMS

#### F. INFORMATION ITEMS

F-1. Upcoming City Council Study Sessions - The City Council conducts public Study Sessions on the evenings of City Council meetings, normally beginning at 4:00 p.m., in Room B-8. A tentative listing of upcoming sessions is submitted for the Commission's information.

F-2. Active Capital Project Report – An update on active capital projects is presented for the Commission's information. Project information, including description, location maps and funding sources can be found in the FY

**AGENDA**  
**PUBLIC WORKS COMMISSION**  
**Wednesday, August 19, 2015**  
**PAGE 2**

2014/15 Capital Improvement Program notebook, or on the city's website under Government, Current [Budget](#) information.

- F-3. Sewer Service User Charge Adjustment Itemization- Chris Davis will present An addendum to the Sewer Service Fund Performance Audit.
- F-4. Protocol Regarding Communications with Staff- A discussion of how to handle communications with staff and the Commission.

**G. ADMINISTRATIVE ITEMS**

- G-1. Magnolia St Bridge Preventive Maintenance- Plans and Specifications for the Magnolia St. Bridge Preventive Maintenance, CC-1448 are in final preparation. Staff requests the recommended action to proceed with the bidding process.

Funding Source- A total of \$2,196,000 is currently available in the BPMP Account Nos. 20790010 and 97085001. Approximately 88% of eligible construction costs will be reimbursed to the City through Bridge Preventive Maintenance Program grant funds, up to a maximum of \$651,581.

Recommended Action- Motion to approve that the Magnolia St. Bridge Preventive Maintenance, CC-1448 is in general conformance with the previously approved Capital Improvement Program.

- G-2. Brookhurst St Bridge Preventive Maintenance- Plans and Specifications for the Brookhurst St. Bridge Preventive Maintenance, CC-1449 are in final preparation. Staff requests the recommended action to proceed with the bidding process.

Funding Source- A total of \$2,196,000 is currently available in the BPMP Account Nos. 20790010 and 97085001. Approximately 88% of eligible construction costs will be reimbursed to the City through Bridge Preventive Maintenance Program grant funds, up to a maximum of \$1,211,090.

Recommended Action- Motion to approve that the Brookhurst St. Bridge Preventive Maintenance, CC-1449 is in general conformance with the previously approved Capital Improvement Program.

- G-3. Traffic Channelization on Yorktown Avenue at Huntington Street- Plans for the installation of traffic channelization improvements, consisting of the construction of a median island along Yorktown Avenue at Huntington Street and associated signing and striping modifications, CC-1459, are in final preparation. Staff requests approval that the traffic channelization improvements along Yorktown Avenue at Huntington Street, CC-1459, is in

**AGENDA**  
**PUBLIC WORKS COMMISSION**  
**Wednesday, August 19, 2015**  
**PAGE 3**

general conformance with the previously approved Capital Improvement Program (CIP).

Funding Source- Funds in the amount of \$65,000 were included in the Fiscal Year 2014/2015 CIP, under the Gas Tax fund, Account No. 20790029.82700. Any unexpended project funds at fiscal year-end will be carried over to the Fiscal Year 2015/2016 CIP budget.

Recommended Action- Motion to approve that the traffic channelization improvements at the intersection of Yorktown Avenue and Huntington Street, CC-1459, is in general conformance with the previously approved CIP.

- H. WRITTEN COMMUNICATIONS
- I. COMMISSION AND STAFF COMMENTS
- J. ADJOURNMENT

<p><b>NEXT PUBLIC WORKS COMMISSION MEETING</b> <i>September 16, 2015, 5:00 PM, Utilities Yard</i></p>
---



## MINUTES - REVISED

### CITY OF HUNTINGTON BEACH PUBLIC WORKS COMMISSION JULY 15, 2015

**Call to Order/  
Pledge of Allegiance:** The meeting was called to order at 5:12 P.M. by Chairperson Carr, who led Commissioners and the audience in the Pledge of Allegiance to the Flag.

**Commissioners Absent:** None

**Commissioners Present:** Commissioners Berge, Capps, Carr, Scandura, Stanford, Strook and Troxell were in attendance.

**Others Present:** Travis Hopkins, Director of Public Works  
Brian Ragland, Utilities Manager  
Todd Broussard, Principal Civil Engineer  
Bob Stachelski, Transportation Manager  
Chris Davis, Sr. Admin Analyst  
Dave Dominguez, Community Services  
Ken Dills, Project Manager  
Kirsty Wapner, Administrative Assistant  
Jerry Manion, Member of the Public

#### B. PRESENTATIONS-COMMENDATIONS

None.

#### C. MINUTES

C-1. Motion by Commissioner Scandura, seconded by Commissioner Capps to approve the minutes of June 17, 2015 as presented.

VOTE: The motion carried.

AYES: 6

NOES: 0

ABSENT: 0

ABSTENTIONS: 1 (Berge)

#### D. ORAL COMMUNICATIONS

Member of the public, Jerry Manion commended the Public Works Commissioners for taking close look at expenditures with the CIP.

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

Travis Hopkins reported that the City Council's Strategic Planning meeting was held on Monday.

#### **F. INFORMATION ITEMS**

F-1. Upcoming City Council Study Sessions – Travis Hopkins stated that the FY 2015/16 Proposed Budget and the CIP will now be reported in open session, not Study Session on July 20. OCTA may be coming on August 3 Study Session to present. Poseidon is tentatively scheduled for September 8.

F-2. Active Capital Project Report – Todd Broussard provided the following updates on active capital projects:

- Arterial Rehab for Main St, Lake St, and Indianapolis St- has been awarded and work will begin on Monday
- Residential Pavement Rehab Zone 8- currently out to bid
- Sewer Lining- currently out to bid
- Well #5 Security Improvements- bids opened last week and this will be going to Council on the July 20 meeting

Commissioner Scandura requested the same order in the Active Capital project sheets, as in the CIP book.

F-3. Review of Crosswalk Enhancement Alternatives and Applications – Bob Stachelski reported the work has been substantially completed at the new Lomond crosswalk. One curb ramp still needs to be installed.

#### **G. ADMINISTRATIVE ITEMS**

G-1. Sewer Service User Charge Adjustment for FY 2015/16- Chris Davis presented a PowerPoint, which has been attached to these minutes.

Chair Carr stated there have been requests to get more detail regarding expenditures. Mr. Davis will bring back an itemization of each significant category for next month's meeting.

Motion by Commissioner Troxell, seconded by Commissioner Capps, to recommend to the City Council to approve the report and to suspend the programmed increase to the Sewer Service User Charge for Fiscal Year 2015/16.

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

G-2. FY 2015/16 Capital Improvement Program- Todd Broussard stated the traffic signal project at Main and Florida should be removed. Portions of some projects, like with the Attorney's office remodel and the library's new furniture, will not be counted towards the 15% infrastructure from here forward. Chair Carr stated concerns about the Sunset Vista RV project and stated she would bring this to Council's attention. It was noted that State charges \$50 and the City charges \$60. Dave Dominguez stated fees may be raised. This is for off season only (Oct 1 – May 31). Dominguez reported this project does not need to go to Coastal Commission. Commissioner Scandura asked about the Utica Bike Blvd project. Stachelski noted this project is still being designed.

Motion by Commissioner Troxell, seconded by Commissioner Scandura, to recommend to the City Council the approval of the FY 2015/16 Capital Improvement Program, with the following revisions:

1. Include additional language regarding the unfunded phases of the Bartlett Park Development Project.
2. Revise the scope of the Sunset Vista RV Campground Expansion Project to exclude the section north of the Junior Lifeguard headquarters.

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

## H. WRITTEN COMMUNICATIONS

Commissioners had received mail from the Department of Toxic Substances Control. Commissioner Scandura offered a future presentation on the Ascon landfill site to the Commission.

## I. COMMISSION AND STAFF COMMENTS

Chair Carr asked the Commission for their opinions on communications with Staff, and if communications should then be discussed at the PWC meetings. Commissioner Berge requested to get a copy of Commissioner Scandura's previous questions regarding the CIP, which has been attached to these

minutes. The concept of potentially formalizing this communication process will be on next month's PWC agenda.

Commissioner Scandura stated he had questions on the unfunded list.

**J. ADJOURNMENT**

The meeting adjourned at 6:45 p.m. to August 19, 2015 at 5:00 PM at the Utilities Yard.

---

Kim Carr  
Chairperson

---

Kirsty Wapner  
Administrative Assistant



# Sewer Service Fund Annual Performance Audit

City of Huntington Beach  
*Public Works Commission Meeting*  
*July 15, 2015*

1



## Introduction

- Sewer Service Charge adopted September 2001
- Sewer Service Fund designated for operation, maintenance & capital rehabilitation
- Public Works Commission identified as the oversight committee
- Annual program review is required

2

## FY 14/15 Maintenance Activities

- 216 sewer lateral responses
- 1,545,537 lineal feet of sewer line cleaned
- Inspected via Closed Circuit Television (CCTV) 558,500 linear feet of residential sewer lines and arterial mains.
- 27 lift stations inspected 3 times/week and cleaned every two months
- 27 sewer wet wells cleaned
- Responded to 2 public sanitary sewer overflows to date (7/1)

3

## FY 14-15 Project Status

- Construction of Warner Avenue Gravity Sewer (WAGS) completed.
- Construction of Trinidad Lift Station was awarded and started. Design of Edinger Lift Station was also started.
- A \$350,000 sewer lining project was completed.

4

## FY 2014/15 Budget Overview

	Original Budget	Revised Budget	Projected
Personnel	\$3,211,043	\$3,211,043	\$3,028,220
Operations	\$3,877,829	\$3,916,502	\$3,361,592
Equipment	\$1,174,080	\$1,339,089	\$1,000,383
CIP	\$2,050,000	\$6,632,958	\$6,027,908
<b>Total</b>	<b>\$10,312,952</b>	<b>\$15,099,592</b>	<b>13,418,103</b>

5

## Revenue Detail

<u>Source</u>	<i>13/14</i> <u>Actual</u>	<i>14/15</i> <u>Projected</u>
Customer Charges	\$ 10,607,679	\$10,526,592
Interest	\$193,883	\$25,000
Other	<u>\$99,939</u>	<u>\$561,550</u>
<b>Total Revenue</b>	<b>\$10,903,501</b>	<b>\$11,113,142</b>

6

## Reserve Policy

- Operations and Maintenance: 33% of annual budget, \$2.3 million
- Capital Improvement Program: Average of 5-year Capital Improvement Program, \$4.1 million
- Emergency: Estimated cost to replace a sewer lift station, \$2.1 million
- Total: \$8.5 million

7

## Proposed FY 15-16 Budget

- Budget continues current service levels, begins to spend down surplus to reserve levels (\$10,830,000 in revenues; \$11,553,029 in expenses)
- Construction of Trinidad Lift Station
- Design of Edgewater Lift Station and Slater Lift Station
- \$350,000 for Sewer Lining

8

## Fund Balance Summary

<b>Beginning Balance</b>	<b>10/1/14</b>	\$25,768,071
Projected Revenues	14/15	\$11,113,142
Projected Expenditures	14/15	(\$13,418,103)
<b>Projected Balance</b>	<b>10/1/14</b>	\$23,463,110
Projected Revenues	15/16	\$10,843,000
Proposed Expenditures	14/15	(\$11,553,029)
<b>Projected Balance</b>	<b>10/1/16</b>	\$22,740,081

9

### Alternative Sewer Charges - Rate modification based on CPIU available as of July 1 is +1.1%

<u>Category</u>	<u>Current</u>	<u>+ 1.1%</u>
Single Family <i>(per month)</i>	\$ 10.69	\$10.81
Multi-Family <i>(per unit/month)</i>	8.87	8.97
Commercial/ Industrial <i>(per month)</i>	12.41	12.55

10

## Alternative Sewer Charges

<u>Category</u>	<u>Current</u>	<u>+ 1.1%</u>
High Consumption		
Commercial/Industrial (Per 100 Cubic Feet of Water)	\$2.32	\$2.35
Schools ( <i>per ADA/year</i> )		
➤ High School	\$3.42	\$3.45
➤ K-8	\$2.20	\$2.22
➤ Staff recommends suspending the CPI increase for FY 15-16 and continuing to monitor the revenue needs of the sewer lateral program		

11

## Recommended Action

1. Accept Sewer Service Fund Performance Audit
2. Recommend Council suspend the programmed 1.1% Sewer Service Charge increase of all sewer rates

12



# Sewer Service Fund Annual Performance Audit

City of Huntington Beach  
*Public Works Commission*  
*July 15, 2015*

13

**From:** Herbel, Tom  
**Sent:** Wednesday, August 12, 2015 8:12 AM  
**To:** Wapner, Kirsty  
**Subject:** FW: Fiscal Year 15/16 Capital Improvement Program (CIP) - DRAFT

Tom Herbel, PE  
City Engineer  
**CITY OF HUNTINGTON BEACH**  
(714) 375-5077

---

**From:** John Scandura [<mailto:jscandura@earthlink.net>]  
**Sent:** Monday, July 13, 2015 10:24 PM  
**To:** Hopkins, Travis  
**Cc:** Herbel, Tom  
**Subject:** RE: Fiscal Year 15/16 Capital Improvement Program (CIP) - DRAFT

Thank you Travis, to you and the staff for providing the answers to my questions below as well as those I asked at the Public Works Commission meeting last month. I am considering these answers carefully as I go through the projects for the discussion Wednesday night. I will ask questions that night about the changes to the budgets for the water systems projects, which resulted in \$1.6 million less than the proposal we saw last month.

I look forward to seeing you, Tom, and the staff on Wednesday evening.

John

---

**From:** Hopkins, Travis [<mailto:thopkins@surfcity-hb.org>]  
**Sent:** Friday, July 10, 2015 10:44 AM  
**To:** John Scandura  
**Cc:** Herbel, Tom  
**Subject:** FW: Fiscal Year 15/16 Capital Improvement Program (CIP) - DRAFT  
**Importance:** High

John,

Attached below is the information that you requested. Please contact Tom Herbel or me if you have additional questions.

Sincerely,  
**Travis K. Hopkins, PE**  
Director of Public Works  
City of Huntington Beach  
(714) 536-5437

4. Parks & Beaches section, Bartlett Park Improvements Write-up – why is the cost of design/environmental work more than 50% of the entire project cost?

Design cost includes environmental analysis for full Master Plan. The construction cost listed for FY 15/16 is just for the first phase. Total construction cost is estimated at \$3 million.

9. Streets & Transportation section, Brookhurst/Indianapolis Traffic Signal Equipment Replacement Write-up – how does the equipment condition compare with that at the intersections of Main/Adams and Nichols/Warner, which are listed among the unfunded projects?

There is no formal ranking system for traffic signal equipment replacements. Our maintenance staff has identified both the Brookhurst/Indianapolis and Nichols/Warner intersections as top priorities. The needs at Main Street and Adams Avenue are still acute and also need to be addressed.

10. Streets & Transportation section, Ellis/Main Traffic Channelization Modifications Write-up – I recall discussions that the Beach/Ellis/Main intersection was to be reconfigured to eliminate the five-way intersection. Is that what the Beach/Ellis line item is for?

This project will remove the traffic signal at this intersection and median island extensions will be constructed to prohibit left turns to and from the west leg of Ellis Avenue.

12. Streets & Transportation section, Newland/Ellis Traffic Signal Modifications – under this plan, interconnect conduit cable will be installed beneath Newland from Ellis to Garfield Avenues. Are there plans to install this cable along Newland south of Garfield?

The City's Traffic Signal System Master Plan identifies the installation of traffic signal interconnect conduit along Newland Street from Warner Avenue to Garfield Avenue. This traffic signal conduit is planned to continue as a future project along Garfield Avenue to Main Street and ultimately connect back to City Hall. No traffic signal interconnect conduit is planned for the segment of Newland Street from Garfield Avenue to Yorktown Avenue. The intersection at Newland Street and Yorktown Avenue will be physically connected with the communication lines running along Magnolia Street and Adams Avenue. Ultimately, all city traffic signals will communicate with the master controller at City Hall.

17. Unfunded Projects Spreadsheet – in the upcoming year it would be worth developing CIP write-ups for the Bluff Top Park Renovations, Bluff Talk Park Slope Erosion Stabilization, Graham Street Widening, and 17171 Bolsa Chica Sidewalk Rehabilitation projects as they appear to be needed projects.

We agree, it was planned to prepare these for next fiscal year.

18. Unfunded Projects section, Central Library Alarm Systems Upgrade write-up – what are the methane levels beneath and in proximity of the Library? Have there been recent theft and other vandalism problems at the Library?

The Sports Complex was built over a closed county landfill. There is methane monitoring on the site and at the old landfill and landfill cap boundaries. The methane levels are monitored regularly and reported to the AQMD. The Library is outside of the boundaries of the landfill site and the landfill monitoring indicates that there is no migration of methane.

Homeless population activity has increased in Central Park area and there have been alarms set off and due to the age of the system there continue to have false alarms.

19. Unfunded Projects section, Central Library Elevator Modernization write-up – have there been maintenance and repair problems with the existing elevators?

The existing elevators are original (early 70's) and do experience maintenance issues which are costly due to obsolete parts. The project will also ensure that they elevators are compliant with the current ADA standards.

20. Unfunded Projects section, Central Library Old Wing Restroom Renovation write-up – is this restroom out of compliance with the Americans with Disabilities Act?

Central Library Old Wing Restrooms are not up to current ADA standards and are on the Transition Plan of projects that the City is working to complete.

21. Unfunded Projects section, Central Library Theater Restroom Renovation write-up – is this restroom out of compliance with the Americans with Disabilities Act?

Central Library Theater Restrooms have undergone a past ADA project but is on the list to bring up to current standards and is also on the Transition Plan.

23. Unfunded Projects section, Greer Park Lighting Pole Replacement – is there a nighttime safety issue that would necessitate moving this project ahead one FY?

There is no immediate safety issue. The system is old and replacement would require less maintenance.

24. Unfunded Projects section, Le Bard Park Acquisition – can this effort be funded in FY 15/16?

The LeBard project time line is not set by the CIP. The funding will be set and approved when an development agreement is made with the City and the School District. Previously it was thought this would occur this year and it is anticipated next year, but due to the uncertainty we are on hold until the agreement is reached.

---

**From:** John Scandura [<mailto:jdscandura@earthlink.net>]  
**Sent:** Thursday, June 11, 2015 10:39 PM  
**To:** Herbel, Tom  
**Subject:** RE: Fiscal Year 15/16 Capital Improvement Program (CIP) - DRAFT

Tom,

Thank you for providing the attached proposed FY 15/16 Capital Improvement Program for the Public Works Commission's review, including the hard copy left at my house last week. I have had an opportunity to review the plan and, in preparation for our meeting next week, have the following questions:

1. Facilities section, Pier Piling Inspection, Cleaning and Maintenance write-up – why is \$200,000 per year is allocated the next two years, but no funds for the later three fiscal years?
2. Neighborhood section, Residential Tree Petition write-up – why does FY 15/16 have \$300,000 per year more allocated to that FY than the subsequent four FY's?
3. Neighborhood section, Bella Terra/Boardwalk Pedestrian Crossing Write-up – why is the cost of design/environmental work 40% of the entire project cost?
4. Parks & Beaches section, Bartlett Park Improvements Write-up – why is the cost of design/environmental work more

than 50% of the entire project cost?

5. Sewer section, sewer lift station reconstruction write-up – there is a total of \$12.5 Mil allocated for this effort, how many of those stations require this work?
6. Streets & Transportation section, Arterial Rehabilitation Write-up - why is the amount of funds allocated in FY 15/16 more than double that of the subsequent FY's?
7. Streets & Transportation section, Atlanta Ave. Widening Write-up – will City Council's recent vote to not support an eminent domain action delay funding of this project to FY 16/17?
8. Streets & Transportation section, Pearce/Bolsa Chica Traffic Signal Write-up – how does this intersection rank among the most dangerous unsignalized intersections in the City?
9. Streets & Transportation section, Brookhurst/Indianapolis Traffic Signal Equipment Replacement Write-up – how does the equipment condition compare with that at the intersections of Main/Adams and Nichols/Warner, which are listed among the unfunded projects?
10. Streets & Transportation section, Ellis/Main Traffic Channelization Modifications Write-up – I recall discussions that the Beach/Ellis/Main intersection was to be reconfigured to eliminate the five-way intersection. Is that what the Beach/Ellis line item is for?
11. Streets & Transportation section, Yorktown Traffic Channelization Modifications Write-up – would the proposed median island prohibit traffic from crossing Yorktown while traveling north or southbound on Huntington Street?
12. Streets & Transportation section, Newland/Ellis Traffic Signal Modifications – under this plan, interconnect conduit cable will be installed beneath Newland from Ellis to Garfield Avenues. Are there plans to install this cable along Newland south of Garfield?
13. Streets & Transportation section, Utica Bicycle Boulevard Write-up – the intersection of Utica Avenue and Lake Street is proposed for the installation of a traffic signal, how does this intersection rank among the most dangerous unsignalized intersections in the City?
14. Water section, Water System Corrosion Control Write-up – over five FY's the budget for design/environmental work of \$180,000 represents 36% of the total project cost. Why does this line item require such a large proportion?
15. Water section, Water Facilities Security Improvements – the \$800,000 budgeted over five FY's represents 23% of the total project cost. Why such a large proportion of the budget?
16. Water section, the water system improvements and water main replacements write-up – please explain the drastic funding variations over the five FY's for these two items. Two of the FY's have significantly more funding than the other FY's under those two line items.
17. Unfunded Projects Spreadsheet – in the upcoming year it would be worth developing CIP write-ups for the Bluff Top Park Renovations, Bluff Talk Park Slope Erosion Stabilization, Graham Street Widening, and 17171 Bolsa Chica Sidewalk Rehabilitation projects as they appear to be needed projects.
18. Unfunded Projects section, Central Library Alarm Systems Upgrade write-up – what are the methane levels beneath and

in proximity of the Library? Have there been recent theft and other vandalism problems at the Library?

19. Unfunded Projects section, Central Library Elevator Modernization write-up – have there been maintenance and repair problems with the existing elevators?
20. Unfunded Projects section, Central Library Old Wing Restroom Renovation write-up – is this restroom out of compliance with the Americans with Disabilities Act?
21. Unfunded Projects section, Central Library Theater Restroom Renovation write-up – is this restroom out of compliance with the Americans with Disabilities Act?
22. Unfunded Projects section, Gun Range Site Planning Write-up – would it be possible to move this project to an earlier fiscal year?
23. Unfunded Projects section, Greer Park Lighting Pole Replacement – is there a nighttime safety issue that would necessitate moving this project ahead one FY?
24. Unfunded Projects section, Le Bard Park Acquisition – can this effort be funded in FY 15/16?

The answers to these questions may be provided to me by the end of this month. I am also available to meet with the staff to discuss these questions. You may call me at (714)337-4930 if you wish. Thanks.

John

---

**From:** Herbel, Tom [<mailto:Tom.Herbel@surfcity-hb.org>]

**Sent:** Monday, June 1, 2015 8:28 AM

**To:** Bud Berge; Don Strook; John Scandura; Ken Stanford; Kim Carr; Ron Troxell; Steve Capps

**Cc:** Wapner, Kirsty; Hopkins, Travis

**Subject:** Fiscal Year 15/16 Capital Improvement Program (CIP) - DRAFT

Public Works Commissioners,

The DRAFT CIP will be presented at the June meeting therefore it is being sent out for your review prior to the meeting. A hard copy is available for pick up at the front counter of public works at city hall as well as an electronic copy is attached. If you would like the hard copy delivered to your house let me know and we can arrange that. Please be advised that this is a draft and projects are subject to change slightly based upon direction received from city administration. The CIP is scheduled to go to City Council along with the budget in August.

If you have any questions feel free to call myself (714)375-5077 or Travis (714)374-5348.

Have a great day.

Tom Herbel, PE

City Engineer

**CITY OF HUNTINGTON BEACH**

(714) 375-5077



# ~2015~ City Council Study Sessions

*This information is for agenda scheduling purposes only and is subject to change on a daily basis.  
Subjects listed below are not guaranteed to appear on a City Council agenda.*

<b>COUNCIL MEETING</b>	<b>STATUS</b>	<b>SUBJECT</b>	<b>DEPT HEAD</b>
<b>2015</b>			
<i>Mar. 2, 2015</i>		<i>Beach/Edinger Corridor</i>	<i>Hess</i>
<i>Mar. 16, 2015</i>		<u>1. PD Staffing</u> 2. Parking Permit Program	<i>Handy</i> <i>Hopkins</i>
<i>April 6, 2015</i>		<i>Bolsa-Chica Annexation</i>	<i>Wilson</i>
<i>April 20, 2015</i>		<i>Rogers Senior Center</i>	<i>Fritzal</i>
<i>May 4, 2015</i>		<u>1. Streetlight Buy-Back Program</u> 2. Water Conservation	<i>Wilson</i> <i>Hopkins</i>
<i>May 18, 2015</i>		<u>1. Mid-Year Budget Review</u> 2. Water Conservation	<i>Farrell</i> <i>Hopkins</i>
<i>June 1, 2015</i>		<i>Council/CPAB—CDBG Recommendations</i>	<i>Fritzal</i>
<i>June 15, 2015</i>		<i>RMDZ</i>	<i>Baker</i>
<i>July 6, 2015</i>		<i>General Plan</i>	<i>Hess</i>
<i>July 20, 2015</i>		<u>1. FY 15/16 Proposed Budget</u> 2. CIP	<i>Farrell</i> <i>Hopkins</i>
<i>Aug. 3, 2015</i>		<u>1. OCTA 1405</u> 2. CSP	<i>Hopkins</i> <i>Fritzal</i>
Aug. 17, 2015		Long-Term Financial Plan	Farrell
Sept. 8, 2015		<u>1. Buy America/Local</u> 2. Trash Enclosures & Receptacles	<i>Wilson</i> <i>Laudenback/Hopkins</i>
Sept. 21, 2015	added	<u>1. Streetlight Buy-Back Update</u> 2. Water Rates	<i>Wilson</i> <i>Hopkins</i>
Oct. 5, 2015		EOC Training	McIntosh
Oct. 19, 2015		Vacation Rentals	Gates
Nov. 2, 2015			
Nov. 16, 2015			
Dec. 7, 2015		<b>Mayoral Transition</b>	
Dec. 21, 2015			









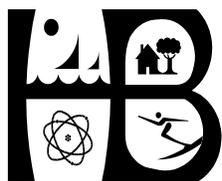


**City of Huntington Beach  
Capital Improvement Program Master Schedule**

8/13/15

ID	Task Name	Duration	Start	Finish	Budget	Comments	2015												20											
							J	J	A	S	O	N	D	J	F	M	A	M	J	J	J	A	S	O	N	D	J	F	M	A
158	Construction	251 days	8/10/15	7/25/16																										
159																														
160	<b>SEWER</b>	<b>780 days</b>	<b>12/9/13</b>	<b>12/2/16</b>																										
161	<b>CC-1401 Trinidad Lift Station</b>	<b>555 days</b>	<b>12/9/13</b>	<b>1/22/16</b>	\$2,100,000	Under Construction																								
162	Design	255 days	12/9/13	11/28/14																										
163	Bidding/Award (3 Months)	60 days	12/1/14	2/20/15																										
164	Construction	190 days	5/4/15	1/22/16																										
165	<b>CC-1515 Edgewater Lift Station</b>	<b>565 days</b>	<b>10/6/14</b>	<b>12/2/16</b>	\$400,000	Under Design																								
166	<b>Design</b>	<b>315 days</b>	<b>10/6/14</b>	<b>12/18/15</b>																										
184	<b>Permitting</b>	<b>122 days</b>	<b>5/18/15</b>	<b>11/3/15</b>																										
196	Bidding/Award (3 Months)	60 days	1/4/16	3/25/16																										
197	Construction	180 days	3/28/16	12/2/16																										
198	<b>Sewer Lining (13/14)</b>	<b>189 days</b>	<b>3/10/15</b>	<b>11/27/15</b>	\$350,000	Under Design																								
199	Design	80 days	3/10/15	6/29/15																										
200	Bidding/Award (3 Months)	39 days	8/10/15	10/1/15																										
201	Construction	60 days	9/7/15	11/27/15																										
202																														
203	<b>WATER</b>	<b>2278 days</b>	<b>7/26/10</b>	<b>4/17/19</b>																										
204	<b>PRODUCTION</b>	<b>2278 days</b>	<b>7/26/10</b>	<b>4/17/19</b>																										
205	<b>CC-1467 Well #5 Security Improvements</b>	<b>425 days</b>	<b>10/6/14</b>	<b>5/20/16</b>	\$500,000	Under Construction																								
206	Permits (Building)	125 days	10/6/14	3/27/15																										
207	Bidding/Award (3 Months)	60 days	4/13/15	7/3/15																										
208	Construction	180 days	9/14/15	5/20/16																										
209	<b>CC-1420 Peck Reservoir Dual Drive</b>	<b>850 days</b>	<b>8/19/13</b>	<b>11/18/16</b>	\$1,575,000	Design complete, obtaining permits																								
210	Design	530 days	8/19/13	8/28/15																										
211	Permits (Building)	100 days	7/20/15	12/4/15																										
212	Bidding/Award (3 Months)	60 days	12/21/15	3/11/16																										
213	Construction	180 days	3/14/16	11/18/16																										
214	<b>CC-1392 Well #9 GAC Filtration</b>	<b>1733 days</b>	<b>7/26/10</b>	<b>3/15/17</b>	\$750,000	Under Design																								
254	<b>CC-1495 Well #1 Replacement (Planning)</b>	<b>888 days</b>	<b>10/6/14</b>	<b>2/28/18</b>																										
339	<b>CC-1500 New Well #14</b>	<b>1028 days</b>	<b>5/11/15</b>	<b>4/17/19</b>	\$1,000,000	Under Design																								
427																														
428	<b>DISTRIBUTION</b>	<b>914 days</b>	<b>10/1/13</b>	<b>3/31/17</b>																										
429	<b>CORROSION CONTROL/CATHODIC PROTECTION</b>	<b>848 days</b>	<b>10/1/13</b>	<b>12/29/16</b>																										
430	<b>OC-44</b>	<b>544 days</b>	<b>10/1/13</b>	<b>10/30/15</b>	\$500,000	Under Design																								
431	Evaluation (Outside of City Limit with Mesa Water District)	544 days	10/1/13	10/30/15																										





**CITY OF HUNTINGTON BEACH  
PUBLIC WORKS COMMISSION  
INFORMATION ITEM**

Item No. PWC 15-

**SUBMITTED TO:** Chair Carr and Members of the Commission

**SUBMITTED BY:** Travis K. Hopkins, PE, Director of Public Works

**DATE:** August 19, 2015

**SUBJECT:** **Addendum to Sewer Service Fund Performance Audit**

**Analysis:**

At the July 15, 2015 Public Works Commission meeting on the Sewer Service Fund Performance Audit, the Commission had requested that staff provide more detailed information on Sewer Service Fund expenditures. The Sewer Service Fund projected expenditures table (page 5 of the Annual Report is attached for your reference)

- For Personnel costs, please refer to the attached Organizational Chart, which will provide an overview of the Wastewater Division staffing level.
- For Repairs and Maintenance Costs, please refer to the attached Major Contracts list. This list shows the contracts, and purposes of those contracts, for \$938,575 of the \$1,009,007 that has been spent through July 1, 2015 in Repairs and Maintenance. The remaining amount is composed smaller items too numerous to itemize as well as one-time purchases of less than \$10,000.
- Professional Services includes \$44,970 for SCADA, \$60,930 for Engineering Studies, and \$174,459 for legal services.
- For Equipment and Vehicles, please refer to the attached Vehicles and Equipment list, which itemizes major purchases.

**Attachments:**

1. Page 5 of Sewer Service Fund Performance Audit

2. Wastewater Organizational Chart
3. Major Contracts List
4. Vehicles and Equipment List

*Sewer Service Fund Budget  
FY 2014/15 Projected Expenditures*

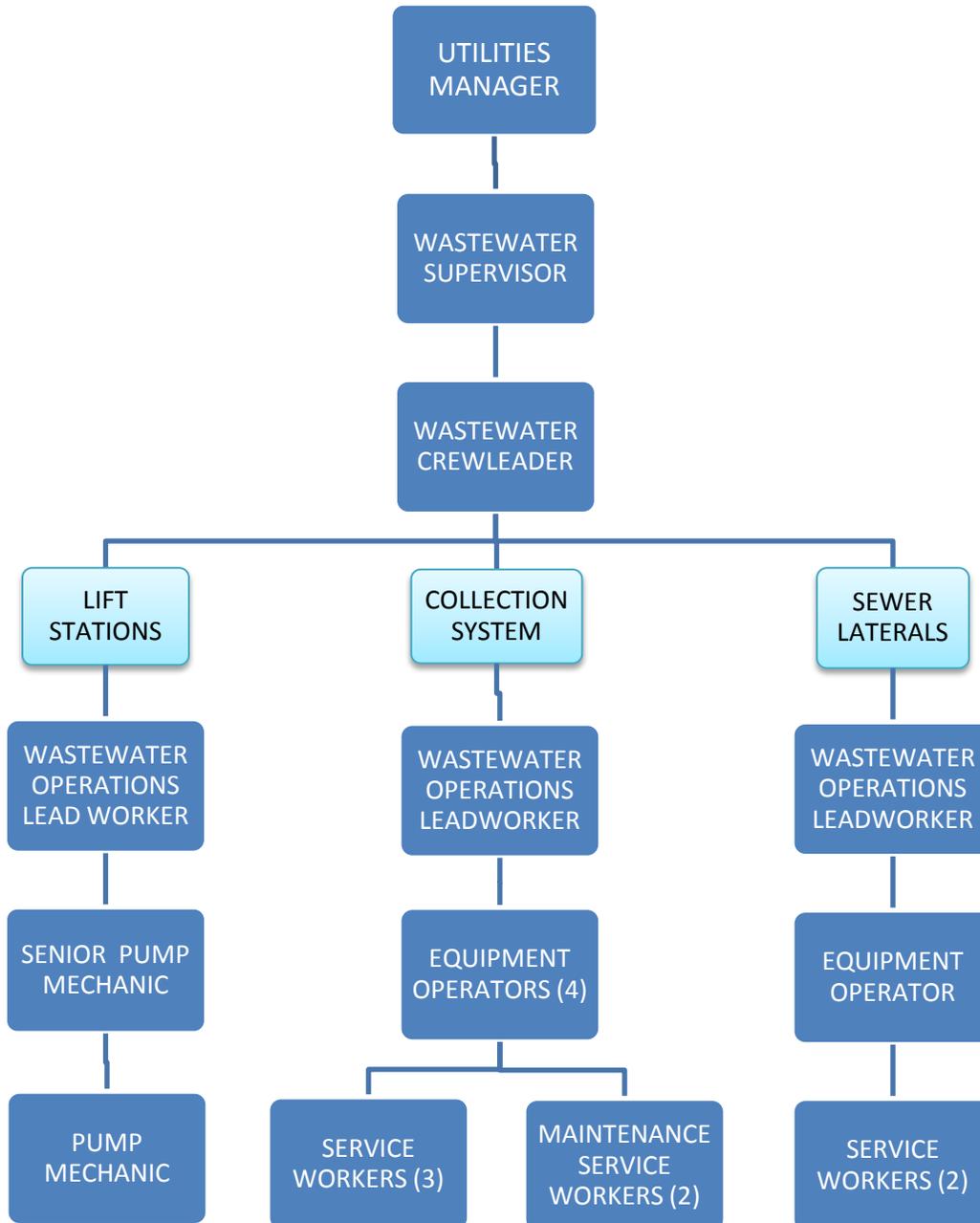
<b>Personnel</b>	<b>Original Budget</b>	<b>Revised Budget*</b>	<b>Projected</b>
Salaries, Permanent	\$1,962,113	\$1,962,113	\$1,845,208
Salaries, Temporary	\$65,000	\$65,000	\$44,516
Salaries, Overtime	\$80,000	\$80,000	\$103,709
Benefits	\$1,103,930	\$1,103,930	\$1,034,787
<b>Total Personnel</b>	<b>\$3,211,043</b>	<b>\$3,211,043</b>	<b>\$3,028,220</b>
<b>Operating</b>			
Utilities	\$110,000	\$110,000	\$105,865
Equipment and Supplies	\$355,350	\$355,358	\$161,736
Repairs and Maintenance	\$1,543,000	\$1,543,000	\$1,430,862
Conferences and Training	\$3,000	\$3,000	\$3,526
Professional Services	\$500,000	\$538,665	\$353,297
Rental Expense	\$3,500	\$3,500	\$3,326
Interdepartmental Charges	\$1,282,179	\$1,282,179	\$1,282,179
Expense Allowance	\$5,800	\$5,800	\$5,800
Other Expenses	\$75,000	\$75,000	\$15,000
<b>Total Operating</b>	<b>\$3,877,829</b>	<b>\$3,916,502</b>	<b>\$3,361,592</b>
<b>Capital</b>			
Equipment	\$585,480	\$585,480	\$252,306
Vehicles	\$588,600	\$753,609	\$748,077
<b>Total Capital</b>	<b>\$1,174,080</b>	<b>\$1,339,089</b>	<b>\$1,000,383</b>
<b>CIP</b>			
Improvements	\$2,050,000	\$6,632,958	\$6,027,908
<b>Total CIP</b>	<b>\$2,050,000</b>	<b>\$6,632,958</b>	<b>\$6,027,908</b>
<b>Total</b>	<b>\$10,312,952</b>	<b>\$15,099,592</b>	<b>\$13,418,103</b>

\*Revised Budget includes funds carried over from prior fiscal year

**CITY OF HUNTINGTON BEACH**  
**UTILITIES DIVISION**  
**WASTEWATER SECTION ORGANIZATION CHART**

August 1, 2015

**DRAFT**



## Major Contracts for Sewer Service Fund

Account	Supplier	Purpose	Spent
64570	Performance Pipe		
		F.O.G. Program CCTV & Cleaning	\$ 113,117.89
	Plumbers Depot	OEM Parts	\$ 39,879.76
	Lifecom	Calibration/Maintenance	\$ 3,309.18
	cues	Maintenance	\$ 4,069.70
	Haaker	Supplies	\$ 1,961.80
	Motorola	Radio Maintenance	\$ 6,572.02
	Rainbow Disposal	Disposal Fees	\$ 6,557.45
	Snowden	Electrical work on lift stations	\$ 62,157.00
	Techno	Vehicle maintenance	\$ 10,288.40
	<b>Subtotal</b>		<b>\$ 248,898.16</b>
64620	Affordable Generator	Generator Service	\$ 3,319.88
	Ayala Engineering	Relining	\$ 120,235.00
	Duke's Root Control	Root Control	\$ 46,186.01
	Flo Systems	Lift Station Maintenance	\$ 57,562.27
	Hadronex	Smartcover monitoring	\$ 20,931.42
	Innerline Engineering	CCTV Pipeline Inspection and Cleaning	\$ 109,900.00
	Jamison Engineering	welding and repair	\$ 29,976.00
	Sancon	Relining	\$ 49,300.00
	Underground Service Alert	Underground Utilities	\$ 1,206.75
	<b>Subtotal</b>		<b>\$ 439,534.83</b>
67730	4 Pals	Lateral line cleaning and TV	\$ 13,808.83
	Atlantic Concrete	Concrete Mix	\$ 1,346.25
	Chase Inc	Sewer Lateral Repairs	\$ 57,170.25
	Mobile Concrete	Concrete Mix	\$ 25,599.78
		Haul away dirt, concrete, and asphalt	\$ 22,725.00
	Pedroza Trucking		\$ 22,725.00
	Rainbow Disposal	Disposal Fees	\$ 10,995.38
	Relining Technologies	Sewer lateral Repairs	\$ 54,218.00
	South Coast Supply	Parkway Topsoil	\$ 243.92
	West Coast Arborists	Tree removal/planting	\$ 64,035.00
	<b>Subtotal</b>		<b>\$ 250,142.41</b>
	<b>Total</b>		<b>\$ 938,575.40</b>

## Equipment and Vehicles for Sewer Service Fund

Equipment	
-----------	--

Bobcat Steerer Loader	\$ 59,868.69
Printer*	\$ 25,925.10
4 70-084 KVA Generators	\$ 166,511.97

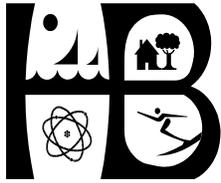
**Total, Equipment**                      **\$ 252,305.76**

Vehicles	
----------	--

Ford F550 Cab w/Dump Body	\$ 46,632.61
Ford F550 Reg Cab	\$ 118,375.93
Vactor 2110 Sewer Cleaner	\$ 443,134.80
Mongoose Jetter Model 184	\$ 51,952.42
Chevy 2500 Crew Cab Truck	\$ 43,400.99
Chevy 3500-Crew Cab Trk	\$ 44,580.35

**Total, Vehicles**                      **\$ 748,077.10**

\*The Printer cost is the sewer division's share for the City's billing system printer



**CITY OF HUNTINGTON BEACH  
PUBLIC WORKS COMMISSION  
INFORMATION ITEM**

Item No. PWC 15-

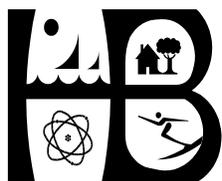
**SUBMITTED TO:** Chair Carr and Members of the Commission  
**SUBMITTED BY:** Travis K. Hopkins, PE, Director of Public Works  
**DATE:** August 19, 2015  
**SUBJECT:** Protocol Regarding Communications with Staff

**Analysis:**

HBMC Chapter 2.111.110 Bylaws states "The Public Works Commission shall adopt such bylaws and rules as it deems necessary to provide for its officers and their method of selection of time and place of meetings and for such other matters relative to its work and administration of its duties which are not otherwise provided for by statute or ordinance".

At the July 15, 2015, Public Works Commission, it was mentioned that some Commissioners expressed interest in considering protocol while communicating with City staff and potentially offer procedures and bringing back such information to the Commission at the next meeting.

**Attachments:** None



**CITY OF HUNTINGTON BEACH  
PUBLIC WORKS COMMISSION  
REQUEST FOR ACTION**

Item No. PW 15-19

**SUBMITTED TO:** Chair Carr and Members of the Commission

**SUBMITTED BY:** Travis K. Hopkins, PE, Director of Public Works

**DATE:** August 19, 2015

**SUBJECT:** Magnolia St. Bridge Preventive Maintenance, CC-1448

**Statement of Issue:** Plans and Specifications for the Magnolia St. Bridge Preventive Maintenance, CC-1448 are in final preparation. Staff requests the recommended action to proceed with the bidding process.

**Funding Source:** A total of \$2,196,000 is currently available in the BPMP Account Nos. 20790010 and 97085001. Approximately 88% of eligible construction costs will be reimbursed to the City through Bridge Preventive Maintenance Program grant funds, up to a maximum of \$651,581.

**Impact on Future Maintenance Costs:** This project is intended to restore the original design integrity of the bridge to the extent feasible and, therefore, the impact on the City's future maintenance costs is expected to be negligible.

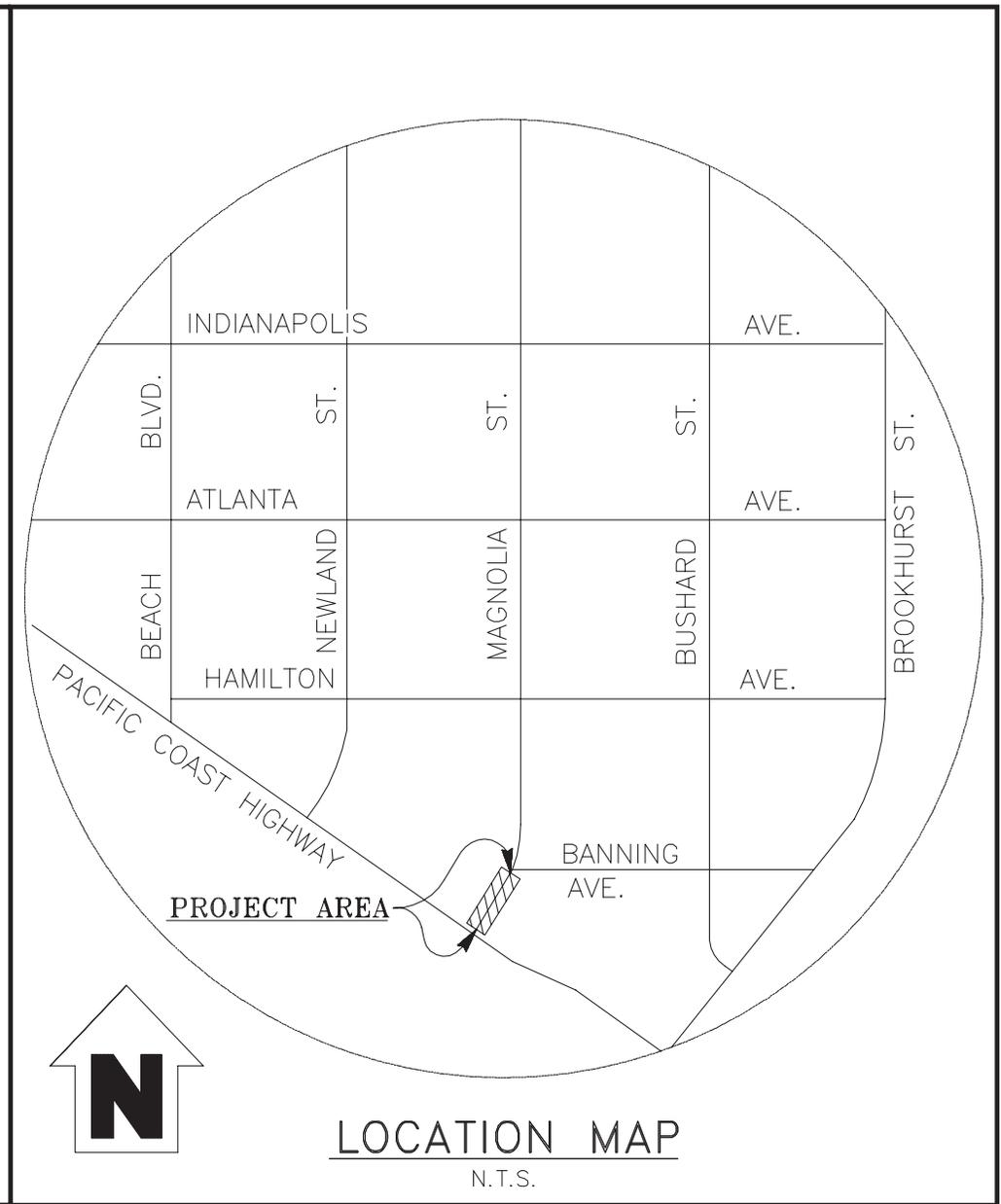
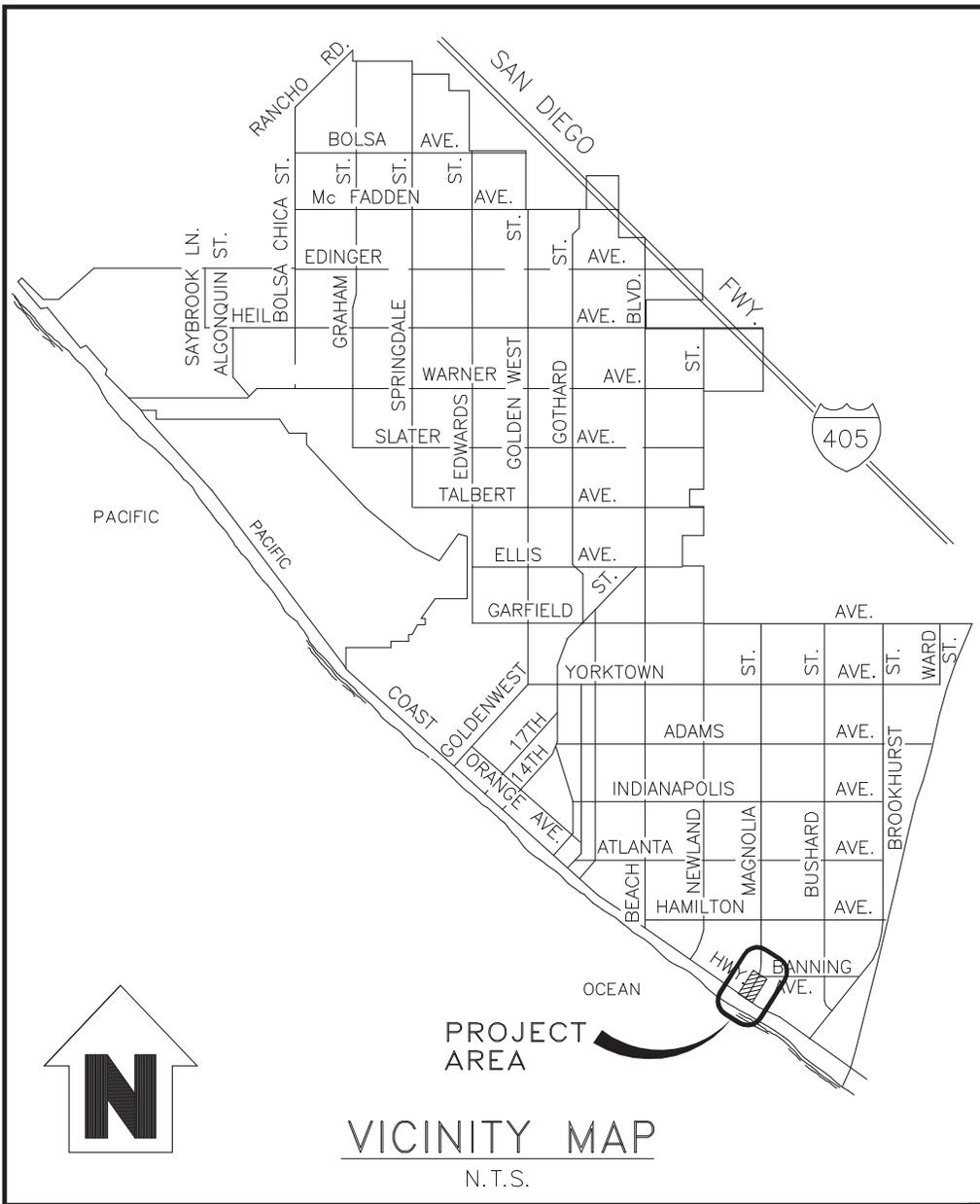
**Recommended Action:** Motion to approve that the Magnolia St. Bridge Preventive Maintenance, CC-1448 is in general conformance with the previously approved Capital Improvement Program.

**Alternative Action(s):** Deny approval and recommend an alternative action.

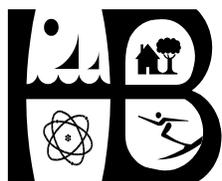
**Analysis:** The Magnolia St. Bridge was constructed in 1973. Parts of the bridge have deteriorated due to vehicular traffic and from tidal flux over the last four decades. This preventive maintenance project will remove and replace: 1) the concrete barrier and chain link railing on both sides of the bridge; 2) the asphalt pavement and seal the underlying bridge deck; 3) unsound concrete at the bridge bents and columns; and 4) replace missing rock slope protection to prevent further embankment erosion.

**Attachments:**

1. Location Map



# MAGNOLIA ST. BRIDGE PREVENTIVE MAINTENANCE, CC-1448



**CITY OF HUNTINGTON BEACH  
PUBLIC WORKS COMMISSION  
REQUEST FOR ACTION**

Item No. PW 15-20

**SUBMITTED TO:** Chair Carr and Members of the Commission

**SUBMITTED BY:** Travis K. Hopkins, PE, Director of Public Works

**DATE:** August 19, 2015

**SUBJECT:** Brookhurst St. Bridge Preventive Maintenance, CC-1449

**Statement of Issue:** Plans and Specifications for the Brookhurst St. Bridge Preventive Maintenance, CC-1449 are in final preparation. Staff requests the recommended action to proceed with the bidding process.

**Funding Source:** A total of \$2,196,000 is currently available in the BPMP Account Nos. 20790010 and 97085001. Approximately 88% of eligible construction costs will be reimbursed to the City through Bridge Preventive Maintenance Program grant funds, up to a maximum of \$1,211,090.

**Impact on Future Maintenance Costs:** This project is intended to restore the original design integrity of the bridge to the extent feasible and, therefore, the impact on the City's future maintenance costs is expected to be negligible.

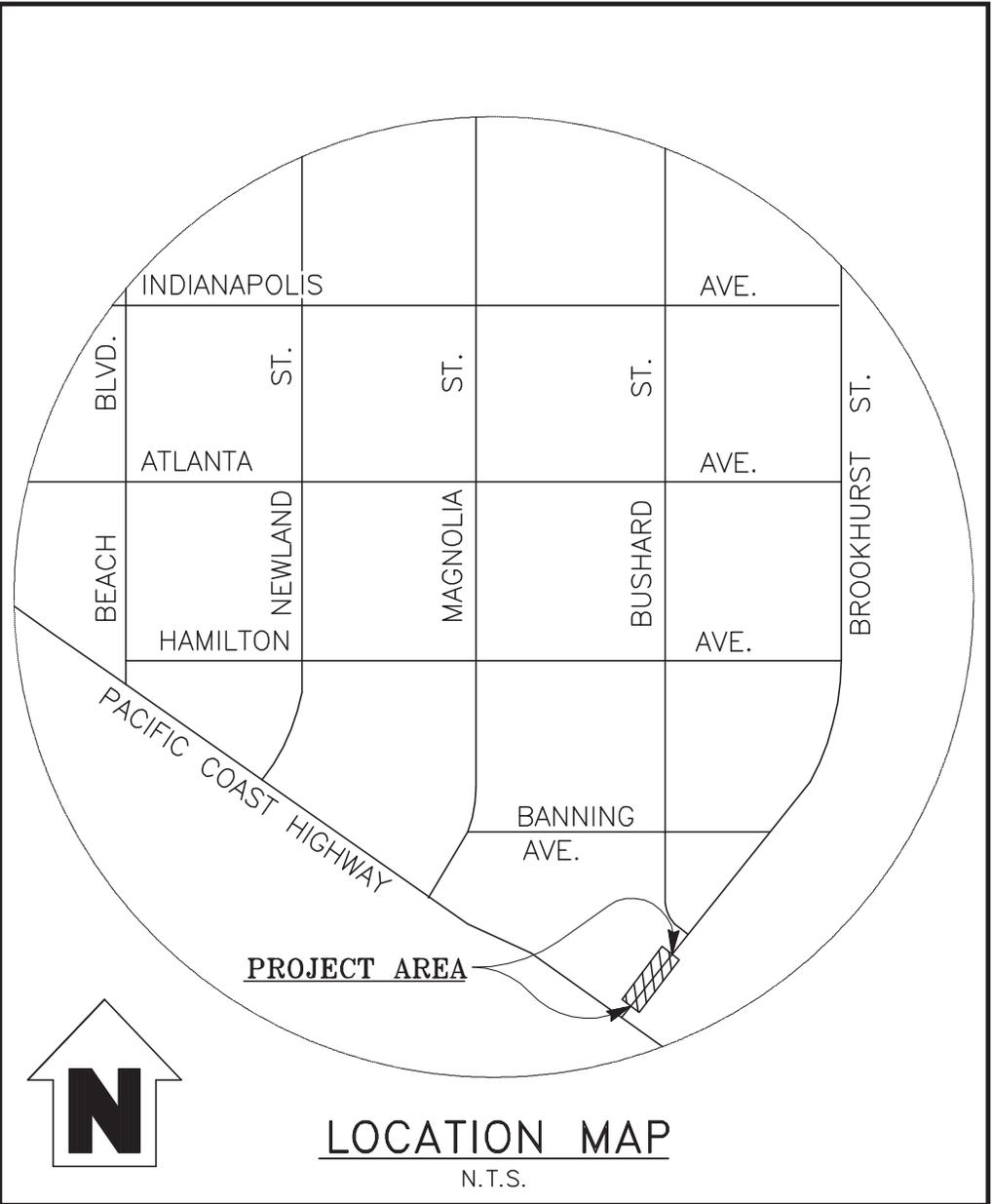
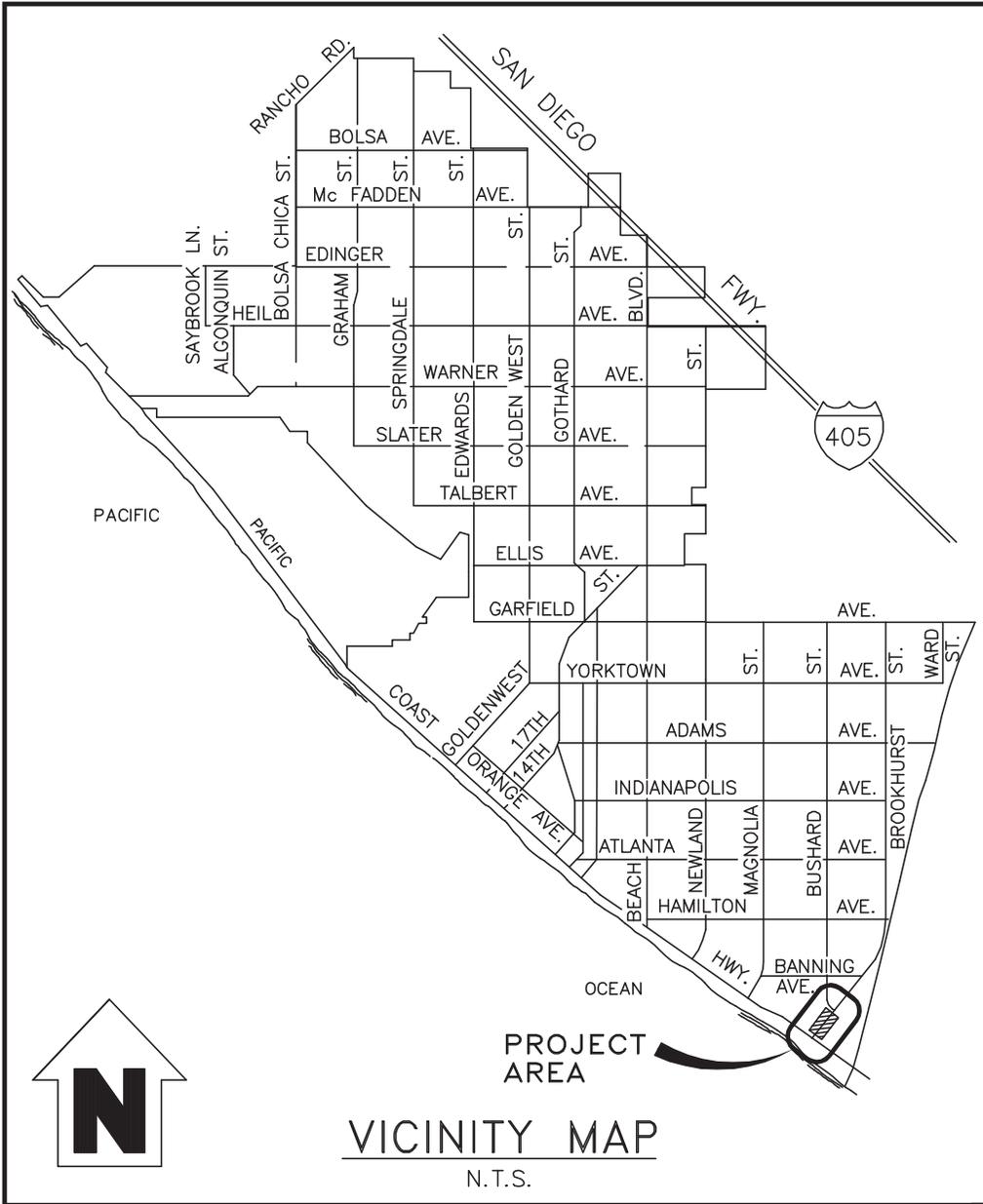
**Recommended Action:** Motion to approve that the Brookhurst St. Bridge Preventive Maintenance, CC-1449 is in general conformance with the previously approved Capital Improvement Program.

**Alternative Action(s):** Deny approval and recommend an alternative action.

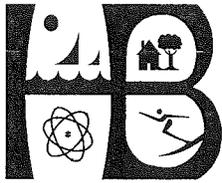
**Analysis:** The Brookhurst St. Bridge was constructed in 1958. Parts of the bridge have deteriorated due to vehicular traffic and from tidal flux over the last five decades. This preventive maintenance project will remove and replace: 1) the concrete barrier and chain link railing on both sides of the bridge; 2) the asphalt pavement and seal the underlying bridge deck; and 3) unsound concrete at the bridge bents and columns.

**Attachments:**

1. Location Map



**BROOKHURST ST. BRIDGE PREVENTIVE MAINTENANCE, CC-1449**



**CITY OF HUNTINGTON BEACH  
PUBLIC WORKS COMMISSION  
REQUEST FOR ACTION**

Item No. PW 15-22

**SUBMITTED TO:** Chair Carr and Members of the Commission

**SUBMITTED BY:** Travis K. Hopkins, PE, Director of Public Works

**DATE:** August 19, 2015

**SUBJECT:** Traffic Channelization on Yorktown Avenue at Huntington Street, CC-1459

**Statement of Issue:** Plans for the installation of traffic channelization improvements, consisting of the construction of a median island along Yorktown Avenue at Huntington Street and associated signing and striping modifications, CC-1459, are in final preparation. Staff requests approval that the traffic channelization improvements along Yorktown Avenue at Huntington Street, CC-1459, is in general conformance with the previously approved Capital Improvement Program (CIP).

**Funding Source:** Funds in the amount of \$65,000 were included in the Fiscal Year 2014/2015 CIP, under the Gas Tax fund, Account No. 20790029.82700. Any unexpended project funds at fiscal year-end will be carried over to the Fiscal Year 2015/2016 CIP budget.

**Impact on Future Maintenance Costs:** No significant change in maintenance costs is anticipated.

**Recommended Action:** Motion to approve that the traffic channelization improvements at the intersection of Yorktown Avenue and Huntington Street, CC-1459, is in general conformance with the previously approved CIP.

**Alternative Action(s):** Deny approval and recommend an alternative action.

**Analysis:** The existing intersection of Yorktown Avenue and Huntington Street is a four leg intersection with Huntington Street controlled by stop signs. Yorktown Avenue is a divided roadway which intersects Huntington Street on a curvilinear alignment.

This intersection was identified on the City of Huntington Beach's 2011 Traffic Signal Priority List as meeting warrants to be considered for the installation of a traffic signal. This list, which was approved by the Public Works Commission on September 21, 2011 and the City Council on November 7, 2011, identified this intersection as meeting warrants for the consideration of signalization based upon traffic volumes and collision history. Recognizing the proximity of traffic signals along Yorktown Avenue (Lake Street approximately 900 to the west and Delaware Street approximately 700 feet to the east) and the cost of installing and maintaining a traffic signal, other options were evaluated to mitigate the collision history at this intersection.

A significant number of the collisions involved vehicles traveling straight along Huntington Street across Yorktown Avenue or turning left from Huntington Street on to Yorktown Avenue. Nine such collisions have been recorded over the past five years. With a curb to curb width of 84 feet and the curvilinear alignment, some motorists may have difficulty assessing an acceptable gap in traffic to complete their through or left turn movement from the stop signs on Huntington Street.

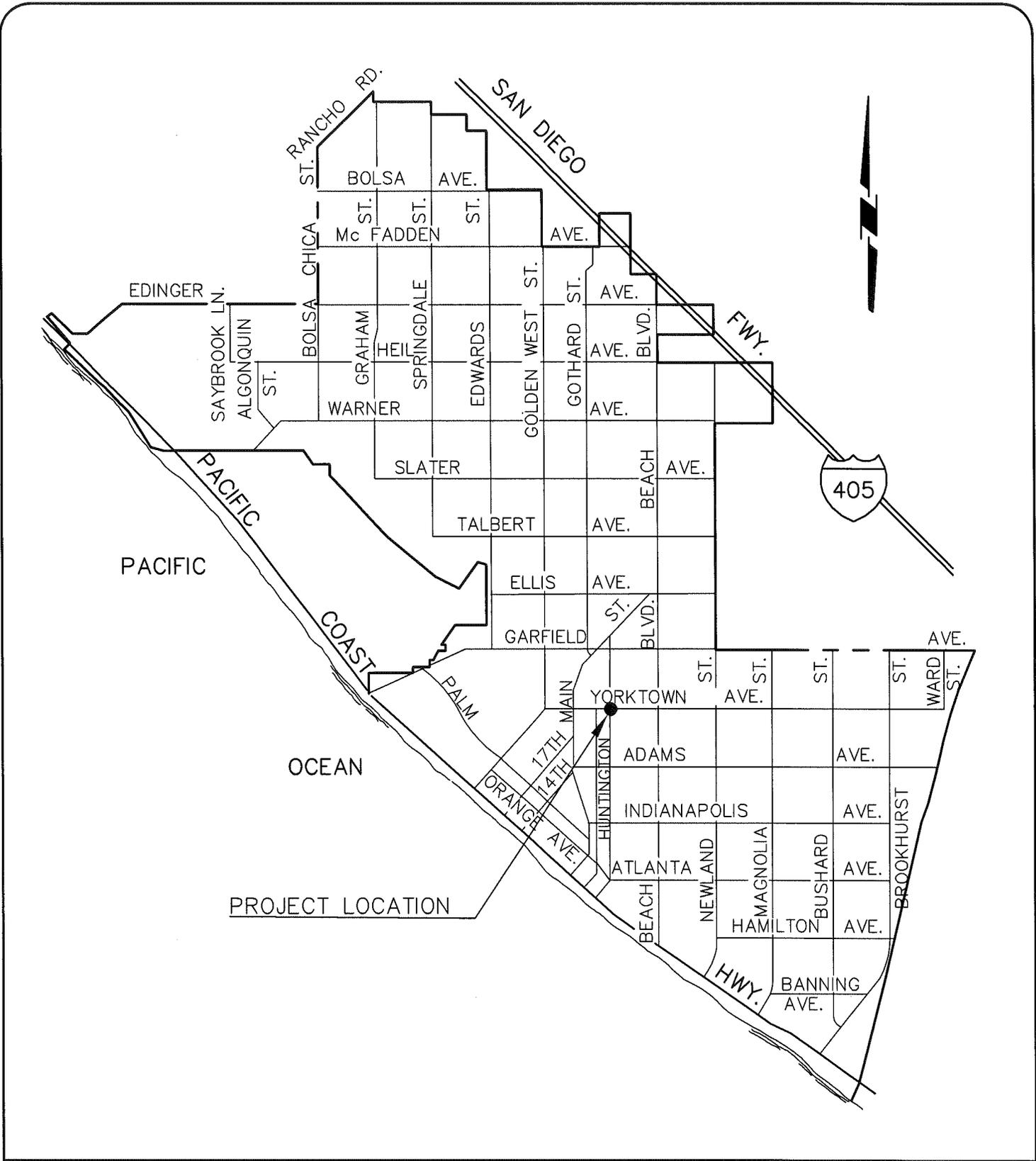
The proposed median island will restrict all vehicles on Huntington Street to turn right on to Yorktown Avenue. Left turns from Yorktown Avenue into Huntington Street will still be allowed and pedestrian traffic will not be impacted. Traffic counts were taken and the diversion of traffic was evaluated. Lake Street and at Delaware Street are projected to receive most of the diverted traffic. Of the weekday peak periods evaluated, the maximum directional diversion was found for southbound Huntington Street in the afternoon peak hour. This volume was 39 vehicles which can be absorbed by Lake Street and Delaware Street.

The engineers estimate for this project is \$45,000.

Construction is anticipated to begin in spring 2016.

**Attachments:**

1. Location Map
2. Conceptual Alignment Plan



CITY OF HUNTINGTON BEACH \* PUBLIC WORKS \* TRAFFIC ENGINEERING



PROJECT LOCATION MAP  
 YORKTOWN AVENUE AT HUNTINGTON STREET

ATTACHMENT

1

