



AGENDA

PUBLIC WORKS COMMISSION CITY OF HUNTINGTON BEACH

Wednesday, February 16, 2011 – 5:00 PM
City Council Chambers
2000 Main Street
Huntington Beach, CA 92648

A. PLEDGE OF ALLEGIANCE

ROLL CALL

Cook, Herbel, McGovern, O'Connell,
Siersema, Spencer, Thomas

B. PRESENTATIONS-COMMENDATIONS

C. MINUTES

C-1. Minutes of January 19, 2011

D. OATH OF OFFICE

The City Clerk will administer the Oath of Office to newly appointed Public Works Commissioners Debbie Cook and Jennifer Thomas.

E. 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.

F. DIRECTOR'S ITEMS

F.1 Commission Business – February is the reorganization of the Public Works Commission by election of Chair and Vice Chair.

F-2. Strategic Planning Retreat – Travis Hopkins will provide an overview of the Strategic Planning Retreat held on January 28, 2011, and the six-month strategic objectives. Discuss the Public Works Commission's role in Strategic Plan Action Items.

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G. INFORMATION ITEMS

- G-1. 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 2010/11 Capital Improvement Program notebook, or on the city’s website under Government, Current [Budget](#) information.
- G-2. Water Quality Report Update – Program Effectiveness Assessment - A progress report on NPDES Permit Order R8-2009-0030 will be presented.

H. ADMINISTRATIVE ITEMS

- H-1. Advertise Adams/Ranger Sewer Lift Station #16 Rebuild; CC -1369 - Plans and specifications for Adams/Ranger Sewer Lift Station #16 Rebuild; CC1369, are in final preparation. Staff requests recommendation of this project to the City Council.

Funding Source: Funds in the amount of \$2.3 million are budgeted in the Sewer Fund, Oceanhill-Adams Lift Station 15-16, 51189013. The engineers cost estimate for this project is \$1.3 million for the construction of sewer Lift Station #16.

Recommended Action: Motion to recommend to the City Council, the Adams/Ranger Sewer Lift Station #16 rebuild, CC-1369.

I. WRITTEN COMMUNICATIONS

J. COMMISSION AND STAFF COMMENTS

K. ADJOURNMENT

<p>NEXT PUBLIC WORKS COMMISSION MEETING <i>March 16, 2011 5:00 PM, City Council Chambers</i></p>



MINUTES

CITY OF HUNTINGTON BEACH PUBLIC WORKS COMMISSION JANUARY 19, 2011

**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: Cook, O'Connell
Commissioner Cook arrived at 5:55 PM

Commissioners Present: Commissioners Herbel, McGovern, Siersema, and Spencer were in attendance.

Others Present: Joan Flynn, City Clerk
Council Member Devin Dwyer
Travis Hopkins, Director of Public Works
Tony Olmos, City Engineer
Eric Charlonne, Construction Manager
Dave Dominguez, Community Services
Joyce Greene, Administrative Assistant

B. PRESENTATIONS-COMMENDATIONS

None

C. MINUTES

Motion by Commissioner Spencer, seconded by Commissioner McGovern to approve the minutes of November 17, 2010 as presented.

VOTE: The motion carried.
AYES: 4
NOES: 0
ABSENT: 2 (Cook, O'Connell)
ABSTENTIONS: 0

D. OATH OF OFFICE

City Clerk Joan Flynn administered the Oath of Office to newly appointed Commissioner Tom Herbel.

E. ORAL COMMUNICATIONS

None

F. DIRECTOR'S ITEMS

F-1. Commission Business – Travis Hopkins announced February is the reorganization of the Public Works Commission by the election of the Chair and Vice Chair.

F-2. Infrastructure Needs for Strategic Plan Memo – Travis Hopkins discussed the information provided in a memo to the City Manager as a review and update of the Strategic Plan. The next Strategic Planning meeting is scheduled for January 28, 2011. The attachment of infrastructure needs identifies estimated costs for projects over the next ten-year period but does not include sewer needs, fleet or equipment needs. The attachment is more a CIP list of ten-year needs including comments on each item. The second page of the attachment identifies funding used over the past five-years including an estimated ten-year shortfall in funding. The County is still allocating Proposition 42 funds. The report was sent to City Council and will be a topic at the January 28, 2011 Strategic Plan Meeting. Discussion ensued.

Commissioner McGovern noted that over the past five years, no funds have been spent on alleyways, parking lots, or block walls. He also expressed concern that the Infrastructure Fund includes debt service and over time a greater percentage of funds will be used for debt service. The Finance Department was to eliminate debt service from the Infrastructure Fund by 2015. He then inquired if there was any update. Travis Hopkins responded he will request an update from the new Director of Finance.

Commissioner Herbel inquired on the new water quality permit and where funds come from to cover required costs. Travis Hopkins and Tony Olmos responded funds are part of Public Works operating costs as long as the cost is not over \$50,000.

Chair Siersema inquired of residential/arterial slurry projects. Tony Olmos responded the city does not typically slurry arterials as that process is not adequate for heavily traveled roadways. Due to funding issues, the department has not been able to meet the seven-year slurry cycle for residential streets. Discussion ensued.

Travis Hopkins stated the infrastructure will be part of the discussion at the Strategic Plan meeting. The meeting will focus on the budget and six month

achievable goals and identifying needs. City Council will use the information to develop the strategic direction.

Commissioner McGovern commented he has heard concerned citizens plan to speak during the public comment portion of the meeting on infrastructure. He encouraged anyone who is able to attend do so and express their concern on infrastructure needs of the city. He expressed the importance for everyone's voice to be heard.

G. INFORMATION ITEMS

- G-1. Active Capital Project Report – Tony Olmos provided updates on various projects and then ask the Commissioners for questions.

Commissioner Herbel inquired of the on-going work on Adams Avenue going into Costa Mesa. He spoke of lane closures during peak traffic hours and inquired when the project would be completed. Eric Charlonne responded the project is a 30-inch corrosion protection project scheduled to complete in June. The current phase of the project has caused the most traffic issues and will now focus on a less roadway destructive stage. Due to safety issues, the lane closure had to extend into peak traffic that was not originally planned. A later phase will again disrupt traffic. Discussion on the use of reader boards to alert traffic in time to detour to alternative routes.

Chair Siersema inquired on the status of the PCH transit center. Eric Charlonne responded the project is close to completion. Staff met with Quick Crete today on installation issues.

Chair Siersema inquired on the status of Lift Station C gravity feed. Tony Olmos responded AKM Consulting Engineers is designing the gravity feed and city staff will design the force main. The design will be complete by the end of this fiscal year. Construction will be budgeted in fiscal year 2011/12 with eight to ten months for construction.

- G-2. Water Quality Report Update – Program Effectiveness Assessment – Due to a staff availability issue, the item will be carried over to the February meeting.

H. ADMINISTRATIVE ITEMS

- H-1. Huntington Beach Central Park Sports Complex Field #8, CC-1348 – Tony Olmos and Eric Charlonne presented the project with Dave Dominguez from Community Services in attendance to answer any questions. The original sports complex included eight ball fields. One ball field could not be built until Hanson's Recycling Facility moved off site. Hanson's was a material recycling facility. Field eight is now ready for construction with the installation of an

irrigation system, sod, infield mix and a light pole. Discussion on the grade and water quality/runoff issues. The field will slope to the north and tie into field seven with any runoff percolating into the soil. There will be no untreated runoff from the field.

Motion by Commissioner Herbel, seconded by Commissioner McGovern to recommend to the City Council, the Huntington Beach Central Park Sports Complex Field #8, CC 1348.

VOTE: The motion carried.
AYES: 4
NOES: 0
ABSENT: 2 (Cook O'Connell)
ABSTENTIONS: 0

I. WRITTEN COMMUNICATIONS

None

J. COMMISSION AND STAFF COMMENTS

City Council Member Devin Dwyer introduced himself stating he is a supporter of Public Works. He asked that he be kept informed of issues and stated he has an open door policy should any Public Works Commissioner wish to speak with him.

Commissioner McGovern acknowledged City Council Member Dwyer's support. He also encouraged other Public Works Commissioners to attend the January 28, 2011 Strategic Planning meeting.

Chair Siersema inquired if the city experienced any drainage issues during the December storms. Travis Hopkins responded there was some localized flooding during heavy rainfall. Some citizens were concerned with heavy water flow on streets; however, the curbs and gutters, and storm drains did as they are intended to do carrying the water away. There was some tree damage but overall the city fared well.

Commissioner Cook arrived at 5:55 PM.

Chair Siersema inquired of the flow of the storm drains and stated perhaps some areas should be lined to enable faster water flow. Travis Hopkins responded there are no storm drain upgrades in the current CIP.

Commissioner Herbel expressed concern of the erosion of the bluffs at Goldenwest and inquired who has jurisdiction. In his opinion, over the next few

years, part of the bike path will be lost if something isn't done. Travis Hopkins stated staff will investigate and Tony Olmos added there was a previous study conducted by the Corp of Engineers. They are not willing to take action until the road is involved. Discussion ensued. Travis Hopkins will bring the study to a future Public Works Commission meeting.

Commissioner Cook apologized to the Commissioners for being late due to a misunderstanding of the start time of the meeting.

K. ADJOURNMENT

The meeting adjourned at 6:10 pm.

Michael Siersema
Chair

Joyce Greene
Administrative Assistant

C I T Y O F H U N T I N G T O N B E A C H
STRATEGIC PLANNING RETREAT
January 28, 2011 * Huntington Beach Public Library

Marilyn Snider, Facilitator – Snider and Associates (510) 531-2904
Michelle Snider Luna, Recorder – Snider Education & Communication (510) 735-7744

MISSION STATEMENT

*The City of Huntington Beach provides sustainable quality services
to maintain and enhance our safe and vibrant community.*

CORE VALUES

(not in priority order)

The City of Huntington Beach values . . .

Responsiveness

Accountability

Quality customer service

Honesty and Integrity

Teamwork

Fiscal sustainability

Community involvement

Openness

THREE-YEAR GOALS

(2009-2012 * not in priority order)

Maintain financial viability and our reserves

Maintain, improve and obtain funding for infrastructure and equipment

Maintain public safety

Enhance economic development

Improve internal and external communication

S.W.O.T. ANALYSIS

Strengths – Weaknesses - Opportunities - Threats

ACCOMPLISHMENTS OF THE CITY OF HUNTINGTON BEACH SINCE THE JANUARY 2010 STRATEGIC PLANNING RETREAT

Brainstormed List of Perceptions

- Updated the charter
- Began budget debate on infrastructure
- Costco at Bella Terra
- Whole Foods opened
- Continued water conservation
- Solar panels approved for City Hall
- 5000 kids in Summer Reading Program
- Replaced port-a-potties on the beach path with flush toilets
- Completed an Economic Development Strategy Study
- Completed a Library Strategic Plan
- Processed over 8000 building and construction permits
- Performed over 25,000 building inspections
- Over 96,000 attendees at story times in the library system
- Successfully handled a 4% increase in calls for emergency service
- Began debate on pension reform
- Finished the year end in a positive
- Electronic distribution of the agenda
- Completed a Fleet Study
- Adopted our new model and building codes
- Installed a weather-based irrigation system at 8 City facilities
- Reforming Treasurer as a part-time position
- The city is an attractive community
- Completed an energy retrofit at the library
- Implemented PARS (Public Agency Retirement System)
- Started the clean-up at the Ascon
- Adopted a resolution for sale of alcohol downtown
- Completed over 7000 fire safety inspections
- Produced 9.6 billion gallons of water
- Approved a desalination plant
- Maintained our emergency reserves
- Obtained corporate sponsorship for lifeguard tower
- Completed and received reimbursement for the channel oil spill
- Distributed a customer survey to developers
- Approval of an affordable housing agreement for Bella Terra 2
- Began the redevelopment process for an amendment for the merged project areas
- Updated the Downtown Specific Plan
- Completed 8 & ½ miles of street rehabilitation
- Received reimbursements for 2010 winter storms
- Began automated meter reading system

- Started the use of credit cards at parking meters
- Established a Paperless Committee in the City
- Broke the 1 million mark for circulation at the library
- Started the utility yard
- Adopted Beach Edinger Corridor Specific Plan
- Approved annexation of Sunset Beach
- Modernized our utility tax ordinance
- Balanced the budget
- New community garden
- Over 11,000 visits to the Art Center
- Eliminated over 200 personal printers
- Began a 10 point plan to enhance business friendly approach within the City
- Started negotiations for a new hotel at Edinger
- Received an award for outstanding financial reporting
- Reorganized the Planning and Building Department
- Placed into service a new Urban Search and Rescue Unit which was certified by the State as a Medium Rescue Unit available for state-wide response, and completed the training for all personnel assigned to the unit
- Completed a Fire Department Strategic Planning Process
- Developing a system for rapid call-back of off-duty personnel
- Development of a fire department intranet portal home page to improve internal communication
- Completed a reorganization to better align functions and reporting relationships, including addressing major budget reductions
- Hosted a 26-member delegation from China to share HB experiences regarding disaster preparedness and disaster management
- Completed and submitted to the County five Point of Disbursement Plans for mass community vaccinations resulting in receipt of \$44,940 in grant funds
- Received and managed grants for WMD Training and Equipment (Urban Area Security Initiative) and Major Metropolitan Medical Response (MMRS)
- Maintained and operated a city Oil Production Unit with annual general fund revenue of approximately \$500,000 and developed a 10-year maintenance and replacement plan
- Implemented job sharing as part of the budget balancing efforts for FY 2010-11
- Registered 750 new FireMed members through a direct mail effort resulting in \$44,000 in revenue
- Completed a comprehensive study and evaluation of Fire Department staffing levels
- Started negotiations for a skate park

CURRENT INTERNAL WEAKNESSES/CHALLENGES OF THE CITY OF HUNTINGTON BEACH

Brainstormed List of Perceptions

- Increased number of vacant police officer positions
- Loss of experienced employees
- Lack of creativity
- Reduced City workforce
- Lower service levels due to staff cuts
- Loss of institutional knowledge
- Slower response time to police emergency calls
- Challenging transportation connections
- Lack of funding for all services
- Inadequate funding for equipment and capital needs

- Lack of wireless services
- Zero budget growth
- Can't do long-term planning—reactive, not proactive
- Reduced funding for employee training
- Employees are depressed by economic impacts that are external to City Hall
- Low morale
- Difficult to maintain a culture of public service
- Long-term labor contracts
- Lack of resources for hardware and software upgrades
- Reduced infrastructure funding
- Competing priorities
- Brain drain from massive retirements
- Limited training and education opportunities for employees
- Low revenues
- Uncertainty in employment—lack of job security
- Not enough support services
- Diminished promotional opportunities
- Elimination of investigative credit card fraud
- Public perception that HB is a difficult city to work in
- Public perception that fire inspections are a problem
- Increased lawsuits against the City
- Increased fees
- Challenge to keep up with new technology
- Negative public perception of downtown area

EXTERNAL FACTORS/TRENDS THAT WILL/MIGHT HAVE A POSITIVE IMPACT ON THE CITY OF HUNTINGTON BEACH IN THE COMING YEAR

Brainstormed List of Perceptions

- Increased consumer retail spending
- Stock market investments going up
- Revenues off the lows
- Positive involvement of volunteer groups
- Possible regional partnerships with other communities
- Continuation of major events coming to the city
- Benefits of Sunset Beach annexation
- Warmer climate; less rain to attract visitors to the beach
- Stabilization of the housing market
- Go Green initiatives
- Construction of Costco
- Measure M—two grant opportunities
- More willingness of developers to move forward with projects
- Increased interest in redeveloping deteriorated properties
- A larger pool of qualified candidates for jobs
- Hotel occupancy rates going up
- End of the drought
- An attractive community
- Public and private grant opportunities
- Good beach weather this summer

- Continued interest in sports and local events
- Go Local

EXTERNAL FACTORS/TRENDS THAT WILL/MIGHT HAVE A NEGATIVE IMPACT ON THE CITY OF HUNTINGTON BEACH IN THE COMING YEAR

Brainstormed List of Perceptions

- Aging infrastructure
- Earthquakes
- Fire
- Floods
- Tsunami
- Increased demand for services
- Homelessness
- DUIs
- Vacancies
- Increased health care costs
- Increased cost of services and supplies
- Higher construction costs
- Unfunded State and Federal mandates
- Aging technology
- Less corporate travel negatively impacting tourism
- State budget deficit
- Unemployment
- Cal PERS
- Increased crime
- Increased lawsuits
- Weak retail sales
- Increased Fire Department emergency response calls
- School budget deficits
- Decline in the stock market
- Foreclosures
- Taxation
- Increased fuel costs
- Workers comp costs are higher
- Aging population
- Inflationary pressures
- State and Federal regulations
- Air quality/pollution issues
- Pressure on public safety
- Aging City Hall
- Aging library system
- 100 year rains
- Unreasonable expectations that every issue can be addressed by the City
- Business flight to other states

PRESENTATION BY THE FINANCE DIRECTOR REGARDING THE FOLLOWING OPTIONS TO ADDRESS THE BUDGET SHORTFALL

EXPENDITURE REDUCTIONS

- Across-the-board cuts
- Surgical or strategic cuts
- Proportionate share cuts
- Eliminate non-essential services

REVENUE INCREASES

- Establish new fees and/or increase fees
- Increase fines and penalties
- Update fee study
- Property tax override for public safety pension

EMPLOYEE CONCESSIONS (all options require negotiations)

- Negotiated salary increases
- Increase employee pick-up of pension costs
- Establish a new tier of benefits

CONSENSUS BY THE CITY COUNCIL ON OPTIONS FOR THE MANAGEMENT TEAM TO EXAMINE FURTHER AND REPORT THE RESULTS, INCLUDING RECOMMENDATIONS, TO THE CITY COUNCIL FOR ACTION

- Surgical or strategic cuts
- Eliminate services

- Establish new fees and/or increase fees
- Increase fines and penalties
- Property tax override for public safety pension

- Negotiated salary increases
- Increase employee pick-up of pension costs
- Establish a new tier of pension benefits

NEXT STEPS/FOLLOW-UP PROCESS

WHEN	WHO	WHAT
January 31, 2011	City Manager	Distribute the retreat record to those unable to attend or who had to leave early.
By Wed., Feb. 3, 2010	All recipients	Read the retreat record.
By February 15, 2011	Department Heads	Share and discuss the Strategic Plan with staff.
February 15, 2011	Executive Team (City Manager- lead)	Review the “Internal Weaknesses/Challenges” list for possible action items.
At the Feb. 22, 2011 City Council meeting	City Council (Mayor - lead)	Present the updated Strategic Plan to the public.
Monthly	City Council City Manager (Mayor - lead)	Monitor progress on the goals and objectives and revise objectives (add, amend and/or delete), as needed.
Monthly	City Manager	Prepare and distribute the updated Strategic Plan Monitoring Matrix
July 29, 2011 8:00/8:30 am - 4:00 pm	Mayor City Council City Manager Executive Team	Strategic Planning Retreat to: - more thoroughly assess progress on the Goals and Strategic Objectives - develop a Vision Statement for the City - develop Strategic Objectives for the next six months.

STRATEGIC PLAN ELEMENTS

Marilyn Snider, Strategic Planning Facilitator * Snider and Associates (510) 531-2904

“SWOT” ANALYSIS

Assess the organization's:

- Internal Strengths - Internal Weaknesses
- External Opportunities - External Threats

MISSION/PURPOSE STATEMENT

States WHY the organization exists and WHOM it serves

VISION STATEMENT

A vivid, descriptive image of the future – what the organization will BECOME

CORE VALUES

What the organization values, recognizes and rewards – strongly held beliefs that are freely chosen, publicly affirmed, and acted upon with consistency and repetition

THREE YEAR GOALS

WHAT the organization needs to accomplish (consistent with the Mission and moving the organization towards its Vision) – usually limited to 4 or 5 key areas

KEY PERFORMANCE MEASURES

What success will look like upon achievement of the goal

SIX MONTH STRATEGIC OBJECTIVES

HOW the Goals will be addressed: By when, who is accountable to do what for each of the Goals

FOLLOW-UP PROCESS

Regular, timely monitoring of progress on the goals and objectives; includes setting new objectives every six months

HUNTINGTON BEACH * SIX-MONTH STRATEGIC OBJECTIVES
 January 28, 2011 – July 15, 2011

THREE-YEAR GOAL: *MAINTAIN FINANCIAL VIABILITY AND OUR RESERVES*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By the end of February 2011	HR Director and the Deputy City Administrator	Conclude negotiations with the unions that have salary increases pending to eliminate and/or defer the salary increases.				
2. By the end of February 2011	HR Director and the Deputy City Administrator	Conclude negotiations with the unions regarding increasing employee pick-up of pension costs.				
3. By March 1, 2011	City Council	With a list of services provided by the Department Heads, including cost and revenue impacts, will hold special meetings to examine possible strategic or surgical cuts, including elimination of services, in the City's departments and determine what cuts need to be made.				
4. By March 1, 2011	City Manager, with input from the Department Heads	Determine what fees could be established and/or increased, whether they include a vote of the public, legal issues and the impact of the fees on the budget, including costs to institute, and recommend to the City Council for action.				
5. By March 1, 2011	City Manager, with input from the Department Heads	Examine the feasibility of increasing fines and penalties and make recommendation(s) to the City Council for action.				

<p>6. By June 1, 2011</p>	<p>City Manager and the Deputy City Administrator (Paul)</p>	<p>Provide a report to the City Council on the property tax override for public safety pension and recommend options to the City Council for action regarding the tax rate for FY 2011-2012.</p>				
<p>7. By July 1, 2011</p>	<p>HR Director</p>	<p>Conclude negotiations with the unions for the establishment of a two tier pension benefits system for new employees.</p>				

THREE-YEAR GOAL: *MAINTAIN, IMPROVE AND OBTAIN FUNDING FOR INFRASTRUCTURE AND EQUIPMENT*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By April 1, 2011	Director of Public Works	Pursue grant funding opportunities for Traffic Signal Synchronization and Capacity Enhancements and present the results to the City Council.				
2. By May 1, 2011	Director of Public Works, with input from the Public Works Commission	Identify sources of funding for infrastructure needs, including a potential storm drain fee, and report the results, including recommendation(s) to the City Council for action.				
3. By June 1, 2011	Director of Public Works, with input from the Public Works Commission	Prioritize infrastructure needs from the 10 Year CIP Needs List and make recommendation(s) to the City Council for action.				

THREE-YEAR GOAL: *MAINTAIN PUBLIC SAFETY*

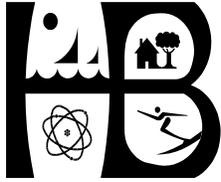
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. July 1, 2011	Police Chief	Provide the City Council with a written report regarding strategies to address the problem of DUI drivers in Huntington Beach.				
2. By July 15, 2011	Fire Chief and Deputy City Administrator (Paul)	Provide a report to the City Council via the City Manager evaluating assignment of marine safety to the Fire Chief.				
3. By July 15, 2011	Fire Chief, working with the Police Chief	Provide to the City Council a report on the use of new technology to enhance public safety.				

THREE-YEAR GOAL: *ENHANCE ECONOMIC DEVELOPMENT*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By March 1, 2011	City Council	Determine whether or not to proceed with a Supplemental Environmental Impact Report and the General Plan Amendment for the Senior Center.				
2. By April 1, 2011	Deputy City Administrator (Bob)	Declare that Huntington Beach is "Open for Business" and begin implementing the City's 10 Point Business-Friendly Plan.				
3. By May 15, 2011	Planning and Building Director	Complete the SW corner of Beach and Warner EIR and submit to the Planning Commission for action.				
4. By June 15, 2011	Planning and Building Director	Complete the SE corner of Beach and Ellis EIR and submit to the Planning Commission for action.				
5. By July 15, 2011	Deputy City Administrator (Bob)	Survey existing businesses in Huntington Beach and identify opportunities for expansion and obstacles that inhibit or diminish their success, and report the results to the City Council.				
6. By July 15, 2011, contingent upon Coastal Commission approval	Planning and Building Director	Complete the Downtown Specific Plan update and present to the City Council.				
7. By July 15, 2011	Economic Development Director and Planning and Building Director	Complete the processing of the Center Avenue Skate Park and present to the City Council for action.				

THREE-YEAR GOAL: *IMPROVE INTERNAL AND EXTERNAL COMMUNICATION*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Weekly	PIO	Place on Facebook and Twitter at least two City of Huntington Beach informational postings.				
2. Beginning the day following each City Council meeting	City Clerk and PIO	Post a summary of City Council meeting highlights (e.g., actions by the City Council) to the Surfnet and on a link to all employees.				
3. No later than March 1, 2011 and June 1, 2011	City Administrator and Finance Director	Provide to all employees two quarterly updates on the budget situation, in person and with an interactive Q & A session.				
4. By March 15, 2011	Deputy City Administrator (Bob)	Ensure that all City Boards and Commissions' agendas are posted to the City's website prior to the meeting, and the minutes following Board or Commission approval.				
5. By July 1, 2011	IS Director	Increase bandwidth in the Library by 300%.				
6. By July 1, 2011	Mayor Carchio and two City Council members (on a rotating basis)	Hold three brown bag lunches with employees to provide updates on City Council priorities and issues.				



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

Item No. PWC 11-02

SUBMITTED TO: Chairman Siersema and Members of the Commission

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

DATE: February 16, 2011

SUBJECT: Water Quality Report Update – Program Effectiveness Assessment

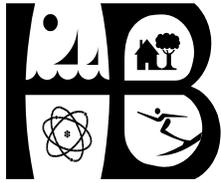
Analysis: The California Regional Water Quality Control Board Santa Ana Region (RWQCB) adopted NPDES Permit Order No. R8-2009-0030 on May 22, 2009. The County of Orange is the principal permittee along with 26 cities within Orange County as co-permittees to the National Pollutant Discharge Elimination System (NPDES) permit.

As part of the permit, each permittee is required to prepare a progress report, termed Program Effectiveness Assessment (PEA), on an annual basis.

The objectives of the PEA are to:

- Present a compilation of the programmatic implementation and validation data;
- Provide for annual data analyses by which the City and the Principal Permittee can, on a jurisdictional, watershed and/or countywide basis, assess program effectiveness;
- Ensure that the iterative evaluation and improvement process is applied on a jurisdictional, watershed and/or countywide level to each of the program elements; and
- Provide a mechanism for the City to identify and report modifications that have or will be made to their Drainage Area Management Plan (DAMP)/Local Implementation Plan (LIP).

Staff will provide an overview of the PEA at the Public Works Commission meeting.



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

Item No. PW 11-03

SUBMITTED TO: Chairman Siersema and Members of the Commission

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

DATE: March 16, 2011

SUBJECT: Advertise Adams/Ranger Sewer Lift Station #16 Rebuild; CC - 1369

Statement of Issue: Plans and specifications for Adams/Ranger Sewer Lift Station #16 Rebuild; CC1369, are in final preparation. Staff requests recommendation of this project to the City Council.

Funding Source: Funds in the amount of \$2.3 million are budgeted in the Sewer Fund, Oceanhill-Adams Lift Station 15-16, 51189013. The engineers cost estimate for this project is \$1.3 million for the construction of sewer Lift Station #16.

Impact on Future Maintenance Costs: No additional costs are anticipated.

Recommended Action: Motion to recommend to the City Council, the Adams/Ranger Sewer Lift Station #16 rebuild, CC-1369.

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

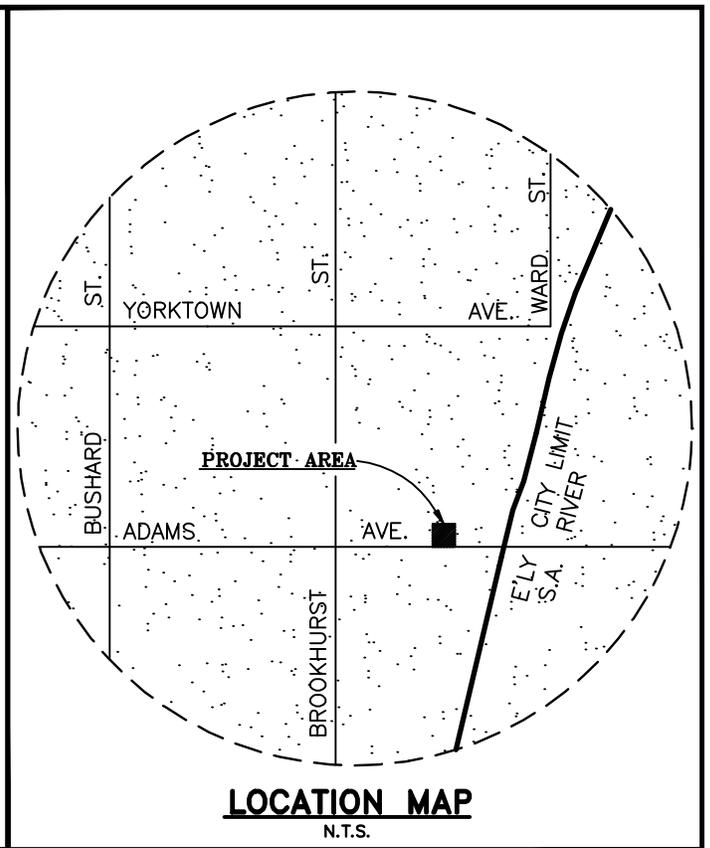
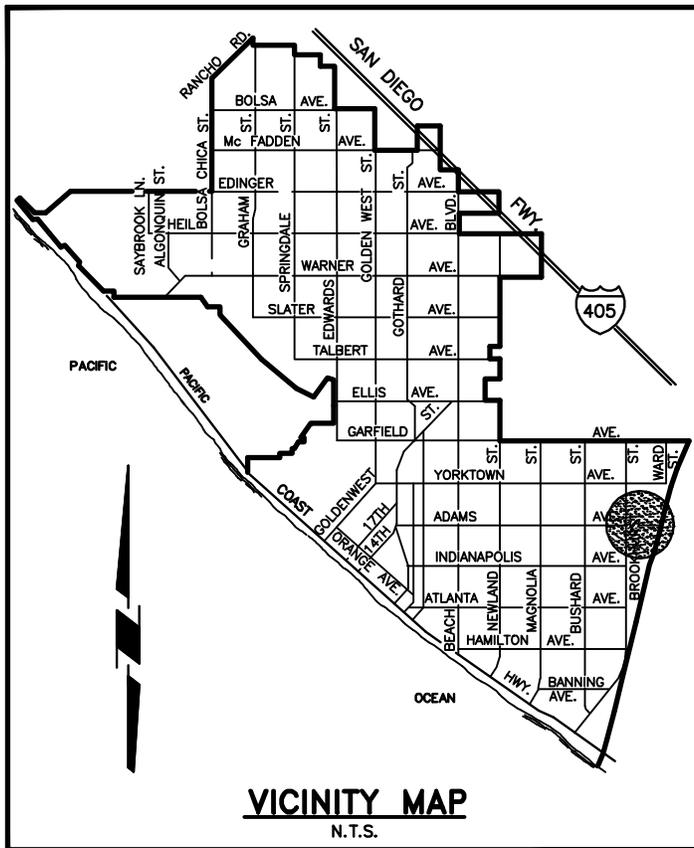
Analysis: Sewer Lift Station #16, the Ranger Lift Station, was originally constructed in 1963. The existing lift station is located in the Adams Avenue frontage road, north of Adams Avenue between Ranger Lane and Piccadilly Lane.

Sewer Lift Station #16 is demonstrating signs of deterioration due to age, high ground water, insufficient design, and is in need of replacement. The project will abandon the existing lift station and force main and replace it with a new lift station and force main just to the east of the existing facility.

Attachments:

Project Location Map

ATTACHMENT #1



CC 1369 RANGER SEWER LIFT STATION #16 REPLACEMENT