



**AGENDA
CITIZENS INFRASTRUCTURE ADVISORY BOARD
CITY OF HUNTINGTON BEACH**

Thursday, May 26, 2016 – 5:00 PM

Utilities Yard

19021 Huntington Street
Huntington Beach, CA 92648

A. PLEDGE OF ALLEGIANCE

ROLL CALL

Bixby, Grant, Jackle, McGovern,
Schlosser, Schuetz, Urashima

B. PRESENTATIONS-COMMENDATIONS

C. MINUTES

C-1. Minutes of April 28, 2016

D. ORAL COMMUNICATIONS

Public Comments – the Citizens Infrastructure Advisory Board welcomes public comments on all items on this agenda or of community interest. **Three minutes per person**, time may not be donated to others. Board on this date can take no action on any item not on the agenda. This is the time to address Board 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 6:00 p.m. as possible.

E. DIRECTOR'S ITEMS

E-1. Pavement Management Plan Maps- As requested at the April 28, 2016 meeting.

F. INFORMATION ITEMS

F-1. None.

G. ADMINISTRATIVE ITEMS

Approve Infrastructure Fund Annual Report for Fiscal Year 2015/16: The City Charter requires an annual review and performance audit of the

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Infrastructure Fund, and a report of the findings to the City Council. The report was presented to the Citizens Infrastructure Advisory Board on April 28, 2016. This review covers the current fiscal year (FY) 2015/16.

Funding Source: Infrastructure Fund No. 314

Recommended Action: Motion to recommend to City Council approval of the Infrastructure Fund Annual Report.

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

<p>NEXT CITIZENS INFRASTRUCTURE ADVISORY BOARD MEETING <i>Thursday, June 23, 2016, 5:00 PM, Utilities Yard</i></p>



MINUTES

CITY OF HUNTINGTON BEACH CITIZENS INFRASTRUCTURE ADVISORY BOARD APRIL 28, 2016

**Call to Order/
Pledge of Allegiance:** The meeting was called to order at 5:05 P.M. by Chair Bixby, who led Board Members and the audience in the Pledge of Allegiance to the Flag.

Board Members Absent: Schlosser and Schuetz were absent.

Board Members Present: Bixby, Grant, Jackle, McGovern, and Urashima were in attendance.

Others Present:

Travis Hopkins, Director of Public Works
Ken Dills, Project Manager
Sarah Whitecotton, Administrative Secretary

B. PRESENTATIONS-COMMENDATIONS

None.

C. MINUTES

C-1. Motion by Board Member Jackle, seconded by Board Member McGovern to approve the minutes of August 12, 2015 as presented.

VOTE: The motion carried.
AYES: 5
NOES: 0
ABSENT: 2 (Schlosser, Schuetz)
ABSTENTIONS: 0

D. ORAL COMMUNICATIONS

None.

E. DIRECTOR'S ITEMS

E-1. CIAB Duties- A breakdown of specific CIAB duties was discussed. Travis Hopkins reviewed expected duties of the CIAB Board Members, as stated in the Municipal Code 2.103.040 and City Charter Section 617, which states: "[...]

conduct an annual review and performance audit of the infrastructure fund and report its findings to the City Council prior to the City Council's adoption of the ensuing fiscal year budget" and to "perform such other duties or studies as may be directed by the City Council".

F. INFORMATION ITEMS

- F-1. Infrastructure Fund Annual Report – Ken Dills presented a Powerpoint presentation (attached) on the FY 14/15 Infrastructure Fund Annual Report..

Board Member Urashima asked what the differences are in infrastructure spending now versus 10 years ago. Travis Hopkins stated that the sewer fund and Zone Maintenance Program are newer programs, but that the City still has many unfunded infrastructure items such as alleys, parking lots, and block walls. Also, our infrastructure, including our buildings, is 10 years older and needs more significant maintenance. Board Member McGovern stated that alleys maintenance does not qualify for state funding thus, as a general fund expenditure, is a lower priority. Suggestions for other projects such as tree canopies, railings and sidewalk repairs at the bluffs were made. Travis Hopkins reminded all that those issues are Public Works Commission/City Council concerns, not CIAB, and that perhaps a memo could be drafted to the PWC from the CIAB to make these concerns known. Carry-over expenditures were reviewed: Worthy Park, Phase I, Main Promenade Parking Structure Improvements, LED Lighting Retrofit, and Bella Terra Pedestrian Crossing. Board Member Grant asked about the grant money for the Heil Pump Station remaining available even with delays. Ken Dills reassured him the money can be secured for a longer timeframe with an extension request. Travis Hopkins answered the question of why not all money in the Infrastructure Fund is spent every year by stating that by "rolling" the funds from one year to the next, this enables the City to allow for larger, multi-year projects. Discussion was had over why the Bella Terra Crossing may not be approved by the Public Utilities Commission. They will not approve a new crossing without the City removing a crossing at another location. Also, to build a crossing up and over the tracks would not be feasible because of the grade and the cost.

Our ten year progress was reviewed. While, the City is doing well, some concerns are the age of our City, storm drains, pavement, and rising costs in general. Included in the next meeting packet will be the Pavement Management Plan Map and historical map

The CIAB webpage needs updating on a regular basis with regards to meeting times, locations, dates, agendas, and minutes.

G. ADMINISTRATIVE ITEMS

None.

H. WRITTEN COMMUNICATIONS

None.

I. BOARD MEMBERS AND STAFF COMMENTS

None.

J. ADJOURNMENT

The meeting adjourned at 6:16 p.m.

Citizen's Infrastructure Advisory Board



**FY 14-15 Infrastructure Fund
Annual Report
April 28, 2016**

Infrastructure Fund FY 14-15

- Beginning Fund Balance - \$7.56M
- Revenue – General Fund transfer of \$3M, interest, maintenance agreement payment and grant reimbursement - \$3.34M
- Expenditures – projects, encumbrance carry forward and CIP carry over - \$1.345M
- Ending Balance - \$9.55M

Infrastructure Fund FY 14-15 Budgeted Expenditures continued

Project	Business Unit	Revised 14-15 Budget	Actual	Encumbrance Carry Over to 15-16	CIP Carry Forward to 15-16
Arena Soccer Turf Field	31445001	\$170,000	\$168,715		
Worthy Park Phase 1	31445002	\$500,000			\$500,000
Main Prom P.S. Improvements	31445003	\$1,500,000	\$96,759	\$111,943	\$1,291,298
Heil Pump Station ROW/Const	31488001	\$2,334,057	\$10,508		\$2,323,548
Infrastructure Design/Const*	31485201	\$2,089,478	\$816,206	\$121,155	\$1,152,117
City Yard Improvements	31487002	\$11,864	\$11,864		
Bella Terra Pedestrian Crossing	3149001	\$263,639	\$0	\$63,639	\$200,000
Senior Center	31487003	\$2,562,475	\$17,145		\$2,545,340
LED Lighting Retrofit	31485304	\$305,000	\$224,147	\$68,591	
Total Expenditures		\$9,736,512	\$1,345,344	\$365,328	\$8,012,303

*Heil Pump Station Design, Atlanta Avenue Widening, Beach Parking Lot, Zone Maintenance, Park Maintenance

Infrastructure Fund FY 15-16

Project	Business Unit	Encumbrance Carry Over to 15-16	CIP Carry Forward to 15-16	New Appropriations 15-16	Revised Budget 15-16
Worthy Park Phase 1	31445002		\$500,000		\$500,000
Main Prom P.S. Improvements	31445003	\$111,943	\$1,291,298		\$1,403,241
Infrastructure Design/Const.*	31485201	\$121,155	\$1,152,117	\$393,000	\$1,666,272
LED Lighting Retrofit	31485304	\$68,591			\$68,591
Senior Center	31487003		\$2,545,340		\$2,545,340
Heil Pump Station Construction	31488001		\$2,323,548		\$2,323,548
Bella Terra Pedestrian Crossing	31490001	\$63,639	\$200,000		\$263,639
Totals		\$365,328	\$8,012,303	\$393,000	\$8,770,631

*Heil Pump Station Design, Downtown Lighting, Huntington Harbour Dredging, Atlanta Avenue Widening, Park Maintenance

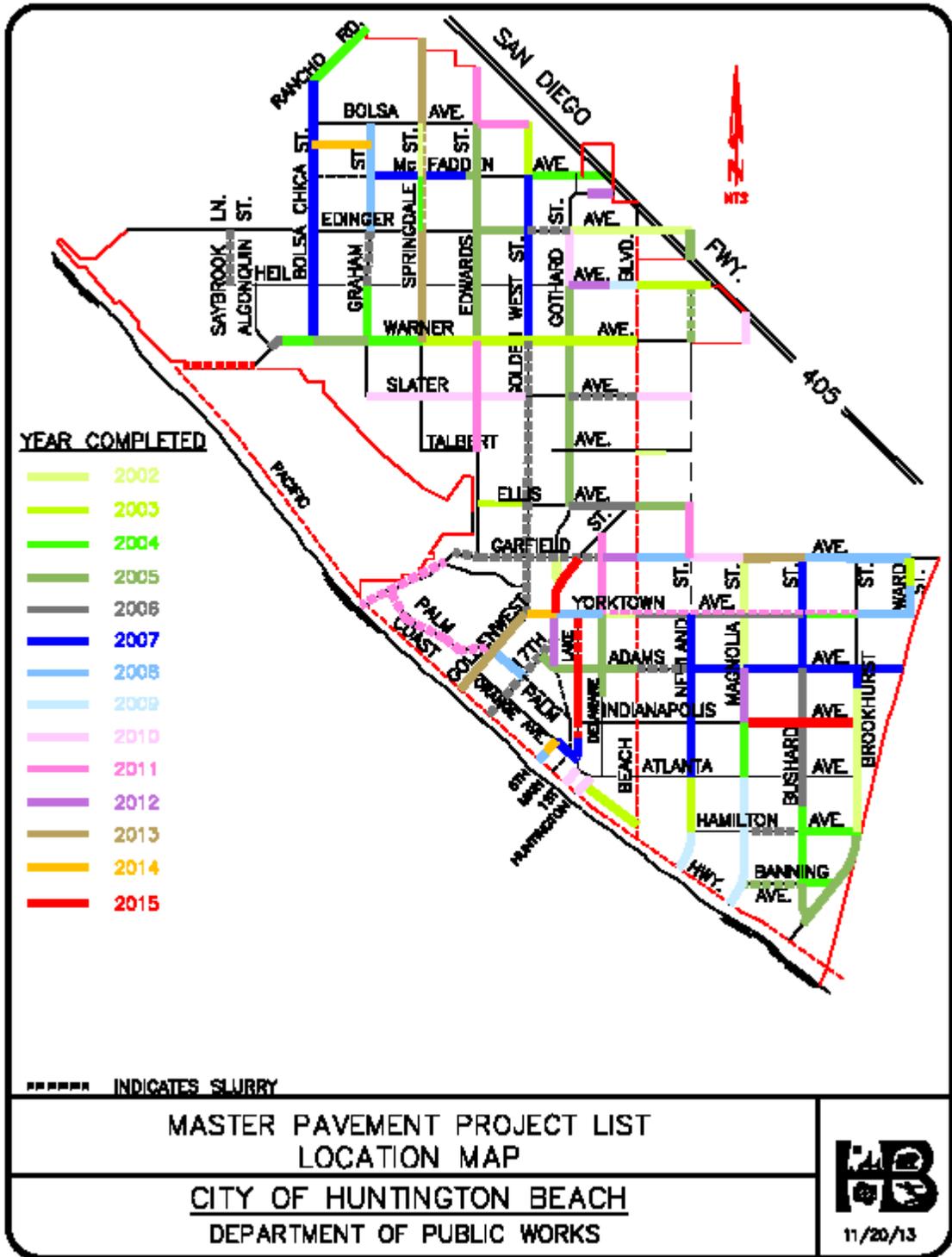
Infrastructure Fund – Fund Balance

Fund Balance 10/1/14	\$7,559,644
Revenue FY 14-15	\$3,337,535
Expenditures FY 14-15	<u>(\$1,345,344)</u>
Fund Balance 10/1/15	\$9,551,835
Project Revenue FY 15-16	\$60,000
Budgeted Expenditure FY 15-16	<u>(\$8,770,631)</u>
Project Fund Balance 10/1/16	\$841,205

Citizen's Infrastructure Advisory Board



**FY 14-15 Infrastructure Fund
Annual Report
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