

**CITY OF MANHATTAN BEACH
PARKING AND PUBLIC IMPROVEMENTS COMMISSION
MINUTES OF A REGULAR MEETING
April 27, 2017**

A. CALL TO ORDER

The regular meeting of the Parking and Public Improvements Commission of the City of Manhattan Beach, California, was held on the **27th day of April 2017**, at the hour of **6:30 p.m.**, in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

B. ROLL CALL

Present: Fournier, Delk, Lipps
Absent: Nicholson, King
Staff Present: Traffic Engineer Erik Zandvliet, CD Director Anne McIntosh
Clerk: Angela Soo Seilhamer

Commissioner Lipps proceeded to chair the meeting.

C. APPROVAL OF MINUTES

04/27/17-1 March 23, 2017

MOTION: Commissioner Delk made a motion to approve the minutes. The motion was seconded by Commissioner Fournier.

Ayes: Delk, Fournier, Lipps.
Noes: None.
Abstain: None.
Absent: King, Nicholson.

D. AUDIENCE PARTICIPATION

Commissioner Lipps opened Audience Participation (3-Minute Limit).

There was no Audience Participation.

Commissioner Lipps closed Audience Participation.

E. GENERAL BUSINESS

04/27/17-2 Review of Proposed Fiscal Year 2017-2018 Five Year Capital Improvement Plan (CIP)

Public Works Director Stephanie Katsouleas began the presentation and noted the proposed five-year CIP is very late in the process. After analyzing the CIP, she determined the resources and staffing are inadequate to complete \$107 million in CIP projects. She presented her assessment to City Council on April 10, 2017, which totals over 61,000 hours in project work over the next five years versus only 25,000 hours in available staff time. She asked City Council to consider either hiring 4 additional full-time engineers or adopt a scaled back CIP that matches existing resources. City Council directed her to return with a five-year CIP list equating to seven full-time engineers and to identify how those four additional engineers would be funded without affecting the General Fund. She then explained the five-year CIP summary sheet distributed that evening.

In response to a question by Commissioner Fournier, Public Works Director Katsouleas explained the types of restricted funds, grant funding and allocation methods.

Commissioner Fournier asked if the need for engineers is because there are too many needed improvements or because the projects have been deferred. Public Works Director Katsouleas said the CIP has actually been out of alignment for 10 to 15 years. She also explained that smaller projects generally require more staff time per dollar spent because smaller jobs still require similar coordination and management time. She referred the commissioners to the April 10th CIP presentation to City Council located on the City website, for an explanation of the cost calculations.

In response to a question by Commissioner Lipps, Public Works Director Katsouleas said she is recommending eliminating the \$75,000 study for installing a bike path underneath the Pier.

City Engineer Prem Kumar proceeded to give a Power Point presentation on how the CIP is created and funded, the FY 2018-2022 adoption timeline, summary of new projects and the PPIC action being requested. The presentation materials were similar to those given to the City Council on April 10, 2017. He explained the five-year CIP which includes 46 active projects at \$67,959,905; 25 pending projects totalling \$14,497,501; and 66 upcoming projects for FY 17-18 through FY 20-21 totalling \$42,648,292. This represents 137 active and proposed projects in the queue with a combined cost of \$125,105,698.

In response to a question by Commissioner Fournier, City Engineer Kumar and Public Works Director Katsouleas explained the sources and purposes of Measures A, C, M and R. Commissioner Fournier requested that future reports include the years remaining on each of the bond measures, as future commissioners would benefit from having that information.

In response to a question by Commissioner Fournier about mandated ADA improvements, City Engineer Kumar responded that any work done in the public right-of-way must be upgraded to meet current ADA standards. He said cities are required to maintain a plan to address ADA non-compliant access points.

Commissioner Lipps asked what projects can BID (Business Improvement District) revenues be spent on. Traffic Engineer Zandvliet responded BID funds can be spent on a variety of projects, as determined by the BID.

In response to a question by Commissioner Fournier regarding the high cost to remodel City Hall restrooms, City Engineer Kumar replied the \$450,000 includes design, construction and inspection for four bathrooms with full replacement of piping and fixtures as well as to make the restrooms ADA compliant. The higher cost is also attributed to paying a premium for nighttime work.

Commissioner Fournier suggested adding another Public Works inspector in order to better handle all the CIP projects.

In response to a question by Commissioner Delk regarding a new City Hall building, Public Works Director Katsouleas provided background information on a feasibility analysis done three years ago called the Big Three, which analyzed Begg Pool, Fire Station No. 2 and City Hall. The document was eventually completed but conversation stalled. She is returning to the City Council for direction and noted that if she is asked to move forward, the restroom renovations will be removed from the CIP list.

In response to a question from Commissioner Fournier regarding raised crosswalks on Ocean Drive, Traffic Engineer Zandvliet said the height would be about 4-inches and resemble an elongated speedbump that would not significantly impede on emergency vehicles.

In response to a question from Commissioner Fournier, City Engineer Kumar explained the difference between two pier Water Fund projects is that one is for domestic water/fire service and the other is a sewer project. The projects will be combined when going out to bid for cost savings, however, the funding sources are different and must not be comingled, which is why they are listed separately.

In response to a question by Traffic Engineer Zandvliet, City Engineer Kumar confirmed that park project funding would come from a combination of General Funds, special funds and/or grants.

In response to a question by Commissioner Delk regarding potentially selling Begg Pool to a profitable organization to operate, Public Works Director Katsouleas said she is not aware of that option but noted the school district would be very interested in the pool.

Discussion continued on construction components and funding for Begg Pool, the Facilities Strategic Plan that was done a few years back and the Olympic-sized pool being built in El Segundo.

Commissioner Lipps asked if there is a North End parking facility plan.

Traffic Engineer Zandvliet pointed out Parking Lots 3 and 4 have \$500,000 in funding for a rehabilitation study, but there is no placeholder yet for construction.

City Engineer Kumar said the estimated construction cost is included in the \$13 million in unfunded Parking Structure Rehab Projects pursuant to Structural Analysis studies.

Discussion followed in response to Commissioner Lipps' inquiry about water conservation and energy efficiency efforts. Commissioner Lipps suggested the City look into renting solar panels as he has seen his own electric bill decrease substantially and remains a fixed rate for 20 years.

Public Works Director Katsouleas said an Energy Efficiency Study was done last year and determined it would take 20-25 years for a return on solar panel costs. Also, the city buildings do not have a big enough footprint to make it feasible to generate sufficient electricity.

Traffic Engineer Zandvliet explained various other energy saving measures that had already been completed, such as converting all street lighting to LED and promoting solar panels on commercial developments.

Discussion then followed in response to Commissioner Delk's inquiry about installing gas lamps in the North End area starting from Marine Avenue.

Commissioner Fournier reiterated the need to hire another Public Works inspector.

There was no motion necessary for the CIP, so the Commission proceeded onto the next item.

F. OTHER ITEMS

04/27/17-3 Monthly Revenue and Expenditure Reports: Receive and File

Received and Filed.

04/27/17-4 Staff Follow-Up Items

Traffic Engineer Zandvliet provided an update on the 4th Street study.

Community Development Director Anne McIntosh provided an update regarding the City Council's discussion on Boards and Commissions Handbook and Workplan Items. She said beginning in June, all commission meetings are to start at 6:00 p.m. Staff will also be looking at different names and duties for this commission. Finally, she said the City Council would like to conduct study sessions with each of the commissions and set the PPIC date for Wednesday, June 21, 2017, time to be determined.

Traffic Engineer Zandvliet said at the next PPIC meeting, he will be asking Commissioners for their thoughts on larger picture goals they would like City Council to give them. He added there is no Work Plan for PPIC because items are presented as needed. Discussion followed regarding the development of a Work Plan.

In response to a question from Commissioner Lipps, Traffic Engineer Zandvliet provided an update on the flashing beacon project at Highland Avenue and 38th Street. The crosswalks will have in-pavement lights and flashing beacons.

In response to a question from Commissioner Delk regarding whether crosswalks on Highland Avenue at 36th and 38th Streets will be done at the same time, Traffic Engineer Zandvliet said that the other crosswalks will be funded through the non-motorized transportation fund, which is not identified in the CIP. He explained that the non-motorized fund is administered based on need and follows a five-year plan as well as \$100,000 per year.

In response to a question by Commissioner Lipps regarding pension funds, Traffic Engineer Zandvliet said that would affect the general operating budget depending on City Council direction.

Commissioner Lipps adjourned the meeting.

After adjournment, staff and commissioners informally acknowledged Commissioner Fournier for his service and noted City Council will present a certificate at a later Council meeting.

04/27/17-5 Commissioner Items

None.

G. ADJOURNMENT

The meeting was adjourned at **7:44 p.m.** to the regular Parking and Public Improvements Commission Meeting on **Thursday, May 25, 2017**, in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.