



City of Laguna Beach
Laguna Canyon Flood Mitigation Task Force

MEETING MINUTES

Wednesday, June 8, 2011, at 4:00 p.m.
Community Center, Community Room, 380 Third St., Laguna Beach, CA

Staff: Steve May, Director of Public Works/City Engineer

Note: See the attached "Laguna Canyon Flood Mitigation Task Force Meeting Notes and Action Items" as prepared by William Lawson for detailed notes of the meeting.

1. CALL TO ORDER

The meeting was called to order at 4:00 p.m.

2. ROLL CALL

Members Present: Verna Rollinger, Norm Grossman, Bob Borthwick, Susan Hamil, Eric Jessen, Karl Koski, William Lawson, Louis Longi, Carl Nelson, Charlie Quilter

Members Absent: Kelly Boyd

3. AGENDA REVIEW

4. APPROVAL OF MINUTES OF 5/25/11

The draft minutes for the meeting of 5/25/11 were approved, with the attached notes by William Lawson, by unanimous vote.

5. STAFF AND TASK FORCE MEMBER COMMENTS

6. PUBLIC COMMENTS

7. REGULAR CALENDAR ITEMS

- a. General discussion of fact finding, Task Force actions, and development of final recommendations.
- b. A "Floodway, Highway, Structures" Subcommittee consisting of Lewis Longi, Carl Nelson, and Karl Koski was appointed by unanimous consent.

8. ADJOURNMENT

The meeting was adjourned at 6:00 p.m. to the regular meeting of Wednesday, June 22, 2011 at 4:00 p.m. at the Community Center, Community Room, 380 Third Street, Laguna Beach, CA.

Laguna Canyon Flood Mitigation Task Force

Meeting Notes and Action Items

Meeting Date: June 8, 2011

Meeting Location: Laguna Beach Community Center

Meeting Opened at: 4:08 PM

Meeting Adjourned at: 6:04 PM

1. The LCFMTF meeting was called to order by Task Force Chairman, Eric Jessen, at 4:08 PM.
2. Roll call was taken and recorded by Task Force Chairman, Eric Jessen. All Task Force members were present except Kelly Boyd. Steve May, Dir. of Public Works/City Engr. and public member, Barbara Metzger were also present.
3. The Meeting Agenda was reviewed and approved without changes.
4. The Draft Minutes of the May 25, 2011 regular Task Force meeting were approved as written by unanimous consent. Bill Lawson pointed out that an attachment to the Meeting Notes and Action items document was omitted from the e-mail distribution. The attachment was a copy of the list of issues and topics that had been written on the 'white board' during the 5/25/11 meeting. However, that attachment was superseded by the information provided by Charlie Quilter in his presentation during today's meeting. Copies of the subject attachment can be obtained from Bill Lawson if desired.
5. Staff and Task Force Member comments were as follows:
 - Eric Jessen made a few comments regarding the Brown Act and how it regulates communication between Task Force members. One-way communications sent to all Task Force Members are ok, but Task Force members should not respond to them directly. Responses should be sent to Steve May for distribution to the rest of the Task Force.
 - Verna Rollinger mentioned a recent discussion that she had with City Manager, John Pietig. He expressed interest in knowing what flood control improvements might involve Caltrans and asked that we give him a short-list. He can help move documents forward to Caltrans on our behalf. Particular points of interest would be on Laguna Canyon Road and on PCH.
 - It was mentioned again that City construction work on the flood control channel structure between PCH R/W and the Pacific Ocean and from PCH R/W to Ocean Street is now scheduled to start a year from this September.
 - Karl Koski asked if requests to Caltrans, via the City manager, should go to City Council first?
 - Carl Nelson said that detailed discussions should be dealt with in Sub-Committees first before going to City Council.
 - Steve May presented a graphic on the 'white board' showing how the capacity of the Laguna Channel varies between Forest Avenue and the Pacific Ocean, with the lowest capacity (800 cfs) being at the PCH crossing. The highest capacity (2,200 cfs) occurs upstream of Beach Street. Carl Nelson pointed out that 'capacity' is not just a function of the channel's cross-sectional area.
 - Steve May also indicated that he believes that Caltrans will only be interested in repairing the existing culvert under PCH and not making it bigger. Carl Nelson added that the County is now administrating Caltrans' roadway improvement work in Laguna Canyon.

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Meeting Notes and Action Items

- Eric Jessen stopped the discussion and indicated that he was upset with the discussions wandering off-topic and side-tracking the Meeting Agenda. He asked that we return to the Agenda and select a "Road / Infrastructure Sub-Committee" to identify what Caltrans highway structures and flood control facilities are located within in the Laguna Canyon highway floodway. Carl Nelson, Louis Longi and Karl Koski were appointed as the Sub-Committee members.
- Steve May indicated that a Caltrans meeting is coming up soon and that he will advise the Sub-Committee when their 'results' will be needed for that meeting.

6. Public comments were as follows:

- There were no public comments made.

7. Regular Calendar Items were discussed, as follows:

- a. Charlie Quilter gave a PowerPoint presentation on the results of the "Task Selection and Prioritization Sub-Committee" meeting which was held at City Hall on Wednesday, June 1, 2011. The participating Sub-Committee members were Charlie Quilter, Chairman, Verna Rollinger, Norm Grossman and Bill Lawson. A finalized copy of this presentation will be provided by Charlie to the Task Force members at a later date. The five main topics (or 'Buckets') addressed in this presentation were as follows: 1) Public Safety and Awareness; 2) Infrastructure and Engineering (*to be renamed*); 3) Jurisdictional and Political Issues; 4) Downtown Specific Issues; and 5) Long Term Planning. There was substantial discussion of the first two topics by the Task Force members and each of these two topics will require a Sub-Committee to fully address each of the identified elements of these topics. It was suggested that the third topic may not require a Sub-Committee and that a single Task Force member could probably assemble the necessary information and data listed in that topic's description. A Sub-Committee will be needed to address the various elements of the fourth topic, while the fifth topic should probably be addressed by the Task Force as a whole after the work on the other four topics has been completed by their respective Sub-Committees.
- b. Verna Rollinger indicated that each Sub-Committee should decide if their topic deals with the short term, mid-term or long term aspects of the Task Force's Mission.
- c. Charlie Quilter advised the Task Force that he will be on vacation from mid-June until the end of August.

8. Items for Future Agendas are as follows:

- a. Sub-Committee assignments will be made at the next Task Force meeting.
- b. Bob Borthwick's May 24, 2011 list of the Laguna Canyon channel sections will be discussed at the next Task Force meeting.
- c. The need for additional Sub-Committees to act on special issues also needs to be discussed.

Laguna Canyon Flood Mitigation Task Force Meeting Notes and Action Items

9. The following Action Items were assigned or continued:

- a. Charlie Quilter shall finalize the Interim Report of the Task Selection and Prioritization Sub-Committee, as presented and discussed in today's meeting, and provide that document to Steve May for distribution to the Task Force members before he leaves on vacation.

10. The LCFMTF meeting was adjourned at 6:04 PM, and will reconvene at 4:00 PM on Wednesday, June 22, 2011.

Meeting Notes and Action Items Recorded By: William E. Lawson, PE, LCFMTF Recording Secretary

From Handwritten Notes Transcribed on: June 16 and 17, 2011