



City of Laguna Beach  
Laguna Canyon Flood Mitigation Task Force

**MEETING MINUTES**

Wednesday, July 13, 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 4:05 p.m.

2. ROLL CALL

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

Members Absent: Kelly Boyd, Eric Jessen, Charlie Quilter

3. AGENDA REVIEW

No actions on this item.

4. APPROVAL OF MINUTES OF 6/22/11

The draft minutes for the meeting of 6/22/11 were approved with notes attached thereto by William Lawson, by unanimous consent.

5. TASK FORCE DISCUSSION ITEMS

6. ADJOURNMENT

The meeting was adjourned at 5:05 p.m. to the regular meeting of Wednesday, July 27, 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

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Meeting Date: July 13, 2011

Meeting Location: Laguna Beach Community Center

Meeting Opened at 4:05 PM

Meeting Adjourned at 5:05 PM

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1. The LCFMTF meeting was called to order by Task Force Vice Chairman, Bob Borthwick, at 4:05 PM.
2. Roll call was taken and recorded by Task Force Vice Chairman, Bob Borthwick. Task Force Members Eric Jessen, Kelly Boyd and Charlie Quilter were not present. Steve May, Dir. of Public Works / City Engineer and Public member Barbara Metzger were present.
3. The Meeting Agenda was reviewed and approved without changes. The Draft Minutes of the June 22, 2011 regular Task Force meeting were approved as written, by unanimous consent.
4. Task Force Discussion Items were discussed as follows:
  - a. General Discussion Items:
    - 1) Verna Rollinger reported on the City Council Meeting of July 12, 2011; FEMA's agreement to provide financial assistance to December 2010 flood damaged property owners was particularly noteworthy.
    - 2) Verna also reported that Task Force Member Kelly Boyd has advised her that he is 'overwhelmed' with work, but will still try to attend Task Force meetings when he can.
    - 3) Verna further reported that the Short List of Early Actions which was submitted to City Manager John Pietig has been approved and referred to City Staff. John has indicated that he is now ready to meet with Caltrans to discuss this "Do List."
    - 4) Bob Borthwick indicated that he had collected copies of local newspaper accounts of the December 2010 flooding and that they are available to the Task Force for reference.
    - 5) Norm Grossman expressed that he is hopeful that the City will be able to apply some 'political pressure' on Caltrans to get the flood control improvements needed in PCH and along Laguna Canyon Road.
  - b. Infrastructure Sub-Committee Report and Discussion:
    - 1) Infrastructure Sub-Committee Chairman, Bill Lawson, reported on their initial meeting which was held at City Hall (Conf. Rm. B) at 3:30 PM on Wednesday, July 6, 2011. The meeting was attended by Bill, Carl Nelson, Bob Borthwick and Louis Longi. Charlie Quilter is on vacation.
    - 2) Bill handed out a copy of the Revised Outline of Infrastructure Sub-Committee Task Responsibilities to all Task Force members. That document was prepared by the Sub-Committee to reflect their understanding of the tasks that they are to perform or address in support of the Task Force's mission. These tasks differ somewhat from those presented in Charlie Quilter's Task Selection and Prioritization Sub-Committee report. The Sub-Committee feels that portions of Charlie's Task Items 2, 4 and 6 should be transferred to other Sub-Committees as they don't directly relate

## Laguna Canyon Flood Mitigation Task Force Meeting Notes and Action Items

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to infrastructure concerns. Bill will clarify these changes at the next Task Force meeting.

- 3) Louis Longi reported that the County is already handing out notices and fining property owners in Laguna Canyon where infractions on existing County flood control channel property have been noted.
  - 4) Verna Rollinger indicated that the various Sub-Committees should try to have the first draft of their respective Recommendations to City Council ready by the first meeting in September.
  - 5) Barbara Metzger questioned how property protection methods would be standardized? Bill suggested that the City standardize the design(s) to be used, but that construction or installation would be up to the individual property owners.
  - 6) Carl Nelson made a few comments on the tasks listed in the Sub-Committee's 'Revised Outline'. Carl further stressed that 'consistency in aesthetics and durability of flood protections' are important.
  - 7) Karl Koski indicated that one way to fund flood control improvements would be through the establishment of an Assessment District by the City. Improvements on private property, however, may not be eligible for this type of funding.
- b. Public Safety and Awareness Sub-Committee Report and Discussion:
- 1) This Sub-Committee's first meeting is scheduled for July 18, 2011, at 3:00 PM (City Hall, Conf. Rm. B).
  - 2) The Sub-Committee will collect data from such sources as the Safety Element of the City's General Plan. Bob Borthwick indicated that he has a report on vegetation control that may be of use to the Sub-Committee and will give them a copy.
  - 3) Louis Longi suggested that this Sub-Committee also use Bob Borthwick's list of 'Laguna Canyon Sections', as defined in Bob's May 24, 2011 memo, to group the results and recommendations of the Sub-Committee's work.
- c. Downtown Specific Issues Sub-Committee Report and Discussion:
- 1) This Sub-Committee has not yet met. Norm Grossman will contact Kelly Boyd to get things started.
- d. Long Term Planning Discussion:
- 1) Verna Rollinger indicated that the meeting that City Manager John Pietig will be having with Caltrans will cover a lot of things besides the 'Short List' (or "Do List"). The 'Short List' will be added to that agenda.
  - 2) Norm Grossman mentioned that the realignment of Laguna Canyon Road is a good example of how to get long term projects done. The previous attempt to build a downtown flood control channel failed because the public and City Staff weren't educated about the alternatives.
  - 3) Louis Longi suggested that public education be included in the Task Force's Recommendations to the City Council.

5. There were no Public comments other than as previously stated above.

## Laguna Canyon Flood Mitigation Task Force Meeting Notes and Action Items

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6. Items for Future Agendas are as follows:

- a. Forecasting and advanced warning discussion with City consultant Frank Weirich.
- b. Infrastructure Sub-Committee report and discussion.
- c. Public Safety and Awareness Sub-Committee report and discussion.
- d. Downtown Specific Issues Sub-Committee report and discussion.
- e. Long Term Planning discussion.

7. The following Action Items were assigned or continued:

- a. See the list of Action Items given in the June 22, 2011, Meeting Notes.
- b. Sub-Committees should have the first draft of their respective portions of the Recommendations to City Council ready by the Task Force Meeting on Wednesday, September 14, 2011.

8. The LCFMTF meeting was adjourned at 5:05 PM, and will reconvene on Wednesday, July 27, 2011, at 4:00 PM.

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

From Handwritten Notes Transcribed on: July 23, 2011