



City of Laguna Beach
Laguna Canyon Flood Mitigation Task Force

MEETING MINUTES

Wednesday, September 14, 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, Eric Jessen, Karl Koski, William Lawson, Louis Longi

Members Absent: Kelly Boyd, Carl Nelson, Charlie Quilter

3. AGENDA REVIEW

No actions on this item.

4. APPROVAL OF MINUTES OF 8/24/11

The draft minutes for the meeting of 8/24/11 were approved with notes attached thereto by William Lawson, by unanimous consent.

5. TASK FORCE DISCUSSION ITEMS

Reports from subcommittees and discussion.

Final subcommittee reports due by 9/28/11.

Barbara Metzger will do final assembly of report for presentation to Council in November.

6. ADJOURNMENT

The meeting was adjourned at 5:12 p.m. to the regular meeting of Wednesday, September 28, 2011 at 4:00 p.m. at the Community Center, Community Room, 380 Third Street, Laguna Beach, CA.

Laguna Canyon Flood Mitigation Task Force

Revised Meeting Notes and Action Items

Meeting Date: September 14, 2011

Meeting Location: Laguna Beach Community Center

Meeting Opened at 4:05 PM

Meeting Adjourned at 5:12 PM

1. The LCFMTF meeting was called to order by Task Force Chairman Eric Jessen at 4:05 PM.
2. Roll call was taken and recorded by Eric Jessen. All Task Force members except Carl Nelson, Charlie Quilter and Kelly Boyd were present. Steve May, Dir. of Public Works/City Engineer, and Public Member Barbara Metzger were also present.
3. The Meeting Agenda was reviewed and approved without changes. The Draft Minutes of the August 24, 2011 regular Task Force meeting were approved as written, by unanimous consent.
4. Task Force Discussion Items were discussed as follows:
 - a. Infrastructure Sub-Committee Report and Discussion:
 - 1) Bill Lawson presented the latest edition of the Infrastructure Sub-Committee's Recommendation document, dated September 14, 2011. Copies of the document were provided by and distributed to the Task Force members by Steve May.
 - 2) Discussion followed. Bob Borthwick emphasized that the Sub-Committee's document was largely due to a lot of work by Carl Nelson.
 - 3) Norm Grossman indicated that he was not comfortable with some of the recommendations. Louis Longi indicated that the document should at least express (or describe) what the Sub-Committee considered.
 - 4) Bob Borthwick stated that he felt that the recommendations should only cover the near-term, not long-term recommendations. Also, we should point out why the 1999+/- construction project described in Item 2 b) was rejected by the community.
 - 5) Norm Grossman suggested that the language of the document should be changed to say that the recommendations be "considered" rather than "should" be adopted.
 - 6) Bob Borthwick explained what he felt was Carl Nelson's point of view on the use of upstream detention basins to reduce peak flood flows in the canyon and downtown.
 - 7) Eric Jessen asked that the Infrastructure Sub-Committee 'take another crack' at refining their recommendations document. (*See additional discussion on this below*).
 - 8) Barbara Metzger suggested that Kevin Onuma's (County of Orange) comments made at the May 19, 2011 Laguna Beach Business Club breakfast meeting be included in the Task Force's report to the City Council.
 - 9) On the subject of upstream detention basins, Steve May indicated that the City is trying to avoid facilities that require a lot of maintenance due to the cost and manpower required. Steve also gave a few examples of what could happen if detention basins are not maintained.
 - 10) Bill Lawson described in more detail the Sub-Committee's recommendation for the Laguna Lakes in Section 9, a) and b) of the September 14, 2011 document. The goal of this recommendation is to reduce the discharge from the lakes to 50 cfs or less. Bill

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

- pointed out, however, that the further downstream you go the less effect the lake modifications would have on the total flow rate in the canyon.
- 11) Eric Jessen and Norm Grossman explained that the deed restrictions on the Orange County Park land in Laguna Canyon would make it next to impossible to construct detention basins or any other flood control facilities within the Park boundaries.
 - 12) Eric and Norm suggested that the Sub-Committee soften their recommendations and place the history (background) and long-term solutions in an appendix to the report.
 - 13) Bob Borthwick (on Carl Nelson's format of the 9/14/11 document) indicated that the recommendations are the "force" of the document and should be presented at the beginning of the document. Norm Grossman agreed and suggested that the existing Preamble be divided between the Recommendations section and the Appendix (Discussion and Background). Norm further stated that it is only the short-term recommendations that we can really need do now.
 - 14) Verna Rollinger added that flood mitigation work that has already been approved by the City Council, such as the Agenda Bill approved in August 2011, should also be included in the Recommendations of the Task Force.
 - 15) Barbara Metzger commented that what the Task Force has learned in its work this year is unique and should be documented.
 - 16) Steve May reported that he had met with Caltrans Deputy Director James Piniero and that they had discussed the scheduling of the reconstruction of the box culvert under PCH. Although the schedule for the City's work between PCH and the ocean outfall will be delayed by a year or two, he didn't feel that that would be a problem for the City. However, the CDP may need to be extended and he will check into to that.
 - 17) Steve May provided his written comments on the Sub-Committee's 9/14/11 document. Steve also indicated that regarding the existing Audubon Detention Basin, we might state that it could be more "interactively designed"; he said that he will write down more of his thoughts on this and provide them to the Task Force.
- b. Public Safety and Awareness Sub-Committee Report and Discussion:
- 1) Karl Koski, Chairman, was not present. Verna Rollinger indicated that the Sub-Committee had presented its report at the previous Task Force meeting and that there had been no changes in the meantime.
 - 2) Steve May handed out a document titled Homeowners' Guide for Flood, Debris, and Erosion Control after Fires, which was published and distributed by the County of Orange, Resources & Development Management Department (RDMD), in 2007. This document is a 29 page booklet.
 - 3) Bob Borthwick reported that he is working with the Public Safety and Awareness Sub-Committee to prepare recommendations on what Laguna Canyon residents upstream of the Dog Park might do to protect their property from flooding, including suggestions on what types of vegetation should be removed from the floodway. Louis Longi indicated that in some locations there are palm trees growing in the floodway. Bob's response

Laguna Canyon Flood Mitigation Task Force

Revised Meeting Notes and Action Items

was that common sense should prevail when clearing vegetation and debris from the floodway.

- c. Downtown Specific Issues Sub-Committee Report and Discussion:
 - 1) Norm Grossman indicated that there had not been activity within the Downtown Specific Issues Sub-Committee since the last Task Force meeting.
- d. General Task Force Discussion:
 - 1) Eric Jessen advised the Task Force members that Bill Lawson has been asked to work with Barbara Metzger on the assembly/formatting, editing and proofreading of the Task Force's final report to the City Council. Someone suggested that this be called the "Finishing Committee."
 - 2) *(Text Revised)* Verna Rollinger asked Chairman Eric Jessen to make the Task Force's presentation to the City Council using a PowerPoint presentation prepared by Charlie Quilter (3 to 5 minutes in length).
 - 3) Verna also thanked the Task Force members for working together so well and for performing the necessary tasks in a quick and efficient manner.
 - 4) *(Revised return date)* Eric Jessen advised the Task Force that he will be on vacation and will not be able to attend the September 28th meeting. He will return home on October 12th. Bob Borthwick will therefore Chair the September 28th meeting.

5. Public comments were as follows:

- a. There were no Public Comments made.

6. Items for Future Agendas are as follows:

- a. The Agenda for the next Task Force meeting will be the same as it was for this meeting.

7. The following Action Items were assigned or continued:

- a. All Sub-Committees are to present the final draft of their Recommendations documents at the September 28, 2011 Task Force meeting. All submittals should be e-mailed to Steve May prior to the meeting and he will distribute them to the Task Force members.
- b. Barbara Metzger and Bill Lawson will commence assembling the final Recommendation document following the receipt of the Sub-Committee submittals. A specific time-line has not yet been set for the final report preparation, but Verna Rollinger did say that the presentation to City Council will be scheduled for a date in November 2011.

8. The LCFMTF meeting was adjourned at 5:12 PM, and will reconvene on Wednesday, September 28, 2011, at 4:00 PM.

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

From Handwritten Notes Transcribed on: September 21 & 22, 2011; and Revised October 5, 2011.