



City of Laguna Beach
Laguna Canyon Flood Mitigation Task Force

MEETING MINUTES

Wednesday, October 26, 2011, at 4:00 p.m.
Community Center, Laguna 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 4:10 p.m.

2. ROLL CALL

Members Present: Verna Rollinger, Norm Grossman, Eric Jessen, Bob Borthwick, William Lawson, Karl Koski.

Members Absent: Kelly Boyd, Charlie Quilter, Louis Longi, Susan Hamil, Carl Nelson

3. AGENDA REVIEW

No actions on this item.

4. APPROVAL OF MINUTES

The draft minutes for the meeting of 10/12/11 were approved with notes attached thereto by William Lawson.

5. TASK FORCE DISCUSSION ITEMS

Discussion of final report.

6. ADJOURNMENT

The meeting was adjourned at 5:06 p.m. to the regular meeting of Wednesday, November 9, 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: October 26, 2011

Meeting Location: Laguna Beach Community Center

Meeting Opened at 4:10 PM

Meeting Adjourned at 5:06 PM

1. The LCFMTF meeting was called to order by Task Force Chairman Eric Jessen at 4:10 PM.
2. Roll call was taken and recorded by Eric Jessen. All Task Force members were present except Charlie Quilter, Kelly Boyd, Louis Longi, Susan Hamil and Carl Nelson. Public member Barbara Metzger and Director of Public Works/City Engineer Steve May were also present.
3. The Meeting Agenda was reviewed and approved without changes. The Draft Minutes of the October 12 , 2011 regular Task Force meeting were approved as written, by unanimous consent.
4. Task Force Discussion Items were discussed as follows:
 - a. Sub-Committee Reports and Discussion:
 - 1) As there have been no further Sub-Committee meetings the meeting discussion went directly to the preparation of the Task Force's Final Report.
 - b. Final Report Preparation Discussion:
 - 1) Each Task Force member presented any comments they had on each page of the Draft Final Report that was assembled by Barbara Metzger and distributed to the Task Force members by Steve May prior to the meeting. Those comments were recorded by Barbara during the meeting, or were provided to her by the individual Task Force members following the meeting, and are to be addressed in the next draft of the Final Report. *[Action Item for Barbara Metzger and individual Task Force members, as needed]*
 - 2) Eric Jessen read to the Task Force his preliminary write-up for his presentation of the Task Force's Final Report to City Council. Discussion followed. Eric will incorporate minor changes as discussed. *[Action Item for Eric Jessen]*
 - 3) Bill Lawson will provide Barbara Metzger with one representative photograph of each reach of the Laguna Canyon Creek Channel for use in the Final Report Appendix. *[Action Item for Bill Lawson]*
 - 4) Eric Jessen will provide a photo of a Laguna Beach artist's historic oil painting of Laguna Creek that can be used on the cover of the Final Report. *[Action Item for Eric Jessen]*
 - 5) Steve May was asked to prepare an Agenda Bill for consideration of the Task Force's Final Report by the City Council at the November 15, 2011 Council meeting. Steve will inform the Task Force members of the item number of the Agenda Bill and the approximate time that it might be heard by the City Council. *[Action Item for Steve May]*
 - 6) It was decided by the Task Force that an Executive Summary would not be prepared for the Final Report since the Final Report (not including the Appendix) is too short to warrant one.

Laguna Canyon Flood Mitigation Task Force Meeting Notes and Action Items

- 7) Since the preparation of the Final Report is progressing well it was decided that changing to a weekly meeting schedule, as suggested in the October 12th Task Force meeting, will not be required.
 - 8) Verna Rollinger made a few comments on what the Task Force should expect to see in the near future in regards to implementation of recommended flood mitigation measures by the City.
5. Public comments were as follows:
- a. There were no Public Comment made.
6. Items for Future Agendas are as follows:
- a. The Agenda for the next Task Force meeting should concentrate on the completion of the Final Report.
7. The following Action Items were assigned or continued:
- a. Refer to Section 4.b., Items 1) through 5), above, for Action Items.
8. The LCFMTF meeting was adjourned at 5:06 PM, and will reconvene on Wednesday, November 9, 2011, at 4:00 PM.

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

From Handwritten Notes Transcribed on: November 3, 2011