
From: SETHURAMAN, RAJA
Sent: Tuesday, March 14, 2023 12:03 PM
To: GREEN, BRENDA; TERAN, STACY
Subject: FW: Questions for study session
Attachments: Public Works Org Chart.pdf; CIP Status - Ongoing projects.pdf

From: SETHURAMAN, RAJA
Sent: Tuesday, March 14, 2023 12:01 PM
To: CITY COUNCIL <CITYCOUNCIL@costamesaca.gov>; BARLOW, KIMBERLY HALL <KIMBERLY.BARLOW@costamesaca.gov>
Cc: FARRELL HARRISON, LORI ANN <LoriAnn@costamesaca.gov>
Subject: Questions for study session

PLEASE DO NOT REPLY ALL!

Dear Mayor and City Council:

Please see below responses to questions from Council Member Reynolds. Please let me know if you have any questions. Thank you.

Raja Sethuraman
Public Works Director
City of Costa Mesa
714-754-5343

From: "REYNOLDS, ARLIS" <ARLIS.REYNOLDS@costamesaca.gov>
Date: March 12, 2023 at 11:37:33 PM PDT
To: "SETHURAMAN, RAJA" <RAJA.SETHURAMAN@costamesaca.gov>
Cc: "FARRELL HARRISON, LORI ANN" <LoriAnn@costamesaca.gov>, "REYES, ALMA" <ALMA.REYES@costamesaca.gov>, Kimberly Hall Barlow - City Attorney <khb@jones-mayer.com>
Subject: Questions for study session

Thanks!

Questions on the grant funds.

1. Looking at the options in Attachment 2.. Can you give rough estimates of payback for projects that have notable financial paybacks (e.g., energy cost savings from LED conversions; cost savings from reduced maintenance on projects with ongoing issues, etc.)

Based on information provided by vendor, following are estimated financial paybacks for the LED projects.

- ***Jack Hammett – Over 25-years, estimated \$615,300 in ownership savings and 761 ton reduction in carbon output***

- ***TeWinkle Athletic Complex - Over 25-years, estimated \$397,576 in ownership savings and 669 ton reduction in carbon output***
2. Re: Fairview Park line items in Attachment 2 ... are you suggesting we would only do a partial restoration, or would we need to supplement the rest of the \$8m est. budget with other funds to complete these projects?
Staff estimates that Bluff Stabilization and Restoration and Mesa Restoration are major projects that will require substantial investment over time. There are two bluff areas that are significantly eroded. The focus of this project will be to stabilize those areas. With respect to Mesa Restoration, actual costs depend on the area to be restored. We estimate the cost of Mesa restoration to be approximately \$250,000 per acre.
 3. What is the \$1m for Shalimar based on – do we have a design?
Staff prepared a conceptual plan of improvements that include new rubberized surfacing, new concrete, play structures and other amenities. The cost estimate is based on that. However, staff will initiate community meetings to obtain input on project needs and initiate design.
 4. We have discussed including project management costs to support the deployment of all these projects – are project management costs included in the estimates?
Project Management costs are reimbursable according to grant agencies. For larger projects, the design and construction costs could be approximately 25 percent of construction costs.
 5. I understand that the staff report focuses on priorities for the grant funds, but it will be important to understand how that impacts the rest of the CIP program and progress.. Could you please send the list of existing, funded CIP projects? I'd like to see which other projects have already been funded and status.
Previously approved Capital Improvement Program projects with project status are attached.

General Questions on Public Works

1. Did we ever announce the rebranding from Public Services to Public Works? I recall seeing old-looking public services uniforms recently and hope we can invest in a new suite of fresh jerseys and uniforms, especially for public facing staff.
 - ***Staff has changed the branding with any new item purchased. Old uniforms, shirts, hats, jackets, etc., if in good condition, are still in circulation.***
 - ***Staff has reached out to Prudential to obtain a cost to change rented uniforms.***

2. Can you send or point me to an org chart for Public Works?

Please see attached Organization Chart

3. Active Transportation Committee

1. What is the status of the NMUSD rep for committee? ***Ms. Kerrie Torres, Assistant Superintendent of Secondary Education, is working on appointing a NMUSD rep. Staff will send a follow-up email to remind her.***
 2. What do we need to reduce staffing levels at committee meeting? ***The number and complexity of Committee agenda items require participation of key staff.***
4. Can you send a list of the 23 city-owned buildings? I'm trying to count and not sure I get to 23!
Please see below list.

1. City Hall, Police HQ, 911 Call center? , Westside Substation
2. 6 Fire stations
3. 2 libraries, NH Community Center, Downtown Rec Center, Balearic Center
4. Shelter
5. Bathrooms at parks?

1. ***Norma Hertzog Community Center***
2. ***Downtown Rec Center***
3. ***DD Library***
4. ***Mesa Verde Library***
5. ***Westside Sub Station***
6. ***Senior Center***
7. ***Fire Station 1***
8. ***Fire Station 2***
9. ***Fire Station 3***
10. ***Fire Station 4***
11. ***Fire Station 5***
12. ***Fire Station 6***
13. ***City Hall***
14. ***Communications***
15. ***Police Department/EOC***
16. ***Airway Shelter***
17. ***Tennis Center***
18. ***Corp Yard Building A***
19. ***Corp Yard Building B***
20. ***Old Corp Yard/Warehouse***
21. ***Balearic Community Center***
22. ***Estancia Adobe***
23. ***Historical Society***

This does not include the PD evidence building, park restrooms, snack stands or smaller ancillary buildings.

Arlis Reynolds (she/her/hers)

Costa Mesa City Council, District 5

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Public Works Department

Public Works Administration

- 1.0 FTE - **Public Works Director**
- 1.0 FTE - Executive Assistant
- 1.0 FTE - Senior Management Analyst
- 1.0 FTE - Management Analyst

- 1.0 FTE - Energy and Sustainability Service Manager

Engineering

- 1.0 FTE - City Engineer
- 2.0 FTE - Administrative Assistant
- 3.0 FTE - Assistant Engineer
- 6.0 FTE - Associate Engineer
- 3.0 FTE - Construction Inspector
- 1.0 FTE - Engineer Tech II
- 3.0 FTE - Engineering Tech III
- 1.0 FTE - Office Specialist II
- 1.0 FTE - Principal Civil Engineer
- 2.0 FTE - Senior Engineer
- 1.50 FTE - Part-Time

Transportation Services

- 1.0 FTE - Transportation Services Manager
- 1.0 FTE - Assistant Engineer
- 1.0 FTE - Associate Engineer
- 2.0 FTE - Engineering Technician III
- 1.0 FTE - Senior Engineer
- 1.0 FTE - Active Transportation Coordinator
- 1.0 FTE - Part-Time

Maintenance Services

- 1.0 FTE - Maintenance Services Manager
- 1.0 FTE - Administrative Assistant
- 2.0 FTE - Equipment Mechanic II
- 2.0 FTE - Equipment Mechanic III
- 1.0 FTE - Lead Equipment Mechanic
- 2.0 FTE - Facilities Maintenance Technician
- 2.0 FTE - Lead Facilities Maintenance Technician
- 6.0 FTE - Lead Maintenance Worker
- 1.0 FTE - Maintenance Assistant
- 3.0 FTE - Maintenance Superintendent
- 5.0 FTE - Maintenance Supervisor
- 4.0 FTE - Maintenance Worker
- 1.0 FTE - Office Specialist II
- 1.0 FTE - Senior Maintenance Technician
- 6.0 FTE - Senior Maintenance Worker
- 2.0 FTE - Storekeeper
- 3.75 FTE - Part-Time

CAPITAL IMPROVEMENT PROGRAM PROJECTS

	Project	Status
Projects in Progress		
2	Fire Station 2 Reconstruction	Design initiated
3	HVAC Replacement at Various Facilities	Installation in progress
6	PD - Removal of Underground Storage Tank	In progress
7	Fire Station # 1 - Dehumidifier Installation	In progress
10	City Hall Training Room	Design initiated
11	IT Department Reconstruction	Currently in bidding process
14	PD Range Remodel	Under construction
16	Finance Security & Efficiency Reconfiguration	Preliminary design completed; initiating final design
19	Citywide Parking Study	In implementation phase
22	Fire Station 4 - Training Tower and Grounds Reconstruction	Design to be awarded
23	Fire Station 6 Roof Replacement	Bidding process underway
24	PD - Communications Building	Getting quotes for carpet, paint
25	PD - Parking lot reconfiguration	Design being finalized
26	PD - Structural Foundation Repair	Design completed. Working with Building division
27	Adams Avenue Rehabilitation - RMRA	Construction in summer
28	Wilson Street Improvements	Finalizing construction
29	Project W Transit Stop Improvements (3 stops)	In progress
31	I-405 Improvements	In progress
34, 36	Newport Boulevard Rehabilitation (Bristol to Victoria/22nd)	Design in progress
37	Adams at Pinecreek	Finalizing design
40	Adams Avenue Active Transportation Project	SCE Undergrounding Design in progress
42	Fairview Road Improvement Project	Design in progress
43	Westside Restoration Project	Project initiated
44	Citywide Bicycle Trail Wayfinding Signage	Design in progress
45	Mesa Del Mar Multimodal Access	Project initiated
47	Baker/Placentia/19th/Victoria TSSP	Design completed. Implementation in progress
51	W. 19th/Wallace Traffic Signal	Project awarded. Construction to be initiated
54	W. 19th Bicycle Lanes and Route	Project awarded. Construction to be initiated
56	Adams Avenue Multi-Purpose Facility (Royal Palm to SA River)	Design in progress
57	Adams Avenue Bicycle Facility Project (Fairview to Adams)	Design in progress
59	Mesa/Santa Ana Bicycle Facility Improvements	Project initiated
60	Mesa Verde/Peterson Pl Class II Bicycle Facility	Project initiated
61	West 18th & Wilson Crosswalks	Project awarded. Construction to be initiated
65	Citywide Catchbasin Insert and Water Quality Improvement	Project initiated
67	Citywide Storm Drain Improvements	In progress
70	Placentia Avenue Stormwater Quality Trash Capture System	Design completed; construction bid to be initiated
72	Wilson and TeWinkle Park Bridge Repairs	Design completed. Working with Building division
75	Park Security Lighting Replacement	In progress
78	Various Parks Rehab Parking Lots	In progress
87	TeWinkle Park Lakes Repairs	Design in progress
92	Butterfly Gardens	In progress
98	Senior Center Fire Alarm Panel	Getting quotes from vendors
Annual Projects (Funded every year and ongoing)		
5	Building Maintenance Projects	
18	Fire Stations - Minor projects at various Fire Stations	
21	City Hall - Paint, Carpet & Miscellaneous Improvements	
30	Citywide Bike Rack Improvements	
32	Citywide Neighborhood Traffic Improvements	
52	Citywide Alley Improvements	
53	Citywide Street Improvements	
55	Citywide Class II, III and IV Projects	
58	Bicycle/Pedestrian Infrastructure Improvements	
62	New Sidewalk/Missing Link Program	
63	Parkway Maintenance Program Citywide	
64	Priority Sidewalk Repair	
76	Various Parks - Sidewalk Replacement	
80	Park Sidewalk Accessibility Program	
95	Various Projects - Playground Repair and Replacement	

Projects Completed		
4	Corp Yard Electric Security Gate	
9	City Hall Exterior Paint	
12	City Hall Elevator Modernization	In final stages
13	Fire Suppression System & Fire Panel Upgrade	
17	Fire Station 3 - Ground Water and Soil Assessment	In final stages
46	Fairview Road Traffic Signal Synchronization Project (TSSP)	
48	Fairview Road Improvements (Adams to Baker)	
49	Bear Street TSSP	
50	Red Hill TSSP	
68	Bristol Street Storm Drain Diversion Project	
71	Tanager Park Playground and Pickleball Courts	
79	Jack Hammett Sports Complex ADA Improvements	
86	Jordan Park Playground Equipment Replacement	
96	Lions Park Projects - NCC & Library	
Parks Projects (Grants)		
73	TeWinkle Park - Skate Park Expansion	
81	Shalimar Park Improvements	
88	Ketchum-Libolt Park Expansion	
93	Fairview Park Pump Station & Wetlands Recirculation System	
	Fairview Park Mesa Restoration	
	Fairview Park Bluff Stabilization and Restoration	
	Lions Park Café	
Other Parks Department Projects		
82	Fairview Park - Vernal Pool Restoration	Ongoing
83	Canyon Park Inventory Management & Restoration	
84	Fairview Park Fence Sign Trail	
85	Fairview Park Master Plan Update	Project initiated
Projects Yet to Start		
1	Corp Yard Fleet Shop Epoxy Floor	Cancel project
8	City Hall Cast Iron Drain Repipe	Phase 1 completed; Phase 2 pending
15	Electric Vehicle Fleet and Infrastructure	
20	Citywide Community Choice Energy Study	
33	Fairview Road Improvements - I-405 to Baker Street	
35	Pavement Mitigation - I-405 Project	
38	CDBG Westside Improvements - Wilson Street	
39	Sunflower Avenue Rehabilitation project	
41	Bicycle Safety Education - 16 Schools	
66	Citywide Storm Drain - Fairview Park Storm Drain	
69	Westside Storm Drain Improvements	
74	Westside Park Development	
89	Costa Mesa Tennis Center Improvements	
90	Costa Mesa Country Club Modernization	
91	Brentwood Park Improvements	
94	Shalimar Park Expansion	
97	EOC Equipment Upgrade	
99	Westside Police Substation Improvements	