

Public Works Commission
Regular Meeting Agenda

Wednesday, January 24, 2024

3:30 p.m.

**City Hall – Multi-Purpose Room
23825 Stuart Ranch Road**

Call to Order

Roll Call

Pledge of Allegiance

Approval of Agenda

Report on Posting of Agenda – January 19, 2024

1. Written and Oral Communications from the Public and Commissioners

- A. Communications from the Public concerning matters which are not on the agenda but for which the Commission has subject matter jurisdiction. The Commission may not act on these matters at this meeting. (30 minutes total time allotted)
- B. Staff Updates. (5 minutes total time allotted)
- C. Commissioner reports, comments and inquiries. (15 minutes total time allotted)

2. Consent Calendar

- A. Previously Discussed Items

None.

- B. New Items

- 1. Approval of Minutes – October 25, 2023

Staff recommendation: Approve minutes of the Public Works Commission Regular meeting October 25, 2023.

Staff contact: Administrative Analyst Ayala, 456-2489 ext. 352

3. Old Business

None.

4. New Business

A. Draft 2024 Wastewater and Recycled Water Rate Study Update

Staff recommendation: Receive and file report on the Draft 2024 Wastewater and Recycled Water Rate Study Update.

Staff contact: Administrative Analyst Ayala, 456-2489 ext. 352

B. Mid-Year Commission Report to the City Council

Staff recommendation: Develop a list of the Commission’s activities for the period of July through December 2023 to be included in the City Manager’s Mid-Year Commission Activity Report, scheduled to be presented to the City Council at its Regular meeting on February 26, 2024.

Staff contact: Administrative Analyst Ayala, 456-2489 ext. 352

Adjournment

Future Meetings

Wednesday, February 28, 2024	3:30 p.m.	Regular Meeting	Location to be determined
Wednesday, March 27, 2024	3:30 p.m.	Regular Meeting	Location to be determined
Wednesday, April 24, 2024	3:30 p.m.	Regular Meeting	Location to be determined

Guide to the City Commission Proceedings

The Oral Communication portion of the agenda is for members of the public to present items which are not listed on the agenda, but are under the subject matter jurisdiction of the Commission. Although no action may be taken, the Commission and staff will follow up, at an appropriate time, on those items needing response. Each speaker is limited to three (3) minutes. Time may be surrendered by deferring (1) one minute to another speaker, not to exceed a total of (8) eight minutes. The speaker wishing to defer time must be present when the item is heard. In order to be recognized and present an item, each speaker must complete and submit to the Recording Secretary a Request to Speak form prior to the beginning of the item being announced by the Chair (forms are available at the entrance to the meeting room). Speakers are taken in the order slips are submitted.

Items in Consent Calendar Section A have already been considered by the Commission at a previous meeting where the public was invited to comment, after which a decision was made. These items are not subject to public discussion at this meeting because the vote taken at the previous meeting was final. Resolutions concerning decisions made at previous meetings are for the purpose of memorializing the decision to assure the accuracy of the findings, the prior vote, and any conditions imposed.

Items in Consent Calendar Section B have not been discussed previously by the Commission. If discussion is desired, an item may be removed from the Consent Calendar for individual consideration. Commissioners may indicate a negative or abstaining vote on any individual item by so declaring prior to the vote on the motion to adopt the entire Consent Calendar. Items excluded from the Consent Calendar will be taken up by the Commission following the action on the Consent Calendar. The Commission first will take up the items for which public speaker requests have been submitted. Public speakers shall follow the rules as set forth under Oral Communication.

Old Business items have appeared on previous agendas but have either been continued or tabled to this meeting with no final action having been taken. Public comment shall follow the rules as set forth under Oral Communication.

Items in New Business are items which are appearing for the first time for formal action. Public comment shall follow the rules as set forth under Oral Communication.

Copies of the staff reports or other written documentation relating to each item of business described above are on file in the office of the Public Works Department, and available upon request by emailing bayala@malibucity.org.

The City Hall phone number is (310) 456-2489. To contact City Hall using a telecommunication device for the deaf (TDD), please call (800) 735-2929 and a California Relay Service operator will assist you. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Yolanda Bundy, Environmental Sustainability Director, at (310) 456-2489, ext. 229. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADD Title II].

I hereby certify under penalty of perjury, under the laws of the State of California, that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 19th day of January 2024, at 3:00 p.m.

Brandie Ayala

Brandie Ayala, Administrative Analyst



Public Works Commission Agenda Report

Public Works
Commission Meeting
01-24-24

**Item
2.B.1.**

To: Chair Dittrich and Members of the Public Works Commission

Prepared by: Brandie Ayala, Administrative Analyst

Approved by: Robert DuBoux, Public Works Director/City Engineer

Date prepared: January 18, 2024 Meeting date: January 24, 2024

Subject: Approval of Minutes – October 25, 2023

RECOMMENDED ACTION: Approve minutes of the Public Works Commission Regular meeting October 25, 2023.

DISCUSSION: Staff has prepared draft minutes for the Public Works Commission Regular meeting October 25, 2023, and hereby submits the minutes for Commission approval.

ATTACHMENTS:

1. Draft Minutes of October 25, 2023, Public Works Commission Regular meeting

MINUTES
MALIBU PUBLIC WORKS COMMISSION
REGULAR MEETING
OCTOBER 25, 2023
TELECONFERENCED – VARIOUS LOCATIONS
3:30 P.M.

The following meeting was held pursuant to AB 361 and fully teleconferenced from various locations during the coronavirus disease (COVID-19) pandemic.

CALL TO ORDER

Chair Dittrich called the meeting to order at 3:32 p.m.

ROLL CALL

The following persons were recorded in attendance by the Recording Secretary:

PRESENT: Chair Scott Dittrich; Vice Chair Jo Drummond; and Commissioners Mica Belzberg, Don Maclay, and Wade Major

ALSO PRESENT: Rob DuBoux, Public Works Director; Travis Hart, Public Works Superintendent; Nadia Fahoum, Assistant Civil Engineer; Parker Davis, Media Technician; and Brandie Ayala, Administrative Analyst

PLEDGE OF ALLEGIANCE

Commissioner Belzberg led the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION Commissioner Major moved, and Vice Chair Drummond seconded a motion to approve the agenda. The question was called and the motion carried unanimously.

REPORT ON POSTING OF AGENDA

Administrative Analyst Ayala reported that the agenda for the meeting was properly posted on October 19, 2023.

ITEM 1.A. PUBLIC COMMENTS

None.

ITEM 1.B. STAFF UPDATES

Public Works Director DuBoux provided an update on the Trancas Canyon Bridge Replacement project including the new traffic pattern. He also stated Caltrans was coordinating with California Highway Patrol to provide enforcement in the project area.

Caltrans project at PCH and Corral Canyon replacing the Solstice Creek culvert and replacing the bridge in that area creating a natural soft bed under the bridge will begin construction in the upcoming weeks. Caltrans has also begun removing the debris behind the K-rail near Corral Canyon.

Public Works has been working closely with Caltrans on what kind of safety improvements can be made to PCH. Staff and the City's traffic consultant are working with Caltrans on ways to reduce speed along PCH within the City of Malibu and Caltrans has been reviewing AB43 has a deadline of June 30, 2024 to reduce the speed limit on a highway.

Public Works Superintendent Hart provided an update on the maintenance crews preparing for the upcoming winter season including storm drain cleaning and clearing brush along the right-of-way. Last Friday, maintenance crews deployed changeable message signs throughout the City notifying the drivers to slow down and adhere to the speed limits.

In response to Chair Dittrich, Public Works Superintendent Hart stated crews monitor and maintain the brush within the public right of way including the canyon roads. He also stated staff would contact the County concerning areas outside of the City.

ITEM 1.C. COMMISSIONER COMMENTS

Commissioner Major expressed his concerns about the recent accident on PCH near Duke's and stated these deaths weights heavy on the community. He suggested additional enforcement and funding for the Sheriff's Department and California Highway Patrol. Chair Dittrich stated, Council approved 3-4 million in additional funding.

Commissioner Major stated concern about the delay to the Permanent Skate Park. Public Works Director DuBoux stated the project is currently under design and is being managed by the Community Services Department.

In response to Vice Chair Drummond, Public Works Director DuBoux stated it was recently presented and recommended by the Environmental Review Board and will move forward to the Planning Commission for approval. He further explained that the project will include a permanent snack shack and restroom.

Vice Chair Drummond questioned whether lanes could be closed on PCH after 8pm, Public Works Director DuBoux stated PCH is managed by Caltrans and lane closures would have to be approved by Caltrans.

Commissioner Maclay stated there was a post in NextDoor regarding 5G antenna sites in Point Dume neighborhood.

Chair Dittrich stated that he attended the October 23rd Council meeting and public comment went for over two hours about the tragic accident on PCH near Duke's. He stated residents commented about trying to get out of a driveway is so dangerous and there is a need for more red curbs along PCH. He suggested that the new synchronization of the signals can force a red light at either Big Rock Mesa Drive or Las Flores Canyon Road. He stated people are running across PCH to attend restaurants. Lastly, He questioned why Caltrans has not install a guardrail along Malibu Canyon Road to prevent future accidents. Suggested scheduling a Public Works and Public Safety Commission Special Joint meeting to discuss ideas about safety on PCH and have Caltrans attend. He stated staff requested additional information on Neighborhood Beautification criteria.

Vice Chair Drummond requested when the Neighborhood Beautification program will be presented to the Commission.

Vice Chair Drummond asked if a proclamation is issued for safety concerns along PCH whether it would allow the City to close lanes on PCH in the evening hours. Public Works Director DuBoux stated it may cause additional liability concerns.

In response to Commissioner Belzberg, Public Works Director DuBoux stated staff will continue to have discussions with Caltrans, Sheriff's Department and other parties about how to improve safety on PCH and the 2015 PCH Safety Study identified projects into the City's Capital Improvement Plan.

ITEM 2 CONSENT CALENDAR

MOTION Chair Dittrich moved, and Commissioner Major seconded a motion to approve the Consent Calendar. The question was called, and the motion carried unanimously.

The Consent Calendar consisted of the following items:

A. Previously Discussed Items

None.

B. New Items

1. Approval of Minutes – August 23, 2023

Staff recommendation: Approve minutes of the Public Works Commission Regular meeting August 23, 2023.

ITEM 3 OLD BUSINESS

None.

ITEM 4 NEW BUSINESS

- A. Capital Improvement Projects and Disaster Recovery Projects Status Report
Staff recommendation: Receive and file report on the status of the City's current and upcoming Capital Improvement Projects and Disaster Recovery Projects.

Public Works Director DuBoux presented the report.

Morning View Drive Resurfacing and Storm Drain Improvements Project will address the drainage issues in the area. Staff has been coordinating with Los Angeles County on the necessary permit and nearby schools to reduce impact to the students being picked up and dropped off. Westward Beach Road bids were received and construction will begin in November.

He stated Civic Center Water Treatment Facility Phase Two will move forward by remapping Phase Two by removing Serra Retreat to address the cultural resources concerns. In response to Commissioner Major, Public Works Director DuBoux clarified the assessment district for CCWTF Phase Two had not been formed yet. The boundary will need to be determined prior to the formation of the assessment district. In response to Vice Chair Drummond, Public Works Director DuBoux stated the City received a \$500,000 grant and will continue to pursue additional grants to fund CCWTF Phase Two.

PCH at Trancas Canyon Road Right Turn Lane was under review with Caltrans and staff continues to work with Caltrans representatives addressing any comments or concerns. It is anticipated construction will begin once the Caltrans Trancas Bridge Replacement project was complete.

He stated Outdoor warning sirens update was presented to Council and direction was given to staff on moving forward on purchasing indoor alert system for the community.

Malibu Canyon Traffic study has begun and will identify mitigation measures in the Malibu Knolls area.

Public Works Superintendent Hart reported on current projects in construction. He stated the Trancas Canyon Park Upper and Lower Slope Repair project was awarded at the October 23rd meeting and staff will be coordinating with the contractor to begin work. He stated the PCH Signal Synchronization Project contractor has been procuring materials and additional material to be delivered in early 2024. He reported there will be lane closures during construction and all communications to the public will be notified through the media team.

Chair Dittrich stated concerns about safety issues at the Las Flores Canyon Road and PCH intersection. In response to Chair Dittrich, Public Works Director DuBoux stated he has been working with the design consultant on all options that could help enforce speed limits using the new software, installing speed radar cameras and other safety features.

Commissioner Major stated the signal at Sunset Blvd was set to red light for vehicles traveling over 35 MPH in the evening hours.

In response to Commissioner Belzberg, Public Works Director DuBoux stated PCH is managed by Caltrans and they would have to approve a recommendation to hire individuals or companies to assist with crossing PCH. He further stated Captain Seetoo mentioned, education, enforcement, and improvements.

B. City Hall Solar Power Project

Staff recommendation: Receive an update and presentation on the City Hall Solar Power Project.

Assistant Civil Engineer Fahoum presented the report and provided the Commission with a presentation on the City Hall Solar Power Project.

In response to Chair Dittrich, Assistant Civil Engineer Fahoum stated the design will include clearance for emergency vehicles and include enough space for larger, wider vehicles.

In response to Commissioner Belzberg, Assistant Civil Engineer Fahoum stated the construction time will be phased over several months.

In response to Chair Dittrich, Assistant Civil Engineer Fahoum stated the project design will meet the California Building Code and all calculations would need to meet those codes. Public Works Director DuBoux also stated seismic would be more of a concern than wind code and would take precedence over the wind.

In response to Commissioner Major, Assistant Civil Engineer Fahoum stated the City Hall generator was ran using diesel. Public Works Director DuBoux also stated battery backups were considered but substantially more in costs. In reviewing the design, the project will be updated, and it might discover battery backup might become an option.

C. Scheduling of November and December 2023 Public Works Commission Meetings

Staff recommendation: Determine whether to reschedule the November 22 and December 27, 2023 meetings to another date.

Administrative Analyst Ayala presented the report.

MOTION Chair Dittrich moved and Commissioner Major seconded a motion to cancel the November 22 and December 27, 2023 meetings and schedule a Special meeting. The question was called and motion carried unanimously.

Chair Dittrich requested a Public Works and Public Safety Commission Special Joint Commission meeting.

ADJOURNMENT

MOTION At 4:51 p.m., Chair Dittrich adjourned the meeting.

Approved and adopted by the Public Works Commission of the City of Malibu on _____.

SCOTT DITTRICH, Chair

ATTEST:

BRANDIE AYALA, Administrative Analyst



Public Works Commission Agenda Report

Public Works
Commission Meeting
01-24-24

**Item
4.A.**

To: Chair Dittrich and Members of the Public Works Commission

Prepared by: Brandie Ayala, Administrative Analyst

Reviewed by: Rob DuBoux, Public Works Director/City Engineer

Date prepared: January 16, 2024 Meeting date: January 24, 2024

Subject: Draft 2024 Wastewater and Recycled Water Rate Study Update

RECOMMENDED ACTION: Receive and file report on the Draft 2024 Wastewater and Recycled Water Rate Study Update.

DISCUSSION: The construction of Phase One of the CCWTF was completed in October 2018. All developed properties within the Phase One boundaries connected their private wastewater lines to the City's wastewater collection system.

In accordance with the requirements of Proposition 218, the City adopted wastewater and recycled water service rates in July 2017. These calculated service rates ensure the sustainability and efficiency of the CCWTF, wastewater collection system, and the recycled water distribution system. The service rates also generate sufficient revenue to offset the operation, maintenance, and management costs associated with these facilities. However, it's important to note that the current service rates are set to expire on June 30, 2024.

On August 18, 2023, staff released a Request for Qualifications/Proposals, inviting qualified consulting firms to submit proposals for the 2024 Wastewater and Recycled Water Service Rates Update. On September 21, 2023, the City received a total of three proposals. After a comprehensive evaluation of the proposals, staff concluded that Water Resources Economics, LLC was the most qualified consulting firm to perform this work. Water Resources Economics has successfully performed these services to over 30 California cities, including those coastal cities that are similar to the City.

On November 13, 2023, City Council approved an agreement with Water Resources Economics to prepare an update to the wastewater and recycled water rates for the Civic Center Water Treatment Plant (CCWTF).

The rate study update will provide proposed rates for fiscal years 2024-2025 through 2027-2028. The study will include detailed cost analysis of the CCWTF to determine the amount of funding needed for the operating and capital expenses. The objectives used in the development of the recommended rates will be an equitable sharing of the wastewater and recycled water costs based on actual services provided. In addition, the rates will be developed to promote sustainable operations, maintenance and capital improvements.

Staff, and Water Resources Economics, will provide an update on the progress of the detailed cost analysis and the next steps of developing these new wastewater and recycled water service rates.

ATTACHMENTS:

None.



Public Works Commission Agenda Report

Public Works
Commission Meeting
01-24-24

**Item
4.B.**

To: Chair Dittrich and Members of the Public Works Commission

Prepared by: Brandie Ayala, Administrative Analyst

Approved by: Rob DuBoux, Public Works Director/City Engineer

Date prepared: January 16, 2024 Meeting date: January 24, 2024

Subject: Mid-Year Commission Report to the City Council

RECOMMENDED ACTION: Develop a list of the Commission's activities for the period of July through December 2023 to be included in the City Manager's Mid-Year Commission Activity Report, scheduled to be presented to the City Council at its Regular meeting on February 26, 2023.

DISCUSSION: At the June 26, 2023, Regular Council meeting, the Council approved a list of assignments for Fiscal Year 2023-2024 for the Public Works Commission (Attachment 1). The Commission assignments included the requirement for each Commission to provide the City Council with a mid-year written report of Commission activities.

The Commission is requested to develop a list of its activities and recommendations made to the City Council during the first half of the fiscal year (July through December 2023). The City Manager will present mid-year reports from all the Commissions to the City Council on February 26, 2023, Regular meeting. The Commission Chair is requested to attend the meeting to answer any questions the Councilmembers may have.

A draft memorandum listing Commission actions (Attachment 2) has been prepared by staff for Commission review, and additional items may be added, if necessary

ATTACHMENTS:

1. Public Works Commission Assignments for Fiscal Year 2023-2024
2. Draft list of Public Works Commission activities for July through December 2023



City of Malibu

MEMORANDUM

To: Public Works Commission

From: Steve McClary, City Manager

Date: June 28, 2023

Re: Public Works Commission Assignments for Fiscal Year 2023-24

At its Regular meeting on June 26, 2023, the City Council approved the following assignments for the Public Works Commission during Fiscal Year 2023-24:

1. Review and make recommendations to the City Council on Capital Improvement and Disaster Projects
2. Review and make recommendations to the City Council for an updated five-year Capital Improvement Projects Plan
3. Report on the status of Los Angeles County Waterworks, District 29 infrastructure and make recommendations toward long-term solutions
4. Review utility undergrounding options within the City
5. Review parking issues citywide
6. Review and make recommendations regarding a Green Fleet Policy
7. Review and make recommendations regarding a Neighborhood Beautification Program
8. Review the maintenance and monitoring of the City's landslide assessment districts
9. Review and make recommendations on the Pavement Management Plan
10. Review the operation and maintenance of the wastewater and stormwater treatment facilities
11. Review and make recommendations on offsite Private Development mitigation measures that are constructed within the public right-of-way
12. Incorporate discussion of alternative transportation modes, such as bike lanes, in all road improvement projects
13. Receive updates on outside agencies proposed projects
14. Evaluate needs and coverage for cellular and internet services, and make a recommendation to the City Council
15. Make bimonthly oral reports to the City Council on Commission activity
16. Submit a mid-year written report to the City Council on Commission activities



City of Malibu

MEMORANDUM

TO: Mayor Uhring and Honorable Members of the Malibu City Council

FROM: Chair Dittrick and Members of the Public Works Commission

DATE: January 24, 2024

SUBJECT: Public Works Commission Mid-Year Activity Report

As directed by the City Council at its June 26, 2023 Regular meeting, the Public Works Commission submits the following summary of its activities during the first half of Fiscal Year 2023-2024 (July through December), approved at the Commission's Regular meeting on January 24, 2024:

- Provided suggestions to staff regarding elements to be included in the Neighborhood Beautification Program on City owned property.
- Received an update on the Morning View Drive Resurfacing and Storm Drain Improvements project.
- Received updates on Capital Improvement Projects and Disaster Recovery Projects.
- Received update on City Hall Solar project.
- Received update on the 2015 Pacific Coast Highway Safety Study.