

Public Works Commission
Regular Meeting Agenda

Wednesday, April 25, 2018

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 – April 20, 2018

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. 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 – March 28, 2018

Staff recommendation: Approve minutes of the Public Works Commission Special meeting of March 28, 2018.

Staff contact: Administrative Assistant Ayala, 310-456-2489 ext. 352

3. Old Business

A. Capital Improvements Projects Status Report

Staff recommendation: Receive and file update on the City’s current and upcoming Capital Improvement Projects.

Staff contact: Assistant Public Works Director DuBoux, 310-456-2489 ext. 339

B. Update on Street Maintenance Work

Staff recommendation: Receive and file report on the status of Street Maintenance Work.

Staff contact: Public Works Superintendent Aladjajian, 310-456-2489 ext. 235

C. Civic Center Wastewater Treatment Facility Project Update

Staff recommendation: Receive and file update on the status of the Civic Center Wastewater Treatment Facility.

Staff contact: Assistant Public Works Director DuBoux, 310-456-2489 ext. 339

4. New Business

A. Pacific Coast Highway Signal Synchronization Project Update

Staff recommendation: Receive an update and file report on the Pacific Coast Highway (PCH) Signal Synchronization Project

Staff contact: Assistant Civil Engineer Benyamin, 310-456-2489 ext. 354

B. Public Works Commission Fiscal Year 2018-2019 Assignment

Staff recommendation: Review the Public Works Commission Assignments from Fiscal Year (FY) 2017-2018, remove completed assignments, add new items for consideration if appropriate, and recommend that the City Council approve the Commission’s list of assignments for FY 2018-2019.

Staff contact: Administrative Assistant Ayala, 310-456-2489 ext. 352

Adjournment

Future Meetings

Wednesday, May 23, 2018	3:30 p.m.	Regular Meeting	City Hall MultiPurpose Room
Wednesday June 20, 2018	3:30 p.m.	Regular Meeting	City Hall MultiPurpose Room
Wednesday July 25, 2018	3:30 p.m.	Regular Meeting	City Hall MultiPurpose Room

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 (3) three 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.

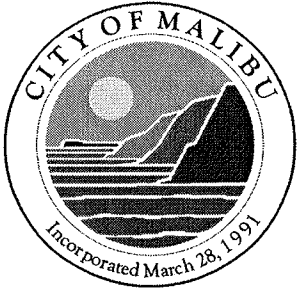
Items in New Business are items which are appearing for the first time for formal action. Public comment shall follow the rules as set forth under Oral Communication.

Copies of the staff reports or other written documentation relating to each item of business described above are on file in the Public Works Department, Malibu City Hall, 23825 Stuart Ranch Road, Malibu, California and are available for public inspection during regular office hours which are 7:30 a.m. to 5:30 p.m., Monday through Thursday, and 7:30 a.m. to 4:30 p.m., Friday. Written materials distributed to the Commission within 72 hours of the Commission meeting are available for public inspection immediately upon distribution (Government Code Section 54957.5(b)(2)). Copies of staff reports and written materials may be purchased for \$0.10 per page. Pursuant to State law, this agenda was posted at least 72 hours prior to the meeting.

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 Environmental Sustainability Director Craig George, (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]. Requests for use of audio or video equipment during a Commission meeting should be directed to Alex Montano at (310) 456-2489, ext. 227, or amontano@malibucity.org before 12:00 p.m. on the day of the meeting.

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 20th day of April 2018.


Brandie Ayala, Administrative Assistant



Public Works
Commission Meeting
04-25-18

**Item
2.B.1.**

Public Works Commission Agenda Report

To: Chair Palmer and Members of the Public Works Commission

Prepared by: Brandie Ayala, Administrative Assistant *BA*

Approved by: Robert Brager, Public Works Director/City Engineer *RA*

Date prepared: April 19, 2018 Meeting date: April 25, 2018

Subject: Approval of Minutes – March 28, 2018

RECOMMENDED ACTION: Approve minutes of the Public Works Commission Special meeting of March 28, 2018.

DISCUSSION: Staff has prepared draft minutes for the Public Works Commission special meeting of March 28, 2018 and hereby submits the minutes for Commission approval.

ATTACHMENTS:

1. Draft Minutes of March 28, 2018 Public Works Commission Special Meeting

MINUTES
MALIBU PUBLIC WORKS COMMISSION
REGULAR MEETING
MARCH 28, 2018
MULTI-PURPOSE ROOM
3:30 P.M.

CALL TO ORDER

Chair Grisanti called the meeting to order at 3:33 p.m.

ROLL CALL

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

PRESENT: Chair Paul Grisanti; Vice Chair James Palmer; and Commissioners Brian Merrick, Wendy Sidley, and Scott Dittrich

ALSO PRESENT: Rob DuBoux, Assistant Public Works Director; Travis Hart, Senior Public Works Inspector; and Brandie Ayala, Administrative Assistant

PLEDGE OF ALLEGIANCE

Commissioner Merrick led the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION Commissioner Sidley moved and Commissioner Dittrich seconded a motion to approve the agenda hearing Item No. 4.A. prior to Item No. 1.A. The motion carried unanimously.

REPORT ON POSTING OF AGENDA

Administrative Assistant Ayala reported that the agenda for the meeting was properly posted on March 22, 2018.

ELECTION OF CHAIR AND VICE CHAIR

Scott Dittrich nominated James Palmer for Chair. James Palmer nominated Scott Dittrich for Vice Chair.

There being no other nominations, by acclamation the Commission elected Scott Dittrich as Chair and James Palmer as Vice Chair.

ITEM 1.A. PUBLIC COMMENTS

None.

ITEM 1.B. COMMISSIONER COMMENTS

Vice Chair Dittrich updated the Commission on a recent Public Utilities Commission hearing held in Long Beach that included a presentation from Southern California Edison (SCE). He updated the Commission on a meeting with staff, Rambla Pacifico homeowners, and SCE representatives to discuss the upcoming steps to underground overhead existing electrical and communication lines within the Lower Rambla Pacifico neighborhood.

Senior Public Works Inspector Hart explained the City of Laguna Beach was working with its residents and SCE to require any new development include installing new utilities underground.

In response to Commissioner Merrick, Assistant Public Works Director DuBoux explained that Malibu Beach Inn was installing a crosswalk near Malibu Pier in response to a California Coastal Commission violation for restricting beach access.

ITEM 2 CONSENT CALENDAR

MOTION Commissioner Sidley moved and Vice Chair Dittrich seconded a motion to approve the Consent Calendar. The motion carried unanimously.

The Consent Calendar consisted of the following items:

- A. Previously Discussed Items
None.
- B. New Items
 - 1. Approval of Minutes – February 28, 2018
Staff Recommendation: Approve minutes of the Public Works Commission Special meeting of February 28, 2018.

ITEM 3 OLD BUSINESS

- A. Capital Improvement Projects Status Report
Staff Recommendation: Receive and file update on the City's current and upcoming Capital Improvement Projects.

Assistant Public Works Director DuBoux presented the report. He stated the design for the Fiscal Year 2017-2018 Street Maintenance Project and the Electric Vehicle Chargers Update had begun. He explained staff met with the California Coastal Commission to discuss the concept design of the Westward Beach Road Improvements Project. He stated Coastal Commission staff suggested installing beach mats to allow people in wheelchairs to access the sand.

CONSENSUS

By consensus, the Commission received and filed the update on the City's current and upcoming Capital Improvement Projects.

- B. Update on Street Maintenance Work
Staff Recommendation: Receive and file report on the status of Street Maintenance Work.

Senior Public Works Inspector Hart presented the report.

In response to Commissioner Sidley, Senior Public Works Inspector Hart stated that staff would look into the available budget to support the Supplemental Adopt-A-Highway Program from May to September.

CONSENSUS

By consensus, the Commission received and filed the report on the status of Street Maintenance Work.

- C. Civic Center Wastewater Treatment Facility Project Update
Staff Recommendation: Receive and file update on the status of the Civic Center Wastewater Treatment Facility (CCWTF).

In response to Chair Palmer, Assistant Public Works Director DuBoux explained that trenching for the lateral connections extend to the property line and additional trenching would not be necessary.

In response to Vice Chair Dittrich, Assistant Public Works Director DuBoux stated the trenches would be backfilled in accordance with City standards.

Assistant Public Works Director DuBoux stated the contractor would have a one-year warranty after the City accepted the project as complete.

CONSENSUS

By consensus, the Commission received and filed the update on the status of the Civic Center Wastewater Treatment Facility (CCWTF).

ITEM 4 NEW BUSINESS

- A. Landslide Maintenance Assessment Districts Update
Staff Recommendation: Receive an update and file report on the City's Landslide Maintenance Assessment Districts.

Loree Berry and Nick Simon, Fugro Consultants, Inc., presented the report and provided a presentation on the City's Big Rock Mesa Assessment District No. 98-1, Malibu Road Assessment District No. 98-2, and Calle Del Barco Assessment District No. 98-3.

In response to Vice Chair Dittrich, Ms. Berry explained that rainfall shown in the chart from the presentation was by fiscal year and not by calendar year.

In response to Chair Palmer, Ms. Berry stated water was collected at outlets along the beach and were tested in accordance with the water quality testing requirements of the National Pollutant Discharge Elimination System Permit from the Regional Water Quality Control Board (RWQCB) for Big Rock Mesa Assessment District. She explained that water quality testing was done on a monthly basis, preferably at the beginning of each month.

CONSENSUS

By consensus, the Commission received and filed the update on the City's Landslide Maintenance Assessment Districts.

- B. Heathercliff Road Safety Improvements Update
Staff Recommendation: Receive project design update and provide comments on the preliminary design of the Heathercliff Road Safety Improvements Project.

Assistant Civil Engineer Pichardo presented the report and a concept design of the Heathercliff Road Safety Improvements Project.

In response to Vice Chair Dittrich, Assistant Civil Engineer Pichardo identified the existing and proposed locations of the sidewalk along Heathercliff Road and where the existing bus stop was located. He explained the width of the sidewalk would conform with the current Americans with Disabilities Act.

ADJOURNMENT

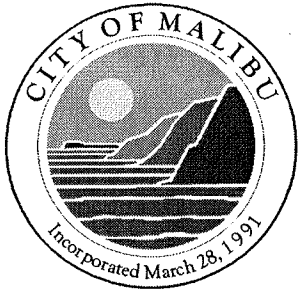
MOTION At 5:24 p.m., Commissioner Grisanti moved and Commissioner Sidley seconded a motion to adjourn. The motion carried unanimously.

Approved and adopted by the Public Works
Commission of the City of Malibu on April 25, 2018.

JAMES PALMER, Chair

ATTEST:


BRANDIE AYALA, Recording Secretary



Public Works Commission Agenda Report

To: Chair Palmer and Members of the Public Works Commission

Prepared by: Robert DuBoux, Assistant Public Works Director

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

Date prepared: April 19, 2018 Meeting date: April 25, 2018

Subject: Capital Improvement Projects Status Report

RECOMMENDED ACTION: Receive and file report on the status of the City's current and upcoming Capital Improvements Projects.

DISCUSSION: Staff will provide a status update on the following active projects in the Fiscal Year 2017-2018 Capital Improvement Program:

Not Activated

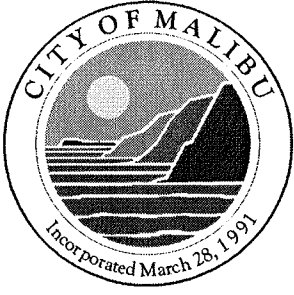
- PCH Regional Traffic Messaging System
- PCH Shoulder Enhancements
- Kanan Dume Road Widening Project
- Paradise Cove Vault Replacement Project
- Parking Meters

Design

- PCH Median Improvements Project
- Civic Center Way Improvements
- PCH Signal Synchronization
- Civic Center Storm Drain System Improvements
- Marie Canyon Green Streets
- Storm Drain Trash Screens
- City Hall Solar Power Project
- City Hall Roof Project
- Westward Beach Road Improvements Project
- Heathercliff Road Safety Improvements
- Electric Vehicle Chargers Upgrade
- Fiscal Year 2017-2018 Street Maintenance Project

Construction


- Civic Center Wastewater Treatment Facility
- Civic Center Wastewater Laterals Connections
- PCH at La Costa Pedestrian Improvements Project



Public Works Commission Agenda Report

To: Chair Palmer and Members of the Public Works Commission

Prepared by: Arthur Aladjajian, Public Works Superintendent

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

Date prepared: April 19, 2018 Meeting date: April 25, 2018

Subject: Update on Street Maintenance Work

RECOMMENDED ACTION: Receive and file report on the status of Street Maintenance Work.

DISCUSSION: Staff will provide the status of maintenance work on City streets owned and maintained by the City of Malibu, and maintenance work on Pacific Coast Highway (PCH) owned and maintained by the State of California, Department of Transportation (Caltrans).

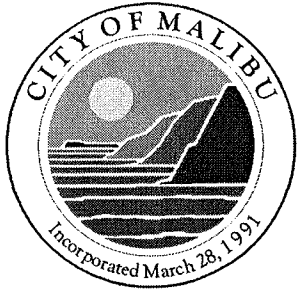
City of Malibu

Public Works Department performed the following street maintenance work:

- Street Sweeping - All City-owned public streets and parking lots are swept once a month and PCH is swept once a week.
- Sidewalk Maintenance – Ongoing monthly sidewalk inspection and maintenance.
- Brush Clearance – City maintenance crew continue to perform ongoing citywide brush clearance as needed.
- Ongoing citywide crack fill, pothole repair, striping/stenciling, repainting curbs.
- City's maintenance crew continues to perform daily, weekly, and monthly maintenance work citywide.

Caltrans performed the following maintenance work:

- a) Caltrans Maintenance Work (PCH within Malibu) – According to Caltrans, highway maintenance crews performed pavement repairs.




Public Works
Commission Meeting
04-25-18

Item
3.C.

Public Works Commission Agenda Report

To: Chair Palmer and Members of the Public Works Commission

Prepared by: Rob Duboux, Assistant Public Works Director/City Engineer

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

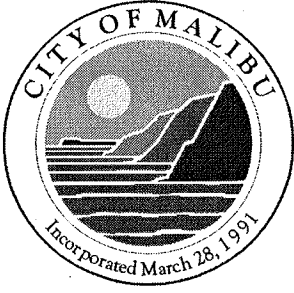
Date prepared: April 19, 2018 Meeting date: April 25, 2018

Subject: Civic Center Wastewater Treatment Facility Project Update

RECOMMENDED ACTION: Receive and file update on the status of the Civic Center Wastewater Treatment Facility.

DISCUSSION: At the May 23, 2016 Regular City Council Meeting, the City Council approved three construction contracts for the Civic Center Wastewater Treatment Facility. The construction contracts include the Treatment Plant, Injection Wells, and the Pipelines and Pump Stations. At the same time, the Council also approved professional service contracts for design services during construction and construction management. Public Works staff is responsible for managing these contracts and will provide a project update to the Commission on a regular basis.


ATTACHMENTS: None.



Public Work Commission Agenda Report

To: Chair Palmer and Members of the Public Works Commission

Prepared by: Nicole Benyamin, Assistant Civil Engineer

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

Date prepared: April 19, 2018 Meeting date: April 25, 2018

Subject: Pacific Coast Highway (PCH) Signal Synchronization Project Update

RECOMMENDED ACTION: Receive and file status on the PCH Signal Synchronization Project update.

DISCUSSION: The PCH Signal Synchronization Project is a transportation project that was identified in the 2015 PCH Safety Study as the number one project to improve safety along the Malibu PCH corridor. The project limits along PCH are from the intersection of Topanga Canyon Road to the intersection of John Tyler Drive, a distance of approximately eight miles, which includes 12 signalized intersections. The objective of the project is to enhance and improve traffic conditions throughout the Malibu PCH corridor, which will reduce overall traffic congestion, improve traffic flow, improve safety for all modes of travel, and ultimately make it a "Smart Corridor" with cutting edge technology.

The project consists of street, intersection, and signal improvements, including, but not limited to communication links, adaptive signal control systems, changeable message signs, closed-circuit television cameras, traffic loops, and mid-block sensors. These improvements will enable Caltrans to monitor traffic flow and speed, remotely adjust signal timing, and allow for real-time adaptive signal timing. Additional work will include intersection improvements, such as relocation and updating of signal poles, signal phasing, pedestrian countdown signals, Americans with Disabilities Act (ADA) upgrades, overhead warning signs, striping and signage, concrete, asphalt and utility work, and stormwater conveyance work.

In general, the traffic signal system will be designed to allow all 12 traffic signals, including roadway traffic sensors and crosswalk signals, to be connected with each other and ultimately connected to the Caltrans Traffic Management Center in Glendale. The closed-

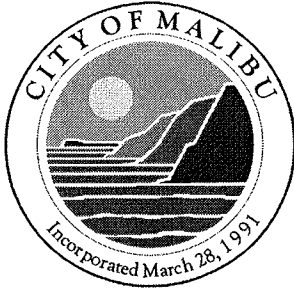
circuit television cameras and real-time traffic data from each intersection will allow Caltrans traffic engineers to monitor each intersection and make real-time adjustments, if necessary, to improve traffic flow and safety along the Malibu PCH corridor.

On May 8, 2017, Council approved a professional services agreement with Kimley-Horn and Associates, Inc. (Kimley-Horn) for the design of the project. At the meeting, Council also approved a Cooperative Agreement with Caltrans for oversight services of the development of the project's Project Initiation Documents (PID), the first phase of the project. The PID phase ensures the City and designer are clear regarding the design and approval approach with Caltrans during the project development. The PID phase of the project is almost complete.

On February 26, 2018, Council approved a second Cooperative Agreement with Caltrans for oversight services of the development of the Project Approval and Environmental Document (PA&ED), Plans, Specifications, and Estimate (PS&E), and the right-of-way work. This is the second phase of the project and the Agreement also ensures the City and designer have a clear understanding of the design phase.

The budget for this project is approximately \$13.7 million and it is funded by the Los Angeles County Metropolitan Transportation Authority Measure R program.


ATTACHMENTS: None.



Public Works Commission Agenda Report

To: Chair Palmer and Members of the Public Works Commission

Prepared by: Brandie Ayala, Administrative Assistant

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

Date prepared: April 19, 2018 Meeting date: April 25, 2018

Subject: Public Works Commission Fiscal Year 2018-2019 Assignments

RECOMMENDED ACTION: Review the Public Works Commission Assignments from Fiscal Year (FY) 2017-2018, remove completed assignments, add new items for consideration if appropriate, and recommend that the City Council approve the Commission's list of assignments for FY 2018-2019.

DISCUSSION: The duties of the Public Works Commission are established in the Malibu Municipal Code Chapter 2.44.080. Every year the City Council approves specific assignments for the Public Works Commission. On June 12, 2017, the City Council approved the current FY 2017-2018 assignments for the Public Works Commission (Attachment No. 1).

Staff has reviewed the updated list of assignments and recommends the following changes to the Commission's current list of assignments to be presented to the Council for consideration in FY 2018-2019

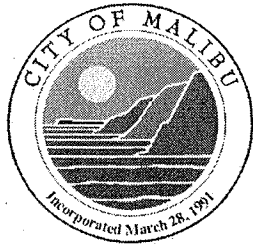
Remove: Review the City's Enhanced Watershed Management Program and other water quality programs.

Staff recommends that the remaining Public Works Commission Assignments from FY 2017-2018 be included in the proposed assignments for FY 2018-2019 (Attachment No. 2). Assignments can be added or removed from the proposed list of assignments if agreed upon by a consensus of the Commission.

It is anticipated that the City Council will review and approve FY 2018-2019 assignments for all City Commissions at a City Council meeting in summer 2018.

ATTACHMENTS:

- 1) Approved FY 2017-2018 Public Works Commission Assignments
- 2) Proposed FY 2018-2019 Public Works Commission Assignments



City of Malibu

MEMORANDUM

To: Public Works Commission

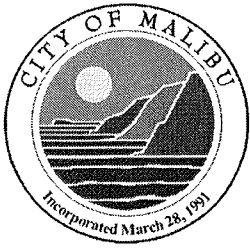
From: Reva Feldman, City Manager *RF*

Date: July 5, 2017

Re: Public Works Commission Assignments for Fiscal Year 2017-2018

At its Regular meeting of June 12, 2017, the City Council approved the following items for the Commission's annual work plan for Fiscal Year 2017-2018:

1. Review and make recommendations to the City Council on Capital Improvement 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. In conjunction with the Public Safety Commission, review and provide input on traffic plans related to the PCH Signal Synchronization Project
6. Review parking issues Citywide
7. Review and make recommendations to the City Council regarding the City's public encroachment policy
8. Review the maintenance and monitoring of the City's landslide assessment districts
9. Make recommendations on a comprehensive inventory and map identifying the location and ownership of all drainage devices within the jurisdictions of the City, County of Los Angeles and Caltrans
10. Review and make recommendations on a comprehensive plan of existing trees in the public right-of-way
11. Review and make recommendations on the Pavement Management Plan
12. Make bimonthly oral reports to the City Council on Commission activity
13. Submit a mid-year written report to the City Council on Commission activities



City of Malibu

MEMORANDUM

To: Mayor Mullen and Honorable Members of the Malibu City Council

From: Chair Palmer and Members of the Public Works Commission

Date: April 26, 2018

Re: Proposed FY 2018-2019 Assignments for Public Works Commission

At its Regular meeting on April 25, 2018, the Public Works Commission approved the following recommendations for assignment in FY 2018-2019:

1. Review and make recommendations to the City Council on Capital Improvement 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 parking issues Citywide
5. Review and make recommendations to the City Council regarding the City's public encroachment policy
6. Review the maintenance and monitoring of the City's landslide assessment districts
7. Make recommendations on a comprehensive inventory and map identifying the location and ownership of all drainage devices within the jurisdictions of the City, County of Los Angeles and Caltrans
8. Review and make recommendations on a comprehensive plan of existing trees in the public right-of-way
9. Review and make recommendations on the Pavement Management Plan
10. Make bimonthly oral reports to the City Council on Commission activity
11. Submit a mid-year written report to the City Council on Commission activities