

Public Works Commission
Regular Meeting Agenda

Wednesday, October 26, 2016

3:30 P.M.

**City Hall - MultiPurpose Room
23825 Stuart Ranch Road**

Call to Order

Roll Call

Pledge of Allegiance

Approval of Agenda

Report on Posting of Agenda – October 21, 2016

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 – September 28, 2016

Staff recommendation: Approve minutes of the Public Works Commission Regular meeting of September 28, 2016.

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 to the City Manager Shavelson, 310-456-2489 ext. 254

B. Update on Street Maintenance Work

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

Staff contact: Public Works Superintendent Aladjadjian, 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

3. New Business

A. Supplemental Adopt-A-Highway Program

Staff recommendation: Discuss the Supplemental Adopt-A-Highway (AAH) Program, review the informal costs estimates from Caltrans’ approved AAH contractors, and make recommendations to the City Council as appropriate.

Staff contact: Assistant to the City Manager Shavelson, 310-456-2489 ext. 254

B. Scheduling of November and December 2016 Public Works Commission Meetings

Staff recommendation: Determine whether to reschedule the November 23 and December 28, 2016 meetings to another date.

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

Adjournment

Future Meetings

Wednesday November 23, 2016	3:30 p.m.	Regular Meeting	City Hall Multipurpose Room
Wednesday December 28, 2016	3:30 p.m.	Regular Meeting	City Hall Multipurpose Room
Wednesday January 25, 2016	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.

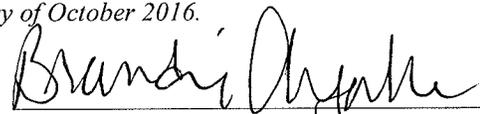
Old Business items have appeared on previous agendas but have either been continued or tabled to this meeting with no final action having been taken. Public comment shall follow the rules as set forth under Oral Communication.

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.

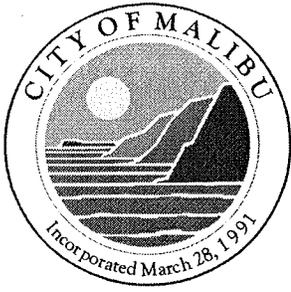
Copies of the staff reports or other written documentation relating to each item of business described above are on file in the Public Works Department, Malibu City Hall, 23825 Stuart Ranch Road, Malibu, California and are available for public inspection during regular office hours which are 7:30 a.m. 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 21st day of October 2016.



Brandie Ayala, Administrative Assistant



Public Works Commission Agenda Report

To: Chair Scott and Members of the Public Works Commission

Prepared by: Brandie Ayala, Administrative Assistant *BA*

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

Date prepared: October 20, 2016 Meeting date: October 26, 2016

Subject: Approval of Minutes – September 28, 2016

RECOMMENDED ACTION: Approve minutes of the Public Works Commission Regular meeting of September 28, 2016.

DISCUSSION: Staff has prepared draft minutes for the Regular Public Works Commission meeting of September 28, 2016 and hereby submits the minutes for Commission approval.

ATTACHMENTS:

1. Draft Minutes of September 28, 2016 Regular Public Works Commission

MINUTES
MALIBU PUBLIC WORKS COMMISSION
REGULAR MEETING
SEPTEMBER 28, 2016
MULTIPURPOSE ROOM
3:30 P.M.

CALL TO ORDER

Chair Scott called the meeting to order at 3:31 p.m.

ROLL CALL

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

PRESENT: Chair Richard Scott and Vice Chair Grisanti; and Commissioners Wendy Sidley and Brian Merrick

ABSENT: Commissioner Frank Kerze

ALSO PRESENT: Bob Brager, Public Works Director; Rob DuBoux, Assistant Public Works Director; Elizabeth Shavelson, Assistant to the City Manager; Travis Hart, Senior Public Works Inspector; and Brandie Ayala, Recording Secretary

PLEDGE OF ALLEGIANCE

Commissioner Sidley led the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION Commissioner Sidley moved and Vice Chair Grisanti seconded a motion to approve the agenda. The motion carried 4-0, Commissioner Kerze absent.

REPORT ON POSTING OF AGENDA

Recording Secretary Ayala reported that the agenda for the meeting was properly posted on September 23, 2016.

ITEM 1.A. PUBLIC COMMENTS

None.

ITEM 1.B. COMMISSIONER COMMENTS

None.

ITEM 2 CONSENT CALENDAR

MOTION Commissioner Sidley moved and Vice Chair Grisanti seconded a motion to approve the Consent Calendar. The motion carried 4-0, Commissioner Kerze absent.

The Consent Calendar consisted of the following items:

- A. Previously Discussed Items
None.
- B. New Items
 - 1. Approval of Minutes – August 24, 2016
Staff recommendation: Approve minutes of the Public Works Commission Regular meeting of August 24, 2016.

ITEM 3 OLD BUSINESS

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

Assistant to the City Manager Shavelson presented the staff report and discussed the status of City's approved Capital Improvement Projects with the Commission.

Assistant to the City Manager Shavelson updated the Commission on the status of the Annual Overlay Project. She explained that the scope of work and design for the project would be finalized once the Pavement Management Plan was presented to the City Council.

Assistant to the City Manager Shavelson reported on the Pacific Coast Highway (PCH) Regional Traffic Messaging System. She stated the City had met with the Los Angeles County Supervisor's Office and Caltrans, as well as Metro to discuss expanding the scope of the project.

Assistant to the City Manager Shavelson reported that staff met with Caltrans representatives to discuss viable design alternatives for the PCH Intersection Improvements Project near La Costa pedestrian crossing.

In response to Vice Chair Grisanti, Assistant Public Works Director DuBoux explained that the project at the intersection of Cross Creek Road and PCH was not a City Capital Improvement Project. Assistant to the City Manager Shavelson suggested that staff report back to the Commission on the project at later date.

Assistant to the City Manager Shavelson reported on the status of the PCH Median Improvements Project. She stated staff continued to meet with Caltrans and Metro to ensure that the City's project from Webb Way to Puerco Canyon and Caltrans' project from Puerco Canyon to Corral Canyon Road scope of work matched up.

Assistant to the City Manager Shavelson stated the City Council awarded an contract to Kimley-Horn and Associates on September 12, 2016, for design services for the Civic Center Way Improvements Project. She explained that staff was working with Kimley-Horn and Associates and the contractor for the Pipelines and Pump Stations Project to coordinate some of the necessary data for the design of the roadway along Civic Center Way.

Assistant to the City Manager Shavelson explained that the Malibu Community Labor Exchange Trailer Replacement Project was funded and that the Santa Monica College and Los Angeles County needed to determine a final location for the trailer.

In response to Vice Chair Grisanti, Assistant to the City Manager Shavelson stated she was unaware of the future location for the Malibu Tow Yard.

In response to Chair Scott, Assistant to the City Manager Shavelson stated the replacement trailer did not include septic or water facilities and that the current trailer did not have those facilities either. She explained that there were portable toilets at the site.

In response to Vice Chair Grisanti, Assistant to the City Manager Shavelson stated the Community Development Block Grant funding could be used towards capital projects intended to benefit the homeless population, but funding was distributed based on per capita basis and would have to be accumulated over several fiscal years.

Assistant to the City Manager Shavelson stated staff was in the process of acquiring additional funding for the PCH Signal Synchronization Project, which spanned from Topanga Canyon Road to John Tyler Drive.

In response to Commissioner Merrick, Assistant to the City Manager Shavelson stated staff would report back on the locations of the Point Dume Speed Advisory Signs.

In response to Vice Chair Grisanti, Assistant to the City Manager Shavelson stated the locations of the Bus Stop Shelters Pilot Project included locations at Trancas Canyon Road, Cross Creek Road, and eastbound PCH near Heathercliff Road.

Assistant to the City Manager Shavelson reported that the Paradise Cove Stormwater Treatment Facility Filter Media Replacement Project was anticipated to be completed by the end of September 2016.

Assistant to the City Manager Shavelson reported that the Civic Center Storm Drain System Improvements Project was in design and it was anticipated that the project would go out to bid in Fiscal Year 2016-2017.

In response to Chair Scott, Assistant to the City Manager Shavelson explained that

once the PCH Parking Inventory Study was approved, design would begin on the PCH Shoulder Enhancements Project. She further explained that the project had funding.

In response to Chair Scott, Assistant Public Works Director DuBoux stated the Marie Canyon Green Streets Project was located in the Malibu Country Estates and the scope of work included the installation of biofiltration at the existing catch basins.

B. Update on Street Maintenance Work

Recommended Action: Receive and file report on the status of Street Maintenance Work.

Senior Public Works Inspector Hart presented the staff report and stated the maintenance crews had begun their annual culvert cleaning activities, as well as cleaning of some vandalism on stop signs in the Point Dume area.

Public Works Director Brager clarified that PCH was swept weekly and City streets were swept monthly.

C. Civic Center Wastewater Treatment Facility Project Update

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

Assistant Public Works Director DuBoux presented a detailed update on construction activities for the Civic Center Wastewater Treatment Facility Project.

In response to Chair Scott, Assistant Public Works Director DuBoux stated the Civic Center Wastewater Treatment Facility Project was ahead of schedule.

In response to Commissioner Sidley, Assistant Public Works Director DuBoux explained that the lane closure on Webb Way at PCH would remain until the tunneling for the pipeline was complete.

Assistant Public Works Director DuBoux explained that inside the steel casing there was a reclaimed line, a communication line, and two sewer lines.

Assistant Public Works Director DuBoux explained that during the design of the project, the City worked with the Los Angeles County Department of Public Health to allow the lines to be placed in a single casing.

In response to Chair Scott, Assistant Public Works Director DuBoux stated the contractor was responsible for using a certified welder on the project to ensure that the pipes were fused together properly.

- D. Update Los Angeles County Waterworks District 29 Water System Master Plan
Staff recommendation: Receive and file report on the status of the Los Angeles County Waterworks District 29 Water System Master Plan.

Public Works Director Brager presented an update on Los Angeles County Waterworks District 29 Water System Master Plan. He reported that in September 2016 there had been three community meetings to discuss the status of the Water System Master Plan and the upcoming steps to the project.

In response to Chair Scott, Vice Chair Grisanti explained that District 29 did not have an agreement with Las Virgenes Municipal Water District to allow them a water connection at Encinal Canyon Road in case of an emergency. He further explained that Malibu's water supply comes from eastern Malibu and then travels westerly. There were no other water supplies at the western portion of Malibu.

ITEM 4 NEW BUSINESS

- A. Pacific Coast Highway Maintenance and Debris Removal
Staff recommendation: Discuss options for the City to provide supplementary trash pick-up along PCH and make recommendations to the City Council as appropriate.

Assistant to the City Manager Shavelson presented the report and discussed Caltrans' Adopt-A-Highway (AAH) Program and their Supplemental AAH Program.

Assistant to the City Manager Shavelson explained that the City would be able to apply for the AAH but there was a wait list for entities interested in the adopting any or all sections of PCH.

In response to Chair Scott, Assistant to the City Manager Shavelson explained that the City's maintenance crew removed trash from the trash containers at the bus stops along PCH but not along the shoulder of PCH.

In response to Chair Scott, Assistant to the City Manager Shavelson stated the City's contractor would have to become a certified contractor with Caltrans in order to participate in the AAH or supplemental AAH program.

In response to Vice Chair Grisanti, Assistant to the City Manager Shavelson clarified that the City was reimbursed for sweeping PCH weekly. She explained that the City did not have an agreement with Caltrans for removing debris from Caltrans' right-of-way.

In response to Chair Scott, Assistant to the City Manager Shavelson explained that Caltrans would not pay for the City to remove debris from PCH.

In response to Commissioner Sidley, Assistant to the City Manager Shavelson explained that staff was responsible for maintaining the current adopted budget, which did not include funding allocation for debris removal on PCH. She further explained that any new costs associated with debris removal on PCH would have to be approved by City Council.

In response to Vice Chair Grisanti, Assistant to the City Manager stated Caltrans suggested the City apply for its Supplemental AAH program. She explained that staff would need additional funding allocated to removing debris from PCH.

In response to Chair Scott and Commissioner Sidley, Assistant to the City Manager Shavelson explained that staff could return with additional information on the costs of removing debris from PCH between Memorial Day and Labor Day and two Mondays a month in areas such as Webb Way to Malibu Pier and Trancas Canyon to Busch Drive.

Commissioner Sidley expressed concern with activities permitted at beaches, such as Surfrider Beach and Zuma Beach, and the permittee's responsibility of removing the debris from the permitted event.

In response to Commissioner Sidley, Assistant to the City Manager Shavelson explained that Los Angeles Department of Public Works was working on PCH without approval from Caltrans or prior notification to the City. She further explained that staff continued to work with Caltrans and other agencies to improve communication.

Commissioner Merrick left the meeting at 4:52 p.m.

ADJOURNMENT

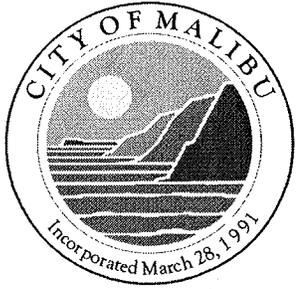
MOTION At 5:06 p.m., Vice Chair Grisanti moved and Commissioner Sidley seconded a motion to adjourn. The motion carried 3-0, Commissioner Kerze and Merrick absent.

Approved and adopted by the Public Works Commission of the City of Malibu on October 26, 2016.

RICHARD SCOTT, Chair

ATTEST:

BRANDIE AYALA, Recording Secretary



Public Works Commission Agenda Report

To: Chair Scott and Members of the Public Works Commission

Prepared by: Elizabeth Shavelson, Assistant to the City Manager *ES*

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

Date prepared: October 20, 2016 Meeting date: October 26, 2016

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 2016/2017 Capital Improvement Program:

- Annual Street Overlay
- Civic Center Wastewater Treatment Facility
- PCH Regional Traffic Messaging System
- PCH Intersection Improvements including:
 - PCH at La Costa Pedestrian Improvements Project
- PCH Median Improvements Project
- Civic Center Way Improvements
- Malibu Community Labor Exchange Trailer Replacement Project
- PCH Signal Synchronization
- Speed Advisory Signs
- Bus Stop Shelters
- Paradise Cove Media Filters Project
- Civic Center Storm Drain System Improvements
- PCH Shoulder Enhancements
- Marie Canyon Green Streets
- Storm Drain Trash Screens

ATTACHMENTS: None



Public Works Commission Agenda Report

To: Chair Scott and Members of the Public Works Commission

Prepared by: Arthur Aladjajian, Public Works Superintendent *T.A.*

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

Date prepared: October 20, 2016 Meeting date: October 26, 2016

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).

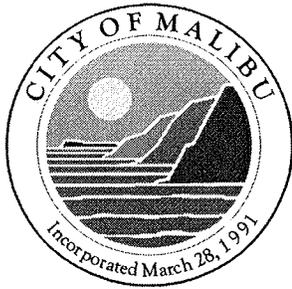
City of Malibu

Public Works Department performed the following street maintenance work:

- Culvert Cleaning- City crews are continuing with the City's annual culvert cleaning. To date, they are approximately 40 percent complete.
- Street Sweeping - All City-owned public streets are swept once a month and PCH is swept once a week.
- Sidewalk Maintenance - Monthly sidewalk inspection is ongoing.
- 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 brush clearance, various pothole repairs, drain cleaning and equipment improvements to the PCH and Trancas Canyon intersection signals.



Public Works
Commission Meeting
10-26-16
Item
3.C.

Public Works Commission Agenda Report

To: Chair Scott and Members of the Public Works Commission

Prepared by: Rob Duboux, Assistant Public Works Director

Approved by: Robert Brager, Public Works Director

Date prepared: October 20, 2016 Meeting date: October 26, 2016

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 Works Commission Agenda Report

To: Chair Scott and Members of the Public Works Commission

Prepared by: Elizabeth Shavelson, Assistant to the City Manager *ES*

Approved by: Robert Brager, Public Works Director

Date prepared: October 20, 2016 Meeting date: October 26, 2016

Subject: Supplemental Adopt-A-Highway Program

RECOMMENDED ACTION: Discuss the Supplemental Adopt-A-Highway (AAH) Program, review the informal costs estimates from Caltrans' approved AAH contractors, and make recommendations to the City Council as appropriate.

DISCUSSION: At the August 24 Regular Meeting, the Public Works Commission discussed Caltrans' efforts to maintain and remove debris along the highway including the AAH Program. At the September 28, 2016 Regular Meeting, the Public Works Commission reviewed opportunities for the City to help increase trash and debris removal and improve the condition of the highway. The Commission discussed volunteer clean up days and the Supplemental AAH Program that would allow the City to supplement the AAH Program that is currently in place along Pacific Coast Highway in Malibu. Under the program, AAH Adopters are required to remove litter twice a month. The Commission requested information on the costs for the City to hire a contractor to remove litter two times a month (preferably Mondays) during summer between Memorial Day and Labor Day as part of the Supplemental AAH program.

There are currently three (3) contractors that Caltrans District 7 has certified to provide services for the AAH program. Staff reached out to all three (3) contractors and requested quotes to remove litter and debris along PCH at Surfrider Beach and Zuma Beach two times per month. The Surfrider Beach section of the highway corridor includes the area from Cross Creek Road to Carbon Canyon Road, a distance of approximately 2 miles. The Zuma Beach section of the highway corridor includes the area from Busch Drive to Trancas Canyon Road, a distance of approximately 2 miles.

Below is a breakdown of the informal monthly cost estimates provided by the current Caltrans' AAH contractors to provide litter removal two days per month:

AAH Contractor	Monthly Costs Surfrider Beach	Monthly Costs Zuma Beach	Monthly Costs All of PCH
Adopt A Highway Maintenance	\$662	Unknown	\$5,550
California Highway Adoption Co.	\$650	\$650	\$6,675
Litter Removal Service of America	\$768	\$652	\$8,064

According to the Caltrans District 7 AAH Coordinator, there are currently three cities in Caltrans District 7 that are Supplemental AAH Adopters and contract for litter removal. These cities include City of Glendale, City of Thousand Oaks and City of Agoura Hills. Staff reached out to representatives of each city and determined that each city contracts with a different AAH Contractor.

The Commission may choose to make a recommendation to Council regarding applying for and implementing the Supplemental AAH Program which should include schedule and location details.

ATTACHMENTS: None.



Public Works Commission Agenda Report

To: Chair Scott and Members of the Public Works Commission

Prepared by: Brandie Ayala, Administrative Assistant *BA*

Approved by: Robert Brager, Public Works Director *R*

Date prepared: October 20, 2016 Meeting date: October 26, 2016

Subject: Scheduling of November and December 2016 Public Works
Commission Meetings

RECOMMENDED ACTION: Determine whether to reschedule the November 23 and December 28, 2016 meetings to another date.

DISCUSSION: The Public Works Commission meets regularly on the fourth Wednesday of each month. The Regular meeting for November is scheduled for November 23 and the December meeting is scheduled on December 28, 2016.

The Commission may select an alternative date in November and December on which to reschedule the meeting or choose not to meet in November or December, in which case the next Regular meeting would be held on January 25, 2017.

ATTACHMENTS: None.