

MINUTES
MALIBU PUBLIC WORKS COMMISSION
REGULAR MEETING
JULY 27, 2016
MULTIPURPOSE ROOM
3:30 P.M.

CALL TO ORDER

Chair Scott 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 Richard Scott; and Commissioners Wendy Sidley and Brian Merrick

ABSENT: Vice Chair Grisanti and Commissioner Frank Kerze

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

PLEDGE OF ALLEGIANCE

Public Works Director Brager led the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION Commissioner Sidley moved and Commissioner Merrick seconded a motion to approve the agenda. The motion carried 3-0, Vice Chair Grisanti and Commissioner Kerze absent.

REPORT ON POSTING OF AGENDA

Recording Secretary Linden reported that the agenda for the meeting was properly posted on July 20, 2016.

ITEM 1.A. PUBLIC COMMENTS

None.

ITEM 1.B. COMMISSIONER COMMENTS

Commissioner Sidley discussed her concerns about the amount of trash on Pacific Coast Highway (PCH) and Caltrans' frequency of removing it. She requested for staff to follow up with Caltrans and report back on their maintenance schedule to remove trash from PCH.

She also requested staff to review city resources to assist or increase the frequency of picking up the trash on PCH.

Commissioner Merrick discussed his experience in participating in the Adopt-A-Highway Program administered by Caltrans.

In response to Commission Sidley's concerns about the trash on PCH, Assistant to the City Manager Shavelson stated that staff would discuss the excessive amounts of trash on PCH with Caltrans at their upcoming meeting and she would also look into Caltrans' Adopt A Highway Program and report back.

ITEM 2 CONSENT CALENDAR

MOTION Commissioner Sidley moved and Commissioner Merrick seconded a motion to approve the Consent Calendar. The motion carried 3-0, Vice Chair Grisanti and Commissioner Kerze absent.

The Consent Calendar consisted of the following items:

A. Previously Discussed Items

None.

B. New Items

1. Approval of Minutes – June 22, 2016

Staff recommendation: Approve minutes of the Public Works Commission Regular meeting of June 22, 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 Improvements Projects with the Commission.

Assistant to the City Manager Shavelson discussed the Annual Street Overlay Project with the Commission.

In response to Commissioner Sidley, Assistant Public Works Director DuBoux stated that staff was aware of the upcoming work at Malibu High School and had updated the proposed scheduled pavement work in the area.

In response to Commissioner Merrick, Assistant to the City Manager Shavelson explained that the City has purchased portable changeable message signs but the

PCH Regional Messaging System Project was for permanent message boards. She further explained that these permanent signs would display informative information programed by Caltrans.

Assistant to the City Manager Shavelson reported that staff was working with Caltrans on an alternative design and had a meeting was scheduled to discuss some design exceptions that the project would need. She also mentioned that Caltrans had a project south of Temescal Canyon near the Pacific Palisades Bowl for a pedestrian activated signal, similar to the City's proposed project near La Costa.

Assistant to the City Manager Shavelson reported that staff was working with Caltrans' staff on coordinating the PCH Median Improvements Project between Webb Way and Puerco Canyon Road with their project from Puerco Canyon Road and Corral Canyon Road.

Assistant to the City Manager Shavelson explained the scope of work for the Civic Center Way Improvements Project. She further explained staff released a Request for Proposals and selected a design team for the project. She also stated that the design team would work with staff and also would include any information from the Civic Center Wastewater Treatment Facility – Phase I Project into their design.

Assistant to the City Manager Shavelson reported that staff was working with the County of Los Angeles on the logistics of the proposed site for the trailer for the Malibu Community Labor Exchange. She further explained that there were difficulties with utilities in the area surrounding the proposed site.

In response to Chair Scott, Assistant to the City Manager Shavelson stated that there would be appropriate signage directing people to the new site. She also stated that there would be a few designated parking stalls for visitors and staff.

Assistant to the City Manager Shavelson explained that staff was working with Metro's staff to prepare and approved the Memorandum of Understanding for the PCH Signal Synchronization Project.

In response to Commissioner Sidley, Assistant to the City Manager Shavelson explained that the scope of work for the PCH Signal Synchronization Project included 12 signals from Topanga Canyon Road to John Tyler Road.

Assistant to the City Manager Shavelson reported that Speed Advisory Signs Project was awarded and that the contractor was working on their submittals.

Assistant to the City Manager Shavelson reported that the Bus Stop Shelters Project was moving forward. She discussed with the Commission the three proposed locations where the bus stop shelters would be installed. She explained that two of

the three locations would be on City property and the third location would be on Caltrans property. She also stated that the City would have to acquire an encroachment permit.

Assistant to the City Manager Shavelson reported that the Paradise Cove Filter Media Replacement Project had been awarded and the Contractor was working on turning in their submittals. She further explained that work would not begin until after Labor Day.

Assistant to the City Manager discussed the PCH Shoulder Enhancement Project with the Commission. She stated that after the Parking Inventory Study was complete, the PCH Shoulder Enhancements Project would be designed.

In response to Chair Scott, Assistant to the City Manager Shavelson stated that the City had funding for the PCH Shoulder Enhancements Project and was working with Caltrans.

Assistant to the City Manager Shavelson stated that the Marie Canyon Green Streets Project was in preliminary design.

B. Update on Street Maintenance Work

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

Assistant to the City Manager Shavelson presented the report.

Commissioner Sidley expressed her concern about the amount of trash on PCH and requested staff to contact Caltrans. She also stated that if Caltrans was unable to remove the trash, that City crews should be able to remove the trash from PCH.

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 the Commission with a detail update on construction activities for the Civic Center Wastewater Treatment Facility Project.

In response to Chair Scott, Assistant Public Works Director DuBoux stated that all three projects: Injection Wells, Treatment Plant and Pipelines and Pump Stations Projects were being constructed concurrently.

In response to Commission Sidley, Assistant Public Works Director DuBoux stated that the Contractor for the Pipelines and Pump Stations Project was scheduled to

work during the summer and trenching was anticipated to begin Labor Day weekend.

In response to Chair Scott, Assistant Public Works Director DuBoux explained that traffic control was required for the Pipelines and Pump Stations Project and the City would have to approve it. He also explained that the City intended to place information on the City website, local news channel 3, Facebook, newspaper and any other media outlets.

In response to Commissioner Sidley, Assistant Public Works Director DuBoux clarified that construction would continue while Webster Elementary and Our Lady of Malibu were in session.

In response to Chair Scott, Assistant Public Works Director DuBoux stated that the Injection Wells Project consisted of three wells and they were all located on Malibu Road.

ITEM 4 NEW BUSINESS

A. Operation, Maintenance Management of the Civic Center Wastewater Treatment Facility

Staff recommendation: Receive and file update on the operation, maintenance, and management of the Civic Center Wastewater Treatment Facility.

Assistant Public Works Director DuBoux presented the Commission with a report about the recent Request for Qualifications and Proposals for the operation, maintenance, and management of the Civic Center Wastewater Treatment Facility. He discussed with the Commission the importance of hiring a firm that will be managing the operation and maintenance of the treatment facility early on during the construction phase.

In response to Chair Scott, Assistant Public Works Director DuBoux explained that part of the responsibilities of the firm would be to monitor the daily operation activities as well as being available during any emergency situation.

In response to Chair Scott, Assistant Public Works Director DuBoux stated that all the equipment installed for the Treatment Plant would include warranties and those warranties typically would be for a one year duration. He also stated that the firm would be responsible for routine maintenance and staff would be responsible to oversee the contract with the firm.

In response to Chair Scott, Assistant Public Works Director DuBoux explained the importance of hiring a firm during the course of construction and having the firm's input during the development of the programming for the Treatment Plant.

In response to Chair Scott, Assistant Public Works Director DuBoux stated that the City would receive proposals from interested firms on August 11, 2016.

ADJOURNMENT

MOTION At 4:33 p.m., Commissioner Sidley moved and Commissioner Merrick seconded a motion to adjourn. The motion carried 3-0, Vice Chair Grisanti and Commissioner Kerze absent.

Approved and adopted by the Public Works Commission of the City of Malibu on August 24, 2016.



RICHARD SCOTT, Chair

ATTEST:



BRANDIE AYALA, Recording Secretary