

Public Works Commission
Regular Meeting Agenda

Wednesday, February 24, 2016

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 – February 19, 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 – January 27, 2016

Staff recommendation: Approve minutes for the January 27, 2016 Public Works Commission Special meeting.

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

3. Old Business

A. Capital Improvement Projects Status Report

Staff recommendation: Receive and file report on the status of 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. El Niño Update

Staff recommendation: Receive and file an update on the City’s response to El Niño.

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

4. New Business

A. Financial Update on the Landslide Maintenance Assessment Districts

Staff recommendation: Receive and file financial update on the Landslide Maintenance Assessment Districts.

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

B. Reclaimed Water in the Civic Center Area

Staff recommendation: Receive and file report potential for reclaim water use in the Civic Center area.

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

Adjournment

Future Meetings

Wednesday, March 24, 2016	3:30 p.m.	Regular Meeting	City Hall
Wednesday, April 27, 2016	3:30 p.m.	Regular Meeting	City Hall
Wednesday, May 25, 2016	3:30 p.m.	Regular Meeting	City Hall

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.

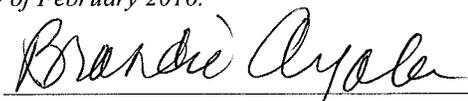
Old Business items have appeared on previous agendas but have either been continued or tabled to this meeting with no final action having been taken. Public comment shall follow the rules as set forth under Oral Communication.

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.

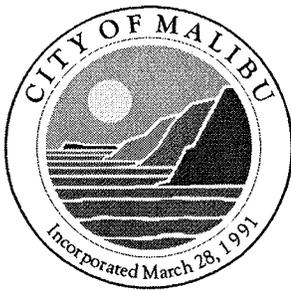
Copies of the staff reports or other written documentation relating to each item of business described above are on file in the office of the City Manager, Malibu City Hall, 23825 Stuart Ranch Road, Malibu, California and are available for public inspection during regular office hours which are 7:30 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 in the City Manager's office at 23825 Stuart Ranch Road, Malibu, California (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 Victor Peterson, (310) 456-2489, ext. 251. 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 19th day of February 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: February 18, 2016 Meeting date: February 24, 2016

Subject: Approval of Minutes – January 27, 2016

RECOMMENDED ACTION: Approve minutes for the January 27, 2016 Public Works Commission Regular meeting.

DISCUSSION: Staff has prepared draft minutes for the Regular Public Works Commission meeting of January 27, 2016 and hereby submits the minutes for Commission approval.

ATTACHMENTS:

1. Draft Minutes of January 27, 2016 Regular Public Works Commission

MINUTES
MALIBU PUBLIC WORKS COMMISSION
REGULAR MEETING
JANUARY 27, 2016
MULTI-PURPOSE 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 Scott and Vice Chair Grisanti and Commissioners Frank Kerze, Brian Merrick (arrived at 3:35 p.m.) and Wendy Sidley

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

PLEDGE OF ALLEGIANCE

Commissioner Sidley led the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION Commissioner Sidley moved and Commissioner Kerze seconded a motion to approve the agenda and hearing Item 4.D. prior to 1.A. The motion carried 4-0, Commissioner Merrick absent.

REPORT ON POSTING OF AGENDA

Recording Secretary Ayala reported that the agenda for the meeting was properly posted on January 22, 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 unanimously.

The Consent Calendar consisted of the following items:

A. Previously Discussed Items
None.

B. New Items

1. Approval of Minutes – December 3 2015

Staff recommendation: Approve minutes for the December 3, 2015 Public Works Commission Special meeting.

ITEM 3 OLD BUSINESS

A. Capital Improvements Projects Status Report

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

Public Works Analyst 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 Las Flores Canyon Creek Restoration and Park Project, Phase II that was completed under budget and included the installation of a restroom that would accommodate storage of emergency supplies that could be accessed by the CERT team during an emergency situation.

Public Works Director Brager discussed the Civic Center Wastewater Treatment Facility Project Phase I. He stated that at the January 25, 2016 City Council meeting, Assessment District No. 2015-1 was formed.

In response to Chair Scott, Public Works Director Brager stated that the district was formed with a maximum amount.

In response to Vice Chair Grisanti, Public Works Director Brager stated that staff was reviewing the bid proposals submitted and once staff had a recommendation, the proposals would be reviewed by the State.

In response to Vice Chair Grisanti, Assistant Public Works Director DuBoux discussed the bid protest procedure. He further explained that staff was

evaluating the bid protests received and would make a recommendation to the City Council.

In response to Commissioner Sidley, Public Works Director Brager stated that the bids were available to the public.

Assistant to the City Manager Shavelson presented a status update on the Pacific Coast Highway (PCH) Regional Traffic Message Signs Project and the PCH Intersection Improvements Project.

Assistant to the City Manager Shavelson explained that Caltrans could not extend the limits of their median improvements project along PCH between Puerco Canyon Road and Corral Canyon Road. She further explained that the City would move forward their project; PCH Median Improvements Project between Webb Way and Puerco Canyon Road. She also stated that landscaping would be a minor part of the scope of work for the City's project unless additional funding was acquired.

In response to Commissioner Merrick, Assistant to the City Manager Shavelson stated that a maintenance agreement would be necessary if there was landscape installed on PCH and the City was maintaining it.

Assistant to the City Manager Shavelson stated that the funding agreement was in final review and once the agreement was finalized, staff would be able to move the Civic Center Way Roadway Improvements Project forward.

Assistant to the City Manager Shavelson stated that the Civic Center Pump Stations Improvements Project was combined with the Las Flores and Malibu Road Biofilters Project. She further explained that the Contractor for the project was completing punch list items and it was anticipated that the City Council would accept the project in late February or early March.

In response to Commissioner Merrick, Assistant to the City Manager Shavelson explained that the Pavement Management Plan had been approved and staff utilized the approved plan to determine the necessary treatment of a particular roadway. She also explained that the FY15/16 Street Maintenance Project was based on the approved plan.

Assistant to the City Manager Shavelson updated the Commission on the Malibu Community Labor Exchange Trailer Replacement Project.

Assistant to the City Manager Shavelson stated the PCH Shoulder Enhancements Projects was being added to the City's Capital Improvements Project. She explained that the project would commence once funding had been secured.

B. Update on Street Maintenance Work

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

Public Works Superintendent Aladjadjian presented the staff report and updated the Commission on the City's maintenance efforts citywide.

ITEM 4 NEW BUSINESS

A. El Niño Update

Staff recommendation: Receive and file report an update on the City's response to El Niño.

Public Works Superintendent Aladjadjian presented the staff report and updated the Commission on the City's response to the first winter storm that hit Southern California in early January.

B. Disaster Mass Notification System

Staff recommendation: Receive report on the City's new Everbridge system that allows mass notifications of vital emergency information during disaster situations.

Executive Assistant Linden presented the staff report to the Commission and discussed the new Everbridge system. She explained the new system's features and the necessity for residents to subscribe to the new system.

In response to Vice Chair Grisanti, Executive Assistant Linden stated that the system was for the residents however, residents who were not within the City limits, would be encouraged to subscribe to the new system.

In response to Commissioner Merrick, Executive Assistant Linden explained that although Everbridge was able to imported information from Blackboard, staff was encouraging residents to register with Everbridge. She further explained that Everbridge was different than the notification system through the City website and that only emergency type notifications would be sent.

In response to Public Works Director Brager, Executive Assistant Linden stated that the system was a secured system. She further explained that the system did not require social security number, date of birth and other sensitive information.

C. Winter Canyon Biofiltration Project

Staff recommendation: Receive report on the proposed Winter Canyon Biofiltration Project and grant application.

Assistant Public Works Director DuBoux presented the staff report and discussed the City's efforts in acquiring funding to design and construct a biofiltration project in Winter Canyon area.

In response to Vice Chair Grisanti, Assistant Public Works Director DuBoux stated that permeable pavers would be included in the design. He also stated that the drains included in the project did not discharge on to PCH but crossed PCH and discharged at Malibu Road.

In response to Public Works Director Brager, Assistant Public Works Director DuBoux stated that the manufacturer would specify what type of tree would be installed as part of the project. He further explained that Winter Canyon was chosen based on the identified project in the City's Enhanced Watershed Management Plan.

D. Southern California Gas Company Electronic Meter Reading Program

Staff recommendation: Receive an update from the Southern California Gas Company on their Electronic Meter Reading Program and the proposed construction plans for Malibu.

Daisy Cristabal-Sanchez, Community Education Outreach Representative and Derek Sampson, Project Manager from Southern California Gas Company discussed the Advanced Meter Project that will upgrade their meter technology. The project spans from Visalia to the Mexico border. She stated that it was anticipated to be complete in 2017 and 77% was complete.

In response to Vice Chair Grisanti, Daisy Cristabal-Sanchez stated that the new meters send out a signal once day for approximately 70 seconds long. She further explained radio frequency released was minimal and was significantly less than a standard WI-FI.

In response to Vice Chair Grisanti, Derek Sampson explained that there was an opt-out program available but stated that there was a \$75 initial fee and \$10 monthly charge for 36 months with no additional costs.

In response to Public Works Director Brager, Daisy Cristabal-Sanchez stated that third-party reviewed and tested the new technology.

In response to Public Works Director Brager, Derek Sampson stated that 30 Southern California Edison poles were planned to be used to install the data collector units.

In response to Commissioner Sidley, Derek Sampson stated that he physically researched the placement of the equipment on the poles.

In response to Commissioner Merrick, Derek Sampson stated that the radio frequency was 450 MHz and further explained that the radio frequency could not be increased.

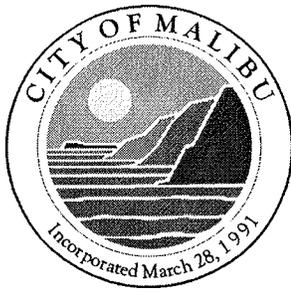
MOTION At 5:12 p.m., Commissioner Sidley moved and Vice Chair Grisanti seconded a motion to adjourn. The motion carried unanimously.

Approved and adopted by the Public Works Commission of the City of Malibu on February 24, 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

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

Date prepared: February 18, 2016 Meeting date: February 24, 2016

Subject: Capital Improvement Projects Status Report

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

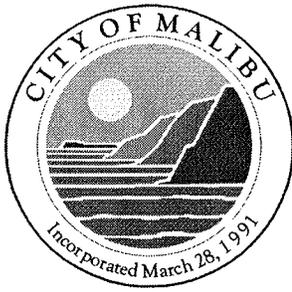
DISCUSSION: On February 8, 2016, the City Council adopted Resolution No. 16-09 adding the following projects to the Capital Improvement Program for Fiscal Year 2015/2016:

- PCH Signal Synchronization
- Speed Advisory Signs
- Bus Shelters

Staff will provide a status update on the newly added projects as well as the following projects previously programmed for Fiscal Year 2015/2016:

- Las Flores Canyon Creek Restoration and Park Project Phase 2
- Civic Center Wastewater Treatment Facility
- PCH Regional Traffic Message Signs
- PCH Intersection Improvements including:
 - PCH at La Costa Pedestrian Improvements Project
- PCH Median Improvements Project
- Civic Center Way Improvements
- Civic Center Pump Station Improvements Project
- Las Flores Canyon and Malibu Road Low Impact Development Project
- Annual Street Overlay Project
- Malibu Community Labor Exchange Trailer Replacement Project

ATTACHMENTS: None



Public Works Commission Agenda Report

To: Chair Scott 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: February 18, 2016 Meeting date: February 24, 2016

Subject: Update on Street Maintenance Work

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

DISCUSSION: The list below will be the latest street maintenance updates that will be reported during the Public Works Commission meetings. Staff will provide the status of maintenance work on City streets owned and maintained by 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:

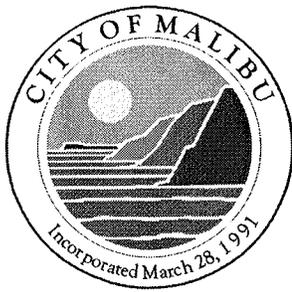
- Sidewalk Maintenance - Monthly sidewalk inspection is ongoing. City is repairing any decomposed granite (D.G.) sidewalks damaged during the recent storms.
- Street Sweeping - All City-owned public streets are swept once a month and PCH is swept once a week.
- City's maintenance crew continues to perform daily, weekly, and monthly maintenance work citywide such as:
 - Pothole repair
 - Sign replacements
 - Pavement repair
 - Sidewalk repair
 - Striping

- Landscape maintenance - weed control
- Daily trash pick up
- Catch basin debris removal
- Vegetation trimming for line of sight improvement
- And other work as assigned by Public Works

Caltrans performed the following maintenance:

- Caltrans Maintenance Work (PCH) — According to Caltrans, highway maintenance crews repaired potholes, cleaned out few catch basins filled with debris, and replaced damaged signs downed due to the recent heavy winds.

ATTACHMENTS: None



Public Works Commission Agenda Report

To: Chair Scott and Members of the Public Works Commission

Prepared by: Arthur Aladjajian, Public Works Superintendent

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

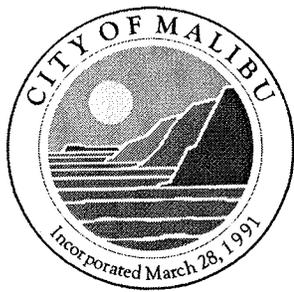
Date prepared: February 18, 2016 Meeting date: February 24, 2016

Subject: El Niño Update

RECOMMENDED ACTION: Receive and file an update on the City's response to El Niño.

DISCUSSION: At the August 26, 2015 Regular Public Works Commission Meeting, staff presented a report on the City's efforts to prepare for El Niño. Staff also provided a recent El Niño update to the Commission during the January 27 Public Works Commission meeting. Since the last meeting, the City has received approximately 1.5 inches of rain during the two separate rain events combined. However there were no major storm related issues reported and all City maintained roads remained opened during the storm events. City street crew will continue to inspect storm drains and perform maintenance work as needed in preparation for the next rain event.

ATTACHMENTS: None



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/City Engineer

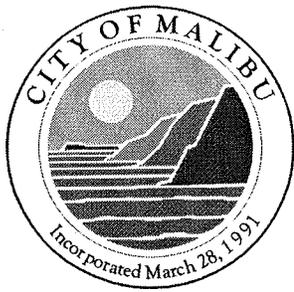
Date prepared: February 18, 2016 Meeting date: February 24, 2016

Subject: Financial Update on the Landslide Maintenance Assessment Districts

RECOMMENDED ACTION: Receive and file a financial update on the Landslide Maintenance Assessment Districts.

DISCUSSION: The City is responsible for administering three Landslide Maintenance Assessment Districts. At December 3, 2015 Special Public Works Commission meeting, Vice Chair Grisanti requested an update on the financials of the Big Rock Mesa, Malibu Road and Calle Del Barco Landslide Maintenance Districts. A representative from the City's Assessment Engineering firm, David Taussig and Associates, will be at the meeting to provide an update.

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

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

Date prepared: February 18, 2016 Meeting date: February 24, 2016

Subject: Reclaim Water in the Civic Center Area

RECOMMENDED ACTION: Receive and file report on the potential for reclaim water use in the Civic Center area.

DISCUSSION: In recognition of the scarcity of water resources and the need for water conservation, municipalities, business and individuals have been examining alternative water sources such as water reclamation and recycling. Reclamation water is generated by the treatment of wastewater. Through a treatment process, solids and impurities are removed and reclaimed water can be used for a variety of uses such as landscaping irrigation, to recharge groundwater aquifers, to meet commercial and industrial water needs, and other purposes. Public Works Director Robert Brager will discuss the potential for water reclamation in the Civic Center area.

ATTACHMENTS: None