

**Public Works Commission**  
**Regular Meeting Agenda**  
**May 25, 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 – May 20, 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 – April 27, 2016

Staff recommendation: Approve minutes for the April 27, 2016 Public Works Commission Regular 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

**4. New Business**

A. Encroachments in the Point Dume Neighborhood Area

Staff recommendation: Receive and file update on the City’s efforts to implement the Point Dume Neighborhood Traffic Management Plan.

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

B. Gateway Signs

Staff recommendation: Receive and file update on the City’s Gateway Signs initiative.

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

C. Public Works Commission Fiscal Year 2016-2017 Assignments

Staff recommendation: Receive the Public Works Commission Assignments from Fiscal Year (FY) 2015-2016, 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 2016-2017.

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

**Adjournment**

**Future Meetings**

Wednesday, June 22, 2016	3:30 p.m.	Regular Meeting	City Hall
Wednesday, July 27, 2016	3:30 p.m.	Regular Meeting	City Hall
Wednesday August 24, 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.

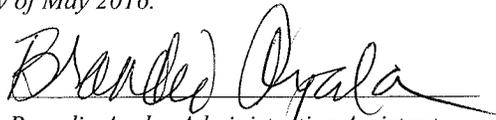
**Old Business** items have appeared on previous agendas but have either been continued or tabled to this meeting with no final action having been taken. Public comment shall follow the rules as set forth under Oral Communication.

**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 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](mailto: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 20<sup>th</sup> day of May 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: Rob DuBoux, Acting Public Works Director *P*

Date prepared: May 20, 2016 Meeting date: May 25, 2016

Subject: Approval of Minutes – April 27, 2016

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

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

**ATTACHMENTS:**

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

MINUTES  
MALIBU PUBLIC WORKS COMMISSION  
REGULAR MEETING  
APRIL 27, 2016  
MULTI-PURPOSE 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 Vice Chair Paul Grisanti and Commissioners Brian Merrick, and Wendy Sidley

ABSENT: Commissioner Frank Kerze

ALSO PRESENT: Rob DuBoux, Acting Public Works Director; Arthur Aladjajian, Public Works Superintendent; and Brandie Ayala, Recording Secretary

PLEDGE OF ALLEGIANCE

Commissioner Sidley led the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION Commissioner Merrick moved and Commissioner Sidley 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 April 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 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 – March 23, 2016

Staff recommendation: Approve minutes for the March 23, 2016 Public Works Commission Regular 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.

Acting Public Works Director presented the staff report and discussed the status of City's approved Capital Improvements Projects with the Commission.

In response to Commission Sidley, Acting Public Works Director DuBoux stated that the Civic Center Way Improvements Project had not yet been designed and he was not sure if the roadway would be closed during construction. He further explained that the Contractor would have to coordinate with the affected property owners including both schools in the area.

In response to Vice Chair Grisanti, Acting Public Works Director DuBoux stated that staff would discuss any concerns about the depth of the new sewerlines and pipelines to be installed on Civic Center Way with the wastewater treatment Contractor and would evaluate the proposed improvements along Civic Center Way.

In response to Vice Chair Grisanti, Acting Public Works Director DuBoux explained that the speed advisory signs to be installed in Point Dume and on Busch Drive would be permanent solar powered.

In response to Commissioner Sidley, Acting Public Works Director DuBoux explained that staff had met with various vendors about the replacement of the

Electric Vehicle Chargers along Civic Center Way. He further explained that staff would present a report to the City Council in the upcoming months.

In response to Chair Scott, Acting Public Works Director DuBoux stated that he was not aware if Telsa had submitted an application to install charging stations.

B. Update on Street Maintenance Work

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

Public Works Superintendent Aladjajian presented the Commission with a report on street maintenance activities. He also discussed with the Commission the City's upcoming brush clearance event that would begin in early May.

Public Works Superintendent Aladjajian also reported that Caltrans had made some pavement repairs on Pacific Coast Highway near Heathercliff Road and Big Rock Drive.

C. Draft Pavement Management System Update

Staff recommendation: Review the revised Draft Pavement Management System and recommend the Draft Pavement Management System for approval to the City Council.

Acting Public Works Director DuBoux presented the Commission with the staff report and discussed the revised Draft Pavement Management System Update.

In response to Commissioner Merrick, Acting Public Works Director DuBoux stated that he was aware of the roadway narrowing on Westward Beach Road due to the sand covering the edgeline. He further stated that staff would evaluate the bids once they were received and if there was enough budget available, staff would address the undefined edgeline and the issue with the sand from the beach.

In response to Chair Scott, Acting Public Works Director DuBoux stated that if there was money remaining after the project was complete, the remaining funds would be rolled over into the following fiscal year.

MOTION

Commissioner Sidley moved and Vice Chair Grisanti seconded a motion to recommend the City Council approve the revised updated Pavement Management System as presented. The motion carried 4-0, Commissioner Kerze absent.

MOTION At 4:11 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 May 25, 2016.

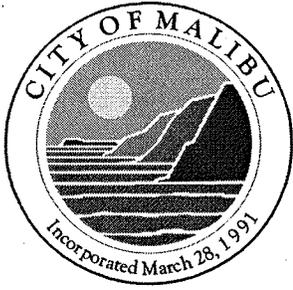
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RICHARD SCOTT, Chair

ATTEST:

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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: Rob DuBoux, Acting Public Works Director 

Date prepared: May 20, 2016 Meeting date: May 25, 2016

Subject: Capital Improvement Projects Status Report

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

**DISCUSSION:** Staff will provide a status update on the following active projects in the Fiscal Year 2015/2016 Capital Improvement Program:

- 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
- Annual Street Overlay Project
- Malibu Community Labor Exchange Trailer Replacement Project
- PCH Signal Synchronization
- Speed Advisory Signs
- Bus Shelters

**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 DuBoux, Acting Public Works Director 

Date prepared: May 20, 2016

Meeting date: May 25, 2016

Subject: Update on Street Maintenance Work

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**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 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:

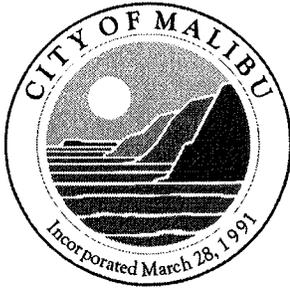
- Sidewalk Maintenance - Monthly sidewalk inspection is ongoing.
- Street Sweeping - All City-owned public streets are swept once a month and PCH is swept once a week.
- City's maintenance crew continues to perform daily, weekly, and monthly maintenance work citywide.
  - City crew is currently performing shoulder brush clearance along canyon roads.

Caltrans performed the following maintenance:

- a) Caltrans Maintenance Work (PCH) — According to Caltrans, highway maintenance crews performed pavement repairs on southbound PCH near Big Rock Drive. Additional pavement repairs were performed on PCH near Zumirez Drive, Portshhead

Road and Heathercliff Road. In addition, faded and/or missing “no parking” signs was replaced by Caltrans near the entrances of Malibu Seafood, El Matador Beach, El Pescador Beach, and San Nicolas Beach.

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: Rob Duboux, Acting Public Works Director 

Date prepared: May 20, 2016 Meeting date: May 25, 2016

Subject: Point Dume Neighborhood Area Traffic Plan Update

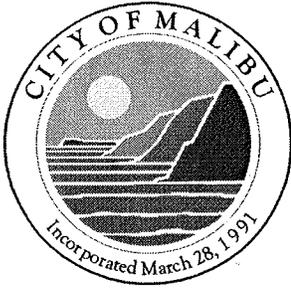
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**RECOMMENDED ACTION:** Receive and file update on the City's efforts to implement the Point Dume Neighborhood Traffic Management Plan.

**DISCUSSION:** At the March 14, 2016 Regular City Council Meeting, Council directed staff to move forward with select elements of the Point Dume Neighborhood Traffic Management Plan. Specifically Council directed staff to: 1) install speed humps on Portshead Road from Pacific Coast Highway to Boniface Drive; 2) install six radar speed advisory signs throughout the Point Dume neighborhood and Busch Drive; 3) install traffic lane edge striping on Grasswood Avenue and Fernhill Drive; 4) install a crosswalk at Heathercliff Road and Dume Drive; 5) lower the posted speed limit on Bluewater Road, Wildlife Road and Cliffside Drive from 30 miles per hour to 25 miles per hour; and 6) require removal of landscape encroachments, with the exception of mature trees, by private property owners into the public right-of-way. Staff is moving forward with the implementation of these directives. Some traffic calming measures have already implemented as part of the City's Annual Street Maintenance Project and others were incorporated into the upcoming Point Dume Speed Advisory Project. Staff is currently planning a public meeting to discuss encroachment issues in the Point Dume Neighborhood Area.

Staff will give an update on the City's implementation of various traffic calming measures thus far and discuss next steps.

**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: Rob Duboux, Acting Public Works Director 

Date prepared: May 20, 2016

Meeting date: May 25, 2016

Subject: Gateway Signs

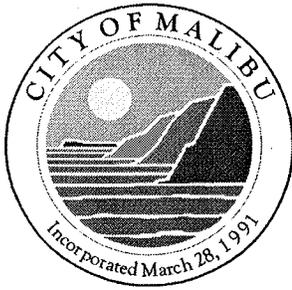
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**RECOMMENDED ACTION:** Receive and file update on the City's Gateway Signs initiative.

**DISCUSSION:** At the August 25, 2014 City Council meeting, Council discussed the possibility of the City designing and installing new gateway signs that would serve to welcome visitors and residents of Malibu. Then Mayor Skylar Peak, suggested that a minimum of four signs be installed at locations where motorists commonly enter the City limits, such as, both ends of Pacific Coast Highway (PCH) as well as on Malibu Canyon Road and Kanan Dume Road.

Staff has recently received direction on the design and has researched sign materials, prices and locations. Staff will present their findings and give an update on the status of the project.

**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 DuBoux, Acting Public Works Director 

Date prepared: May 20, 2016 Meeting date: May 25, 2016

Subject: Public Works Commission Fiscal Year 2016-2017 Assignments

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**RECOMMENDED ACTION:** Review the Public Works Commission Assignments from Fiscal Year (FY) 2015-2016, 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 2016-2017.

**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 8, 2015, the City Council approved the current FY 2015-2016 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 2016-2017:

- Delete – Review and make recommendations on the Pavement Management Plan Update.
- Delete – Review and make recommendations on the feasibility and costs to install four gateway signs at the City limits and relocate and install updated street name signs for City streets.
- Delete – Examine the feasibility of water reclamation, treatment and redistribution citywide.

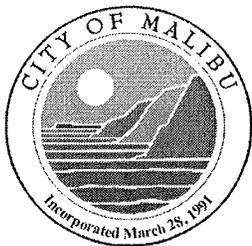
- Revise – Review the City’s Enhanced Watershed Management Program and other water quality programs.

Staff recommends that the remaining Public Works Commission Assignments from FY 2015-2016 be included in the proposed assignments for FY 2016-2017 (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 2016-2017 assignments for all City Commissions at a City Council meeting in summer 2016.

ATTACHMENTS:

- 1) Approved FY 2015-2016 Public Works Commission Assignments
- 2) Proposed FY 2016-2017 Public Works Commission Assignments



# City of Malibu

## MEMORANDUM

To: Public Works Commission

From: Jim Thorsen, City Manager 

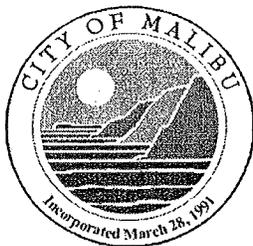
Date: June 11, 2015

Re: Public Works Commission Assignments for Fiscal Year 2015-2016

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At its Regular meeting of June 8, 2015, the City Council approved the following items for the Commission's annual work plan for Fiscal Year 2015-2016:

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. Review the Clean Water Program, including current and future regulations, cost estimates for implementation of Total Maximum Daily Load requirements, and the operation and maintenance of the City's stormwater treatment facilities
4. Report on the status of Los Angeles County Waterworks, District 29 infrastructure and make recommendations toward long term solutions
5. Review parking issues citywide
6. Review and make recommendations to the City Council regarding the City's public encroachment policy
7. Review the maintenance and monitoring of the City's landslide assessment districts
8. Review and make recommendations on the Pavement Management Plan Update
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 feasibility and costs to install four gateway signs at the City limits and relocate and install updated street name signs for City streets
12. Examine the feasibility of water reclamation, treatment and redistribution citywide
13. Make bimonthly oral reports to the City Council on Commission activity
14. Submit a mid-year written report to the City Council on Commission activity



# City of Malibu

## MEMORANDUM

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

From: Chair Scott and Members of the Public Works Commission

Date: May 26, 2016

Re: Proposed FY 2016-2017 Assignments for Public Works Commission

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At its Regular meeting on May 25, 2016, the Public Works Commission approved the following recommendations for assignment in FY 2016-17:

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. Review the City's Enhanced Watershed Management Program and other water quality programs
4. Report on the status of Los Angeles County Waterworks, District 29 infrastructure and make recommendations toward long term solutions
5. Review parking issues Citywide
6. Review and make recommendations to the City Council regarding the City's public encroachment policy
7. Review the maintenance and monitoring of the City's landslide assessment districts
8. 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
9. Review and make recommendations on a comprehensive plan of existing trees in the public right-of-way
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