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1. Meeting Agenda

Documents:

[CC230927_AGENDA.PDF](#)

2. Item 1A

Strategic Priority Project Update and Final Project List Approval

Documents:

[CC230927_ITEM 1A.PDF](#)

HOW TO VIEW THE MEETING: The meeting will be live streamed at www.malibucity.org/video and via Zoom Webinar.

HOW TO PARTICIPATE BEFORE THE MEETING: Members of the public are encouraged to submit email correspondence to citycouncil@malibucity.org before the meeting begins.

HOW TO PARTICIPATE IN-PERSON DURING THE MEETING: Members of the public may speak during the meeting in-person or through the Zoom application. In order to participate in-person, each speaker must complete and submit to the Recording Secretary a Request to Speak form. In-person participants may also surrender their opportunity to speak on a particular item to defer one minute to another in-person speaker.

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Malibu City Council **Special Meeting Agenda**

Wednesday, September 27, 2023

6:00 P.M. – CITY COUNCIL SPECIAL MEETING

**City Hall – Council Chambers
23825 Stuart Ranch Road**

Zoom Webinar Link:

<https://us02web.zoom.us/j/83272382299>

To the members of the City Council of the City of Malibu:

NOTICE IS HEREBY GIVEN that the Mayor has called a Special Meeting of the City Council of the City of Malibu to be held at Malibu City Hall, 23825 Stuart Ranch Road, Malibu, CA 90265, at 6:00 p.m. on Wednesday, September 27, 2023, for the purpose of considering the Strategic Priority Project list for Fiscal Year 2022-23.

Six p.m. **Regular Session**

Call to Order - Mayor

Roll Call - Recording Secretary

Pledge of Allegiance

Report on Posting of Agenda – September 21, 2023Approval of Agenda**1. New Business****A. Strategic Priority Project Update and Final Project List Approval**

Recommended Action: 1) Approve the Strategic Priority Project list for Fiscal Year (FY) 2023-24; and 2) Create a Malibu Culture Ad Hoc Committee to work with the Malibu Culture Priority Project team, and 3) Approve the recommended list of employee benefit items.

Staff Contact: Interim Deputy City Manager Houston, 456-2489, ext. 254

Adjournment**Future Meetings**

Monday, October 9, 2023	6:30 p.m.	Regular City Council Meeting	City Hall Council Chambers
Monday, October 23, 2023	6:30 p.m.	Regular City Council Meeting	City Hall Council Chambers
Monday, November 13, 2023	6:30 p.m.	Regular City Council Meeting	City Hall Council Chambers

Guide to the City Council Proceedings


Items in New Business are items, which are appearing for the first time for formal action. Each speaker is limited to three (3) minutes. Members of the public may speak during the meeting in-person or through the Zoom application. In order to participate remotely, you must be present in the Zoom Webinar during the item that you would like to speak on and use the Raise Hand feature to request to speak when the Mayor calls the item. In order to participate in-person, 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 Mayor. In person participants may surrender their time by deferring one (1) minute to another speaker, not to exceed a total of eight (8) minutes. The speaker wishing to defer time must be present when the item is heard and their form must be submitted with the speaker form for the individual they are deferring time to. Speakers are taken in the order slips are submitted or hands are raised.

City Council meetings are aired live and replayed on City of Malibu Government Access Channel 3 and are available on demand on the City's website at www.malibucity.org/video. 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 Clerk, 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 City Council within 72 hours of the City Council meeting are available for public inspection immediately upon distribution in the City Clerk'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.

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 Yolanda Bundy, (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].

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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. Special meeting agendas may be amended up to 24 hours in advance of the meeting. Dated this 21st day of September 2023 at 4:30 p.m.



Kelsey Pettijohn, City Clerk



Special Meeting
09-27-23

**Item
1.A.**

Council Agenda Report

To: Mayor Silverstein and the Honorable Members of the City Council

Prepared by: Rob Houston, Interim Deputy City Manager

Approved by: Steve McClary, City Manager

Date prepared: September 18, 2023 Meeting date: September 27, 2023

Subject: Strategic Priority Project Update and Final Project List Approval

RECOMMENDED ACTION: 1) Approve the Strategic Priority Project list for Fiscal Year (FY) 2023-24; and 2) Create a Malibu Culture Ad Hoc Committee to work with the Malibu Culture Priority Project team, and 3) Approve the recommended list of employee benefit items.

FISCAL IMPACT: There are no fiscal impacts associated with the recommended actions.

WORK PLAN: This item provides a replacement project list that supersedes the former workplan adopted by the City Council for FY 2022-23 and will serve as a guidance document for future project planning and reporting.

DISCUSSION: The City of Malibu is a vibrant community with engaged residents and visitors that demand a wide variety of services provided at a high level. This demand for service can lead to an extensive list of requests and projects that are brought to the City Council and City Staff for completion. For many years the city has maintained a “Work Plan” list of important projects that has grown over time to over 150 projects. New projects would be added to the list before old assignments were completed. In addition, the list lacked a prioritization of what the most important items were, and new items were added without any discussion as to whether there were staffing resources available to work on them. The result of this historical process is to have the Council regularly assigning new projects with frustration that they are not getting completed, and the staff looking at the large list of projects, feeling overwhelmed at the volume of work and unsure what items are the top priority to work on.

Understanding this work model was not resulting in the high level of timely results that the Community, Council, and Staff would prefer, City leaders determined that a strategic planning session should be held to determine what priorities the city should focus on.

The workshop brought together the Leadership Team (comprised of the City Councilmembers, the City Manager, City Attorney, and City Department Heads) in what developed into three engaging workshops. After extensive and candid discussions, the group came away with a better understanding of each other, and a prioritized list of top projects attached to this report. The attached project list is presented for final City Council adoption and will serve as the priority focus for City staff until the next strategic planning workshop is held in six months. The goal is to continuously conduct strategic planning workshops every six months to ensure Council priorities are adequately addressed and proper resources assigned.

Background

Initial Workshop

On April 20, 2023, the Leadership Team participated in a Strategic Planning Workshop. This publicly noticed workshop created an in-person, facilitated venue for important dialogue amongst City Leadership. The workshop began with a “get to know you” activity to help the Council and Department Heads learn more about each other. This was seen as a helpful step as COVID remote work over the past several years had restricted opportunities for the entire group to meet together as a team.

The group discussed the existing City Work Plan that contained over 150 separate projects. This list was compiled over the last several years and represented a huge amount of desired work to be completed, but there was no assignment of prioritization to those projects. Without that crucial step the old adage, “if everything is a priority, then nothing is a priority” came true. This led to a discussion on the importance of setting priorities to get the most important projects completed in a timely manner.

Prior to the workshop, all attendees completed a Strength, Weakness, Opportunity, and Threat (SWOT) survey to help determine the perception of what are pressing issues for Malibu from the team members perspective. The survey results and the subsequent discussion led to the group creating a high-level list of key topics to address at a future workshop. One important topic focused on the City’s staffing issues, both the large number of staffing vacancies, and the impact that the organization’s reputation has on morale and recruitment. A related item was looking into how the City Council and Commissioners treat the staff of the city. Another topic was the future use of vacant land that the City owns, and a further item was looking into the opportunity for “branding” for Malibu to capitalize on a world-renowned name. The group concluded the workshop with a plan to reconvene and continue the discussion.

2nd Workshop

On May 24, 2023, the City Leadership Team reconvened to continue the strategic planning discussion they had started in April. Time was spent discussing the allocation of staffing resources and the demand on staff to complete “day-to-day” operational tasks and the additional work to take on special projects. The majority of all staff time are devoted to day-to-day operations that keep staff busy with such things as but not limited to processing building and planning permits, providing community programs at Parks and the Senior Center, overseeing road maintenance and public infrastructure improvements, Finance, Human Resources, Information Technology, and Clerk functions to name a few. This daily demand provides limited time for special assignments that are requested from staff.

Staffing levels in the City of Malibu were reviewed and highlighted a high level of vacancies in some key departments, including Planning, Environmental Sustainability, Finance, Human Resources, and the City Clerk’s office. Subsequently, a question was raised as to what is causing such high vacancies? Top reasons discussed were workload pressures, staff treatment from elected and appointed representatives, and the City’s distance from affordable housing options. The poor treatment and high workload contribute to a lowering of morale and in some cases cause staff to leave the organization. A lack of staffing resources provides less work capacity to complete day-to-day operations and provides hardly any time for additional high priority City Council projects.

The group concluded that day-to-day operations should be the number one priority at the City and a follow up key priority is to focus on ways to improve recruitment and retention and lower the high staff vacancy rate. This would require steps to reduce overwork stress on existing staff and allow sufficient staffing resources to focus on desired Council priority projects.

The discussion from the 2nd workshop that focused on the vacancy and morale issue at the City spurred City management to conduct a series of departmental focus groups to allow staff to share what their experience working in the city has been like, and what ideas they have to improve recruitment and retention of staff. Two main concerns raised were the treatment received by staff from some experience with Councilmembers and Commission members, and a concern that there is constant pressure to deliver immediate results at the expense of staff work/life balance. These concerns have led to some staff leaving the City, and other current staff members being discouraged. Current causes of this discouragement include dealing with many staff working on weekend days as well as staying late sitting through Council and Planning Commission meetings for consent items. Additional ideas for improving staff moral and making the City a more attractive place to recruit top talent include looking at transportation costs for staff that are driving to City Hall every day of the week, and looking at the possibility of closing City offices over the holiday week at the end of December like many other City’s do.

This discussion led to the creation of the “Malibu Culture” high priority goal included in the top priority list and resulted in a list of recommended “benefits” to retain current staff and entice new hires to join the Malibu team which were discussed with City Council during the 3rd workshop.

3rd Workshop

On August 16, 2023, the City Leadership team joined together again to complete the strategic planning effort they started in the spring. A review of the prior workshops was conducted, and results of the feedback received from staff focus groups was presented. A staffing vacancy update was also shared with some positive improvements in hiring noted.

City management had spent time reviewing the workplan project list and presented to Council a focused 20 priority project list for discussion. Questions were asked and adjustments made to the list. At the end of the workshop the Leadership Team mutually agreed on the priority list of projects that is attached to this report. The projects are all outlined using the “S.M.A.R.T.” method that requires that each goal is Specific, Measurable, Achievable, Realistic, and Time bound. A Team leader for each goal is assigned and due dates are listed.

Priority Project Administration

Staff will focus their effort on these goals and Council will refrain from adding new work assignments without first discussing the matter with the City Manager to determine if there should be adjustments made to the priority project list, or if the new idea should wait until the next Strategic Planning session which is proposed to be held in 6 months. Staff will provide regular updates of the Priority Project list every two months to ensure the Council and Community are aware of the progress made.

Recommendations

1. **Approve Attached Priority Project List.** These projects will be Council and staff priority focus over the next 6 months.
2. **Malibu Culture Ad Hoc Committee, Assign two Council members.** It is recommended that the City Council assign two City Councilmembers to an Ad Hoc Committee to work with the “Malibu Culture” Priority Project team to review the roles and responsibilities of City Commissions and create recommendations for conduct and staff interaction for the Council and Commission members.
3. **Benefit and operational modification recommendations from staff discussions to improve recruitment and retention.**
 - **Planning Commission on Tuesday or Wednesdays** - It is proposed that Planning commission meetings be moved to Tuesday or Wednesday evenings to

provide an opportunity for planning staff to respond to Commissioner questions on a workday such as Monday versus the current tendency to respond on weekends to meet requests prior to the Monday meeting.

- **Council and Commission Meeting Earlier Start Times** - Starting Council and Planning Commission meetings at 5 pm rather than 6:30 pm would allow staff, the public, and outside presenters to not need to work so late into the evening. In addition, it is proposed to move consent items to the beginning of the meeting.
- **Every other Friday Closure** - Close City Hall every other Friday in order to standardize all staff 9/80 schedules like many surrounding cities do. Key staff in Community Services, Building Inspection, and Code Enforcement would still be working on those Fridays, and key staff will be on call for any urgent matters that arise on closed days off.
- **Winter Closure** - Close City Hall during the last week of December and allow staff to spend time with family during the quietest time of the year. Many other cities and the private sector provide this benefit. It is proposed that the City provide leave time for staff for these days.
- **Car Stipend** - Provide a car expense stipend (to be determined) to create equity for those staff that are unable to take advantage of the hybrid remote workday options available to many staff because they must be at City every day for frontline duties.
- **Juneteenth** - Add Juneteenth as an official City Holiday.

With Council's direction on these recommendations staff would create the appropriate policies and procedures and return to a future meeting to finalize those items.

ATTACHMENTS:

Strategic Priority Project List

	TITLE	DEPT	Team Members (Lead in BOLD)	NARRATIVE	Timeline (Next 6 Months)
Core Focus	Day To Day Operations	All	All	Top Focus of All Staff - Must be supported and completed before the rest of the priority list	
Top Workplace Culture - Recruitment and Retention	Malibu Culture - Providing values guidance for all Council, Commission, and staff for behavior and treatment. Clarify roles and scope of Commissions and confirm how new work items can be generated.	All	Steve , Joe, City Council Sub Committee	Providing values guidance for all Council, Commission, and staff for behavior and treatment. Clarify roles and scope of Commissions and confirm how work items can be generated. Develop code of behavior - values to ensure there is a standard for treating one another in a kind and professional manner. This group would also clarify the roles of Commissions and the process for new Commission ideas and projects to be reviewed and approved or not approved.	City Values Statement/Code of Conduct - Subcommittee recommended to be formed Sept 27 , Staff with two Council members to develop Commissions role/scope/training draft plan for Jan 22 CC Meeting
Top Workplace Culture - Recruitment and Retention	Staff Compensation and Benefits- Class Comp Study - Including Staffing Benefits	All	Joe Toney , MS Staff, DH's	Classification and compensation studies review internal equity (pay relationships between positions) and external competitiveness (pay relationships with labor market competitors). HR staff will conduct a comprehensive classification and compensation study. Also review list of recommended staff benefits and get priority list for Council review and Approval	January 22 CC meeting - Comp and Classification Study present recommendations. September 27 CC meeting - Staff developed Benefits - gain CC approval of final list of recommended staff benefits
PRESERVE MALIBU'S RURAL RESIDENTIAL CHARACTER	School District Separation	MS	Marianne and Paul, Steve McClarey , Alexis Brown, BBK Team,	Pursuit of creating a Malibu School District by separating from the Santa Monica School District	Next Mediation Date: October 23 Update to City Council: November 23
PRESERVE MALIBU'S RURAL RESIDENTIAL CHARACTER	Master Plan for City Owned Vacant Lots	MS/PL	Alexis Brown , Joe Toney, Richard M	To Happen Simultaneously: RFP & Selection of Community Outreach Firm, Launch of Community Outreach/Review & Update Previous Development Assessment. Prepare for Geo Technical Studies based on Results of community outreach.	Develop RFP, Release by October 15 and Award - November 13 CC Meeting Deadline: March 2024

<p>PRESERVE MALIBU'S RURAL RESIDENTIAL CHARACTER</p>	<p>Housing Element 6th Cycle RHNA & 2021 Housing Element Update</p>	<p>PL</p>	<p>Richard M, Adrian, Joyce Parker-Bozylinski (Consultant)</p>	<p>Complete final steps to have Housing Element Approved by HCD/State</p>	<p>Need to respond to incomplete letter. Currently gathering additional information. Meeting on August 30th with HCD to go over completion timeline. TBD what additional work is needed.</p>
<p>Public Safety</p>	<p>Public Safety Projects - Key Public Safety Projects</p>	<p>PS</p>	<p>Susan Duenas, PS team members</p>	<p>Hazard Tree Removal Program – Complete scheduled hazard tree removals and pursue additional funding. Home Ignition Zone Assessments – Complete scheduled Home Ignition Zone Assessments and promote program. Firewise Community Program – Encourage and assist Malibu neighborhoods to become Firewise Communities (mitigates fire risk and provides discount on insurance). ALPR cameras – Finish installing solar powered ALPR cameras on Edison poles and then begin process to have them hardwired. Emergency Plan Updates – Work with consultants to update the Emergency Operations and Hazard Mitigation Plans and bring to City Council for adoption. (both are required for disaster reimbursement) EOC equipment – Test all EOC equipment and update as needed. EOC training – Provide basic and advanced Emergency Operations Center (EOC) training for all staff, and host pre- fire season meeting with partner agencies. Encampment Management – Work with the Sheriff’s Department to ensure encampments are cleared from the hillsides. Emergency Supply Bins – Ensure that all community emergency supply bins are organized and stocked appropriately and Information Stations are ready to be deployed. Communications – Test all current communication capabilities, including disaster notifications systems, satellite phones and radios, work with KBUU to expand broadcast radio capabilities, and develop and train staff on communication procedures. Sheriff Substation - Increased staffing and telecommunications for Substation at Santa Monica College</p>	<p>Hazard Tree Removal Program 9/31/23 – Complete program 10/31/23 – Submit grant reimbursement request Home Ignition Zone Assessments 3/31/24 – Complete 40 assessments Firewise Community Program 12/31/23 – Identify two neighborhoods that are interested 3/31/24 – Assist two neighborhoods in becoming certified ALPR cameras 10/31/23 – Complete an agreement with Edison to place cameras on their poles 12/31/23 – Install all solar powered cameras slated for Edison poles 1/31/24 – Establish work plan to convert solar powered cameras to hardwire cameras Emergency Plan Updates 10/31/23 - Conduct community input meeting on the Draft Hazard Mitigation Plan (HMP) 11/30/23 – Receive, review and provide feedback on first draft of updated Emergency Operations Plan (EOP) 12/31/23 - Receive and provide feedback on draft HMP. Receive updated EOP for final review. 1/31/24 - Receive updated HMP for final review. Take EOP to Disaster Council for approval 2/29/24 – Take EOP to City Council for approval. Submit to HMP to FEMA for approval 3/31/24 - Agendize item to have City Council approve HMP EOC equipment 12/31/23 – Secure a consultant to assist in building out EOC management system (DLAN) 3/31/24 – Complete build out of EOC management system EOC training 10/31/23 – Provide an EOC exercise for all City staff 11/30/23 – Host Fire Season meeting with partner agencies Encampment Management 10/31/23 – Clear all hillside encampments within the City. Emergency Supply Bins 1/31/24 – Update supplies in the Trancas, Point Dume and Malibu High bins 3/31/24 – Update supplies in the Webster, City Hall and Las Flores bin Communications 10/31/23 – Establish MOU and Agreement with KBUU for emergency communications 12/31/23 – Secure vendor to install mast at Bluff’s Park for KBUU booster antenna. Test all satellite phones and City radios 3/31/24 – Complete installation of KBUU booster antenna Sheriff Substation 12/31/23 – Staff the Sheriff’s Substation 3/31/24 – Evaluate staffing at Substation and identify any deficiencies</p>
<p>EFFICIENT AND EFFECTIVE CITY SERVICES</p>	<p>Development Services Report - Implementation</p>	<p>MS/PL/ES D/PW</p>	<p>Joe Toney, Richard M, Yolanda B, Rob D,</p>	<p>Received Consultant Report. Present to City Council, develop implementation plan, assign resources and timelines for implementation tasks.</p>	<p>Implementation Plan from consultant is currently under review. Intend to provide update to Council by end of October. Work is already underway that includes internal staff training session, interdepartmental workflow improvement discussions, and new workflow software acquisition (BlueBeam).</p>

EFFICIENT AND EFFECTIVE CITY SERVICES	Development Services Updated Software - 1st stage Blue Beam, 2nd stage Land Management System	PL/PW/ES D/MS (IT)	Joe Toney, Richard M, Yolanda B, Rob D,	Implementation of Blue Beam software to support streamlined digital Plan submission and processing. To be completed this fall. Later focus on implementing a new Land Management System (LMS). This LMS will allow efficient data entry of information required for permit issuance and plan review. Additionally, the public will be able to view project statuses. Once implemented, the program will significantly reduce staff time to issue permits, complete plan review, and research projects, thereby increasing the overall efficiency of the department.	BlueBeam agreement to be signed. Consultant to work with staff to design BlueBeam workflows starting Oct 1 . Timeline to complete workflow design and set up training for staff to be confirmed and update later in October.
PRESERVE MALIBU'S RURAL RESIDENTIAL CHARACTER	Malibu High School CDP	PL	Richard M, Adrian	Coastal Commission to Hear CDP in Sept 8th meeting for potential code amendments. Planning Commission to consider Phase 1 Coastal Development Permit September 5th. If Coastal approves code amendments on Sept 8th then will bring to City Council at October 9th meeting. 2nd reading to happen October 23 CC meeting	Coastal Commission heard CDP in Sept 8th Coastal Comm meeting for potential code amendments. Planning Commission to consider Phase 1 Coastal Development Permit September 5th PC meeting . If Coastal approves code amendments on Sept 8th Coastal Comm meeting then will bring to City Council at October 9th CC meeting . 2nd reading to happen October 23 CC meeting
PRESERVE MALIBU'S RURAL RESIDENTIAL CHARACTER	Permanent Skate Park Design - Approval	CS/PL/PW	Kristin, Tyler, Rob D.	Skatepark Preliminary Design and site amenities were recommended by the Parks and Recreation Commission for approval by the City Council. Staff will process the CDP application and EIR documents before construction of the project begins.	Present completed EIR to Environmental Review Board by December 2023 , Following ERB approval, Planning Commission will review and approve final design. Feb 2024 Council will review final design, designate funds and approve final project. March 2024 staff will work with skatepark designer, California Skateparks, to complete irrigation plan and finalize construction documents.
PRESERVE MALIBU'S RURAL RESIDENTIAL CHARACTER	Accessory Dwelling Unit (ADU) Ordinance	ESD/PL	Richard, Tyler, Joyce (Consultant)	In September 2018, the Planning Commission held a public hearing on this item, provided its recommendation on the draft ordinance, and directed staff to come back with a final recommendation. In Fiscal Year 2019-2020, the Planning Commission hearing on the updated draft ordinance was postponed in order to address changes in State law that became effective January 1, 2020. During Fiscal Year 2020-2021, staff incorporated the guidance received from the California Coastal Commission (CCC) and State into a draft ordinance which will be presented to the Planning Commission and City Council. In Fiscal Year 2021-2022, the City received a Local Early Action Planning (LEAP) grant to implement technological improvements to streamline the ADU permit application process. In Fiscal Year 2022-23, staff will submit the Local Coastal Program Amendment (LCPA) to the CCC for certification and monitor the progress of the LCPA review by the CCC. Staff will also administer and implement the LEAP grant. ESD: SB 897: Accessory Dwelling Units (ADU) / Junior Accessory Dwelling Units (JADU). Effective in 2023, SB 897 prohibits a local agency from denying a permit for an ADU due to nonconforming zoning conditions, building code violations, or unpermitted structures that do not present a threat to public health and safety. It also prohibits the denial of a permit for an unpermitted ADU that was constructed prior to January 1, 2018, due to a violation of building standards unless the local agency makes a finding that correcting the violation is necessary to protect the health and safety of the public or occupants of the structure. SB 897 states that the construction of an ADU cannot have a Group R Occupancy Change under the local building code unless the enforcement agency makes a written finding based on substantial evidence in the record that the construction of an ADU could have a specific, adverse impact on public health and safety. SB 897 also states that the construction of an ADU on a property does not trigger a requirement for fire sprinklers in the proposed or existing primary dwelling. Finally, the bill requires a permitting agency to approve or deny an application for an ADU or JADU within 60 days of receiving the application.	The draft ADU ordinance was presented to the Council on September 11, 2023 and the Council provided feedback to staff. Staff is currently working on that feedback and anticipates to return to the Council by January 2024 . Then submit to HCD and Coastal Program amendments will be submitted to the California Coastal commission.

ENHANCE ENVIRONMENTAL EFFORTS / PROTECT AND IMPROVE WATER RESOURCES	Coastal Vulnerability Assessment	ESD/PL	Yolanda	In September 2019, Council awarded a professional services contract for the development of a coastal vulnerability assessment. ESD staff and its coastal engineering consultants are working to perform an assessment of vulnerabilities along the local shoreline due to erosion and sea level rise to help inform City planning efforts by identifying impact thresholds at which significant planning areas, assets or coastal resources could be impacted by sea level rise. The consequence of the identified impacts will also inform City policies and programs to help minimize risk to important infrastructure, basic services and valuable resources. The vulnerabilities and consequences identified in this assessment will be used to facilitate prioritizing planning efforts to account for the urgency (time horizon) of each impact, and the importance of each impact on the community and resources. The first planned public workshop to solicit community input was postponed due to COVID-19. Due to the delay of the workshops, the Coastal Vulnerability Assessment agreement was extended to 10/01/23; however, the consultants remain on hold while staff internally reviews draft documents.	Sept 11 CC Meeting- Agreement Extension brought for approval. Outreach material to be released upon agreement approval. Public workshop to be conducted by Feb 2024.
PRESERVE MALIBU'S RURAL RESIDENTIAL CHARACTER	Exterior Elevated Elements (SB 326)	ESD	Yolanda	Exterior Elevated Elements. SB 326 (Civil Code Section 5551) requires Associations and multi-family properties to conduct regular inspection of balconies and other exterior structural elements supported by wood or wood-based products. Commonly referred to as the "balcony bill," exterior elevated elements must be evaluated, inspected, and repaired, if necessary. Any Association with three or more dwelling units in a building must comply with this law. The reason for SB 326 was a tragic accident that claimed six lives and injured several others due to the failure of building components. The State seeks to prevent future injuries and loss of life.	Set up implementation steps for a City program. Begin education and outreach to the Community over first 6 months of 2024
ENHANCE ENVIRONMENTAL EFFORTS / PROTECT AND IMPROVE WATER RESOURCES	Update Geotechnical and Coastal Engineering Guidelines	ESD	Yolanda	Update the City's Geotechnical and Coastal Engineering Guidelines. Staff will work with the City's geotechnical consulting firm to update the existing Geotechnical Guidelines to be consistent with new 2023 codes and ordinances and the standard of care in the geotechnical industry.	Work with coastal engineering consultants to complete draft guidelines. Release guidelines to public for comments by Feb 2024
FISCAL SUSTAINABILITY AND TRANSPARENCY	Finance Operations - Fee Schedule Update	MS	Joe T, Renee,	The City derives its annual revenue from a number of sources, one type of which is user and regulatory fees. User and regulatory fees are intended to cover all or portion of the costs incurred by the City for providing fee-related services and activities that are not otherwise provided to those not paying the fee. The last time a study was conducted was June 2015. Finance staff will conduct a comprehensive fee study in order to update the fees.	RFP closed Aug 2023, review and select firm, likely award by the November 13th Council meeting for approval (\$25k+)
EFFICIENT AND EFFECTIVE CITY SERVICES	Information Technology Strategic Plan Implementation	MS	Joe T, Rob H, Mario, Mahan, Ian	RFP sent out to have a consulting firm provide an organization wide IT Strategic Plan. Selected firm will meet with all stakeholders, review current IT infrastructure and configuration and provide recommendations for improvement.	October 23 CC meeting - Bring Consultant contract for award. November 2023 - April 2024 consultant will research, investigate, and interview to prepare a complete IT strategic plan for CC presentation by April 2024
PRESERVE MALIBU'S RURAL RESIDENTIAL CHARACTER	Malibu Community Labor Exchange Permanent Office	MS/PW/PL	Rob H, Adrian, Rob D, MCLE, Alexis	Complete Wastewater allocation transfer, CDP and CUP processing, get foundation designed, develop specs for modular office build for RFP bid, coordinate with SMC and County to connect their underground utilities. Work with MCLE and CDBG to obtain Revolving Loan to cover construction costs	Present Update - Oct 23 CC meeting. Wastewater allocation to be presented at Oct 23 CC meeting. Foundation design to be completed by mid of October. RFP for manufactured Office to be released by November 30

<p>ENHANCE ENVIRONMENTAL EFFORTS / PROTECT AND IMPROVE WATER RESOURCES</p>	<p>Civic Center Water Treatment Facility - Phase Two (CCWTF)</p>	<p>PW/MS/PL /ESD</p>	<p>Rob D</p>	<p>The construction of CCWTF Phase One was completed in Fiscal Year 2018-2019. The design of Phase Two began in Fiscal Year 2019-2020. Phase Two expands the wastewater collection and recycled water system to include properties in Malibu Colony, the condominiums on Civic Center Way, HRL Laboratories, and a portion of the Serra Canyon neighborhood. In addition, the treatment plant will be expanded to treat the additional wastewater from these properties. The work will include preparing a CDP, construction plans, project specifications and cost estimates. In order to meet the currently mandated completion date of 2024, the project would need to begin construction in 2022. In February 2022, Council directed staff to seek an extension to the MOU between the City and the Regional Board regarding the implementation of Phase 2. The City sent a letter to the Regional Board seeking an 8-month time extension. In addition, an assessment district will need to be formed to fund the project in Fiscal Year 2022-23. To help fund the project, staff is seeking grants and low interest loans.</p>	<p>Project delayed do to requirement to develop a cultural resource monitoring plan. The City and State Water Board will work on plan and anticipate plan completion by mid 2024.</p>
<p>PRESERVE MALIBU'S RURAL RESIDENTIAL CHARACTER</p>	<p>PCH Signal Synchronization Project</p>	<p>PW</p>	<p>Rob D.</p>	<p>This project will install communication between the existing traffic signals on PCH, from Topanga Canyon Road to John Tyler Drive, and connect the signals back to the Caltrans Traffic Management Center, allowing Caltrans to control and operate the signals and the signal system remotely. The City acquired consultants and is managing the design, the permit process with Caltrans, and the construction phase of the project. Funding for the design and construction of this project is provided through Measure R funds administered by LA Metro.</p>	<p>Awaiting delivery of critical items. Expect completion of conduit installation by Feb 2024</p>