

This meeting will be held via teleconference only in order to reduce the risk of spreading COVID-19 and pursuant to AB 361 and the County of Los Angeles Public Health Officer's Order (revised September 22, 2022). All votes taken during this teleconference meeting will be by roll call vote, and the vote will be publicly reported.

HOW TO VIEW THE MEETING: No physical location from which members of the public may observe the meeting and offer public comment will be provided. Please view the meeting, which will be live streamed at <https://malibucity.org/video> and <https://malibucity.org/VirtualMeeting>.

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

HOW TO PARTICIPATE DURING THE MEETING: Members of the public may also speak during the meeting through the Zoom application. You must first sign up to speak before the item you would like to speak on has been called and then you must be present in the Zoom conference to be recognized.

Please visit <https://malibucity.org/VirtualMeeting> and follow the directions for signing up to speak and to download the Zoom application.

Malibu City Council
Administration and Finance Subcommittee
Special Meeting Agenda
(to be held during COVID-19 emergency)

Tuesday, October 11, 2022

3:30 P.M.

Various Teleconference Locations

YOU MAY VIEW THIS MEETING LIVE OVER THE INTERNET AT
[MALIBUCITY.ORG/VIDEO](https://malibucity.org/video)

Councilmember Mikke Pierson
Councilmember Steve Uhring

Call to Order

Roll Call

Approval of Agenda

Report on Posting of the Agenda – October 7, 2022

1. Presentations

None.

2. Old Business

None.

3. New Business

A. Approval of Minutes – July 26, 2022

Recommended Action: Approve the minutes for the Administration and Finance Subcommittee Adjourned Special meeting of July 26, 2022.

Staff Contact: Executive Assistant Linden, 456-2489, ext. 232

B. Funding for Malibu Road Drainage Repair Project

Recommended Action: Provide a recommendation to the City Council on the appropriation of \$56,000 from the General Fund Undesignated Reserve for the repair of damage to Malibu Road that was caused by the Woolsey Fire and severe storm events.

Staff Contact: Assistant Civil Engineer Fahoum, 456-2489 ext. 281

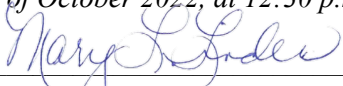
C. Funding for Comprehensive School Safety Assessment Consultant Services

Recommended Action: Provide a recommendation to the City Council on the appropriation of \$66,000 from the General Fund Undesignated Reserve to fund a Professional Services Agreement for a Comprehensive School Safety Assessment.

Staff Contact: Assistant City Manager Toney, 456-2489, ext. 224

Adjournment

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 7th day of October 2022, at 12:30 p.m.



Mary Linden, Executive Assistant



Administration and Finance Subcommittee Agenda Report

Administration &
Finance Subcommittee
Special Meeting
10-11-22

Item 3.A.

To: Councilmember Pierson and Councilmember Uhring

Prepared by: Mary Linden, Executive Assistant

Approved by: Steve McClary, City Manager

Date prepared: October 5, 2022 Meeting date: October 11, 2022

Subject: Approval of Minutes – July 26, 2022

RECOMMENDED ACTION: Approve the minutes for the Administration and Finance Subcommittee Adjourned Special meeting of July 26, 2022.

DISCUSSION: Staff has prepared draft minutes for the Administration and Finance Subcommittee Adjourned Special meeting of July 26, 2022, and hereby submits the minutes to the Subcommittee for approval.

ATTACHMENTS: Draft Minutes for the July 26, 2022 Administration and Finance Subcommittee Adjourned Special meeting

MINUTES
MALIBU ADMINISTRATION & FINANCE SUBCOMMITTEE
ADJOURNED SPECIAL MEETING
JULY 26, 2022
TELECONFERENCED - VARIOUS LOCATIONS
11:30 A.M.

The following meeting was held pursuant to AB 361 and fully teleconferenced from various locations during the coronavirus disease (COVID-19) pandemic.

CALL TO ORDER

Councilmember Uhring called the meeting to order at 11:30 a.m.

ROLL CALL

The following persons were recorded in attendance:

PRESENT: Councilmember Mikke Pierson and Councilmember Steve Uhring

ALSO PRESENT: City Manager Steve McClary; Assistant City Manager Joseph Toney; Finance Manager Renée Neermann; Deputy City Manager Elizabeth Shavelson; Media Technician Parker Davis; and Executive Assistant Mary Linden

APPROVAL OF AGENDA

MOTION Councilmember Pierson moved, and Councilmember Uhring seconded a motion to approve the agenda. The question was called, and the motion carried unanimously.

REPORT ON POSTING OF AGENDA

Executive Assistant Linden reported that the agenda for the meeting was properly posted on July 22, 2022.

ITEM 1 PRESENTATIONS

None.

ITEM 2 OLD BUSINESS

None.

ITEM 3 NEW BUSINESS

- A. Approval of Minutes – May 18, 2022
Recommended Action: Approve the minutes for the Administration and Finance Subcommittee Special meeting of May 18, 2022.

MOTION Councilmember Pierson moved, and Councilmember Uhring seconded a motion to approve the minutes for the Administration and Finance Subcommittee Special meeting of May 18, 2022. The question was called, and the motion carried unanimously.

B. Funding for a Consultant to Educate Malibu Residents Regarding the Proposed Ballot Question

Recommended Action: Provide a recommendation to the City Council to consider appropriating \$25,000 from the General Fund Undesignated Reserve for professional services to develop informational materials to educate Malibu residents regarding the proposed local general Transaction and Use Tax (TUT) if the Council adopts a resolution calling for the placement of the TUT measure on the ballot for the November 8, 2022 General Municipal Election.

Assistant City Manager Toney presented the report. He stated staff reached out to three potential consultants and received quotes.

In response to Councilmember Pierson, Assistant City Manager Toney explained that the selected consultant would use the ballot language to develop materials for voters and constituents. He stated everything should be completed by the end of September to provide separation between the campaign and the election.

In response to Councilmember Pierson, Assistant City Manager Toney stated the information would be put out on the City's outlets and the voter roll would be utilized.

In response to Councilmember Uhring, Assistant City Manager Toney stated the Council's role was only to take the action on August 8. City Manager McClary stated Councilmembers would not be expected to be advocates for the ballot measure. In response to Councilmember Uhring, City Manager McClary stated it would be welcomed for Councilmembers to provide any questions or comments they received from the public.

MOTION Councilmember Pierson moved, and Councilmember Uhring seconded a motion to recommend that the City Council appropriate \$25,000 from the General Fund Undesignated Reserve for professional services to develop informational materials to educate Malibu residents regarding the proposed local general Transaction and Use Tax (TUT) if the Council adopts a resolution calling for the placement of the proposed TUT measure on the ballot for the November 8, 2022 General Municipal Election. The question was called, and the motion carried unanimously.

ADJOURNMENT

MOTION At 11:38 a.m., Councilmember Pierson moved, and Councilmember Uhring seconded a motion to adjourn the meeting. The question was called, and the motion carried unanimously.

Approved and adopted by the Administration and Finance Subcommittee of the City of Malibu on _____.

MIKKE PIERSON, Councilmember

ATTEST:

MARY LINDEN, Executive Assistant



Administration and Finance Subcommittee Agenda Report

Administration &
Finance Subcommittee
Special Meeting
10-11-22

Item 3.B.

To: Councilmember Pierson and Councilmember Uhring

Prepared by: Nadia Fahoum, Assistant Civil Engineer

Reviewed by: Rob Duboux, Public Works Director

Approved by: Steve McClary, City Manager

Date prepared: October 3, 2022 Meeting date: October 11, 2022

Subject: Funding for Malibu Road Drainage Repair Project

RECOMMENDED ACTION: Provide a recommendation to the City Council on the appropriation of \$56,000 from the General Fund Undesignated Reserve for the repair of damage to Malibu Road that was caused by the Woolsey Fire and severe storm events.

FISCAL IMPACT: Funding for the Malibu Road Drainage Repair Project was included in the Adopted Budget for Fiscal Year 2022-2023 in the amount of \$130,000. Based upon construction bids received for this project, an additional appropriation of \$56,000 from the General Fund Undesignated Reserve to Account No. 102-9215-5100.00 (Malibu Road Drainage Repairs) is needed to perform these repairs. The projected General Fund Undesignated Reserve on October 3, 2022 is \$29.45 million. This project was approved by the California Governor's Office of Emergency Services (CalOES), which will reimburse the City for 75% of the project costs, including the additional funding.

WORK PLAN: This item was included as Item 2m in the Adopted Work Plan for Fiscal Year 2022-2023.

DISCUSSION: Council Policy #44 requires that all proposed appropriations over \$10,000 be reviewed and discussed by the Administration and Finance Subcommittee prior to being presented to the City Council. The proposed appropriation item will be presented to the Council at its Regular meeting on October 24, 2022.

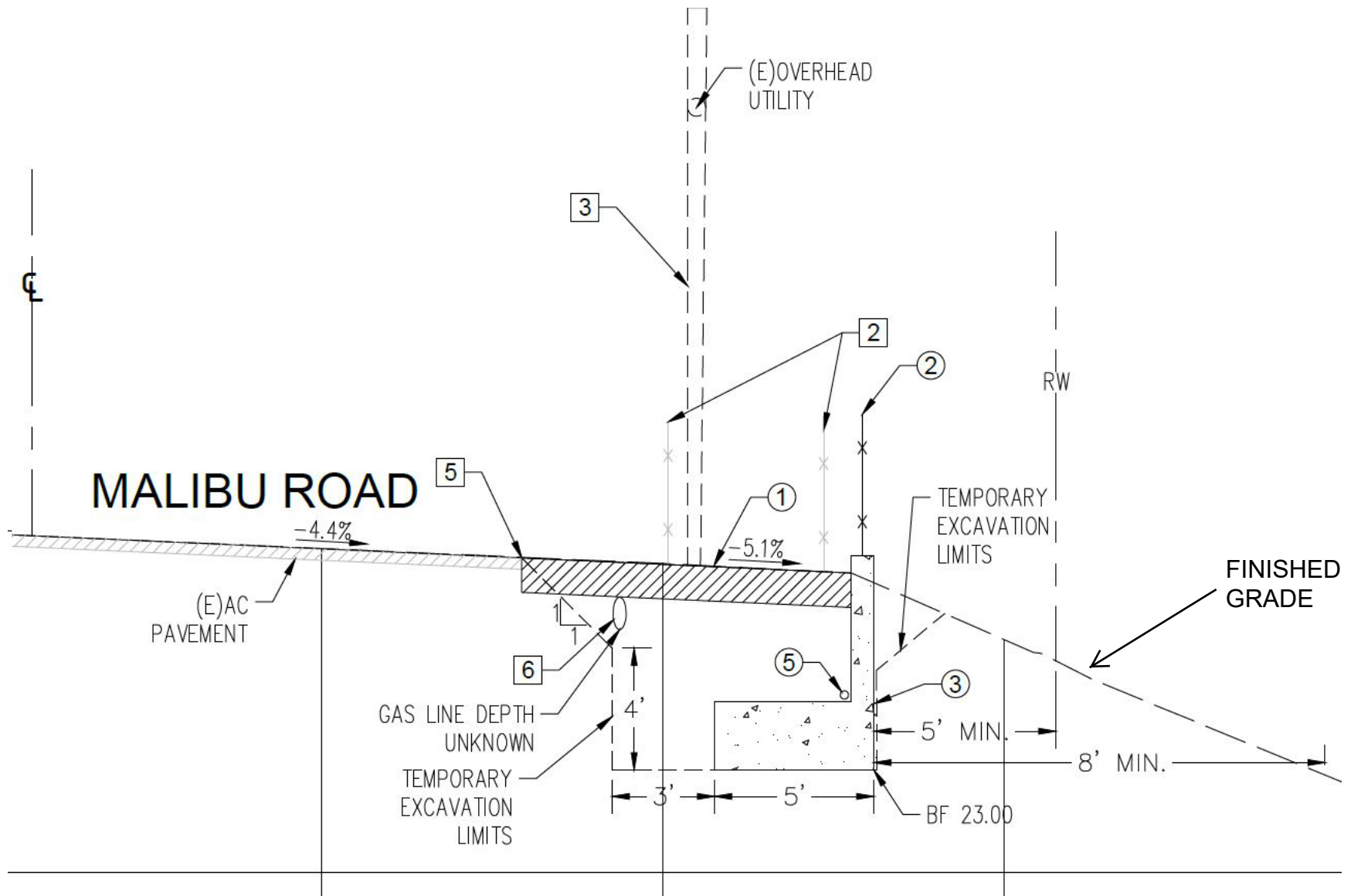
On November 9, 2018, the Woolsey Fire burned throughout Malibu, causing excessive damage to homes, businesses, and public infrastructure. The severe storm events that followed the fire resulted in significant erosion and damage to Malibu Road. The State of

California declared a State of Emergency for damages sustained by the Woolsey Fire and the Winter Storms of 2018-2019 allowing the City to apply for funding to assist in the repairs of Malibu Road. This project consists of the construction of a new retaining wall and the repair of the eroded shoulder. The project is intended to address the erosion and damage to Malibu Road that was caused by the Woolsey Fire and severe storm events. The proposed retaining wall will only be exposed approximately six inches and will act as a curb preventing stormwater runoff from flowing down the slope and causing more erosion (Attachment).

On September 1, 2022, nine contractors submitted construction bids for this project. The lowest bid was \$154,291, which is more than the approved budget for this project (\$130,000). Additional appropriation is needed to complete this project and repair the damage to Malibu Road. Staff recommends that an additional \$56,000 be allocated from the General Fund Undesignated Reserve to execute a construction contract with the low bidder (Hank Co. Inc. dba MD Engineering) and allow for potential change orders up to 20% of the contract.

This project was approved by CalOES as it relates to the damage caused by the Woolsey Fire and subsequent storm events. CalOES will reimburse the City 75% of the total project costs. Staff has verified that CalOES will also reimburse the City for the additional funding needed for this project.

ATTACHMENTS: Exhibit – Proposed Retaining Wall





Administration and Finance Subcommittee Agenda Report

To: Councilmembers Pierson and Uhring

Prepared by: Joseph D. Toney, Assistant City Manager

Reviewed by: Elizabeth Shavelson, Deputy City Manager

Approved by: Steve McClary, City Manager

Date prepared: October 3, 2022 Meeting date: October 11, 2022

Subject: Funding for Comprehensive School Safety Assessment Consultant Services

RECOMMENDED ACTION: Provide a recommendation to the City Council on the appropriation of \$66,000 from the General Fund Undesignated Reserve to fund a Professional Services Agreement for a Comprehensive School Safety Assessment.

FISCAL IMPACT: An appropriation of \$66,000 from the General Fund Undesignated Reserve to Account Number 100-7003-5100-00 (City Manager - Professional Services) is needed to fund a professional services agreement for a Comprehensive School Safety Assessment. The projected General Fund Undesignated Reserve at June, 30, 2022 is \$29.45 million.

WORK PLAN: This item was not included in the Adopted Work Plan for Fiscal Year 2022-2023.

DISCUSSION: Council Policy #44 requires that all proposed appropriations over \$10,000 be reviewed and discussed by the Administration and Finance Subcommittee prior to being presented to the City Council. The proposed appropriation item will be presented to the Council at its Regular meeting on October 24, 2022.

On June 27, 2022, the City Council directed staff to develop and issue a request for proposal (RFP) for a school safety assessment. The Council also formed the School Safety Ad Hoc Committee (Committee) of Mayor Pro Tem Silverstein and Mayor Grisanti to research school safety issues, and review and provide input on the RFP.

The RFP was issued on July 15, 2022, in partnership with Santa Monica-Malibu Unified School District (SMMUSD) and the Los Angeles County Sheriff's Department (Sheriff). The RFP sought qualified firms with broad subject matter expertise and experience in K-12 school safety to conduct a comprehensive and holistic safety assessment. The assessment will be inclusive of all K-12 schools in the City and will extend beyond physical security and safety procedures to include a review and analysis of behavioral health programs, policies and procedures as well. The closing date for response to the RFP was August 5, 2022, the City received nine proposals. Funding in the amount of \$66,000 will need to be appropriated to ensure enough resources are available to initiate an agreement with a consultant.

ATTACHMENTS: None.