

**LAS VIRGENES – MALIBU COUNCIL OF GOVERNMENTS  
GOVERNING BOARD MEETING**

Tuesday, January 16, 2018, 8:30 A.M.

**HIDDEN HILLS CITY HALL**  
Council Chambers  
6165 Spring Valley Road, Hidden Hills, CA 91302

**AGENDA**

**1. CALL TO ORDER**

Governing Board Members:

Stuart Siegel, President  
Alicia Weintraub, Vice President  
Laura Rosenthal  
Mark Rutherford  
Denis Weber

**2. APPROVAL OF THE AGENDA**

**3. PUBLIC COMMENT PERIOD**

Members of the public may address the Governing Board on any subject on or off the agenda by raising their hand and being recognized by the President of the Governing Board. Speakers shall limit their comments to three minutes.

Pursuant to California Government Code Section 54954.2, the Governing Board is prohibited from discussing or taking immediate action on any item not on the agenda unless it can be demonstrated that the item is of an emergency nature, or the need to take action arose subsequent to the posting of the agenda.

**4. CONSENT CALENDAR**

Consent Calendar items will be approved in one motion unless removed for separate discussion or action.

- A. Approval of November 28, 2017 Draft Meeting Notes – Attachment
- B. January 2018 Executive Director’s Report – Attachment
- C. January 2018 Financial Statement – Attachment

Recommended Action: Approve Consent Calendar

**5. INFORMATION ITEMS**

- A. FAA NEXTGEN – New commercial air traffic control system – Rick Mullen, Malibu City Council, will be in attendance to make the presentation.
- B. Report on the Safe, Clean Water Program – Russ Bryden, Los Angeles County Flood Control District, will be in attendance to make the presentation.

**6. ACTION ITEMS**

- A. Measure R Adjustments – Attachment
- B. Request from Malibu to Appointment of an Alternate Representative to the Santa Monica Bay Restoration Commission – Attachment
- C. Award Contract to Update COG's Hazard Mitigation Plan – Attachment

**LEGISLATIVE UPDATE**

- A. League of Cities
- B. Updates from Area Legislators

**7. COMMENTS AND REQUEST FOR FUTURE AGENDA ITEMS**

**8. FUTURE MEETING DATES**

TAC meeting: February 7, 2018, 8:30 a.m., Hidden Hills  
Governing Board: February 20, 2018, 8:30 a.m., Hidden Hills

**9. ADJOURNMENT**

*In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call (818) 968-9088 and notify the Executive Director at least twenty-four hours prior to the meeting so that reasonable arrangements can be made to ensure accessibility.*

**Draft Meeting Notes  
Governing Board Meeting  
November 28, 2017**

Item 1 – Call to Order: The meeting was called to order by President Siegel at 8:34 a.m. The meeting was held in the Council Chambers at Hidden Hills City Hall.

Roll Call of Governing Board members present:

Stuart Siegel, President  
Alicia Weintraub, Vice President  
Laura Rosenthal  
Mark Rutherford  
Denis Weber

Item 2 – Approval of Agenda: There was a motion and second to approve the agenda. Motion carried unanimously.

Item 3 – Public Comment Period: None

Item 4 – Consent Calendar: 4.A Meeting Notes from October 17, 2017, 4.B November 2017 Executive Director’s Report, and 4.C November 2017 Financial Statement. Terry Dipple highlighted his Executive Director’s Report. Following his report, there was a motion and second to approve the items on the consent calendar. Motion carried unanimously.

Item 5.A – 5-Year Funding Estimate for the COG’s Measure M Multi-Year Subregional Programs: Terry Dipple presented an overview of the 5-year funding estimate that shows the COG is expected to receive \$57.9 million in Multi-Year Subregional Program (MSP) funds from July 2018 through June 2022. He reported on a meeting with the COG’s Highway Working Group and the first year request from the COG cities and LA County totaled \$17,525,000, which is \$6,525,000 over the estimated funding allocation of \$11,000,000 from Metro. He further stated the proposed Measure M Administrative Guidelines would include language that would allow cities to be reimbursed for advancing funds for projects included on the COG’s 5-year MSP list, provided that a letter of no prejudice and funding agreement were in place. He will continue to meet with COG cities and LA County to further revise the numbers and projects. Board members commented on the importance of their respective projects and favored the ability to keep their projects on schedule and be reimbursed out of future Measure M MSP funds. The COG and cities will invite community stakeholders and the general public to workshops in order to obtain input on various projects. Highway Working Group will be meeting to begin the process of developing the list of projects. No action was taken as this was an informational item.

Item 6.A – Renewal of MOU with Metro for Professional Services for Metro Board Member and Extension of Maureen Micheline’s Contract: Terry Dipple presented the items, including background. Following discussion, there was a motion and second to approve the COG’s MOU with Metro and contract extension for Maureen Micheline. Motion carried unanimously.

Item 7.A – League of Cities: Jeff Kiernan provided a legislative update from the League of Cities.

Item 7.B – Updates from Area Legislators: Aurelia Friedman, field representative for Congressman Ted Lieu introduced herself and provided a brief update on legislation. Jeremy Wolf introduced Steve Lane who is a new staff member and also provided a legislative update from Senator Stern’s office.

Item 8 – Comments and Requests for Future Agenda Items: The Governing Board asked for an update on the County’s Safe, Clean Water Program. It was agreed to have a representative from LA County Flood Control attend the January COG meeting.

Item 9 – Future Meeting Dates: President Siegel announced the COG would not be meeting in December and noted the January meeting dates.

Item 10 – Adjournment: President Siegel adjourned the meeting at 9:55 a.m.

Respectfully submitted,

Terry Dipple  
Executive Director

Also in attendance at the November 28, 2017 Governing Board meeting:

Tony Coroalles, City Manager, Calabasas  
Reva Feldman, City Manager, Malibu  
Kerry Kallman, City Manager, Hidden Hills  
Greg Ramirez, City Manager, Agoura Hills  
Ray Taylor, City Manager, Westlake Village  
Terry Dipple, Executive Director  
Ramiro Adeva, Public Works Director, Agoura Hills  
Jessica Arden, Deputy City Engineer, Westlake Village  
Robert Yalda, Public Works Director, Calabasas  
Karen Swift, Metro  
Pamela Manning, LA County, DPW  
Josie Gutierrez, LA County, DPW  
Aurelia Friedman, Congressman Lieu  
Robert Wong, CalTrans  
Mary Strenn, ICMA  
Jeremy Wolf, Senator Stern  
Steve Lane, Senator Stern  
Jeff Kiernan, League of Cities  
Juanita Martinez, NCE  
Ryan Embree, public

## **Memorandum**

**DATE:** January 16, 2018  
**TO:** Governing Board  
**FROM:** Terry Dipple, Executive Director  
**SUBJECT:** Executive Director's Report

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### **OVERVIEW**

The purpose of this memorandum is to update the Governing Board on the status of COG projects and other items of interest.

**Measure M** – The Letter of No Prejudice (LNOP) from Metro which will allow the COG to be reimbursed for the development of the 5-year plan for the Multiyear Subregional Program (MSP). I am continuing to work with Metro to identify how the COG will invoice Metro and what will be required in order for the COG to be reimbursed for staff costs associated with the planning and development of the 5-year MSP project list. I am working with the COG cities and LA County to revise the funding and project list. The Measure M Administrative Procedures include a Public Participation Element in the planning and development of the 5-year plan. I am working with the COG cities to consult with community stakeholders and hold public meetings where the projects are discussed and there is an opportunity for additional public input. Metro also informed all of the COGs that they did not have to submit their 5-year plans by the March 1, 2018. This will allow the COG to continue to develop the project list and make revisions, as necessary, in a timely fashion. Most of the public meetings will be held in January or February and I am now planning to bring the revised list to the city managers at the February 7, 2018 Technical Advisory Committee meeting. Thereafter, depending on the input from the city managers and any further issues that may come up with Metro, I anticipate bringing the revised list to the Governing Board for discussion at the February 20, 2018 COG meeting.

**Safe, Clean Water Program** – As requested by the Governing Board, this issue has been placed on the COG agenda for the January 16, 2018 meeting. Russ Bryden, LA County Flood Control, will make a presentation on the program.

The Governing board appointed Joe Bellomo and I to represent the COG on the Los Angeles County Stakeholders Committee. The second meeting of the Stakeholder Advisory Committee (SAC) for the Safe, Clean Water Program was held on December 13, 2017. The objectives of the meeting were to:

1. Review Charter updates and receive any further recommendations from SAC;
2. Provide examples of stormwater project types and benefits to inform discussion of eligibility criteria;

3. Build on the program outcomes and principles conversation from the first SAC meeting (held on November 8, 2017) to introduce initial approaches to develop criteria for eligible projects; and
4. Present and receive SAC input on a straw proposal for incorporating threshold criteria into a ballot measure.

The project team includes County staff and consultants. They described existing stormwater projects and their associated benefits. SAC delegates offered comments on a range of considerations pertaining to the potential identification of specific projects in the ballot measure. SAC delegates provided feedback on the project team's straw proposal for threshold eligibility criteria for regional and municipal projects. Most feedback supported the threshold criteria as a good starting point with the need for additional project evaluation/prioritization criteria.

The project team described various options for including project criteria and/or projects in the ballot measure. SAC delegates commented on the advantages and disadvantages of the various approaches. Although some SAC delegates expressed concerns about the inclusion of a project list, most who spoke supported an approach that would include both project criteria and a project list, as long as it also provides a flexibility mechanism. This mechanism would allow for changes in projects to be funded in light of potential future technologies or other changing conditions.

**Grant Funding for Hazard Mitigation Plan** – I submitted the COG's \$60,000 grant application to Cal OES and will advise the COG on the process as I receive feedback from Sacramento and FEMA. As I previously reported, I prepared a Request for Proposal to update the Hazard Mitigation Plan (HMP). It was reviewed by the COG's HMP committee and subsequently sent out to interested consultants. It was also posted on the COG's website along with the most recent update of the HMP. I held meeting with the HMP committee on December 5, 2017 to review the proposals. The HMP recommended that the COG accept the proposal from MLC & Associates, who previously prepared and updated the COG's HMP. This item is on the January 16, 2018 COG agenda.

**Homeless Initiative** – I am continuing to work with Malibu and Los Angeles County Homeless Initiative staff to finalize a work plan that must be approved by the County Homeless Initiative staff. County staff and I discussed a modification to the proposed scope of work in December 2017. The revised scope of work was discussed with Malibu and the revised scope of work will be submitted to the County. The COG executive directors continue to hold a monthly conference call with the Los Angeles County Homeless Initiative staff.



## **Memorandum**

**DATE:** January 16, 2018  
**TO:** Governing Board  
**FROM:** Terry Dipple, Executive Director  
**SUBJECT:** Measure R Adjustments

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### **OVERVIEW**

The purpose of this memorandum is to update the Governing Board on the COG's proposed Measure R Adjustments.

### **RECOMMENDATION**

Review and approve the COG's Measure R Adjustments for Agoura Hills, Calabasas and Los Angeles County, as described, below. Send Metro a letter identifying the Measure R Adjustments.

### **SUMMARY**

**Agoura Hills** – The city completed Agoura Road Widening Project, last year. The city is requesting to move the remaining \$350,000 still allocated to this project to the Kanan Road Corridor Improvement Project. No new funds are included in this request from Agoura Hills.

**Calabasas** – The city is requesting to move funds from four completed projects to the Lost Hills Interchange Project in the amount of \$885,400. The breakdown is as follows:

- \$70,800 from Mulholland Highway Scenic Corridor Project
- \$291,400 from Park and Ride Lot Project
- \$23,200 from Parkway Calabasas/US 101 Southbound Off-Ramp Project
- \$500,000 from US-101 Off-Ramp at Las Virgenes Road

No new funds are included in this request from Calabasas.

**Los Angeles County** – The County has agreed to contribute \$2 million of its unallocated Measure R funds to Calabasas for the Lost Hills Interchange Project.



## **Memorandum**

**DATE:** January 16, 2018  
**TO:** Governing Board  
**FROM:** Terry Dipple, Executive Director  
**SUBJECT:** Appointment of Alternate to Santa Monica Bay Restoration Commission

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### **OVERVIEW**

The purpose of this memorandum is to update the Governing Board on a request from Malibu to appoint an alternate to the Santa Monica Bay Restoration Commission.

### **RECOMMENDATION**

Appoint Skylar Peak, Malibu City Councilmember, as the COG's alternate representative to the Santa Monica Bay Restoration Commission.

### **BACKGROUND**

The Las Virgenes-Malibu Council of Governments is a member of the Santa Monica Bay Restoration Commission. In January 2017, the COG appointed Jefferson Wagner, Malibu City Councilmember, to serve as the COG's representative on the Commission. He replaced John Sibert as the COG's representative who did not have an alternate. The City of Malibu is requesting the COG appoint Skylar Peak, Malibu City Councilmember, as the alternate to the Commission.

## **Memorandum**

**DATE:** January 16, 2018  
**TO:** Governing Board  
**FROM:** Terry Dipple, Executive Director  
**SUBJECT:** Award Contract to Update COG's Hazard Mitigation Plan

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### **OVERVIEW**

The purpose of this memorandum is to update the Governing Board on the status of the update of the COG's Hazard Mitigation Plan.

### **RECOMMENDATION**

The COG's Hazard Mitigation Plan Working Group is recommending to the Governing Board that the COG contract with MLC & Associates to prepare an update to the COG's multi-jurisdictional HMP for an amount not to exceed \$70,000. (The grant amount is \$60,000 and the COG cities are required to provide a 25% in-kind match of \$15,000 for a total budget of \$75,000). MLC & Associates was the low bidder and has previously prepared the COG's HMP and subsequent 5-year update. Their proposal is included for your review. Further, have the COG attorney review the contract for the preparation of the update of the HMP and authorize the COG Executive Director to sign the contact with MLC & Associates.

### **BACKGROUND**

The Disaster Mitigation Act of 2000 required all cities to have a Federal Emergency Management Administration (FEMA) approved Hazard Mitigation Plan (HMP) by 2008. In 2007 the Las Virgenes-Malibu Council of Governments determined the local areas hazards for each of the COG cities are so similar that a multi-jurisdictional HMP would be more cost effective for the member cities. The use of a multi-jurisdictional approach allows the COG cities an ability to recognize common threats, pool their efforts, and coordinate their mitigation activities at a regional level.

The Governing Board elected to have the COG submit an application to California Office of Emergency Services (Cal OES) for a FEMA grant to pay for the HMP. The COG was awarded the grant for the amount of \$130,000 and hired a consultant to prepare the HMP, which received FEMA approval. Since HMPs must be updated every five years, in 2011, the COG elected to submit a grant and hire a consultant to prepare the update. The COG was awarded a FEMA grant in the amount of \$50,000 and selected MLC and Associates to do the update as they were the low bidder and had prepared the original HMP for the COG. The COG was notified by Cal OES in October 2013 that FEMA had approved the update to the HMP.

Last year, the Governing Board again directed COG staff to submit a FEMA grant in the amount of \$60,000 to prepare the 5-year update to the COG’s multi-jurisdictional HMP. The grant application was submitted to Cal OES by the January 1, 2018 deadline. The COG’s HMP Working Group consisting of representatives from each of the COG cities held a meeting on August 2018 to discuss the update and possible grant. It was the HMP Working Group’s recommendation that the COG pursue a grant as opposed to each city preparing individual HMP updates. The HMP Working Group understands the COG member cities are required to commit 25% of the grant for the HMP and update. In this case, the COG cities would be responsible for up to \$15,000 in in-kind staff support. The HMP update was estimated to cost \$75,000 (\$60,000 grant and \$15,000 in-kind).

COG staff prepared the Request for Proposal (RFP) and emailed it out to four firms that had expressed interested in preparing the update to the HMP. Of those four, two (MLC & Associates and Earth Consultants International) contacted the COG to express further interest. Of the four consultants only MLC & Associates submitted a proposal to update the HMP. The Working Group held a meeting in December 2017 to review the proposal from MLC & Associates. Several members of the Working Group expressed their support having previously worked with MLC & Associates when they prepared the HMP and subsequently worked on the update. Two members of the HMP Working Group also noted at a recent Cal OES workshop, the moderator stated the COG’s HMP is the best one she has seen and she uses it as a model in her presentations through the state.

The following key dates were contained in the RFP for the COG’s Hazard Mitigation Plan that COG staff drafted along with input and review by the COG’s HMP Working Group.

<u>Activity</u>	<u>Dates</u>
Request for Proposal Issued	November 1, 2017
Question and Answer Period	November 2 through November 9, 2017
RFP Close Date	November 17, 2017 @ 5:00 PM (Pacific)
Proposal Review Period	November 18 through November 30, 2017
Vendor Selection and Notification	December 1 through December 5, 2017 (approximate)
Contracting Process	December 6 through December 22, 2017 (approximate)
Start Date	January 10, 2018 (approximate)

Additional and revised dates related to the preparation and review of the plan.

<u>Activity</u>	<u>Dates</u>
Vendor Notification	January 17, 2018
Contract Process	January 17 through January 31 2018
Start Date	February 1, 2018
Preparation of HMP	February 1 through August 2018
Submit the HMP to Cal OES	September 2018
Review by Cal OES	September through October 2018
Estimated approval	November 1,, 2018