



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Meeting Agenda Public Works and Facilities Committee

Thursday, April 14, 2022

3:00 PM

Via Video Conference

MEETING CALLED TO ORDER

ROLL CALL

PLEASE TAKE NOTICE

Due to state and county health orders and to minimize the spread of COVID-19, Committee Members and staff will be participating in this meeting via video conference. The Governor's executive Orders N-25-20, N-29-20, and N-15-21 suspend certain requirements of the Brown Act and allow the meeting to be held virtually.

The meeting will be live-streamed on the City's website at <https://city.fortbragg.com/> and on Channel 3. Public Comment regarding matters on the agenda may be made by joining the Zoom video conference and using the Raise Hand feature when the Chair calls for public comment. Any written public comments received after agenda publication will be forwarded to the Committee Members as soon as possible after receipt and will be available for inspection at City Hall, 416 N. Franklin Street, Fort Bragg, California, during normal business hours. All comments will become a permanent part of the agenda packet on the day after the meeting or as soon thereafter as possible, except those written comments that are in an unrecognized file type or too large to be uploaded to the City's agenda software application. Public comments may be submitted to Sandy Arellano, at sarellano@fortbragg.com.

ZOOM WEBINAR INVITATION

*Please click the link below to join the webinar:
<https://us06web.zoom.us/j/82351315285>*

TO SPEAK DURING PUBLIC COMMENT PORTIONS OF THE AGENDA VIA ZOOM, PLEASE JOIN THE MEETING AND USE THE RAISE HAND FEATURE WHEN THE CHAIR OR ACTING CHAIR CALLS FOR PUBLIC COMMENT ON THE ITEM YOU WISH TO ADDRESS.

1. APPROVAL OF MINUTES

1A. [22-112](#) Approve Minutes of February 10, 2022

Attachments: [02102022 Meeting Minutes](#)

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

3. CONDUCT OF BUSINESS

- 3A. [22-176](#) Receive Report and Make Recommendation for Acceptance of Technical Assistance for Preparation and Submittal of an Alternative Transportation Program Grant

Attachments: [ATP Grant Report](#)
[Att 1 - Redwood at Chief Celeri Improvements](#)
[Att 2 - Elm Street Improvements](#)

- 3B. [22-177](#) Oral Report on Dig-Once Policy
- 3C. [22-178](#) Public Works Director Oral Report on Departmental Updates and Items of Interest

4. MATTERS FROM COMMITTEE / STAFF

ADJOURNMENT

STATE OF CALIFORNIA)
)ss.
 COUNTY OF MENDOCINO)

I declare, under penalty of perjury, that I am employed by the City of Fort Bragg and that I caused this agenda to be posted in the City Hall notice case on April 11, 2022.

Sandy Arellano, Public Works Administrative Analyst

NOTICE TO THE PUBLIC

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- *Materials related to an item on this Agenda submitted to the Council/District/Agency after distribution of the agenda packet are available for public inspection in the lobby of City Hall at 416 N. Franklin Street during normal business hours.*
- *Such documents are also available on the City of Fort Bragg's website at <http://city.fortbragg.com> subject to staff's ability to post the documents before the meeting*

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This notice is in compliance with the Americans with Disabilities Act (28 CFR, 35.102-35.104 ADA Title II).



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Text File

File Number: 22-112

Agenda Date: 4/14/2022

Version: 1

Status: Minutes to be Approved

In Control: Public Works and Facilities Committee

File Type: Minutes

Agenda Number: 1A.

Approve Minutes of February 10, 2022



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Meeting Minutes Public Works and Facilities Committee

Thursday, February 10, 2022

3:00 PM

Via Video Conference

MEETING CALLED TO ORDER

Committee Chair Peters called meeting to order at 3:00 pm.

ROLL CALL

All committee members present as well as Director Smith, Assistant City Engineer Chantell O'Neal, temporary Committee Clerk Sarah Peters and Diana Sanchez.

Present: 2 - Lindy Peters and Tess Albin-Smith

PLEASE TAKE NOTICE

Clerk Peters read the "Please take notice clause".

1. APPROVAL OF MINUTES

1A. [22-064](#) Approve Minutes of December 9, 2021

This Committee Minutes was approved for Council review

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

One non-agenda item public comment received from:
Kathy Silva

3. CONDUCT OF BUSINESS

3A. [21-638](#) Public Works Director Oral Report on Departmental Updates and Items of Interest

Director Smith addressed committee members on departmental items of interest, provided responses to inquiries and project status' on:

- Todd's Point parking situation; this is County jurisdiction. Director to request signage and take to Traffic Safety Committee.

- One way alley behind Starbuck's; dangerous with low visibility of oncoming traffic. Director recommended taking this item to the next Traffic Safety Committee and include Starbuck's owners as well as concerned members of the public.

- Consider a tree ordinance; research tree's. Look into funding options and condition of existing city trees. Committee member Albin-Smith offered to begin preparations. Committee suggested

combining efforts of tree planting and a maintenance program. Bring back to Public Works Committee as an agenda item for future discussion and public input.

Director provided updates on:

- Current water conditions; no rain, low flows, looking forward to another drought year. Begin water emergency preparations.
- Water tank project; in design. Working on CDBG funding.
- Raw water line project; anticipating construction to begin in late summer.
- Water Treatment Plant Project; working on funding. Project in design, looking at late summer for construction.
- Water Meter Replacement Project; preparing for preconstruction meeting. A few months for meter delivery and installation.
- Pudding Creek Water and Sewer Line Project: Caltrans will be managing project, currently reviewing plans.
- Biosolids Dryer; looking at receiving it fully soon, due to transportation delays.
- 2021 CIPP Project; underway, waiting for equipment delivery.
- USDA Grant applications for equipment; under review. Expecting matching funds to come in for previous applications soon.
- Solid Waste SB 1383; staff working on \$20,000 grant application.
- Artificial turf soccer fields and new playground status; to be discussed at next CDD meeting.
- Facility repairs/project in process; Fire Station, Town Hall Bathrooms, Guest House Museum, PD, Corp Yard Building.
- 2022 PSPS; anticipate preparations.

4. MATTERS FROM COMMITTEE / STAFF

Chair Peters recognized the large amount of work in addition to ongoing projects with limited staff. John Smith reported two maintenance workers to begin soon.

Albin-Smith requested status of Dig Once policy; possibility to incorporate the policy to the upcoming Streets Rehabilitation Project and Broadband. Assistant City Engineer O'Neal explained the policy effects and challenges. Albin-Smith suggested looking into other City's who have experienced this implementation and working with design engineers with experience.

Chair Peters requested signage on the Coastal Trail spelling out rules and regulations; what is allowed and not allowed and citing Municipal Codes. Chair Peters to forward a list to Director Smith with suggestions.

ADJOURNMENT

Chair Peters adjourned meeting at 3:39 pm.

This was adjourned



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Text File

File Number: 22-176

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Version: 1

Status: Business

In Control: Public Works and Facilities Committee

File Type: Staff Report

Agenda Number: 3A.

Receive Report and Make Recommendation for Acceptance of Technical Assistance for Preparation and Submittal of an Alternative Transportation Program Grant



CITY OF FORT BRAGG

416 N. FRANKLIN, FORT BRAGG, CA 95437
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COUNCIL COMMITTEE ITEM SUMMARY REPORT

MEETING DATE: APRIL 14, 2022
TO: PUBLIC WORKS AND FACILITIES COMMITTEE
FROM: CHANTELL O'NEAL; ASSISTANT DIRECTOR
AGENDA ITEM TITLE: Receive Report and Make Recommendation for Acceptance of Technical Assistance for Preparation and Submittal of an Alternative Transportation Program Grant

BACKGROUND AND OVERVIEW:

In March 2022, staff met with representatives from Nelson\Nygaard to discuss potential Alternative Transportation Program (ATP) projects and the potential for the City to receive Technical Assistance from the Active Transportation Resource Center (ATRC) Disadvantaged Communities Program. ATRC provides Technical Assistance (TA) to selected communities to support application preparation for ATP Cycle 6. Staff reviewed two potential projects that meet the criteria for ATP, that have been vetted through public process reviews over the years. The two projects being considered for application are improvements to The Chief Celeri Drive to access the central trail or Elm Street pedestrian and bicycle lane improvements to access the north trail.

After the meeting, staff was notified that the City of Fort Bragg was selected to receive TA, discussed potential projects, and was informed that the consultant would be provide the following services:

- a site visit from the project team (virtual or in-person, based on agency preference)
- a project work plan
- joint and personalized workshop based on your needs
- application assistance for the upcoming ATP Cycle 6 or continued technical assistance for the subsequent ATP cycle.

Nelson\Nygaard also recommended the Chief Celeri Drive Improvement project as they felt it would be the most competitive to receive funding. Several challenges surround moving forward with this project, including the ownership of the central trail access, the parking lot, which is proposed for improvements under the current scope of this project,

as well as additional public input on the transition to a one-way alley to incorporate sufficient space for the pedestrian access way. Applications for this cycle are due June 15, 2022. Attachments 1 and 2 are excerpts from the Mendocino County Pedestrian Facility Needs Inventory & Engineered Feasibility Study finalized in 2019. A link to the whole study can be found on the City's website at: <https://www.city.fortbragg.com/home/showpublisheddocument/1620/637719444472330000>.

RECOMMENDATION:

Staff is seeking feedback on whether or not to pursue an ATP application for Cycle 6 using the Technical Assistance of Nelson\Nygaard.

ATTACHMENTS:

1. Redwood Avenue at Chief Celeri Dr – Coastal Trail Linkage
2. Elm Street Pedestrian Improvements

FB-4 Redwood Avenue – Coastal Trail Linkage

The *City of Trails Feasibility Study* (2016) contains detailed concept plans for a connection from downtown Fort Bragg to the Coastal Trailhead on the west side of North Main Street. Workers in and visitors to Fort Bragg would be encouraged to cross North Main Street at the Redwood Avenue crosswalk to access this coastal area. Currently the closest crosswalk across North Main Street is at Alder Street, a block away from the Coastal Trail access point. With this plan, the crosswalks at Redwood Avenue and Alder Street would be connected to the Coastal Trail via Chief Celery Drive, a 20-foot-wide public right of way “alley” that lies behind the businesses that front the west side of North Main Street. The trail connection west from Alder Street is pending completion.

Redwood Avenue Coastal Linkage Cost Estimate (see Appendix C for detailed estimate)	\$ 423,166
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Figure 34: Redwood Avenue - Coastal Trail Linkage Plan (Source: City of Trails Feasibility Study, 2016)

FB-2 Elm Street Pedestrian Improvements

Elm Street is an important linkage from North Main Street to a key Fort Bragg tourist attraction, Sea Glass Beach State Park. This project was identified in conjunction with an on-street bicycle lane project in the *City of Trails Feasibility Study* (2016). From the 2018 Fort Bragg Street Safety Plan:

The focus of these recommended improvements is to provide a buffer for cyclists from the vehicle travel lanes on the route to the Coastal Trail access. Most of the public was not in support of removing parking from one side. As such, that was not recommended, and the buffered bike lanes would no longer be feasible given the roadway constraints. As such, the recommendations to the pedestrian and bicycle facilities are intended to improve the facilities while maintaining parking on each side.

Bike Cross Markings (Optional) – Add green NACTO-type bike lane crossing markings at the intersections with Glass Beach Drive, Stewart Street, and North Main Street.

Green Bike Lane Legend (Optional) – Where there is a bike lane symbol, include a green background. The green markings are detailed in the Ride-A-Way pamphlet included in Appendix E.

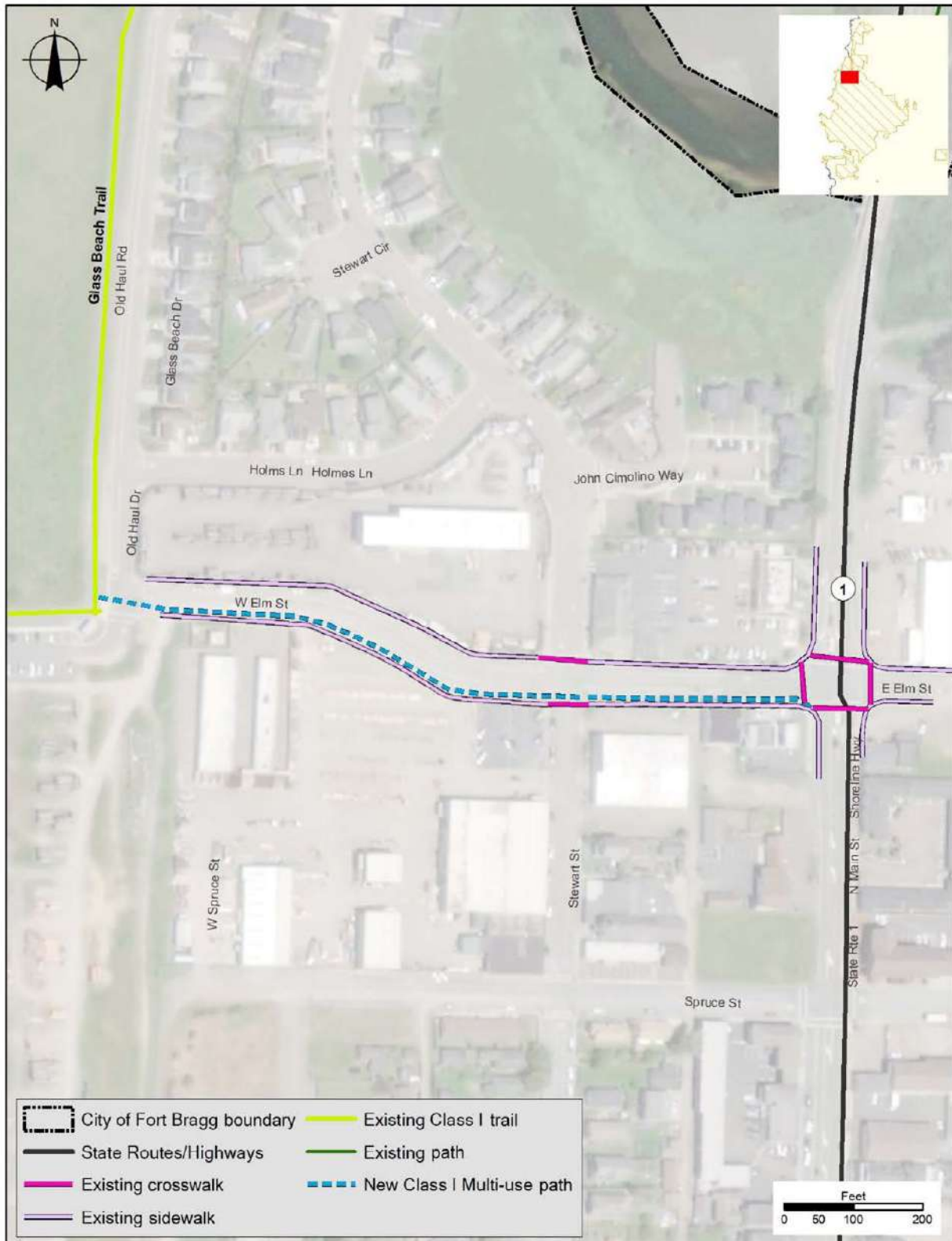
Crosswalk at Glass Beach Drive – Add a marked crosswalk on the north leg of the intersection along with the bike cross markings on both the north and south legs for bike crossing maneuvers from the trailhead parking to Elm Street.

Install Ramp – Install a curb ramp on the northwest corner of the intersection for the proposed crosswalk and bike lane crossing markings.

Elm Street Pedestrian Improvements Cost Estimate (see Appendix C for detailed estimate)	\$ 273,156
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Figure 31: Looking west on Elm Street toward Sea Glass Beach State Park (Source: Google Street View)



Map 22: Elm Street Pedestrian Improvements



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Oral Report on Dig-Once Policy



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Text File

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Status: Business

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File Type: Staff Report

Agenda Number: 3C.

Public Works Director Oral Report on Departmental Updates and Items of Interest