



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, February 8, 2024

3:00 PM

Town Hall, 363 N.Main Street and Via Video
Conference

MEETING CALLED TO ORDER

ROLL CALL

COMMITTEE MEMBERS PLEASE TAKE NOTICE

Committee Members are reminded that pursuant to the Council policy regarding use of electronic devices during public meetings adopted on November 28, 2022, all cell phones are to be turned off and there shall be no electronic communications during the meeting. All e-communications such as texts or emails from members of the public received during a meeting are to be forwarded to the City Clerk after the meeting is adjourned.

ZOOM WEBINAR INVITATION

This meeting is being presented in a hybrid format, both in person at Town Hall and via Zoom.

You are invited to a Zoom webinar.

When: Feb 8, 2024 03:00 PM Pacific Time (US and Canada)

Topic: Public Works and Facilities Committee

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/84883166440>

*Or Telephone: +1 669 444 9171 US +1 719 359 4580 US(*6 mute/unmute; *9 raise hand)*

Webinar ID: 848 8316 6440

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. Written public comments may be submitted to Emily Reno, eren@fortbragg.com.

1. APPROVAL OF MINUTES

A. [23-431](#) Approve Minutes of November 9, 2023

Attachments: [11092023 PWF Minutes](#)

B. [23-463](#) Approve Minutes of December 7, 2023

Attachments: [12072023 PWF Minutes](#)

C. [24-530](#) Approve Minutes of January 11, 2024

Attachments: [01112024 PWF Minutes](#)

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

3. CONDUCT OF BUSINESS

- A. [24-532](#) Director Oral Report on Departmental Activities and Project Updates

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 February 5, 2024.

Chantell O'Neal
Assistant Director-Engineering Division

NOTICE TO THE PUBLIC

DISTRIBUTION OF ADDITIONAL INFORMATION FOLLOWING AGENDA PACKET DISTRIBUTION:

- *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*

ADA NOTICE AND HEARING IMPAIRED PROVISIONS:

It is the policy of the City of Fort Bragg to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities.

If you need assistance to ensure your full participation, please contact the City Clerk at (707) 961-2823. Notification 48 hours in advance of any need for assistance will enable the City to make reasonable arrangements to ensure accessibility.

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



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Phone: (707) 961-2823
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Text File

File Number: 23-431

Agenda Date: 2/8/2024

Version: 2

Status: Business

In Control: Public Works and Facilities Committee

File Type: Committee Minutes

Agenda Number: A.

Approve Minutes of November 9, 2023



City of Fort Bragg

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Meeting Minutes Public Works and Facilities Committee

Thursday, November 9, 2023

3:00 PM Town Hall, 363 N. Main Street and Via Video Conference

MEETING CALLED TO ORDER

Committee Chair Lindy Peters called meeting to order at 3:02 PM

ROLL CALL

Committee Members Tess Albin-Smith and Lindy Peters present. City Staff; City Manager Peggy Ducey, and Public Works Director John Smith also present.

1. APPROVAL OF MINUTES

1A. Approve Minutes of July 13, 2023

Committee members Peters and Albin-Smith approved minutes as presented.

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

3. CONDUCT OF BUSINESS

3A. Director Oral Report on Departmental Activities and Project Updates

Director John Smith provided updates on the following projects and items of interest:

- Broadband Project - Design nearly complete. Working with Caltrans to share trenching.
- Rooftop Solar Project- Moving forward, working on budget.
- EV Charging Stations- Waiting for final plans and equipment. Some equipment will not be here for another year.
- Bainbridge park- In design.
- Projects for Facilities-Town Hall bathrooms, Police Department, Fire Station all out for design.
- Corp Yard Roof- Is complete. Repaired large hole in the roof.
- 2022 Streets Project- Is underway and starting with sidewalk improvements. Schedule will be determined by the weather.
- C.V Starr HVAC System- 1.6 M capital project in design soon.
- Oneka Desal Buoy Project- A lot of attention and interviews about project. About another 6 months to get something in the water.
- Water Treatment Plant Rehabilitation Project- Will be out to bid soon.
- Pudding Creek Water and Sewer Line- Is complete and secured to the new bridge.
- Raw Water Line Project- Out to bid on November 16, 2023.

- Reservoirs Project- Working on funding source and design.
- Distribution System Rehabilitation Project- Working with consultants and will have a layout of all systems.
- Water Meter Replacement Project- Moving forward slowly, change in ownership of the company, which caused complications and delays.
- Recycled Water Feasibility Study- Waiting on the funds to be awarded.
- Collection System Assessment- Working with same consultants as Distribution System Project.
- Wastewater Treatment Plant Projects- Sodium hypochlorite generators ordered. Dryer building needs a rehab. Need a bio solids storage building.
- Elm Street Pump Station Project- Plumbing complete.
- Stormwater Trash Capture Devices- Working on applying for grant funds.
- CleanCal Art & Recycle Project- Grant funding for new trash cans with local art.

No Public Comment was received on this item.

Discussion: Committee Chair Peters inquired about the 2022 streets project, wastewater treatment plant, and Bainbridge Park. Committee Member Albin-Smith inquired about Bainbridge Park, Solar Project, Recycled Water Feasibility Study. Director Smith elaborated on projects with more details.

4. MATTERS FROM COMMITTEE / STAFF

None.

ADJOURNMENT

Committee Chair Peters adjourned the meeting at 3:29pm.



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Text File

File Number: 23-463

Agenda Date: 2/8/2024

Version: 1

Status: Business

In Control: Public Works and Facilities Committee

File Type: Committee Minutes

Agenda Number: B.

Approve Minutes of December 7, 2023



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Meeting Minutes Public Works and Facilities Committee

Thursday, December 7, 2023

10:00 AM

Town Hall, 363 N. Main Street

Special Meeting

MEETING CALLED TO ORDER

Committee Member Tess Albin-Smith called meeting to order at 10:00 AM

ROLL CALL

Committee Members Tess Albin-Smith present. City Staff; Public Works Director John Smith and Administrative Assistant Emily Reno present.

1. APPROVAL OF MINUTES

1A. [23-431](#) Approve Minutes of November 9, 2023

Minutes were not approved, as Committee Member Lindy Peters not present.
Rescheduled to next regular meeting.

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

3. CONDUCT OF BUSINESS

3A. [23-449](#) Director Oral Report on Departmental Activities and Project Updates

Director John Smith provided updates on the following projects and items of interest:

- Broadband Project- Design nearly complete. Working on funding applications.
- Rooftop Solar Project- Moving forward, working on funding for six projects in total.
- EV Charging Stations- Waiting for final plans and equipment. Transformer is 40 weeks out.
- Bainbridge Park- Landscape in design.
- Wiggly Giggly update- Bolts are not lining up. Manufacturer to fly out engineers to assist.
- Pickle ball access gate at Bainbridge Park.
- Fleet update.
- Facilities Projects-Town Hall Bathrooms, Police Department, and Fire Station all out for design.
- Corp Yard Roof- Complete.
- 2022 Streets Project- Sidewalk improvements on Oak & Harold St. Schedule will be determined by the weather. Work on Franklin St. to start next week

- C.V Starr HVAC System- Anticipated design in six months.
- Oneka Desal Buoy Project- Working on permits.
- Water Treatment Plant Rehabilitation Project- Pre-bid meeting today at 1PM.
- Pudding Creek Water and Sewer Line- Complete and secured to the new bridge.
- Raw Water Line Project- Will be awarding project February 12th.
- Reservoirs Project.
- Distribution System Rehabilitation Project.
- Water leak at North Harbor- Emergency repairs complete.
- Water Meter Replacement Project- Met with new owners of company.
- Collection System Assessment.
- Wastewater Treatment Plant Projects- Sodium Hypochlorite Generators, Dryer building Rehab, and Bio Solids Storage Building.
- Elm Street Pump Station Project- Complete.
- Stormwater Trash Capture Devices- Applying for grant funds.
- CleanCal Art & Recycle Project- Grant funding for new trash cans with local art.
- Parking Study- December 13th at Town Hall.

Public Comment was received from Jacob Patterson

Discussion: Committee Member Tess Albin-Smith inquired about vandalism at public bathrooms. Tess Albin-Smith spoke about a potential soccer field improvement project. Director Smith elaborated on projects with more details.

4. MATTERS FROM COMMITTEE / STAFF

None.

ADJOURNMENT

Committee Member Tess Albin- Smith adjourned the meeting at 10:40AM.



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Text File

File Number: 24-530

Agenda Date: 2/8/2024

Version: 1

Status: Business

In Control: Public Works and Facilities Committee

File Type: Committee Minutes

Agenda Number: C.

Approve Minutes of January 11, 2024



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Meeting Minutes Public Works and Facilities Committee

Thursday, January 11, 2024

3:00 PM Town Hall, 363 N. Main Street and via video conference

MEETING CALLED TO ORDER

Committee Member Tess Albin-Smith called meeting to order at 3:00 PM

ROLL CALL

Committee Members Tess Albin-Smith present. City Staff; Public Works Director John Smith and Administrative Assistant Emily Reno present.

1. APPROVAL OF MINUTES

- A. [23-431](#) Approve Minutes of November 9, 2023

Minutes were not approved, as Committee Member Lindy Peters was not present. Rescheduled to next regular meeting.

- B. [23-463](#) Approve Minutes of December 7, 2023

Minutes were not approved, as Committee Member Lindy Peters was not present. Rescheduled to next regular meeting.

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

3. CONDUCT OF BUSINESS

- A. [23-462](#) Director Oral Report on Departmental Activities and Project Updates

Director John Smith provided updates on the following projects and items of interest:

- Broadband Project - Design 90% complete. Working on funding applications.
- Rooftop Solar Project- Working on funding for six projects in total.
- EV Charging Stations- Waiting for final plans and equipment. Equipment is 36 weeks out.
- Bainbridge Park- Public meeting yesterday with preliminary design plans.
- Wiggly Giggly Playground- Press release with update released yesterday.
- Pickle ball access gate at Bainbridge Park- Will be installed next week, weather dependent.
- Fleet update.
- Projects for Facilities-Town Hall bathrooms, Police Department, Fire Station all out for design.
- Corp Yard Roof- Is complete.

- 2022 Streets Project- Sidewalk improvements on Oak & Harold St. Schedule will be determined by the weather.
- Noyo River water flow update.
- C.V Starr HVAC System- Working on RFP for design.
- Oneka Desal Buoy Project- Should have CEQA document in the next month.
- Water Treatment Plant Rehabilitation Project- Bid opening on January 23rd at 3:00 PM.
- Raw Water Line Project- Should be awarding project February 12th.
- Reservoirs Project.
- Distribution System Rehabilitation Project.
- Water Meter Replacement Project- Moving slow with new owners of company.
- Collection System Assessment.
- Wastewater Treatment Plant Projects- Sodium hypochlorite generators, dryer building rehab, and bio solids storage building.
- Stormwater Trash Capture Devices- Applying for grant funding.
- CleanCal Art & Recycle Project- Grant funding for new trash cans with local art.

No Public Comment was received on this item.

Discussion: Committee Member Tess Albin-Smith inquired about Bainbridge Park design, Pickleball storage shed, Broadband Project, and EV charging stations. Director Smith elaborated on projects with more details.

4. MATTERS FROM COMMITTEE / STAFF

None.

ADJOURNMENT

Committee Member Tess Albin- Smith adjourned the meeting at 3:25 PM.



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Text File

File Number: 24-532

Agenda Date: 2/8/2024

Version: 1

Status: Business

In Control: Public Works and Facilities Committee

File Type: Staff Report

Agenda Number: A.

Director Oral Report on Departmental Activities and Project Updates