



City of Fort Bragg

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Meeting Minutes Public Works and Facilities Committee

Monday, March 31, 2025

4:00 PM

Town Hall, 363 N. Main Street

Special Meeting

MEETING CALLED TO ORDER

Committee Member Jason Godeke called meeting to order at 4:00 PM

ROLL CALL

Committee Members Jason Godeke and Scott Hockett present. City Staff; Public Works Director John Smith, Assistant Director Chantell O'Neal, and Administrative Assistant Emily Reno present.

1. APPROVAL OF MINUTES

- A. [25-93](#) Approve Minutes of February 13, 2025

Committee Members Godeke and Hockett approved minutes as presented.

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Public comment was received from Jacob Patterson.

3. CONDUCT OF BUSINESS

- A. [25-94](#) Discuss Use of Unassigned Reserves for Street Project Planning

Assistant Director Chantell O'Neal delivered a presentation outlining various options for allocating the \$800,000 in unassigned reserves toward streets projects. She explained the city's pavement management program and the Street Saver software used for project planning. Additionally, she provided an overview of the 2025 and 2027 streets projects. She discussed the possibility of creating a 2026 street project using the unassigned reserves but cautioned that this would likely leave insufficient funds to complete the project through construction. Another option considered was using the reserves for a patch paving project.

Public Comment was received from Jenny Shattuck, Jacob Patterson, Andrew Jordan, and Linda Jo.

Discussion: Committee Member Hockett inquired about the pavement management program, specifically regarding the type of surface treatment that triggers ADA requirements, and about using local contractors. Committee Member Godeke asked for more details about the 2027 streets project and the maintenance program for hire. O'Neal provided additional information in response.

Hockett also explained that, in the past, the Public Works Department had equipment and performed hot patch repairs internally. Godeke asked about the estimated costs of purchasing equipment to handle repairs in-house.

Both Hockett and Godeke expressed interest in receiving quotes for the patch paving project, as well as more information on purchasing and operating paving equipment internally for future projects. They requested that a report be brought back to City Council with these details.

B. [25-92](#) Director Oral Report on Departmental Activities and Project Updates

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

- Broadband Project- Equipment ordered.
- Town Hall Retrofit & Bathrooms Project - Project to start in May.
- Police Department Security Retrofit Project- Out for bid soon.
- Fire Station Rehabilitation Project- Looking for 1M gap funding.
- Wastewater Treatment Plant Projects- Sodium hypochlorite generators, dryer building rehab, and bio solids storage building.
- EV Fleet Charging Stations- In construction.
- Facilities Solar Project- At 90% plans.
- Guest House Repointing Brick Project- Pushing project back.
- Cultural Center Paint Project- Working on picnic tables and signage.
- Veteran's Hall- Emergency operations center. Working with Mendocino County for a three-year lease and easement.
- Cal OES Grant - Applying for grant funds for the City Hall east and Veterans hall projects.
- City Hall Flooring Project - Starting in May.
- Micro Grid Solar- Application denied by PG&E. We expect to reapply in the near future.
- Bainbridge Park- Out for bid.
- 2025 Streets Project.
- CV Starr Skylight Replacement - Contract awarded.
- CV Starr Slide Stairs Repairs.
- CV Starr HVAC System.
- Fleet Update.
- Oneka Desal Buoy Project- Environmental documents circulating.
- Water Treatment Plant Rehabilitation Project- Construction 75% complete.
- Raw Water Line Project- Will pick back up in dry season.
- Reservoirs Project- Looking for funding.
- Water Distribution System Master Plan.
- Recycled Water Feasibility Study- Awarded \$500,000 grant. Presentation in March.
- Wastewater Collection System Assessment.
- Stormwater Trash Capture Devices.
- Water Meter Replacement Project.

Public Comment was received from Jenny Shattuck and Paul Clark.

Discussion: Committee Member Hockett asked about trash capture devices. Committee Member Godeke inquired regarding the timelines for the solar project, the funding for the reservoir project, and the broadband project. O'Neal offered additional information about the trash capture initiative, while Smith provided details on the other projects.

4. MATTERS FROM COMMITTEE / STAFF

None.

ADJOURNMENT

Committee Member Godeke adjourned the meeting at 5:40 PM