



City of Fort Bragg

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Meeting Minutes Public Works and Facilities Committee

Wednesday, August 8, 2018

3:00 PM

Town Hall, 363 N. Main Street

MEETING CALLED TO ORDER

Meeting called to order at 3:02pm

ROLL CALL

Staff members present: Diane O'Connor, Tabatha Miller, Crystal Prairie, Tom Varga

Present: 1 - Michael Cimolino

1. APPROVAL OF MINUTES

1A. [18-306](#) Approve Minutes of July 11, 2018

These Committee Minutes were approved for council review

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Public comment was received on the following items:

Rex Gressett mentioned the reorganization of police department and a "crisis." Sewage treatment plant was voted on by City Council for \$8M and now it's \$16M and this change was not voted on. There was only one vote by Council to approve the budget. Overcharges on Street & Alley Project as well. Council needs to have more intensive oversight on development projects.

3. CONDUCT OF BUSINESS

3B. [18-324](#) Review Staff Report on Preliminary Paid Parking Pro-Forma and Marked Parking Spaces

Item was moved to be heard before #3A due to staff time constraint. City Manager presented map of Central Business District (CBD) and gave a brief overview of staff report.

Discussion:

Maximum amount of money to be collected per day would be \$1,825 at 100% utilization

Much less parking downtown these days and new businesses coming into CBD

Public reaction to paid parking

Possible install of meters on Main Street would have to involve Caltrans

Revenue for the City of Portland for meters installed

City of Ukiah has very few meters, and different hours of limits in the CBD

Possibility of changing the time limit in CBD

Marked parking spaces vs. unmarked, and possibility of having test block with marked spaces at

300 block of N Franklin street
Red zone curb standards need to be looked at

Discussion items from Valerie Thornton, Parking Enforcement:
Footlighters parking lot has cars parked in it for months
Regulation of lots behind Sears store and Skunk Train parking lot
Purchase of meters previously removed Ukiah or Willits

Committee members instructed staff to create a "test block" of marked spaces and suggested the 300 block of north Franklin Street. Also, if there is a liability issue with current curb red zones, this needs to be addressed.

This Staff Report was referred to staff

3A. [18-304](#) Discuss Raw Water Line Replacement Project Design Engineering Request for Proposals (RFP) and Recommend City Council Approval

Diane O'Connor gave an overview of the staff report.

Discussion items:
Decisions regarding abandon in place or removal of current piping
Condition of current pipe underground and above ground
Locating and flagging of current lines
Confirmation of right-of-way is a priority
Past failures and repair of lines
Elements included in design, such as surveying
Construction phase timing after design of entire project
Alternative ideas to piping
Environmental concerns

Committee recommends sending item back to Council for RFP approval.

This Staff Report was recommended for approval

3C. [18-314](#) Wastewater Treatment Plant Project Update

Public Works Director Varga gave a brief overview of current progress of Wastewater Treatment Plant Upgrade Project.

Finished excavation of hole for Aeromod digester. Geotechnical engineer approved CLSM placed in hole. No work this week while CLSM cures. Steel on order. Getting ready to form. 6-8 weeks ahead of schedule and on budget. Excavated dirt removed for "temporary" storage. Berms outside plant fencing will remain there after construction. Pile on Noyo Center site will go back to hole, and leftover will used on site. 30" outfall that predated plant was located, was re-routed around hole.

This Staff Report was received and filed

3D. [18-305](#) Receive Oral Update from Staff on Departmental Activities

Public Works Director Varga gave a brief overview of current projects in progress.

Weed Management: Code enforcement underway. Citywide letters sent out to 150 property owners.

2/3 of those properties have taken measures to mitigate weed issue. Second round of letters to be sent out this month. Down to approximately 20-30 properties not in compliance.

Bio-Swale behind CV Starr cleanup continues. 50% complete. Extra vegetation that was originally planted was removed. Should be finished up in the next few weeks. This will ensure the City is in compliance with Management Plan.

Coastal Trail downtown connection: Got license from GP which gives permission for public access and is revocable. Not able to get funds for major improvements at this time. City staff will install fences and open up for access. Hoping to get them up by first half of September. Will be half pavement and half grass.

SCADA: Just finished installing system to 5 of 6 lift stations. Wrapping up programming at this time.

Lift Station Upgrades: \$1M project. Staff getting funds together. Construction documents need to be separated out, designer working on this now. Hope to have under construction in 2019.

Water Treatment Plant Overhaul: Design underway. Units showing corrosion and bottom of tanks need to be resurfaced. Add efficiency upgrades at this time.

Noyo Center: Moving access gate from south of runway (Jere Melo Street) to the North side. Use runway for additional parking. Committee members were agreeable to this solution. Working on land swap.

CV Starr Center LED Lighting Project: City staff met with MCRPD staff. MCRPD will be taking lead. City staff will provide support and assistance. Gravel area in back of CV Starr Center was discussed. MCRPD will install fence and possibly cameras to prevent vandalism.

Skunk Train will be rehabilitating RR xing on Main Street. Work currently scheduled after Paul Bunyan Days in September.

\$630K received of outstanding \$700K being held by DWR for Summers Lane Reservoir. Staff working diligently to get additional \$70K in retention back ASAP.

Glass Beach Stairs: CDD Marie Jones and PW Director Varga have meeting with geologist from SHN. Wanted Parlin Forks to clear area, but they are busy with fires.

This Staff Report was received and filed

4. MATTERS FROM COMMITTEE / STAFF

Discussion Items:

Amount of Engineer's Estimate for Wastewater Treatment Plant Upgrade Project.

ADJOURNMENT

Meeting adjourned by Committee Member Lee at 4:02pm.