



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, May 8, 2025

4:00 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: May 8, 2025 04:00 PM Pacific Time (US and Canada)

Topic: Public Works and Facilities Committee

Join from PC, Mac, iPad, or Android:

<https://us06web.zoom.us/j/86261435859>

Phone one-tap:

*+16694449171,,86261435859# US (*6 mute/unmute; *9 raise hand)*

Webinar ID: 862 6143 5859

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 eren@fortbragg.com.

1. APPROVAL OF MINUTES

- A. [25-156](#) Approve Minutes of March 31, 2025

Attachments: [PWF 03312025](#)

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

3. CONDUCT OF BUSINESS

- A. [25-157](#) Oral Discussion on Harbor Light Staircase

Attachments: [Public comment](#)

- B. [25-158](#) 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 May 5, 2025.

Emily Reno, Administrative Assistant

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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Text File

File Number: 25-156

Agenda Date: 5/8/2025

Version: 1

Status: Business

In Control: Public Works and Facilities Committee

File Type: Committee Minutes

Agenda Number: A.

Approve Minutes of March 31, 2025



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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



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Text File

File Number: 25-157

Agenda Date: 5/8/2025

Version: 1

Status: Agenda Ready

In Control: Public Works and Facilities Committee

File Type: Staff Report

Agenda Number: A.

Oral Discussion on Harbor Light Staircase

From: ajregister@yahoo.com <ajregister@yahoo.com>
Sent: Tuesday, May 6, 2025 4:00 PM
To: Godeke, Jason <JGodeke@fortbraggca.gov>; Hockett, Scott <SHockett@fortbraggca.gov>; Smith, John <jsmith@fortbraggca.gov>
Subject: 3. CONDUCT OF BUSINESS A. 25-157 Oral Discussion on Harbor Light Staircase

To the Public Works & Facilities Committee

Regarding 3. CONDUCT OF BUSINESS A. 25-157 Oral Discussion on Harbor Light Staircase in the agenda for Thursday, May 8, 2025

Regarding this, I strongly urge the city to maintain these stairs and in very good condition. I use them for exercise and safe pedestrian access to the north harbor. The stairs are much better and safer than the road as the road is too narrow.

In the dilapidated state that they are currently are (I have not been there recently, but as of the last time I was there) in, neglect in their maintenance may promote lawsuits for such negligence resulting in personal injury. I don't know if the city has jurisdiction there, but if it does (and maybe if it doesn't) the cost of maintaining the stairs may be much less than defending a lawsuit and/or the payment of a settlement or judgement.

Also, I used to use the stairs for exercise in Santa Monica, CA. It was very popular for a set of stairs and just for that purpose. There isn't much elevation in Fort Bragg and the stairs are good exercise for the knees.

Thank you.

Best Regards,

Andrew Jordan
Fort Bragg, CA



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File Type: Staff Report

Agenda Number: B.

Director Oral Report on Departmental Activities and Project Updates