



# City of Fort Bragg

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## Meeting Minutes Public Works and Facilities Committee

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Wednesday, June 13, 2018

3:00 PM

Town Hall, 363 N. Main Street

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### Special Meeting

#### MEETING CALLED TO ORDER

Committee Member Lee called meeting to order at 3:02PM

#### ROLL CALL

Staff members present were Charles Gilchrist, Crystal Prairie, Tom Varga, and Tabatha Miller.

Present: 2 - Will Lee and Michael Cimolino

#### 1. APPROVAL OF MINUTES

These minutes were approved.

1A1 Approve Minutes of May 9, 2018

Good

#### 2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

#### 3. CONDUCT OF BUSINESS

3A1 Discussion Item regarding weed abatement plan

Items discussed were:

-Route 1 (Main St) is State right-of-way. City has maintenance agreement with Caltrans for street sweeping & weed abatement.

-In City limits, property owner is responsible for maintaining safe/reasonable sidewalk. Curb and gutter is part of responsibility.

-Lack of resources at City to control weeds. City has 2 seasonal workers, trying to get 2 more. Designate one day a month for City "beautification" like was suggested years ago.

-Code enforcement is complaint only.

-Create public information campaign regarding responsibilities and hazards such as fire danger.

-What to do with empty tree wells in the sidewalk.

-Adopt-a-street was created to help clean up, not only trash, but weeds as well. There are no volunteers signed up for area by Rite-Aid.

Public Comment was from Kathy Silva regarding plot of land south of Bainbridge Park between utility shed has weeds/grass taller than 5 feet with barbed wire at top of fence. It's a fire hazard. There is no easy access gate.

Committee directed the City Manager to send out communication to community regarding removing weeds on their property. Suggest not sweeping into street and advise not to use Roundup. City needs to do their part and have citizens maintain their responsible areas. Reach out to the Fire Department regarding responsibility. Look at using prisoner labor on Highway 1.

### **3A2**                      Discussion Item regarding parking meters

Items discussed were:

- Possibility of implementing parking meters.
- Issuing parking permits or placards to residents.
- When City had meters before, they were in City lots and didn't generate enough revenue to justify expense.
- Using kiosk vs. individual meters.
- Complaints from business owners regarding people parking all day and knowing when Parking Enforcement Officer not working.

Committee directed Public Works Director Varga to do more research. Suggested he call another City like Ukiah. City Manager Tabatha Miller to look at cost vs. revenue.

### **3A3**                      Oral Update from Staff on Departmental Activities

Public Works Director Varga gave a brief update on the following projects:

Water Tank- 10th ring finishing up. By end of week should be complete. Starting to fill with water next week. Functional by end of the month. Week ahead of schedule.

Summers Lane Reservoir - Tour with Department of Water Resources and Humboldt County representatives to do final walk-through took place last week. DWR is to check in with accounting department regarding payment of \$700K. City should receive payment by end of July 2018. DWR was pleased with project.

LSAA monitoring requirements underway. Instrumentation deployed in Waterfall Gulch. Monitoring water flow in August.

Glass Beach Stairs- Looking at possibility of alternate designs. Lining up Geotechnical Engineers.

Wastewater Treatment Plant Upgrade Project: Pre-construction meeting held this morning. Groundbreaking on Monday, June 20. Committee requested a standing agenda item for updates on this project.

## **4. MATTERS FROM COMMITTEE / STAFF**

## ADJOURNMENT

3:41 meeting adjourned by committee member Lee.