



City of Fort Bragg

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Meeting Minutes Public Works and Facilities Committee

Wednesday, July 10, 2019

3:00 PM

Town Hall, 363 N. Main Street

MEETING CALLED TO ORDER

Committee Member Lee called the meeting to order at 3:02 p.m.

ROLL CALL

Staff in attendance included Tom Varga, and Chantell O'Neal

Present: 2 - Will Lee and Jessica Morsell-Haye

1. APPROVAL OF MINUTES

1A. [19-333](#) Approve Minutes of May 8, 2019

Meeting Minutes were approved for Council review.

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Public Comment was received from Jacob Patterson.

3. CONDUCT OF BUSINESS

3A. [19-332](#) Receive Report and Provide Recommendation to City Council Regarding an Ordinance to Amend Title 6 of the Fort Bragg Municipal Code to Incorporate a Pest Management Plan to Regulate the Application of Pesticides on Property Owned by the City and to Educate the Public about Best Management Practices for Private Applications.

The report was given by Engineering Technician Chantell O'Neal. O'Neal reviewed the staff report outlining the history of this plan, the costs associated with implementing an Integrated Pest Management Plan (IPM), the proposed amendment to the existing weed abatement code section 6.10, reviewed the draft of a new code section 6.11 Integrated Pest Management to regulate the application of pesticides on City owned property, and the contents of the draft outline of an IPM.

Discussion included:

- Review of the Goals presented in the IPM.
- Differences between the California Prop 65 List and the Department of Pesticide Regulations (DPR) list and preferences between the two guiding the chemicals prohibited for use.
- Costs associated with administration, pest identification training, and increased manual labor associated with a decreased pesticide model.
- Developing a list of priority areas for weed abatement.
- Potential to divert Transient Occupancy Tax (TOT) to fund increased labor costs associated

with implementing weed management specifically as it pertains to Coastal Trail restoration and preservation for native plants.

- Recordkeeping and notification requirements of the IPM

Committee recommended the following changes:

- Final version of the IPM include collaboration with the schools and Bee City; and
- Make edits to new ordinance Section 6.11.010 definition of pesticide to include fungicide, rodenticide, and insecticide; and
- Section 6.11.020 A. be changed to read “The city shall not use any pesticide containing a chemical identified as prohibited by the City’s Integrated Pest Management Plan list on or in any city owned, operated or maintained property, building or facility except in accordance with the city’s pest control management plan”; and
- Section 6.10.010 B. be changed to read “No pesticide containing a chemical identified as prohibited by the City’s Integrated Pest Management Plan list shall be used to abate or control weeds in the right of way, all Weed Abatement on sidewalks in the right of way shall done be in compliance with Chapter 6.11 Integrated Pest Management Plan.”; and
- The City’s IPM will reference Prop 65 and DPR list 6400 and 6800 as the regulating lists identifying prohibited chemicals; and
- Notifications should be sent to the public through the push list notifications using the City’s existing “Notify Me” list.

Committee recommended that an ordinance be brought forward to the full Council with the recommended changes.

3B. [19-341](#) Receive Report and Discuss a "Dig Once" Policy to Minimize the Number and Scale of Excavations when Installing Telecommunications Infrastructure in Rights-Of-Way

The report on this item was presented by Public Works Director Varga. Varga summarized the purpose of a “Dig-once” policy as taking advantage of public street project excavation projects to add fiber optic facilities at the same time in effort to minimize costs and disruptions. Varga stressed the importance of developing a guiding policy by starting with a base map which would identify the backbone of the City’s system which preliminarily includes the hospital, City Hall, college, and the Highway 1 corridor. Then as development occurs, the network would expand as appropriate.

Discussion included:

- Work associated with a “Dig-Once” policy at the state level and potential future collaboration and funding sources
- The need for developing a set of standard specifications and plans
- Cost and Competition
- Aesthetic standards in the current policy
- Long-term planning
- Policy should include developing a backbone by identifying major nodes or centers of activity that will be used to create a network
- Ownership of the network once developed, Committee Members recommended the City take ownership once installed.
- Opportunity for implementation of policy on the Mill Site.
- Potential to expand the scope of street rehab projects to utilize street sales tax money for infrastructure improvements (including water, sewer, storm drainage, and fiber optic lines). Other needed improvements to infrastructure could be incorporated as a portion of a project

- Challenges of identifying the needs of the utility early on for incorporation into the capital project.

Committee recommended a “Dig-Once” Policy be drafted and presented to the City Council.

3C. [19-099](#) Receive Oral Update from Staff on Departmental Activities

Director Varga provided department updates on the following items the 2019 Streets rehab project, a the Security Contract, Glass Beach Stairway Bid, Prop 68 Bainbridge Park grant application, Raw Water Line Design, Water Treatment Plant overhaul at 55-60% completion, sewer lift station construction, Sewer Main CIPP camera efforts underway and lining work to follow, Solid Waste planning efforts, the Cannabis Ordinance status, and the Public Works departments interest in the housing element as it relates to Transportation Funding.

4. MATTERS FROM COMMITTEE / STAFF

Committee members requested an update on status of the capacity fee’s report; on the traffic committee items for four way stops and bollards; and inquired about trash collection after big holiday/tourist weekends.

ADJOURNMENT

Committee Member Lee adjourned the meeting at 4:35 p.m.