



City of Fort Bragg

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Meeting Minutes Public Works and Facilities Committee

Thursday, April 23, 2015

9:00 AM

City Hall Conference Room, 416 N. Franklin Street

Special Meeting

MEETING CALLED TO ORDER

Meeting called to order by Committee Member Turner at 9:00.

ROLL CALL

Staff Members Present: Linda Ruffing, Sergio Fuentes, Crystal Prairie, John Smith, Tom Varga.

Present: 2 - Dave Turner and Lindy Peters

APPROVAL OF MINUTES

[15-128](#)

Approve Minutes from February 19, 2014 Public Works and Facilities Committee Meeting

These Committee Minutes were approved for council review

PUBLIC COMMENTS ON NON-AGENDA ITEMS

No public present.

CONDUCT OF BUSINESS

1 [15-108](#)

Receive Report and Make Recommendations to City Council Regarding Ordinance 911-2014 Repealing and Replacing Chapters 14.08 through 14.40 of Title 14 (Water and Sewer) of the Fort Bragg Municipal Code

Public Works Director Tom Varga gave a brief overview of the history of the Title 14 Ordinance, including past Public Works Committee meetings. There was some discussion about who owns laterals and potential difficulties with Inflow & Infiltration (I&I) and blockages in respect to the new inspection program. There are sewer mains in the streets and the alleys in town. There was discussion of the "clean up" editing of the ordinance. Varga suggested section 14.32.020 regarding board review of technical documents be dropped from the ordinance. The Council has to approve project after bids are received, so this section is redundant. Also, section 14.32.060 relating to grade stakes shouldn't be in ordinance, as it's regulated by the Professional Land Surveyors Assn. Section 14.32.070 regarding compliance with local regulations should be deleted as it's redundant and is better covered under "Permits and Fees" in the Municipal Code. Overall, the basic content is largely unchanged in this ordinance. Two areas of concern are laterals and restaurants and what happens to them in relation to grease traps. Public Works Operations Manager John Smith mentioned that grease trap inspections have begun and many of them are not being properly maintained.

The ordinance was recommended for adoption with changes made.

**2 [15-123](#) Receive Report and Provide Recommendation to City Council Regarding
Award of Professional Services Agreement for Design of Wastewater
Treatment Plant Upgrade Project**

Public Works Director Varga gave a brief overview of the process for request for proposals (RFP) of design of the Wastewater Treatment Facility (WWTF.) The project is a major update of the 40 year old WWTF. There was some discussion of a more efficient way of handling stormwater rather than running it through the treatment system. There was discussion about the similarity to the Rio Dell plant, which has been updated and is functioning well. There will be additional geographic and topographical information collected prior to construction. The goal is to have Title 22 water recycling compliant effluent, which can be used for irrigation of parks, and having sludge meet Class A biosolids regulations. Another goal is increased energy efficiency. There was some discussion of onsite energy generation as well. There was some discussion about violations incurred due to exceedences at the current plant. At one time the trickling filter was overloaded. Also there was a large dump into the system that overloaded the plant.

Additives included with the basic design were redesign of 3 lift stations, and a septage receiving system. The District stopped receiving septage approximately 9 years ago. Designers were also requested to propose on permitting, environmental review, and funding assistance.

Director Varga gave a review of proposals received and the wide difference in cost. The lowest cost proposal had half the amount of hours and didn't address all things requested in the RFP. Overall HDR met all requirements and appears to be the best responsive proposer.

There was some discussion of possible funding for construction of the plant after it's designed. Public Works Project Analyst Crystal Prairie has been aggressively researching funding possibilities. City Manager Linda Ruffing mentioned bond funding as a possibility. Water conservation funding was discussed, however the funds haven't been released yet.

Fiscally, there is a \$400K shortfall because of the reserve policy for the Wastewater fund, which states that \$700K must remain at all times. The recommendation by the City Manager is to take the \$400K from the reserve, rather than an interfund loan from the General Fund, as this is not realistic. This would leave \$228K in the wastewater reserve fund.

Operations Manager Smith gave an overview of the benefits of activated sludge. Nothing has to come offline during construction, a huge benefit. It's a much better product, much more efficient. It will change the turbidity to below 10, and BOD will be 2/3 of what it is now. There will be a reduction in odor as well. Instead of having to haul sludge, it could possibly be used for something else, such as fertilizer. The current plant is over 100 percent capacity in regards to concentration and nothing can be taken offline to maintain. With activated sludge one unit can be taken offline for maintenance without a problem. The proposed plant design will function better and will accomodate future growth and the current plant will not. Even though hydrolically the capacity is less with the activated sludge, it's a much more efficient plant. There can be something added on in the future if necessary.

**Gave recommendation to move forward with contract with HDR and take to
Council with funding as proposed in staff report.**

MATTERS FROM COMMITTEE / STAFF

ADJOURNMENT

Meeting was adjourned by Committee Member Turner at 10:30.