



## MINUTES

**Subcommittee:** Public Works & Facilities  
**Meeting Date:** Tuesday, January 28, 2020  
**Meeting Time:** 4:00 p.m.  
**Meeting Location:** City Hall Conference Room

### Subcommittee Members and City Staff:

Councilmember Marta Cruz, Chair  
Vice Mayor Jason Turner, Vice Chair  
City Manager David Kelley  
City Engineer/Public Works Director Mark Rincon  
Senior Engineering Technician Eric Janzen

1. Call to Order: Chair Cruz called the meeting to order at 4:00 p.m. Present: Vice Chair Turner, City Manager Kelley, City Engineer/Public Works Director Rincon, Senior Engineering Technician Janzen, and Assistant City Manager/CDD Thompson.
2. Communications: None
3. Public Comments: None
4. Minutes Approved: November 26, 2019 minutes were approved as modified to state that the dog park issue is moved to the Planning and Sustainability Subcommittee.
5. New Items for Discussion:
  - a. MSI - North Washington Street slipline (Jay Robinson). Sr. Engineering Technician Janzen reported that the timeline for the project has not been established as yet and the City will be entering into a contract with MSI soon. This should extend the lifetime of the sewer main.
  - b. Status of fence repair at 2nd Street Park. Director Rincon reported that, as a result of someone's ongoing vandalism of the 200-foot fence which lets dogs into the ballfield, staff would like to place in a more permanent fence, such as corrugated metal, as a future preventive measure.  
Recommendation: Prepare a budget amendment for Council approval, find a vendor and enter into a contract.
  - c. Research use of Quimby Act funds. City Manager Kelley indicated that Quimby Act funds are to be used for park improvements. Item 6(b) was included in this discussion. Installation of Portland loos will use a significant portion of the \$250,000 that is available. Sr. Engineering Technician Janzen prepared a site plan and provided a photo of the loo (on file with the clerk) and explained where the water and sewer hookups would be located at the plaza. The existing annex and fence will have to be removed, and sewer and water hookups made, which will result in additional costs. The project needs to be compatible with a secure parking lot for the Police Department. Discussion involved the critical need to relocate records stored in the annex which are being threatened by mold. Discussion also included placing the loos in different locations in the city in the future.

Public Comment: Bob Cox supported the discussion.

Recommendation: Recommend to Council to place one Portland loo at the plaza, but stub up for a second for future installation at the same time. Ensure that the staff report has the total cost of the entire project, including relocation of the fence.

- d. Annual SB-1 Project list nomination. Sr. Engineering Technician Janzen remarked that Council had asked to create an undergrounding district on 4<sup>th</sup> Street. There is danger of loss of SB-1 funds if they are not spent by a deadline. The City has planned to repave 4<sup>th</sup> Street in summer of 2020, which will use SB-1 funds that are available, but undergrounding must be done by PG&E. The City has credits from PG&E that will cover only a portion of the cost. Consideration was given to identifying other projects such as 2<sup>nd</sup> Street. City Manager Kelley indicated that one function of the establishment of the undergrounding district creates a legal mechanism to protect funds from reallocation and insulates the city from losing work credits. City Manager Kelley recommended adding projects to SB-1 eligible list such as pedestrian improvements at Healdsburg Avenue and Cloverdale Blvd. The point is to create a published list of what the City would like to spend SB1 funds on. The list can be discretionary.

Public Comment: Box Cox suggested asking for an extension of the deadline for the remaining \$25,000 to combine with future funds.

Recommendation: Request that the City Attorney meet with SCTA to discuss SB-1 claw back and extending the deadline. Recommend that Council to concentrate on 2<sup>nd</sup> and 4<sup>th</sup> streets for undergrounding district since they impact downtown development and add Healdsburg Avenue at Cloverdale Blvd to the SB-1 list. Since City Engineer/Public Works Director Rincon will recuse himself, Sr. Engineer Technician Janzen will be at the Council meetings to discuss the undergrounding district options. Keep as a standing item on the subcommittee agenda.

- e. Update – Water Treatment Plant Filter Rehabilitation. City Engineer/Public Works Director Rincon that this is necessary to preserve the filtration system. A quote has been received for filter #2 recoating, which will extend the life. The total work will be around \$85,000 including engineering work and will go to Council for approval.
- f. Update - Airport Taxiway Rehabilitation Project. Sr. Engineering Technician Janzen explained that the project has been on hold due to the weather. The bid has been locked in, and the contractor continue to provide the correct documents to support the federal funding.
- g. Update - New prefabricated building for Corporation Yard. City Engineer/Public Works Director Rincon indicated that the new butler building will replace buildings that have exceeded their service life and will include bays for large vehicles and a lean-to washdown area and include stormwater mitigation measures. MOE Engineering has put in a proposal and is coordinating a geotechnical evaluation for the proposed building site. Building will be sourced through SourceWell. The building specifications will be tailored to the budget approved by City Council.
6. Standing and Continued Items:
- a. Update: Discussion regarding the placement of a dog park. This item is moved to Planning and Sustainability Subcommittee
- b. Update on Complete the installation of Portland loos at the plaza – included in discussion for 5(a) above.
- c. Update on the Sustainable Groundwater Management Act/Potter Valley Relicensing Project. City Manager Kelley explained that the City will enter into a common interest

agreement with Mendocino Inland Water and Power Company in order to be kept apprised of the confidential real estate transaction for the project. There is no financial impact, and it is important for the City to participate in the discussion.

7. Future Agenda Items: Keep SB-1 as a standing item.
8. Pending Agenda Items: None
9. Good of the Order: None
10. Adjournment: Chair Cruz adjourned the meeting at 5:35 p.m. to the next meeting on Tuesday, March 24, 2020 at 4:00 pm. or alternate date as requested at Cloverdale City Hall, 124 N. Cloverdale Boulevard, Cloverdale CA 95425