



## MINUTES

### Public Works and Facilities Subcommittee

**Meeting Date:** May 26, 2020  
**Meeting Time:** 4:00 p.m.  
**Meeting Location:** Teleconference

### Subcommittee Members and City Staff:

Councilmember Marta Cruz, Chair	Vice Mayor Jason Turner, Vice Chair
City Manager David Kelley	City Engineer/ Public Works Director Marc Rincón
Senior Engineering Technician Eric Janzen	Assistant City Manager/CDD Kevin Thompson

1. **Call to Order:** Chair Cruz called the meeting to order at 4:00 p.m. Chair Cruz recited the protocol that in order to minimize the spread of the COVID 19 virus, this Regular Meeting will be conducted pursuant to the provisions of the Governor's Executive Order N-29-20, which suspended certain requirements of the Brown Act. All Members of the subcommittee participated in the meeting remotely via teleconferencing or other electronic means consistent with Executive Order N-29-20. Information was dispensed on how to provide public comment by submitting them via email to the City Clerk: [iwerby@ci.cloverdale.ca.us](mailto:iwerby@ci.cloverdale.ca.us)

Present at meeting was Chair Cruz, Senior Engineering Technician Janzen, City Engineer/Public Works Director Rincón, City Manager Kelley, Assistant City Manager/CDD Thompson. Absent: Vice Chair Turner.

2. **Communications:**
  - a. January 31, 2020 – Communication from U.S. Department of Transportation, Federal Aviation Administration
  - b. May 20, 2020 – Communication from Susan A. Wattell, Manager at Clover Springs Community Assoc., Inc. request to add “No Bicycle” Signs on Porterfield Creek Walking Path - to be addressed on agenda
  - c. May 21, 2020 – Communication from Wayne Diggs Regarding Concerns About Use and Access to Open Space - to be addressed.
3. **Public Comments Wayne Diggs, Clover Springs,** expressed concern about the increased foot and bike traffic that uses Sonoma Drive to access open space rather than normal entrance. The traffic is impacting the neighborhood and creek and degrading banks spawning habitat. There is a social trail that people have used to access the park, and the split rail fence needs to be extended. Mr. Diggs said that the original agreement stated that the fence would be longer. **John M., Sonoma Drive,** concurred that Mr. Cayler's agreement brought the fence to the bridge. People are bypassing the entrances to the park and impacting the neighborhood. **Jack Fitzsimmons, Sonoma Drive** commented that there was no disclosure about the social trail and concurred with the others. Degradation of the open space is going on and signage and fencing is needed on the north side.

City Manager Kelley discussed the issue with Paul Cayler, and that the current location reflects his understanding of where the split rail fence was supposed to be. It may be possible to extend the fence by four post lengths to try to discourage use of the social trail and noted the trail was not designated or approved by the City. Mr. Kelley stated that signage could be placed to educate the public as to the sensitive habitat and to discourage activity in the creek. City staff would need to investigate to see if it was feasible to

extend the fence as far as it is being requested.

Senior Engineering Technician Janzen reported visiting the site and noted that the social trail seems to go onto private property and used by locals. The bicycle jump is not safe and can be removed in order to discourage the activity. Signage would also help.

Chair Cruz suggested engaging the community to clean up the creek. There are neighborhood grant programs that can be used, and more funds will be available after July. The endeavor should involve many stakeholders to protect the residents and the environment. The City also needs to comply with Open Space.

**Recommendation:** Install signage, remove the bike jump, and discuss extension of the fence four rails in length.

4. **Minutes Approved:** Regular Meeting of January 28, 2020

5. **Current Items for Discussion:**

- a. Update on County of Sonoma Department of Public Health Vision Zero Project. City Manager Kelley summarized that the project is part of SCTA's efforts to develop a comprehensive transportation plan, which will focus on identifying areas prone to deaths and crashes, establish data, and a community engagement plan. A dashboard will be developed for community use, to include traffic control measures traffic calming, pedestrian improvements, bike safety measures, etc. Mr. Janzen added that the online tools will include traffic and emergency service agency reports to help identify hazardous intersections.

Public Comment Chair Cruz asked for public comment. No hands were raised.

**Recommendation:** Information only.

- b. Cloverdale Shuttle Fare-Free Program for FY 2020-21 City Manager Kelley was notified by Bryan Albee, Transit Systems Manager of SCTA that ridership doubled since February and even more so in December. The route reconfiguration will not be looked at until after school begins in fall. The City maximum contribution is \$10,550 in the proposed budget, and since the free fare program was a pilot program, Council will have to authorize it to continue. Tremendous benefits have been noted.

Public comment - Chair Cruz asked for public comment. No hands were raised.

**Recommendation:** Chair Cruz asked for more information about adding Sundays to the schedule.

- c. Consideration of Adding "No Bicycle" Signs on Porterfield Creek Walking Path City Manager Kelley reported that the request came from the Director of the Clover Springs HOA, asking for signs prohibiting bike and skateboard traffic on the Porterfield Creek walking path between Foothill Drive and to the entrance to Open Space. At question is whether the City has the authority to enforce signage. Chair Cruz noted that review of Open Space standing, and practices needs to occur, and to determine if bikes are allowed in open space areas. The trail, however, is not in open space.

Public Comment: **Wayne Diggs, Sonoma Avenue**, clarified that the trail is on City owned property that is maintained by Clover Springs, and bikes have historically been prohibited. Clover Springs is a 55-plus community, and many elderly people use the path. Some feel they are in danger from bicycles and many can't hear them approaching. The signage that was there before has disappeared. **John M.** concurred, adding that the signage on Foothill Drive is obscured by trees that prohibits bikes, equestrians, and skateboards. The sign needs to be placed on the path that is designated as a walking path for residents to help circumvent future accidents. **Jack Fitzsimmons** concurred, adding that recently two mothers with

baby carriages were almost hit by a mountain bike racing down the trail. Since the City is liable, it would be in its best interest to do something about the problem. **Bob Cox, Cloverdale**, recalled a similar instance downtown that did not work well because of language barriers. He recommended using multilingual icons and supported putting signage on the trail.

**Recommendation:** Chair Cruz supported multilingual icon signage, and recommended review by City staff and City Attorney to investigate further and research the original restrictions for bikes and skateboards and bring it back for further discussion. We need to protect our residents.

- d. Temporary Use Permits and Modifying Parking Restrictions for Outdoor Retail Business in Response to COVID-19 Assistant City Manager / CDD Thompson noted that this is a forward looking measure to assist restaurants in maintaining social distancing requirements when they are allowed to reopen. He is working with Neena Hanchett, Cloverdale Chamber of Commerce Director who works directly with the businesses. This may include moving dining into parking areas. Traffic flow must be analyzed.

Public comment Chair Cruz asked for public comment. No hands were raised.

**Recommendation:** Information only, Mr. Thompson will continue to discuss with the Chamber and report back new information.

- e. Status of Fence Repair at 2nd Street Park Public Works Director Rincón reported that the temporary fence repair was done, and a “you are being watched” sign seems to be working to reduce the problem. In the long term something permanent may be done, but for now there is no further vandalism taking place.

Public comment: Chair Cruz asked for public comment. No hands were raised.

- f. Research Use of Quimby Act funds City Manager Kelley reported that the funds will be used to purchase the Portland loo and install it at the plaza. The funds will be rebuilt from new development impact fees which will be used to fund park improvement. The porta potties downtown will be maintained during the COVID 19 emergency to ensure that there is a public restroom available downtown.

Public comment: Chair Cruz asked for public comment. No hands were raised.

- g. Annual SB-1 Project - Status Update on Planned Improvements Senior Engineering Technician Janzen reported that there are proposed budget reductions that may impact the City short term from SCTA and the state. The City hoped to deliver on the 4th Street reconstruction project, which has been on hold due to COVID 19.

Public comments Chair Cruz asked for public comment. No hands were raised.

## 6. Standing Items / Items Continued from Last Meeting:

- a. Update on the installation of a Portland loo on the plaza It was reported that MOE Engineering is doing the specifications and may take some time, and the City hopes to have the loo installed by next spring. The proposed site design will go before Council.
- b. Update - New Pre-Fabricated building for Corporation Yard - not discussed.
- c. Update on the Sustainable Groundwater Management Act/Potter Valley Relicensing Project City Manager Kelley received notice from the SCWA and Potter Valley Project that they are receiving funding to assist with dam removal to address environmental concerns.

Public Comment: No hands were raised.

7. **Information Only Memos:** None
8. **Future Agenda Items:** None
9. **Good of the Order:** City Manager Kelley remarked that staff has installed signage at the plaza acknowledging the high school 2020 graduates.
10. **Adjournment:** Chair Cruz adjourned the meeting at 5:15 p.m. to the next meeting date scheduled for Tuesday, July 28, 2020 at 5:00 p.m.