



## AGENDA

### Public Works & Facilities Subcommittee Meeting

**Meeting Date:** Tuesday, July 26, 2022  
**Meeting Time:** 1:30 p.m.  
**Meeting Location:** City Hall, Conference Room  
124 N. Cloverdale Blvd., Cloverdale, CA 95425  
[www.zoom.us/join](https://www.zoom.us/join) Webinar ID: 853 0963 6066

#### Subcommittee Members and City Staff:

Vice Mayor Gus Wolter, Chair	City Manager David Kelley
Councilmember Joe Palla, Vice Chair	Interim City Engineer/Public Works Dir. Vanessa Apodaca
	Assistant City Manager Thompson

1. Call to Order and Roll Call
2. Public Comments  
At this time, members of the public may comment on any matter not listed on this agenda. Please limit comments to three minutes.
3. Communications
4. Approval of Minutes  
June 28, 2022 - Draft Minutes
5. New Items for Discussion:
  - a. Discussion of Cherry Creek Easement
  - b. Update on Police Department Paint
  - c. Update on City Plaza Arbors Stain
  - d. Update on Parks Irrigation.
  - e. Discussion of Stop Signs at the Corner of W. 1<sup>st</sup> Street and Jefferson
  - f. Authorize Purchase of Mini Excavator and Associated Equipment for the Utilities Department in an Amount Not to Exceed \$66,525 Plus Applicable Tax.
  - g. Discuss Traffic/Pedestrian Safety at the South Cloverdale Boulevard / Healdsburg Avenue Intersection
6. Standing and Continued Items:
  - a. Update on City Grant Application Submitted to Department of Water Resources for City-wide Drought Relief Water System Update
  - b. Update on Options for Pickleball Court Installation
  - c. Water Supply Update and Drought Response
  - d. Update on Cloverdale Plaza Public Restroom Project
  - e. Update on City Park Basketball Courts
  - f. Update on Traffic Signal Optimization at South Cloverdale Boulevard/Treadway/Santana Intersection
  - g. Update on Audio Crosswalk Controls for 1<sup>st</sup> Street and Citrus Fair Traffic Signals
  - h. Update on Traffic signage requests – 1.) Yield Sign on Sonoma Drive, 2.) Stop Signs on Champlain/North Jefferson

- i. Update to repair sidewalk & Asphalt east 2nd St. (next to Eagle Tech)
- j. Discuss proposal for a Citywide Street Striping plan / Pavement Management Prog
- k. Update on the Sustainable Groundwater Management Act/Potter Valley Relicensing Project
- l. Annual SB-1 Project - Status Update on Planned Improvements
- m. Update on Airport Capital Improvement Program
- n. Update on Six Acres Mutual Water Company Pre-Annexation process
- o. Update on Rule 20a
- p. Update on 1<sup>st</sup> Street / Crocker Bridge Pedestrian Improvement Project
- q. Update Broadband Funding and CPUC Upgrades

8. Future Agenda Items:

9. Good of the Order:

10. Adjournment:

**PLEASE NOTE**

**This Meeting will be conducted pursuant to the provisions of Assembly Bill 361 amending the Brown Act.**

- Attendees may join the meeting in person at the location printed on the agenda or through the use of Zoom at: <https://us02web.zoom.us/j/85309636066> or [www.zoom.us/join](http://www.zoom.us/join) using **Webinar ID: 853 0963 6066** or by Telephone - **1 (669) 900-6833** and enter Webinar ID: **853 0963 6066**
- Zoom attendees will be muted until they are called upon for Public Comment. To make a public comment, use the “raise hand” 🙋 icon on your smart device or desktop computer, or dial \*9 if you are using just your telephone. Please listen carefully for the Chair or City Clerk to address you by name (or phone number) and for the audible Zoom notification that you have been unmuted. Once you begin your public comment, your three (3) minutes will begin.
- If you would prefer to submit public comment in writing, please email your comments to [mmaloney@ci.cloverdale.ca.us](mailto:mmaloney@ci.cloverdale.ca.us). If you are commenting on a specific agenda item or items, please state the agenda item number(s) in the subject line of the email. All comments received via email will be provided to the Subcommittee in writing and included as a part of the record of the meeting.

**CERTIFICATION**

Pursuant to Government Code § 54954.2, the agenda for this meeting was properly posted at least 72 hours prior to the meeting.

S/ Mike Maloney

City Clerk



**MINUTES - DRAFT**

**PUBLIC WORKS & FACILITIES SUBCOMMITTEE MEETING**

**Meeting Date:** Tuesday, June 28, 2022  
**Meeting Time:** 1:30 p.m.  
**Meeting Location:** Cloverdale Library  
401 N. Cloverdale Blvd., Cloverdale, CA 95425

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**1. Call to Order and Roll Call**

Chair Wolter called the meeting to order at 1:34 p.m.

Present: Chair Wolter, Vice Chair Palla, City Manager Kelley, Assistant City Manager Thompson, Interim Public Works Director/ City Engineer Apodaca.

**2. Public Comments:**

Chair Wolter opened and closed Public Comment at 1:36 p.m.

Chair Wolter re-arranged the agenda to see item 6.c for the attending presenter.

**3. Communications:**

City Manager Kelley presented on multiple communications regarding a publicly accessible Parks/L&L Staff maintenance schedule and bird proof garbage cans and offered potential solutions. The subcommittee discussed and provided direction to Staff.

**4. Approval of Minutes:**

Meeting of May 24, 2022 - Approved as submitted.

**5. New Items for Discussion:**

**a. Cloverdale Status Update on Solid Waste Matter (Attachment A)**

City Manager Kelley introduced the item and R3 Consultants Soulard and Schultz presented. Staff and Consultants responded to Subcommittee inquiries.

**b. Water Supply Update and Drought Response**

**1. Update on Russian River Drought Response Group (Attachment B1)**

City Manager Kelley presented.

**2. Update on Voluntary Water Sharing Agreement (Attachment B2)**

City Manager Kelley presented and responded to Subcommittee member inquiries.

**c. Update on Status of Water Rate presentation to the City Council**

City Manager Kelley provided a status update and Staff responded to Subcommittee member inquiries and comments.

**d. Discuss Traffic/Pedestrian Safety at the South Cloverdale Boulevard / Healdsburg Avenue Intersection**

City Manager Kelley provided a status update.

The subcommittee directed staff to transition future Public Works and Facilities subcommittee meetings back to City Hall.

**6. Standing and Continued Items:**

- a. **Update on City Grant Application Submitted to Department of Water Resources for City-wide Drought Relief Water System Update:** None.
- b. **Update on Parks Capital Improvement Program Projects:** None.
- c. **Update on Options for Pickleball Court Installation**  
Parks Superintendent Galvan presented. Staff responded to subcommittee inquiries. The subcommittee provided direction to Staff.
- d. **Update on public restroom project for Cloverdale Plaza:** None.
- e. **Update on Per Capita Grant Program funding for City Park Basketball Courts:** None.
- f. **Update on American Rescue Plan Act (ARPA) Spending Plan:** None.
- g. **Update on Traffic Signal Optimization at South Cloverdale Boulevard/Treadway/Santana Intersection:** None.
- h. **Update on Audio Crosswalk Controls for 1<sup>st</sup> Street and Citrus Fair Traffic Signals:** None.
- i. **Update on Traffic signage requests – 1.) Yield Sign on Sonoma Drive, 2.) Stop Signs on Champlain/North Jefferson:** None.
- j. **Update to repair sidewalk & Asphalt east 2nd St. (next to Eagle Tech):** None.
- k. **Discuss proposal for a Citywide Street Striping plan / Pavement Management Prog**  
City Manager Kelley provided a status update.
- l. **Update on the Sustainable Groundwater Management Act/Potter Valley Relicensing Project:** None.
- m. **Annual SB-1 Project - Status Update on Planned Improvements:** None.
- n. **Update on Airport Capital Improvement Program:** None.
- o. **Update on Six Acres Mutual Water Company Pre-Annexation process**  
City Manager Kelley provided a status update. Staff responded to inquiries and received direction from the Subcommittee.
- p. **Update on Rule 20a:** None.
- q. **Update on 1<sup>st</sup> Street / Crocker Bridge Pedestrian Improvement Project:** None.
- r. **Update Broadband Funding and CPUC Upgrades:** None.

**7. Future Agenda Items:**

Update on fence bid for pickleball from 4 to 6 feet, addition of storage box and signage

Discussion of Cherry Creek Easement

Update of bid to paint Police Department and Stain arbors at City Plaza

Update on Parks Irrigation

**8. Good of the Order:**

None.

**9. Adjournment**

Chair Wolter adjourned the meeting at 2:57 p.m.

**Approved On:** July 26, 2022

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**Mike Maloney**  
City Clerk

7-5-22

City of Cloverdale  
Attn: Daren Hernandez

Dear Daren,

The following is our Sourcewell Proposal for a New John Deere 35G excavator. Our sourcewell contract number is 032119-JDC and this price represents a 29% savings off of John Deere's list price

John Deere 35G

Canopy  
Long Arm 5' 8" Arm  
12" Rubber Track  
Hydraulic Thumb  
Manual Wedge Coupler  
18" and 24" Buckets  
Ball valves with coupler on the dipperstick

Sourcewell Sales Price FOB Cloverdale \$56,175.00 PLUS SALES TAX

BTI CX-6, 600 FT. LB. Breaker with hoses and mounting bracket  
Sale Price \$10,350.00 PLUS SALES TAX

Prices good for 30 days

Sincerely—Bob Crottogini

Prices and availability subject to change

July 19, 2022

David Kelley, City Manager  
City of Cloverdale  
124 N Cloverdale Boulevard  
Cloverdale, CA 95425

**Subject: Proposal for Traffic Engineering Assessment and Design for Healdsburg Avenue Crossing Improvements**

This letter presents our proposal to provide transportation planning and engineering services to address pedestrian crossing safety at the South Cloverdale Blvd/Healdsburg Avenue intersection.

In May 2022, Fehr & Peers joined city staff and key stakeholders on a complete streets safety assessment (CSAA) where the pedestrian crossing safety at the South Cloverdale Blvd/Healdsburg Avenue intersection was discussed. This proposal includes a scope of work and fee to evaluate potential additional pedestrian safety countermeasures to address documented history of pedestrian-related crashes, using industry best practices.

## Scope of Work

The following summarizes the planning, analysis, and engineering associated with assisting in the identification of and design of potential safety countermeasures at the South Cloverdale Blvd/Healdsburg Avenue intersection.

### Task 1: Planning Study

#### Data Collection & Review

##### *Review Previous Study & Design Plans*

This task includes reviewing readily-available data provided by the city and collection and review of supplemental data to evaluate potential additional safety countermeasures at the intersection.

Fehr & Peers will review the Thyme Square Project Traffic Impact Study (Thyme Square TIS) dated December 6, 2018 to understand previous traffic engineering analysis and recommendations for the South Cloverdale Blvd/Healdsburg Avenue intersection and surrounding area.

Fehr & Peers will review the design plans from the recent intersection improvement plans prepared by MOE engineering dated January 2020 and identify opportunities for potential



geometric changes, including restriping, supplemental markings, additional warning signage, or other elements of that nature.

#### *Collect Additional Traffic Counts*

To supplement the readily-available data and above documents, Fehr & Peers will collect a full week of segment counts along South Cloverdale Blvd to determine daily traffic, speeds, and heavy vehicle classifications.

#### *Measure Existing Lighting Levels*

We will visit the site to collect existing lighting levels during the nighttime period. We will note the existing streetlights in the vicinity of the South Cloverdale Blvd/Healdsburg Avenue intersection.

### **Analysis & Draft Recommendations**

This task includes analysis of the data from the above sub-tasks for the purpose of developing recommendations for additional pedestrian safety countermeasures at the South Cloverdale Blvd/Healdsburg Avenue intersection and its approaches.

#### *Crossing Safety Treatments*

To determine potential additional pedestrian safety countermeasures, we will use the Federal Highway Administration (FHWA) Guide for Improving Pedestrian Safety at Uncontrolled Crossing locations. This includes evaluating the roadway geometry, speeds, and volumes to determine potential improvements based on FHWA research and industry best practices.

#### *Lighting Assessment*

We will also perform a photometric assessment of the existing intersection to determine if the roadway lighting at the intersection and its approaches are consistent with the recommended lighting levels and lighting uniformity included in the Illuminating Engineering Society (IES) and American National Standards Institute (ANSI) Recommended Practice: Lighting Roadway and Parking Facilities guide, commonly referred to as "RP-8".

#### *Develop Draft Recommendations*

Based on the above efforts, we will provide our draft recommendations to the City for their consideration. Included in our draft recommendations will be supplemental graphics, tables, and exhibits that will assist in the review of our draft recommendations.



## Documentation

We will document the above efforts in a final memorandum that includes a summary of the data collected, our findings, and our revised final recommendations for improvements at the intersection. This will serve as the basis for final design (Task 2 below).

## Commission Meeting

We will prepare for and attend a meeting with the City and Public Works Commission to present our findings, recommendations, and solicit input on our recommendations to seek approval to move forward and clarify next steps as we begin Task 2.

## Task 2: Concept Design & Implementation Strategy

Fehr & Peers will develop a conceptual design plan and estimate for intersection safety improvements and work with the city to determine the implementation strategy.

There are many potential improvements that may be recommended for this intersection. The following table demonstrates the wide range of complexities (and related costs) for each improvement.

Improvement	Cost and Complexity									
	Lowest			Moderate				Highest		
Signing and Striping	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Median Island(s)		✓		✓		✓		✓		✓
Upgraded Safety Lighting			✓	✓	✓	✓	✓	✓	✓	✓
Modifications to Sidewalks, Bulbouts, Curb Ramps					✓	✓		✓	✓	✓
Pedestrian Hybrid Beacon (PHB)							✓		✓	✓

Regardless of what specific improvements are selected for this intersection, the following demonstrates our approach preparing PS&E.

## 35% Plan and Estimate

Based on the recommendations from Task 1, we will develop a 35% plan which includes a layout of the potential improvements on an aerial base map. This will show potential elements to be removed/demolished, new traffic control devices, and other details that would be necessary for the city to understand the complexity of the proposed improvements. We will prepare a rough order of magnitude construction cost estimate as well to inform the level of capital investment needed to build the ultimate projects.



## Implementation Strategy

We will meet with the City and discuss our concept plan, including investigation of potential implantation strategies such as near-term "quick-build" opportunities, identification of potential grant funding sources for consideration, and other strategies that will assist the city to determine next steps for the advancing the design development of these improvements.

# Fee & Schedule

Fehr & Peers will provide the above scope of work for **\$22,500** to be billed on a time & materials basis. We propose to execute this work using the City's standard professional service agreement with potential modifications that are mutually agreed to between City of Cloverdale and Fehr & Peers.

If the above scope, fee, and schedule meet your approval, please sign the proposal below and we will use this letter proposal as a formal notice to proceed while we get a formal agreement in place.

We can start reviewing readily available data and schedule data collection upon receipt of formal notice to proceed.

Thank you for the opportunity to work with you on this effort. If you have any questions, don't hesitate to contact Geoff Rubendall at 415.426.2522 or [g.rubendall@fehrandpeers.com](mailto:g.rubendall@fehrandpeers.com).

Sincerely,

FEHR & PEERS

Geoff Rubendall, PE TE RSP1  
Principal

ACCEPTED BY:

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

P22-2335-SF

### Attachment:

Proposed Fee

# Fee Proposal for South Cloverdale Blvd/Healdsburg Avenue Safety Study

	Fehr & Peers				Labor Hours	Direct Costs	Total
	Project Manager	Principal-in-Charge	Project Planner/Engineer	Project Coordinator			
<b>Tasks</b>	\$180	\$295	\$165	\$150			
<b>Task 1 - Planning Study</b>							
<b>1.1 Data Collection &amp; Review</b>							
Review Previous Study & Design Plans	2	1	2	2	7		\$1,285
Collect Additional Traffic Counts	1		1	0	2	\$560	\$905
Measure Existing Lighting Levels	1		4	1	6	\$225	\$1,215
<b>1.2 Analysis &amp; Draft Recommendations</b>							
Crossing Safety Treatments	4	1	4	1	10		\$1,825
Lighting Assessment	2	1	8	1	12		\$2,125
Develop Draft Recommendations	6	1		1	8		\$1,525
<b>1.3 Documentation</b>							
Prepare Memo & Graphics	2	1	8	2	13		\$2,275
<b>1.4 Commission Meeting</b>							
Prepare for & Attend Meeting	2	1	1	1	5		\$970
<b>Task 2 - Concept Design &amp; Implementation Strategy</b>							
<b>2.1 35% Plan &amp; Estimate</b>							
Base Map	2		12	2	16		\$2,640
Prepare Plan	4	1	16	4	25	\$225	\$4,480
Prepare Estimate	2	1	4	1	8		\$1,465
<b>2.2 Implementation Strategy</b>							
Implementation Strategy	4	2	2	1	9		\$1,790
<b>Total for all Tasks</b>	<b>32</b>	<b>10</b>	<b>62</b>	<b>17</b>	<b>121</b>	<b>\$1,010</b>	<b>\$22,500</b>

**Notes:**  
 This fee proposal is valid for a period of 90 days from the proposal submittal date.  
 Actual billing rate at the time of service may vary depending on the final staffing plan at the time the project starts; the overall fee will not be exceeded  
 Mileage is billed at the IRS rate plus 10% handling fee  
 Rates and non-key staff are subject to change at any time, without notice, and within the total budget shown