



MINUTES - FINAL

Public Works & Facilities Subcommittee Meeting

Meeting Date: Tuesday, March 22, 2022
Meeting Time: 1:30 p.m.
Meeting Location: Cloverdale Library
401 N. Cloverdale Blvd., Cloverdale, CA 95425

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
	Senior Engineering Technician (Vacant)

1. Call to Order: Chair Wolter called the meeting to order at 1:31 p.m.
2. Roll Call: Present: Chair Wolter, Vice Chair Palla. Staff present: City Manager Kelley, Public Works Director Vanessa Apodaca
3. Public Comments: There were no public comments.
4. Communications: None.
5. Approval of Minutes: Motion by Vice Chair Palla, second by Chair Wolter, the Committee unanimously approved the February 22, 2022 meeting minutes.
6. New Items for Discussion:
 - a. Water Supply Update and Drought Response
 1. Update on Russian River Drought Response Group.

City Manager Kelley reported that they are addressing a voluntary conservation agreement as an alternative to curtailment. Interim Director Apodaca reported that they expect to have an agreement to the Subcommittee and City Council in April. Vice Chair Palla would like the agreement to include a provision for allowances relating to emergency responses such as fires. He also would like to communicate to the public that the proposed reductions are based on 2017-2019 usage for the months of May to September, and are not based on already reduced use.

Rhodora Biagtan, West Yost Principal Engineer, stated the intent is to have a draft agreement in time for the briefing with the State Water Board and Drought Response Group. The thought is to have approval to participate in early May, which is in keeping with the State Water Board's plan. Participants of the voluntary agreement would not be subject to the State emergency regulations for the Russian River. Engineer Biagtan stated the storage of the upper Russian River is in pretty good shape, especially compared to 2020. The set aside, when doing the analysis, estimates a certain percentage just for emergency water supply. Vice Chair Palla requested that the MOU include reference to consideration being given if there is an emergency outside of the City's control.

- c. Update on City Grant Application Submitted to Department of Water Resources for City-wide Drought Relief Water System Updates (taken out of order)

City Manager Kelley announced that the grant application for \$3.05 million was authorized for the full amount. He thanked Director Apodaca and the legislators whose efforts assisted in securing the grant. Key capital improvement activities include new meters, rehabilitating 2 existing wells, and updating the SCAD systems. Interim Public Works Director Apodaca stated that they will receive the formal terms, but she understands that expenditures become eligible for reimbursement from the date of the award. City Manager Kelley stated that the City would need to manage the fund balance while awaiting reimbursement and requests will need to be timely to minimize delay. Director Apodaca stated that funding is subject to completing projects by 2026, and time is of the essence. In response to Chair Wolter, City Manager Kelley would need additional information from the rate consultant as to how the grant may affect rates.

Vice Chair Palla would like to recapture water and make it available to the community for landscaping, as an example. Grant writers are needed to successfully secure grant funding for other public works projects. He would like to see a plan on the timelines to meet the 2026 grant end date.

- b. Review 2nd Street City Park Master Plan (taken out of order)

Vice Chair Palla would like to proceed with some less costly amenities such as the discussed bocce ball courts. Chair Wolter is fine with the Plan, but he has some concerns about the Phase 2 parking lot that takes up considerable park space. This item was moved to Standing and Continued Items.

- d. Update on Audio Crosswalk controls for 1st Street and Citrus Fair Traffic Signals

City Manager Kelley reported that he authorized the project as required by law in response to the request. All four signals will have audio pedestrian directions. This item was moved to Standing and Continued Items.

- e. Discuss proposal for a Citywide Street Striping Plan / Pavement Management Program

City Manager Kelley proposes to include the Plan preparation cost in the budget process. Vice Chair Palla would like to consider whether some of the safety priorities in the main corridors could be performed by the City crew. City Manager Kelley responded he is working on prioritizing the work plan with the department. However, replacement material is needed for comprehensive restriping. Chair Wolter and Vice Chair Palla voiced concerns regarding the \$66,000 expenditure that may be better allocated to restriping. City Manager Kelley responded that plans and specifications would be required. The plan would present a comprehensive picture to help manage traffic flows. Director Apodaca stated that the plan would also assist with the annual maintenance budget process to optimize the investment.

In response to Vice Chair Palla and Chair Wolter, the City Manager will ask whether the consultant could include grant application writing as part of the work. Chair Wolter left this on for discussion at the next meeting.

f. Update on 4th Street Reconstruction Project

Director Apodaca reported the project is proceeding appropriately. City Manager Kelley noted that some water main and lateral issues were uncovered and addressed, which adds to the cost.

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

Vice Chair Palla referred to the public comments made during the City Council meeting. He outlined the accident history at this location. The pedestrian accidents occurred at night. He would like to receive budget information for pedestrian lighting. Chair Wolter referenced the public comments regarding training the public how to use the crosswalk signals. He requested staff to solicit information on the Santa Rosa High School pedestrian signal. He believes it would be less costly than a fully signalized intersection that he believes may not address the safety issue. The City Manager stated that a brighter beacon may be a simpler fix to illuminate beyond the crosswalk, especially if a driver is approaching in excess of the speed limit. Vice Chair Palla asked the City Manager to look at the non-functioning light at the very first intersection going south. He suggested something more than flashing lights may be needed, especially when pedestrians are wearing dark clothes. Chair Wolter would like information on the red lights also, as well as more information on any driver impairment or inattentiveness. Mr. Kelley suggested a traffic safety campaign could create a combination of education and enforcement.

Vice Chair Palla would like to discuss this during this budget cycle. He also would like to consider finding grants if there is a project ready. Mr. Kelley also could check if the current budget could accommodate the costs.

7. Standing and Continued Items:

a. Update on Parks Capital Improvement Program Projects

City Manager Kelley stated that the Parks team's focus includes pickleball and basketball courts. Vice Chair Palla would like to reprioritize projects to correspond to grant opportunities, in order to pay for other urgent needs with General Funds. Chair Wolter believes the County should contribute toward parks that are enjoyed by residents from the unincorporated area.

b. Update on Options for Pickleball Court Installation

City Manager Kelley stated that they received one responsive bid. There was direction for the City Manager to email the City Council with background information so that they are fully informed when the project moves forward for consideration.

c. Update on public restroom project for Cloverdale Plaza

City Manager Kelley projected that plans would be in place by the end of September. A lot line adjustment has not been proposed and he believes the restroom will fit. Chair Wolter stated it would be nice if it could be put on the parking lot in order not to take away the grassy area. City Manager Kelley stated it would be beneficial not to have the building sited on the lot line as it would impact City Hall and Police parking.

d. Update on Per Capita Grant Program funding for City Park Basketball Courts

City Manager Kelley stated the plans and specifications will take approximately twelve weeks. Milestones are being met.

- e. Update on American Rescue Plan Act (ARPA) Spending Plan.
Vice Chair Palla would like to review grant funding eligibility criteria during the budget process to allow allocated funding to be reallocated to the most critical projects. He stated this should be reviewed in light of the new grant award.
Chair Wolter asked about the project with the School District. The City Manager stated that the recommendation is to have the Wellness Center make the drainage improvements and be reimbursed by the City. They are waiting for the School District's plans for that corner.
- f. Update on Traffic signal Optimization at South Cloverdale Boulevard/Treadway/Santana Intersection
City Manager Kelley stated the City's traffic signal consultant has initiated the process. He would inquire about the status of the timeline.
- g. Update on Porterfield Creek Open Space Vegetation Management Program
Park Maintenance Lead Galvan continues to coordinate with the Fire District, and they are happy with the work being performed.
- h. Update on Traffic signage requests – 1.) Yield Sign on Sonoma Drive, 2.) No parking signs on E. 4th Street. City Manager Kelley stated that the curb has been newly painted red on the north and south side of the driveway that affects the visual triangle. 3.) Stop Signs on Champlain/North Jefferson. Chair Wolter and Vice Chair Palla questioned whether North Jefferson needs a stop sign, although it is congested at times. Vice Chair Palla stated that traffic enforcement may be an alternative if speeding is the issue. City Manager Kelley understood that the goal was to try to address the issue of visibility, but he will evaluate alternatives to a stop sign. Vice Chair Palla suggesting asking the requester to provide information on the times of day that are of concern.
- i. Update to repair sidewalk & Asphalt east 2nd St. (next to Eagle Tech)
Public Works Director Apodaca stated they are evaluating whether repairs could be made by city staff.
- j. Update on County of Sonoma Department of Public Health Vision Zero Project
City Manager Kelley reported on the campaign to reduce fatalities and address complicated intersections.
- k. Update on the Sustainable Groundwater Management Act/Potter Valley Relicensing Project
The City Manager has been informed that PG&E will fix the broken transformer. The project will take several years to complete and will be monitored.
- l. Annual SB-1 Project - Status Update on Planned Improvements (Update on 4th Street)
City Manager Kelley invited Committee member to submit projects for inclusion on the list.
- m. Update on Airport Capital Improvement Program
The City Manager reported on last week's meeting at which the status of projects was discussed.
- n. Update on Six Acres Mutual Water Company Pre-Annexation process
City Manager Kelley stated that the pre annexation agreement is done. In response to Chair Wolter, Mr. Kelley stated the focus is on the six acres. In terms of the adjacent property, it is the decision of the property owners if they would like to annex, and the Council would adopt a resolution. In response to Chair Wolter, City Manager Kelley stated that he was advised that the property owners could protest like any citizen. The plan is to have it fully funded by State grants, and the City's cost would be staff time until acceptance of the project. Chair Wolter would want to hold onto the well rights.
- o. Update on Rule 20a
Staff will return with a list of undergrounding that can be performed within the budget.
- p. Update on 1st Street / Crocker Bridge Pedestrian Improvement Project
The City Manager stated this is in the design phase, and there is a request from the County for a right of way dedication. In response to his request for rights to underground

infrastructure in exchange, the response was the City could apply for an encroachment permit. Staff endeavors to ensure the City's interests are protected because it relates to water infrastructure.

q. Update Broadband Funding and CPUC Upgrades

Vice Chair Palla would like to fix the problem throughout the City if funding can be found.

8. Future Agenda Items: None

9. Good of the Order:

Vice Chair Palla asked about reaching out to CalTrans on the overpass signage. Director Apodaca asked for clarification on the location of the stop sign that is the concern. He would like information on the criteria to place a stop sign at this location.

The City Manager reported that the Franco building lease is due for renewal at the end of June. For right now, he would like to keep the space. Chair Wolter wondered if some internal space could be freed.

Chair Wolter expressed concern regarding historical City Council meetings' handwritten minutes that were not stored in the fireproof cabinet at the History Center.

10. Adjournment: The meeting adjourned at 4:50 p.m.. The next meeting is on Tuesday, April 19, 2022, at 1:30 pm., or alternate date as requested, at Cloverdale Library, 401 N. Cloverdale Blvd., Cloverdale, CA.

Approved On: April 26, 2022



Mike Maloney
City Clerk