

# City of Biggs

## MEMORANDUM

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TO: Honorable Mayor and City Council Members

FROM: G. Michael Vasquez, PE – Engineering Staff

DATE: June 20, 2011 Council Meeting, prepared June 14, 2011

SUBJECT: Activity Report & Project Updates

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### **Activity Report:**

- Staff met with the Public Works Committee (PWC) on May 17, 2011. Items discussed are as follows (G. M. Vasquez):
  - The PWC discussed potential project work scopes for the 2011 Federal Cycle 3 Safe Routes to School application. Results of this discussion are covered in a separate Council Memorandum for this Council Meeting.
  - Staff previously provided a list of emergency procedures for PWC review and comment. The PWC continues to add items from other PWC members. Upon consolidation of lists, the City will begin preparation of a set of procedures to operate the City's infrastructure.
  - The PWC continues to review a draft of plan submission guidelines previously submitted by Staff.
  - The PWC continues to review a vision statement for the City's water well telemetry system previously submitted by Staff.
  - The PWC continues to review a sample set of improvement standards previously submitted by Staff.
  - The PWC is reviewing current City Construction Standards. Staff will make suggested modifications and will present the updated Standards to Council for adoption.
- Staff assisted Public Works Staff with right-of-way width verifications at 6<sup>th</sup> and G Streets. (G. M. Vasquez)
- Staff attended a City Staff meeting on June 1, 2011. (G. M. Vasquez)
- Staff assisted the City Planner with preparation of bike route street cross section drawings for inclusion into the City's new Bike Plan. (G. M. Vasquez)

- Staff and Public Works Staff toured the City and provided the City Planner and City Administrator with a list of suggested bike routes. (G. M. Vasquez)
- Staff and Public Works Staff toured the area of the City between B and Trent Street, and 2<sup>nd</sup> and 5<sup>th</sup> Streets to verify the 2011 Federal Cycle 3 Safe Routes to School project work scope. (G. M. Vasquez)
- Staff coordinated with the State Department of Public Health regarding manganese treatment for the C Street Well. The State verified with Staff that the only way the C Street Well could be permitted to be used in the City's Water system for normal domestic use, would be with manganese treatment. The C Street Well is currently permitted by the State to be used as a backup well in the event of fire or other emergencies. (G. M. Vasquez)

**Project Updates:**

- **Project:** 6<sup>th</sup> Street Bridge Replacement – New Box Culvert

**Status:** Staff was informed by Caltrans on June 9, 2011 that the request for funding for additional environmental studies is approved. Staff has received the formal E-76 approval letter from Caltrans. The City Planner is submitting a revised work scope and fee proposal to prepare the additional environmental studies. The City Planner should be given authorization to proceed this week barring any unforeseen problems.

Staff: G. M. Vasquez