



Public Works and Building Department Report  
Council Meeting, May 12, 2011

**FREDERICK ALLEN PARK UPDATE**

The project is complete. Robert and Buzz have been clearing dead brush, trimming Ivy and clearing the site.

**SPRING CLEANING**

Robert and Buzz cleared brush, mowed lawns and medians, trimmed bushes all around Town to welcome springtime.

**CURRENT PROJECT UPDATE**

See the attached reports John Moe presented at the April 5, 2011 and May 3, 2011 Public Works Committee meetings, for your review.

**PROJECT CLOSEOUT UPDATE**

See the attached reports John Moe presented at the April 5, 2011 and May 3, 2011 Public Works Committee meeting, for your review.

**BUILDING PERMITS, RESALE INSPECTIONS AND BUSINESS LICENSES**

In the month of April we issued 18 building permits, 9 with an actual valuation of \$1,788,409 and 3 with a future valuation of \$1,126,000. We scheduled six resale inspections and processed 5. We processed 15 business licenses and collected \$1,230 in business license fees.

**BUILDING DEPARTMENT INCOME FOR APRIL 2011:** Copy attached.

## **4b. CURRENT PROJECT UPDATE**

### **SIR FRANCIS DRAKE / LAGUNITAS INTERSECTION:**

1. Field Review Meeting with Caltrans was held March 29, 2011. This was a kickoff meeting to review the scope of work and environmental issues.
2. **The following are action items as a result of the meeting:**
  - Consult with Caltrans right-of-way department regarding the appropriate right-of-way certification.
  - Provide an **updated project description** (this is a priority) to include a description of: crosswalk at Laurel Grove & ADA connection from Lagunitas to Laurel Grove; modification of Marin Art & Garden entrance w/in right-of-way; discuss access to fire and police driveway entrances (discuss how this will be handled – one driveway open at all times); discuss undergrounding PG&E overhead power; describe the project components.
  - Provide the following environmental documents: **Traffic Handling Plan Technical Memo; Equipment Staging Technical Memo** – Post Office parking, project frontage shoulders within right-of-way, Town Hall parking area; **Hazardous Waste Technical Memo** (yellow thermoplastic striping); **Water Quality** – discuss Best Management Practices (BMPs); **Flood Plain – Location Hydraulic Study and Summary Floodplain Encroachment Report; Biology Technical Memo – Migratory Bird Treaty Act** – discuss possibility of vegetation removal; Cultural Resources – Caltrans will let us know (“screened undertaking”)

### **CORTE MADERA CREEK BANK STABILIZATION SOUTH OF LAGUNITAS BRIDGE:**

- There is a need for creek bank repair due to undermining/erosion at the toe of the creek bank from Lagunitas bridge southerly to #29 Sir Francis Drake (SFD) Blvd.
- The distance from the bridge to #29 SFD is 95 +/- linear feet (lf).
- Matt Smeltzer contacted the permitting agencies regarding permitting options. Agencies are not willing to “piggyback” this on the Lagunitas Bridge project.

- **Alternate 1:** Place ¼ to ½ ton rock from toe of slope to high water line, lay back the slope to the top of creek bank, place fabric, and planting (willows, etc.).  
**Estimated Cost:** \$1,000/lf to \$1,800/lf = \$95,000 to \$170,000
- **Alternate 2:** Place ¼ to ½ ton rock at 8 feet to 10 feet on center (allows for 4 +/- feet open between end of rock placements), and planting (willows, etc.)  
**Estimated Cost:** \$90,000
- Concept design is being developed now by Matt Smeltzer. Matt is working on the application this week and plans to submit to the agencies by early next week. Matt will coordinate with Simone and Gary for necessary fees and signatures.
- Plan to construct this summer

**BRIDGE PREVENTIVE MAINTENANCE:**

- Review/update of the Bridge Preventive Maintenance Program (federally-funded)
- Includes maintenance items like railing repair, minor deck repair, scour mitigation (if upgrade to existing improvement).
- Includes design and environmental studies for the following five bridges (location map attached):
  - Sir Francis Drake Blvd (Bridge No. 27C0050)
  - Glenwood Avenue (Bridge No. 27C0072)
  - Winship Avenue (Bridge No. 27C0074)
  - Shady Lane (Bridge No. 27C0078)
  - Norwood Avenue (Bridge No. 27C0149)
- Funding Summary:
  - Engineering/environmental work: \$52,500, Town share \$6,022 (11.47%)
  - Construction work: \$97,500, Town share \$11,183 (11.47%)
  - Total Budget: \$150,000, Town share \$17,205 (11.47%)



### **3a. CURRENT PROJECT UPDATE**

#### **BOLINAS AVENUE DRAINAGE & SAFE ROUTES PROJECT:**

- See Implementing Bolinas Avenue Drainage Improvements Memo, dated 4/29/11 & Summary Memo, dated 4/29/11.

#### **CORTE MADERA CREEK BANK STABILIZATION SOUTH OF LAGUNITAS BRIDGE:**

- See Implementing Left Bank Erosion Protection Project Downstream from Bridge Memo, dated 4/29/11 & Summary Memo, dated 4/29/11.

#### **SIR FRANCIS DRAKE / LAGUNITAS INTERSECTION, HSIP GRANT:**

- Following up on action items from 3/29/11 meeting.
- Met with Marin Art & Gardens Center, Ross Police and Fire Departments to review the temporary construction impacts to driveway access along Sir Francis Drake Blvd.

#### **BRIDGE PREVENTIVE MAINTENANCE:**

- Submitted Request for Authorization to Caltrans on 3/14/2011. – Pending approval.

### **3b. PROJECT CLOSEOUT UPDATE**

The following items are outstanding for the projects as listed:

#### **SIR FRANCIS DRAKE RESURFACING:**

1. Confirm Final payment (retention plus extra work order) has been sent.
2. Closing statement/project acceptance and summary of costs - pending
3. Notice of Completion (file at County Clerk's Office) – pending Council acceptance at the May 12<sup>th</sup> meeting.

**SIR FRANCIS DRAKE PATHWAY:**

1. Confirm Final payment (retention plus extra work order) has been sent.
2. Closing statement/project acceptance and summary of costs – pending.
3. Notice of Completion (file at County Clerk’s Office) – pending Council acceptance at the May 12<sup>th</sup> meeting.

**LAGUNITAS BRIDGE REPLACEMENT:**

1. Progress Invoicing (#8R1 & #9R1) – Sent to Caltrans via mail, 4/11/11.
2. Waiting for contractor’s acceptance of the “Final Estimate.”
3. Request for additional funds – covers creek bank stabilization (upstream easterly side), URS construction support services, and any additional work as a result of the final cost accounting – pending #2 above
4. Environmental Commitment Record completed April 19, 2011.
5. Closing statement/project acceptance and summary of costs - pending
6. Notice of Completion (file at County Clerk’s Office) - pending
7. Report of Expenditures –project closeout documentation – pending

**4. SHADY LANE PATHWAY**

- The pathway needs maintenance in the form of binder application and minor repairs
- Pathway surface area is approx. 9500 sq. ft.
- Pricing and material availability has been requested from the manufacturer (Soil Stabilization Products – Glen Gates)
- Proposal for work is being solicited from the preferred installer (Black Top Paving – Dominic Foti)
- Work should probably take place in June or July to avoid heavy school traffic
- Duration and sequencing of work TBD