



CITY OF FORT BRAGG

Incorporated August 5, 1889

416 N. Franklin St.

Fort Bragg, CA 95437

Phone: (707) 961-2823

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www.fortbragg.com

June 10, 2008

Mr. Dennis Scoles
Grand Jury Foreperson
Mendocino County Grand Jury
P O Box 629
Ukiah, California 95482

Dear Mr. Scoles:

Thank you for the opportunity to review and respond to the Findings and Recommendations contained in the April 24, 2008 Grand Jury report titled "Saving for a Sunny Day." This letter contains responses from the City of Fort Bragg as required by California Penal Code Section 933. For the purpose of simplicity, the response from the Fort Bragg City Manager and Fort Bragg Director of Public Works, from whom a response was required, is incorporated in the attached comments.

The Fort Bragg City Council reviewed the City Manager/Director of Public Works response at their meeting of June 9, 2008, and concurs with their responses to the findings and recommendations. As such, the attached document is the official response from the Fort Bragg City Council.

The City of Fort Bragg appreciates the Grand Jury's service and the opportunity to respond to this report.

Sincerely,

Doug Hammerstrom,
Mayor



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RESPONSE TO GRAND JURY REPORT

- **The Grand Jury Foreperson at:** grandjury@co.mendocino.ca.us
- **The Presiding Judge:** grandjury@mendocino.courts.ca.gov
- **The Chief Executive Officer:** milledkm@co.mendocino.ca.us

Mail one signed hard copy to the Grand Jury at P.O. Box 629, Ukiah, CA 95482.

Report Title : "Saving for a Sunny Day: City of Fort Bragg Water Enterprise District: Water Supply, Treatment and Distribution System"

Report Date : April 24, 2008

Response by: Director of Public Works Dave Goble & City Manager Linda Ruffing

Date Due: July 24, 2008

In the text of the report, under Background, the first sentence states that the Fort Bragg Water Treatment Plant was built in the 1950's. While this is correct for the remaining pump building structure attached to the water treatment building, the current plant was constructed and placed on line in approximately 1987. The new plant is a microfloc system and maintenance on the new plant between 1986 and 1999 was minimal because it was a new treatment facility.

The line "Some equipment has never been off line since the plant was put into service", can be eliminated. This is an issue at the wastewater plant, but not at the water plant.

Second paragraph, page 2, fourth sentence: As a result of these efforts, the moratorium was lifted in August 2005, not 1996.

Findings

- We agree with the findings numbered:

1, 3-12, 14-15, 17-27, and 29.

- We disagree wholly or partially with the Findings numbered:

2, 13, 16, 28, 32, and 33.

(attach a statement specifying any portions of the Findings that are disputed; include an explanation of the reasons therefore.)

Explanations for Findings numbered:

2. The last sentence of this states that the city can only pump when the tide is 2' or higher between June and October. While this is partially correct, the pump monitoring program on goes into effect when the river reaches or nears the 3 cfs stage in the river itself. The rest of the time the City is not restricted for the times pumping is allowed.
13. Low water availability within the East Fort Bragg Pressure Zone could create issues for water supply throughout the City when there is a major flow from that area; one such case is the Mendocino Coast District Hospital.
16. Need to add the word "approved" between "(LAFCO)" and "Municipal".
28. This statement is inaccurate for the following reasons: Superintendents have full input with respect to the budget and future needs of the Water system, and they are relied upon to provide management with the detail necessary to make funding decisions related to operations. Their input is sought out for Capital Improvement needs within the system and their input is utilized for developing a needs priority listing. While Water Enterprise staff was not responsible for completing for the Municipal Services Review (MSR), they were provided numerous opportunities to submit their input and to provide information to be included within the report. The City Water Projects Manager played an integral part in providing the data for the MSR and this information was shared with the Superintendents.

Both Superintendents are members of the City's Safety Committee and have been given the task of providing procedures and programs for safety training and emergency response procedures. City management and mid management staff, which includes the Superintendents, all participate in exercises related to Emergency Response and periodic trainings are undertaken to update procedures.
32. Change "District" to "City".
33. Rates are generally updated in January of each year, and the most current rate has been adjusted since May 1, 2006.

Recommendations

- Recommendations numbered: 4 and 5
have been implemented. (attach a summary describing the implemented actions.)
- Recommendation numbered: 1, 2 and 3
have not yet been implemented, but will be implemented in the future.
(attach a time frame for implementation)
- Recommendations numbered: _____
require further analysis. (attach an explanation and the scope and parameters of the planned analysis, and a time frame for the matter to be prepared, discussed and approved by the officer and/or director of the agency or department being investigated or reviewed. This time frame shall not exceed six (6) months from the date of publication of the Grand Jury Report)
- Recommendations numbered: _____
will not be implemented because they are not warranted and/or are not deemed reasonable. (attach an explanation.)

Explanations for Recommendation:

Implemented Recommendations:

4. The Superintendents are included as members of the Cities Safety Committee and are responsible for implementing plans and training personnel in safety and emergency response issues. The City periodically conducts exercises around potential major disasters and operation of the Emergency Operations Center, and when these exercises are carried out, both Superintendents are included in the training process.
5. The City just completed the Fiscal Year 2008-09 Budget workshop and the budget is expected to be approved by the end of June. Included within the budget are the funding allocations for the personnel positions as they are currently staffed.

Recommendations Not Implemented:

1. City staff generates numerous reports a year related to water, and some of these reports are required by the Regulatory Agencies, while others are simply for use by City staff. An example of these reports is the Consumer Confidence Report and the Annual Raw Water Report. Staff has held a couple of water workshops with the City Council which includes a lot of information related to water collection, treatment and distribution, and the information necessary to develop a management report is readily available. By the end of the upcoming fiscal year, Water staff will develop a management report that identifies the difference

between treated water and delivered water, and can calculate a cost of the water lost. That information can be included in next year's water report.

2. One of the City's priority projects is to upgrade the Water Master Plan, and staff has already secured grant funds for a portion of this work. Staff will be preparing a request for proposals (RFP) for an update of the Water Master Plan within the next month or so, and work on the plan is expected to take place next fiscal year. Depending on the tasks identified within the RFP, the project may need to be phased in order to identify the full funding to complete the project. Once proposals are received, staff will make a recommendation to the City Council for action. The Water Master Plan update will include all items identified under No. 2 of the Grand Jury Report. All pertinent staff that has a role in the water supply for the City will have a part in the Master Plan update, and this includes both Superintendents.
3. While staff agrees that the East Fort Bragg Pressure Zone has issues, the first step in the process of updating the zone and pump station is to identify funding for engineering review and analysis. Staff will work with the City Manager and City Council to develop a cost estimate for the first phase of the review in early fiscal year 2008-09, and depending on estimated costs and City Council direction, work can begin sometime in 2009 to identify concerns and recommend necessary upgrades to the East Fort Bragg Pressure Zone.

Date: 6/5/08 Signed: David W. Goble
David W. Goble, Director of Public Works

Date: 6/5/08 Signed: Linda Ruffing
Linda Ruffing, City Manager

Number of response pages attached: 0 – all information include above.