



LEVEE SUBCOMMITTEE

SPECIAL MEETING

CITY OF FOSTER CITY

PURSUANT TO GOVERNOR NEWSOM'S EXECUTIVE ORDER N-29-20, THE MEETING WILL BE HELD BY TELECONFERENCE AND/OR VIDEO CONFERENCE ONLY BY WATCHING THE MEETING AT <https://us02web.zoom.us/j/84605876573> OR DIAL 1 (408) 638-0968. WEBINAR ID: 846 0587 6573. THE PUBLIC MAY PARTICIPATE BY SUBMITTING COMMENTS ON ANY AGENDA ITEM VIA EMAIL PRIOR TO OR DURING THE MEETING BY SENDING THOSE COMMENTS TO: PUBLICWORKS@FOSTERCITY.ORG

TELECONFERENCE PARTICIPANTS

LEVEE SUBCOMMITTEE MEMBERS RICHA AWASTHI AND JON FROOMIN WILL PARTICIPATE BY TELECONFERENCE PURSUANT TO GOVERNOR NEWSOM'S EXECUTIVE ORDER N-25-20.

PURSUANT TO RALPH M. BROWN ACT, GOVERNMENT CODE SECTION 54953, ALL VOTES SHALL BE BY ROLL CALL DUE TO COMMITTEE MEMBERS RITCHA AWASTHI AND JON FROOMIN PARTICIPATING BY TELECONFERENCE.

ANY REQUEST FOR REASONABLE ACCOMMODATION SHOULD BE SENT TO PUBLICWORKS@FOSTERCITY.ORG OR (650) 286-3270.

LEVEE SUBCOMMITTEE SPECIAL MEETING
AGENDA
Wednesday, December 9, 2020
3:00 PM

I. Call to Order

II. Roll Call

Council Liaisons

Richa Awasthi	Councilmember
Jon Froomin	Councilmember

Staff Members

Dante Hall	Interim City Manager
Norm Dorais	Chairman, Public Works Director / City Engineer
Julie Paping	Recording Secretary
Laura Galli	Engineering Manager

III. Introductions

IV. Public

This portion of the meeting is reserved for persons wishing to address the Committee on any City matter not on the agenda. The period for public comment at this point in the agenda is limited to a maximum of 3 minutes per speaker. ***Speakers may join the Zoom meeting via the meeting link and using the “raise hand” feature and the Zoom host will call on people. For those on the phone, please use *9.***

V. Approval of Nov. 6, 2020 Meeting Minutes (Action Minutes)

VI. Reports

a. None

VII. Old Business

- a. Project Update
 - i. Work to date
 - ii. Construction Contractor Requests
 - iii. Update on Change Orders
 - iv. Planned work for next month
 - v. Comments on Levee Tour
- b. Communication Project Tracker – through 10/23/20
- c. Bond Update
 - i. No Draw in November or December

VIII. New Business

- a. Levee Update Report for 11/16/20 City Council Meeting
- b. Review of Summary of Levee Improvements Project Outreach
- c. Discussion of Wheelhouse Lane to Sea Cloud Park Access – Mtg with HOA
- d. Update on next closure phase (Shorebird to Hwy 92 undercrossing)
- e. Review of Draft Mission Statement

IX. Communications/Committee Member Comments

- a. Discussion

X. Good of the Order

XI. Adjournment

Any attendee wishing special accommodations at the meeting should contact the Foster City Public Work's Department at (650) 286-3270 at least 48 hours in advance of the meeting.

Any written comments or documents provided to a majority of the Subcommittee regarding any item on this agenda after the agenda packet was distributed will be made part of the written record, but will not be read verbally at the meeting. Written public comments will be posted to the City's website for review prior to the meeting.

**LEVEE SUBCOMMITTEE SPECIAL MEETING
MINUTES
Friday, November 6, 2020
2:00 PM**

I. Call to Order

The special meeting of the Levee Subcommittee was called to order on Friday, November 6, 2020 at 2:04 p.m. via Zoom.

II. Roll Call

Council Liaisons

Richa Awasthi	Councilmember
Jon Froomin	Councilmember

Staff Members

Dante Hall	Interim City Manager
Norm Dorais	Chairman, Public Works Director / City Engineer
Julie Paping	Recording Secretary
Laura Galli	Engineering Manager - Absent

III. Introductions – None.

IV. Public – None.

V. Approval of September 22, 2020 Meeting Minutes (Annotated Agenda)

Informal notes were taken for the September 22, 2020 meeting, which took place prior to the formalization of the Levee Subcommittee. No action necessary.

VI. Reports

a. None

VII. Old Business

- a. Project Update
 - i. Work to date
 - ii. Construction Contractor Requests
 - iii. Update on Change Orders
 - iv. Planned work for next month

Norm Dorais reviewed the Monthly Construction Manager's Report. The construction value remains the same and there is no change in final completion dates. Change Order #2 is related to the deletion of the requirement to coat the sheet piles and is

circulating. The project is nearing the start of production. Mobilization has occurred at larger sites, and the first sheet piles have been delivered to Sea Cloud Park.

There were no requests for the Subcommittee to approve today.

b. Communication Project Tracker – through 10/23/20

Norm Dorais reviewed the communication project tracker items through October 23, 2020. Press Releases have gone out regarding detours and the groundbreaking ceremony. Renderings of what the levee will look like in different areas have been posted to the City's website. The renderings will also be included with the Recology billing that will be mailed out the second week of December.

The Subcommittee Members requested that the communication tracker include meetings with HOAs, sports leagues, and any other stakeholder groups. The Subcommittee Members also requested that HOA board members or managers are copied on communications to residents inquiring on behalf of HOAs.

c. Bond Update

i. No Draw in October

ii. Bond Oversight Committee Meeting Update – Minutes attached

Norm Dorais provided a bond update. The City may draw funds only once per month. The City completed an initial draw of funds in September; however, an additional draw of funds was not necessary for the month of October. It is likely that another draw will be needed in November. Norm is coordinating with Financial Services Director Edmund Suen to determine the amount of the draws.

The Levee Bond Oversight Committee met on October 28. Norm Dorais reviewed the Minutes from that meeting.

VIII. New Business

a. Levee Update Report for 11/16/20 City Council Meeting

The Subcommittee Members determined that they will lead the discussion and presentation to the City Council at its Regular Meeting on November 16. Staff will provide the Subcommittee Members with talking points and a visual aid prior to the City Council meeting.

Council/Subcommittee Member Jon Froomin discussed several less-widely known but positive elements of the project including: 1) there will be more benches and picnic tables as amenities, 2) the rapid flashing beacons will aid community members in safely getting to the levee pathway, and 3) the new pathway will be wider and striped with 4 lanes – 2 for pedestrians and 2 for bicyclists. Council/Subcommittee Member Froomin requested that the striping plan be shared with the public.

IX. Communications/Committee Member Comments

a. Discussion

There were no additional communication or comments from committee members.

X. Good of the Order

Norm Dorais suggested holding the Levee Subcommittee meetings the first or second week of each month since the monthly management report would be available and could then be presented to Council at its second meeting of the month. The next meeting of the Levee Subcommittee will be scheduled for the first week of December.

The Subcommittee Members discussed potential impacts to the City's parks. If any damage is caused to the parks because of this project, the contractor is responsible to restore the parks to the same or better shape. The Public Works Department is coordinating with the Parks and Recreation Department where feasible, and members of the Parks and Recreation Department are included at the weekly meetings with the contractor.

The Subcommittee Members also discussed potential impact to the City's roads. There will be no damage assigned to the normal truck routes as those are meant for the trucks. For non-truck routes, the City's paving schedule will be coordinated so that the streets are restored using funds available to the City and specifically meant for road maintenance rather than finance the maintenance through the 30-year bond.

XI. Adjournment

There were no other items to come before the Levee Subcommittee, and the meeting was adjourned at 2:40 p.m.



MONTHLY CONSTRUCTION MANAGER'S REPORT



Foster City Levee Improvements Project
City Project No. CIP 301-657



Contractor:	Shimmick Construction Co	Report Period: November 1-30, 2020
CM:	Tanner Pacific, Inc.	
Designer:	Schaaf & Wheeler	

Contract/Schedule Update					
Original Contract Duration (Calendar Days):	1200	Additional Days Granted:	0	Calendar Days Remaining:	1136
Days Elapsed:	64	% Elapsed:	5.3%		
Notice To Proceed:	9/28/2020	Substantial Completion Date:	10/2/2023	Final Completion Date:	1/10/2024
Cost Management Update					
Original Contract Value:	\$60,218,000.00	Approved CCOs:	\$ (585,554.00)	Revised Contract Value:	\$59,632,446.00
Contingency:	\$9,000,000.00	Remaining Contingency:	\$9,000,000.00	% Contingency Used:	0%
Costs Billed to Date:	\$3,991,062.57	% of Contract Billed to Date:	7%		



Work Summary

Recently Completed:

- *Continued import of materials and supplies into Sea Cloud Park*
- *Extension of trail closure fencing up to northernmost point of initial closure (~Sta. 202+00 near Shorebird Park)*
- *Continued submittals*
- *Sheet pile trial wall installation*
- *Hybrid sheet pile flood wall construction, grading near Sta. 342+19*

Upcoming:

- *Continued submittals*
- *Outfitting modifications to main site offices in Bridgeview Park area*
- *Continued import of sheet piles and import material to Sea Cloud Park staging area*
- *Clearing & grubbing within limits of work from Stas. 202+00 - 342+91*
- *Hybrid sheet pile floodwall construction from Sta. 202+00 -Sta. 342+90*
- *Excavation/grading of trail section from Sta. 202+00 -Sta. 342+90*



Monthly Progress Photos



Sheet piles being installed

Sheet piles being adjusted to final grade near ~Sta. 340+00



Equipment grading/clearing the trail near ~Sta. 340+00

Installation of silt fence & ESA fencing near ~Sta. 340+00

LEVEE IMPROVEMENTS PROJECT

TIMELINE	PLATFORM	MESSAGE	NOTES
7/21/2020	Press release	Award of contract + start of construction	
7/21/2020	Agenda List serv	Award of contract + start of construction	
7/21/2020	Weekly Update (e-newsletter)	Award of contract + start of construction	
7/21/2020	Facebook, Twitter, Nextdoor	Award of contract + start of construction	
8/12/2020	Communications and PE Subcommittee Meeting	Briefed subcommittee on outreach plan	
8/21/2020	FAQs added to the website		
Week of 8/31	Recology Mailer	Construction coming soon	Mailed to all Recology households
9/10/2020	Press release	Construction coming soon, contractor setting up, FAQ, Subscribe	
9/10/2020	Facebook, Twitter, Nextdoor	Construction coming soon, contractor setting up, FAQ, Subscribe	
9/10/2020	Weekly Update (e-newsletter)	Construction coming soon, contractor setting up, FAQ, Subscribe	
Week of 9/14	City-wide Mailer (Postcard 1)	Construction coming soon + how to get more info	Mailed to all FC households, businesses, property owners
9/14/2020	Instagram	Construction coming soon, contractor setting up, FAQ, Subscribe	
9/15/2020	Facebook	P&R Shared City Post	
9/16/2020	Website	Renderings uploaded	
9/16/2020	Islander	9/10 Press release language	
9/17/2020	Nextdoor	Posted reply to Nextdoor stream	
9/18/2020	The Bulletin	Start of construction; where staff can get more info	Internal CM update to all city staff
9/22/2020	Levee Subcommittee	Briefed subcommittee on outreach plan, in addition to construction updates and progress.	In attendance: RA, JF, ND, DH, LG, PS, HT
9/23/2020	City Council	A project update, internal talking points, and the FAQs were sent to the City Council and all Department heads.	
9/23/2020	Facebook	Reminder about where to find accurate and up-to-date information; push to subscribe	
9/24/2020	Press release	Bridgeview Park closure & detour	
9/24/2020	Weekly Update (e-newsletter)	Bridgeview Park closure & detour	
9/24/2020	Nextdoor	Bridgeview Park closure & detour	
9/25/2020	Facebook / Twitter / Instagram	Bridgeview Park closure & detour	
9/25/2020	Public noticing	Bridgeview Park closure & detour	-Posted the flyers at 19 locations throughout the park in/on the bathroom building and on various signs -Door notices at: 601 & 600 Teal St. 1905, 1911, 1915, 1921, 1925, 1897, 1897A, 1893, 1889, 1885, 1879 Beach Park Blvd.
9/25/2020	Marquee	Construction starting soon; where to get more info	
9/25/2020	FCTV Slide	Construction starting soon; where to get more info	
9/25/2020	Construction Update Email	Bridgeview Park closure & detour	

LEVEE IMPROVEMENTS PROJECT

TIMELINE	PLATFORM	MESSAGE	NOTES
9/28/2020	Council Meeting	Levee Subcommittee gave update to community on project	
9/29/2020	Facebook / Twitter	Reminder about Bridgeview Park closure	
9/29/2020	Website	Update to website to make subscribe button more prominent + notified council of changes	
9/30/2020	Islander	Press release on: Bridgeview Park closure & detour	
10/1/2020	In-person meeting with AYSO	Discuss Sea Cloud Park	
10/1/2020	Weekly Update (e-newsletter)	Notice regarding construction starting 10/28	
10/2/2020	Construction Update Email	Notice regarding construction starting 10/28	
10/2/2020	Facebook / Twitter	Notice regarding construction starting 10/28	
10/5/2020	Council Meeting	Norm gave monthly Levee Project Update	
10/7/2020	AYSO / Sports Groups	Email sent to contacts: construction start date + Sea Cloud Park dirt haul	
10/8/2020	Press release	Construction start date + Sea Cloud Park dirt haul	
10/8/2020	Facebook / Twitter	Construction start date + Sea Cloud Park dirt haul	
10/8/2020	Weekly Update (e-newsletter)	Construction start date + Sea Cloud Park dirt haul	
10/8/2020	Construction Update Email	Construction start date + Sea Cloud Park dirt haul	
10/9/2020	Nextdoor	Construction start date + Sea Cloud Park dirt haul	
10/13/2020	Take-one Boxes	Take-one boxes were installed were installed along the Levee Trail	
10/14/2020	Islander	Construction start date + Sea Cloud Park dirt haul	
10/14/2020	Groundbreaking Event	Ceremony held at Shorebird Park	
10/14/2020	Press release	Groundbreaking ceremony + reminder about start of construction	
10/14/2020	Facebook / Twitter / Nextdoor	Groundbreaking ceremony + reminder about start of construction	
10/15/2020	Weekly Update (e-newsletter)	Groundbreaking ceremony + reminder about start of construction	
10/16/2020	Construction Update Email	Groundbreaking ceremony + reminder about start of construction	
10/16/2020	City Council Communications	Dante gave Council a heads-up on dissemination of second mailer (postcard 2)	
10/16/2020 - week of 10/19	City-wide Mailer (Postcard 2)	Construction coming soon + how to get more info	Audience: homes along the project corridor
10/19/2020	City Council Meeting	Groundbreaking video was played at meeting.	
10/21/2020	Islander	Groundbreaking press release	
10/21/2020	Facebook / Twitter / Instagram	Shared the groundbreaking video	
10/22/2020	Weekly Update (e-newsletter)	Shared groundbreaking video, start of construction, and detour map	
10/22/2020	Website - Detour Map	Detour map finalized and uploaded to website	
10/23/2020	Construction Update Email	Shared groundbreaking video, start of construction, and detour map	
10/23/2020	Website - Detour Map	Detour map UPDATED + revision sent out	
10/24/2020	San Mateo Daily Journal	Article: "Foster City breaks ground on levee"	
10/27/2020	Facebook / Twitter / Instagram	Reminder about start of construction	
10/28/2020	Islander	Op-ed from Catherine: Reminder about start of construction; ask of residents to be patient during construction	
10/29/2020	Weekly Update (e-newsletter)	Reminder about construction, detour map, where to find more info	

LEVEE IMPROVEMENTS PROJECT

TIMELINE	PLATFORM	MESSAGE	NOTES
10/30/2020	Construction Update Email	Reminder that construction is in progress, detour map, dirt hauling, where to find more info	
11/5/2020	Weekly Update (e-newsletter)	Information on the levee trail closure and a reminder to sign-up for the Construction e-Updates	
11/5/2020	Website - renderings	The Levee Wall Type Map and 7 renderings were added to the City's website	
11/6/2020	Construction Update Email	What's coming up, a public safety reminder, how the levee will look, and Measure P levy)	
11/10/2020	Facebook / Twitter	Reminder for people to sign-up for the Levee Construction e-Updates	
11/11/2020	Construction Update Email	Special Update on "clearing and grubbing" and asphalt grinding	
11/12/2020	Weekly Update (e-newsletter)	Reminder about clearing and grubbing and asking people to sign-up for Construction e-Updates	
11/13/2020	Construction Update Email	Safety near construction, sheet pile wall test installation coming soon, and reminder on removal of asphalt, clearing of trail starting	
11/16/2020	City Council Meeting	Levee Subcommittee members Awasthi and Froemin provided a brief presentation on what the improved levee will look like	
11/17/2020	KCBS Radio	A brief interview with Norm Dorais appeared in a segment by KCBS Radio related to king tides.	https://www.radio.com/kcbsradio/podcasts/kcbs-on-demand-20757/king-tides-are-hitting-california-coast-this-week-350243731
11/17/2020	Website	Updated website to make info more streamlined / easier to access	
11/19/2020	Weekly Update (e-newsletter)	Reminder about clearing / grubbing, sheet pile installation, and safety	
11/20/2020	Construction Update Email	Reminder about clearing / grubbing, sheet pile installation, and safety	
11/21/2020	Drive-in Movie City Trailer	Levee Project subscribe info was included in a 'City trailer' that played prior to the Drive-in Movie	
11/30/2020	Recology November Insert	Levee information about how the new levee will look was included in the billing insert to Recology customers.	
12/1/2020	Business Cards	Levee Project business cards developed and printed for construction crew to carry and handout as they receive questions.	