



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Meeting Minutes Public Works and Facilities Committee

Wednesday, January 8, 2020

3:00 PM

Town Hall, 363 N. Main Street

MEETING CALLED TO ORDER

Chair Lee called the meeting to order at 3:02 PM

ROLL CALL

Present: 2 - Will Lee and Jessica Morsell-Haye

1. APPROVAL OF MINUTES

This was approved

1A. [20-557](#) Approve Minutes of November 13, 2019

A motion was made by Chair Lee, seconded by Committee Member Morsell-Haye, that these Committee Minutes be approved as presented for City Council review.

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

3. CONDUCT OF BUSINESS

Items presented by staff

3A. [19-494](#) Receive Report Regarding RFP Scope of Work for Pudding Creek Water Main Relocation Project and Provide Recommendation to City Council

Staff presented and recommended committees approval. Committee member Morsell-Hayes questioned the projects exact location, future potential issues that may arise and costs associated for this project. Staff explained. Chair Lee expressed gratitude for staffs great research and dedication of this and all Public Works projects to date.

Full support from committee members given to move forward with this project.

3B. [20-560](#) Discussion of Capacity Fee Waivers in the Central Business District

Staff presented item: Explained policy manual, current fee deferral program, capacity fee impact fees for new development, criticism regarding fee deferment, expenses to capital improvement projects and funding sources. Staff asked committee to consider updating the current capacity fee waiver program.

Committee members expressed their support to waive fees rather than defer considering this would not impact existing businesses in the down town district and feel this would assist filling vacant business fronts. Committee asked staff to focus on economic incentives to attract job generating new businesses that will assist the local economy. Committee and staff agreed this would be a change in policy, no change in rates, beneficial to the entire city. Committee approved this item move forward to City Council, no need to come back to committee.

Committee members in favor of a complete fee waiver of capacity fees in the Central Business District.

4. MATTERS FROM COMMITTEE / STAFF

Public Works Director Tom Varga reported: Traffic signal exterior base pole at the corner of Laurel and Main Streets damaged by vehicular accident. Electrical components and structure are not damaged, staff is researching decorative base options to purchase a more durable and weather proof base replacement and may take some time.

-Ongoing Public Works projects continue under construction, some are near completion. Downtown Christmas decorations to come down soon, chair Lee expressed appreciation to staff for decorating the down town area for the holidays, many compliments were received.

-Chair Lee received concern and questioned a drone policy on the coastal trail to protect nesting birds. Director Varga commented it is a general rule that no mechanical devices are aloud on the coastal trail for that same purpose to protect the wild species' habitat and shared there are several posted signs in place along the trail along with other listed prohibitions. Director Varga offered to notify the police department to be on the lookout for drones along the trail.

ADJOURNMENT

Meeting adjourned by Chair Lee at 3:45 PM.