



City of Fort Bragg

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

Meeting Agenda Public Works and Facilities Committee

Monday, May 20, 2024

3:00 PM

Town Hall, 363 N. Main Street and Via Video
Conference

Special Meeting

MEETING CALLED TO ORDER

ROLL CALL

COMMITTEE MEMBERS PLEASE TAKE NOTICE

Committee Members are reminded that pursuant to the Council policy regarding use of electronic devices during public meetings adopted on November 28, 2022, all cell phones are to be turned off and there shall be no electronic communications during the meeting. All e-communications such as texts or emails from members of the public received during a meeting are to be forwarded to the City Clerk after the meeting is adjourned.

ZOOM WEBINAR INVITATION

This meeting is being presented in a hybrid format, both in person at Town Hall and via Zoom.

You are invited to a Zoom webinar.

When: May 20, 2024 03:00 PM Pacific Time (US and Canada)

Topic: Public Works & Facilities Committee

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/86145179073>

*Or Telephone: +1 669 444 9171 US +1 719 359 4580 US (*6 mute/unmute; *9 raise hand)*

Webinar ID: 861 4517 9073

To speak during public comment portions of the agenda via zoom, please join the meeting and use the raise hand feature when the Chair or Acting Chair calls for public comment on the item you wish to address. Written public comments may be submitted to erenofortbragg.com.

1. APPROVAL OF MINUTES

- A. [24-609](#) Approve Minutes of February 08, 2024

Attachments: [02082024 PWF Minutes](#)

- B. [24-676](#) Approve Minutes of March 21, 2024

Attachments: [03212024 PWF Minutes](#)

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

3. CONDUCT OF BUSINESS

- A. [24-760](#) Review Design Options for Park Pavilion and Make Recommendation to City Council to Authorize Consultant to Proceed with Construction Documents for Bainbridge Park Enhancement Project

Attachments: [Pavilion Location Options Presentation](#)
[03272017 City Council Minutes](#)
[Pavilion Location option 4](#)
[Public Comment](#)

4. MATTERS FROM COMMITTEE / STAFF

ADJOURNMENT

STATE OF CALIFORNIA)
)ss.
COUNTY OF MENDOCINO)

I declare, under penalty of perjury, that I am employed by the City of Fort Bragg and that I caused this agenda to be posted in the City Hall notice case on May 17, 2024.

Emily Reno, Administrative Assistant

NOTICE TO THE PUBLIC

DISTRIBUTION OF ADDITIONAL INFORMATION FOLLOWING AGENDA PACKET DISTRIBUTION:

- *Materials related to an item on this Agenda submitted to the Council/District/Agency after distribution of the agenda packet are available for public inspection in the lobby of City Hall at 416 N. Franklin Street during normal business hours.*
- *Such documents are also available on the City of Fort Bragg's website at <http://city.fortbragg.com> subject to staff's ability to post the documents before the meeting*

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If you need assistance to ensure your full participation, please contact the City Clerk at (707) 961-2823. Notification 48 hours in advance of any need for assistance will enable the City to make reasonable arrangements to ensure accessibility.

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City of Fort Bragg

416 N Franklin Street
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Phone: (707) 961-2823
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Text File

File Number: 24-609

Agenda Date: 5/9/2024

Version: 1

Status: Business

In Control: Public Works and Facilities Committee

File Type: Staff Report

Agenda Number: A.

Approve Minutes of February 08, 2024



City of Fort Bragg

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Phone: (707) 961-2823
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Meeting Minutes Public Works and Facilities Committee

Thursday, February 8, 2024

3:00 PM Town Hall, 363 N. Main Street and Via Video Conference

MEETING CALLED TO ORDER

Committee Member Lindy Peters called meeting to order at 3:00 PM

ROLL CALL

Committee Members Tess Albin-Smith and Lindy Peters present. City Staff; Public Works Director John Smith and Administrative Assistant Emily Reno present.

1. APPROVAL OF MINUTES

- A. [23-431](#) Approve Minutes of November 9, 2023
Committee members Peters and Albin-Smith approved minutes as presented
- B. [23-463](#) Approve Minutes of December 7, 2023
Committee members Peters and Albin-Smith approved minutes as presented
- C. [24-530](#) Approve Minutes of January 11, 2024
Committee members Peters and Albin-Smith approved minutes as presented

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

3. CONDUCT OF BUSINESS

- A. [24-532](#) Director Oral Report on Departmental Activities and Project Updates

Director John Smith provided updates on the following projects and items of interest:

- Broadband Project - Design 95% complete. Working on funding applications.
- Rooftop Solar Project- Working on funding for six projects in total.
- EV Charging Stations- Waiting for final plans and equipment. Equipment expected to arrive in September 2024.
- Bainbridge Park- 60% design plans.
- Wiggly Giggly Playground- Grand opening of playground on Saturday at 10am.
- Pickle ball access gate at Bainbridge Park- Will be installed this week.
- Fleet update- 5th truck for Police Department has arrived.

- Projects for Facilities-Town Hall bathrooms, Police Department, Fire Station at 60% for design.
- 2022 Streets Project- Sidewalk improvements on Oak & Harold St, Boatyard Dr., and Franklin St. all delayed due to bad weather.
- C.V Starr HVAC System- RFP out for design.
- Oneka Desal Buoy Project- Moving forward.
- Water Treatment Plant Rehabilitation Project- Awarding project February 26th for construction and construction management.
- Raw Water Line Project- Awarding project February 12th for construction and construction management.
- Reservoirs Project- RFP out in a couple of months.
- Distribution System Rehabilitation Project.
- Collection System Assessment.
- Wastewater Treatment Plant Projects- Sodium hypochlorite generators, dryer building rehab, and bio solids storage building.
- Stormwater Trash Capture Devices- Applying for grant funding.
- CleanCal Art & Recycle Project- Grant funding for 50 trash cans with local art provided by Fort Bragg middle and high school students.

Public Comment was received from Paul Clark.

Discussion: Committee Member Peters inquired about recent storm damage
Committee Member Albin-Smith inquired about tennis court nets and CV Starr Solar.
Director Smith elaborated on projects with more details.

4. MATTERS FROM COMMITTEE / STAFF

None.

ADJOURNMENT

Committee Member Lindy Peters adjourned the meeting at 3:26 PM.



City of Fort Bragg

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Text File

File Number: 24-676

Agenda Date: 5/9/2024

Version: 1

Status: Business

In Control: Public Works and Facilities Committee

File Type: Committee Minutes

Agenda Number: B.

Approve Minutes of March 21, 2024



City of Fort Bragg

416 N Franklin Street
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Phone: (707) 961-2823
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Meeting Minutes Public Works and Facilities Committee

Thursday, March 21, 2024

3:00 PM

Town Hall, 363 N. Main Street

SPECIAL MEETING

MEETING CALLED TO ORDER

Committee Member Lindy Peters called meeting to order at 3:00 PM

ROLL CALL

Committee Members Lindy Peters present. City Staff; Public Works Director John Smith and Administrative Assistant Emily Reno present.

1. APPROVAL OF MINUTES

- A. [24-609](#) Approve Minutes of February 08, 2024

Minutes were not approved, as Committee Member Tess Albin-Smith was not present

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Public Comment was received by Jacob Patterson

3. CONDUCT OF BUSINESS

- A. [24-608](#) Discuss Placement of "The Last Whistle" Sculpture

Committee Member Peters gave a brief overview of how the discussion of the sculpture placement made it to the Committee. Artist Ken Newman gave an update about funding and placement. Committee Member Peters describes conceptual site plan by the Guest House lawn.

Public Comment was received from David Mackie, Jay McMartin Rosenquist, Jacob Patterson, and Teresa Roberts.

Discussion: Committee Member Peters elaborated on the pros and cons of placement on the Coastal Trail or on the Guest House lawn and the next steps for placement approval. Director John Smith expressed his concerns about vandalism for placement on the Coastal Trail and touched on how the placement on the lawn could improve the draw to the Guest House. Director Smith also spoke about the need for a coastal development permit and the process if this becomes a public works project or if the community puts the project together. Committee Member Peters invited the public and staff to take a walk to the proposed sculpture location on the lawn after the meeting was adjourned.

B. [24-598](#) Director Oral Report on Departmental Activities and Project Updates

Director John Smith provided updates on the following projects and items of interest:

- Capital Improvement Program- Currently 144 million and expects an increase of 10-12 million next fiscal year.
- Rooftop Solar Project- Contractor preformed a site visit for the six project locations.
- Wiggly Giggly Playground.
- Pickle ball access gate at Bainbridge Park- Is operational.
- Fleet update- 6th Electric vehicle added for the Police Department.
- Projects for Facilities-Town Hall bathrooms.
- 2022 Streets Project.
- Reservoirs Project- Looking for \$400,000 grant for design.
- Recycled Water Feasibility Study- Application placed for \$500,000 grant.

No Public Comment was received on this item.

Discussion: Committee Member Peters inquired about a tree at the Wiggly Giggly Playground. Director Smith indicated he would look into it.

4. MATTERS FROM COMMITTEE / STAFF

None.

ADJOURNMENT

Committee Member Lindy Peters adjourned the meeting at 3:40 PM.



City of Fort Bragg

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Text File

File Number: 24-760

Agenda Date: 5/20/2024

Version: 1

Status: Business

In Control: Public Works and Facilities Committee

File Type: Report

Agenda Number: A.

Review Design Options for Park Pavilion and Make Recommendation to City Council to Authorize Consultant to Proceed with Construction Documents for Bainbridge Park Enhancement Project



BAINBRIDGE PARK PAVILION LOCATION OPTIONS

DESIGN DEVELOPMENT

PREPARED FOR THE CITY OF FORT BRAGG

MAY 2024





BAINBRIDGE PARK

PAVILION STYLES AND SIZE OPTIONS

REVIEWED BY THE PUBLIC WORKS AND FACILITIES COMMITTEE - SEE ATTACHMENT AT END OF DOCUMENT

Redwood Joinery Pavilion	 <p>Redwood Joinery (18' x 18')</p>	 <p>Redwood Joinery (36'X18')</p>
	<p>Kit: \$18,000 Pad \$4,000 Labor: \$2,250 Total: \$24,250</p>	<p>Kit: \$30,000 Pad: \$6,500 Labor: \$4,000 Total: \$40,500</p>
Spanish Style Pavilion	 <p>Spanish Style (36' x 18')</p>	 <p>Spanish Style (48' x 24')</p>
	<p>Design & Engineering \$35,000 Construction \$115,000 Construction Management \$20,000 Total \$170,000</p> <p>Construction costs extrapolated from engineer's estimate</p>	<p>Design & Engineering \$35,000 Construction \$192,000 Construction Management \$20,000 Total \$247,000</p> <p>Construction costs based on engineer's estimate</p>

AGENCY:	City Council
MEETING DATE:	March 27, 2017
DEPARTMENT:	Community Dev.
REPORT BY:	Scott Perkins
PRESENTED BY:	Marie Jones



REVIEWED BY THE PUBLIC WORKS AND FACILITIES COMMITTEE - SEE ATTACHMENT AT END OF DOCUMENT





BAINBRIDGE PARK



SUN PATH SITE ANALYSIS

TIME OF DAY: 6:00 AM (SUNRISE)



TIME OF DAY: 9:00 AM



TIME OF DAY: 12:00 PM (NOON)



TIME OF DAY: 3:00 PM

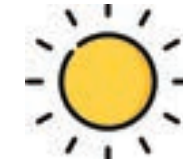


TIME OF DAY: 8:00 PM (SUNSET)



PAVILION LOCATION OPTIONS

BAINBRIDGE PARK



TIME OF DAY: 8:00 PM
(SUNSET)

LOCATION OPTION 2
PAVILION SIZE - 36' x 18'

LOCATION OPTION 3
PAVILION SIZE - 36' x 18'

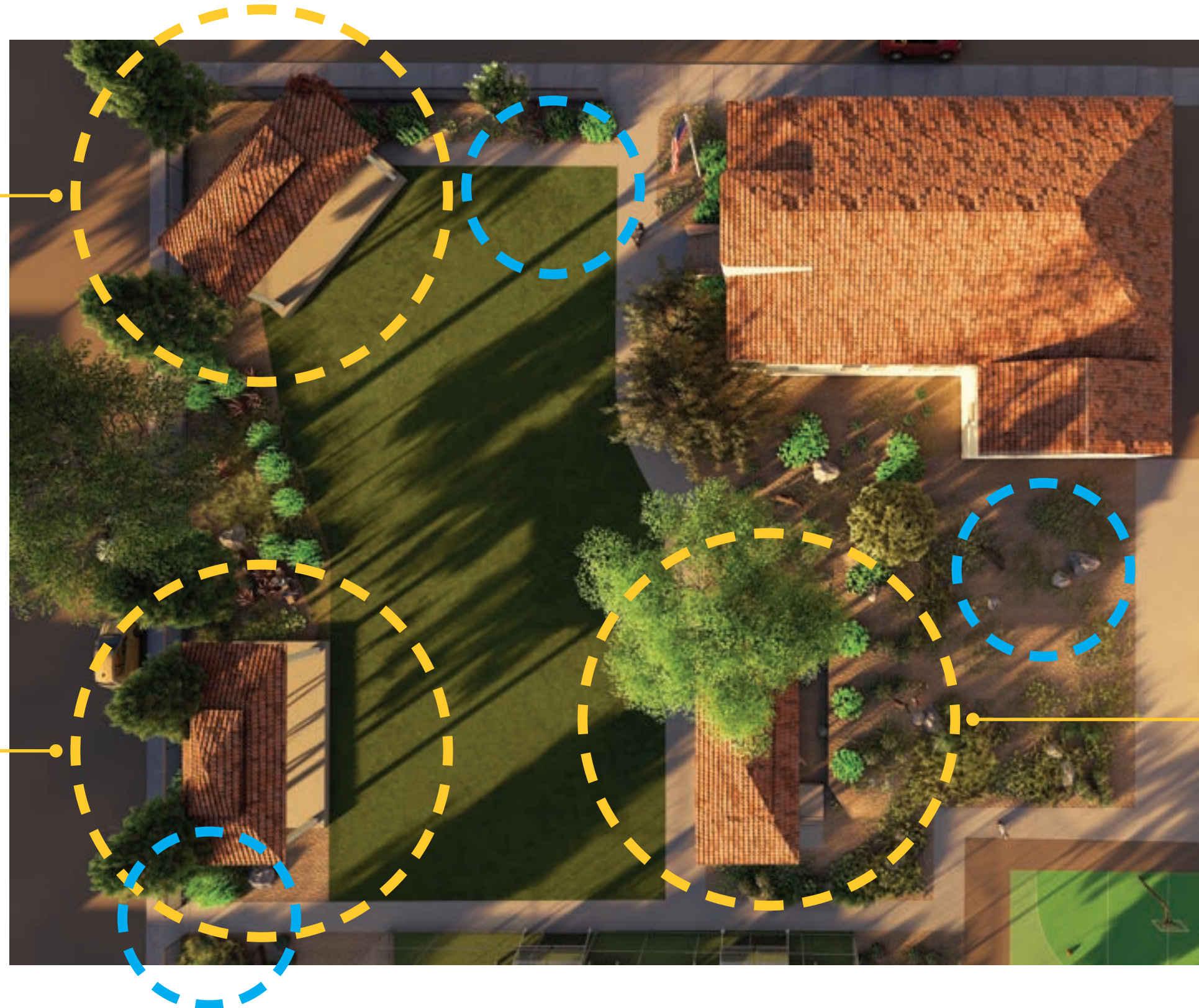
LOCATION OPTION 1
PAVILION SIZE - 48' x 24'



OPPORTUNITY FOR
PICNIC TABLES



N.T.S





BAINBRIDGE PARK

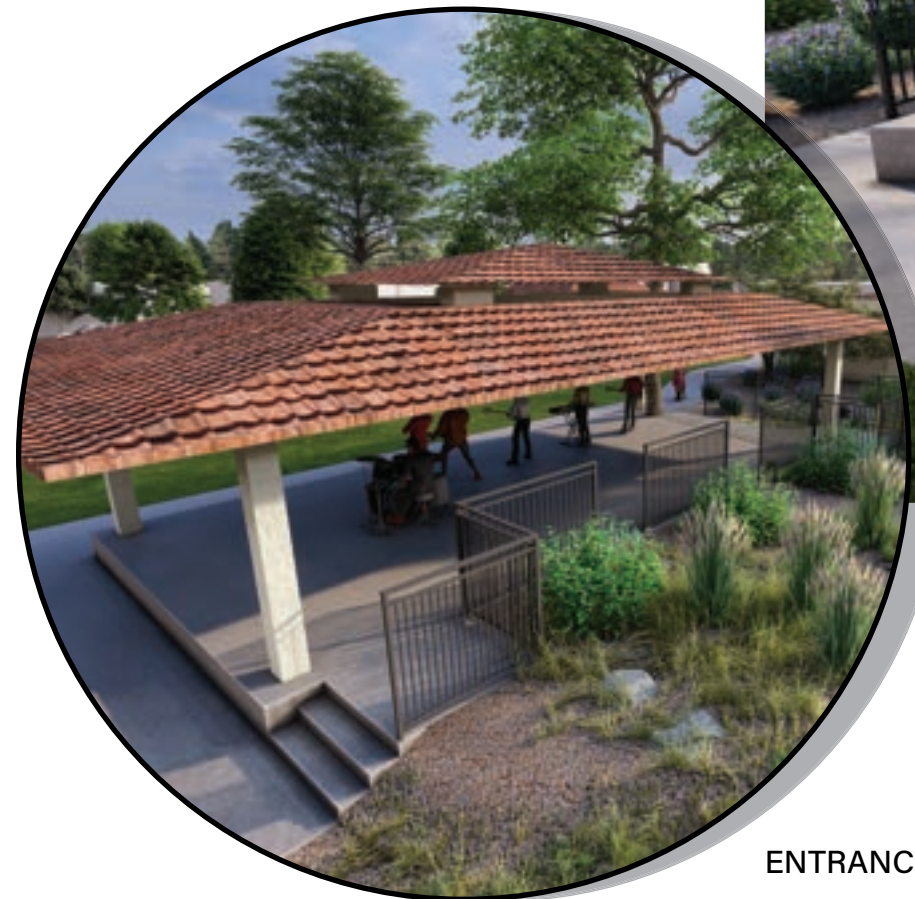
PAVILION LOCATION OPTION 1: SIZE 48x24



TIME OF DAY: 12:00 PM



KEY MAP



ENTRANCE TO PAVILION



BACK OF PAVILION

PAVILION LOCATION OPTION 1: SIZE 36x18

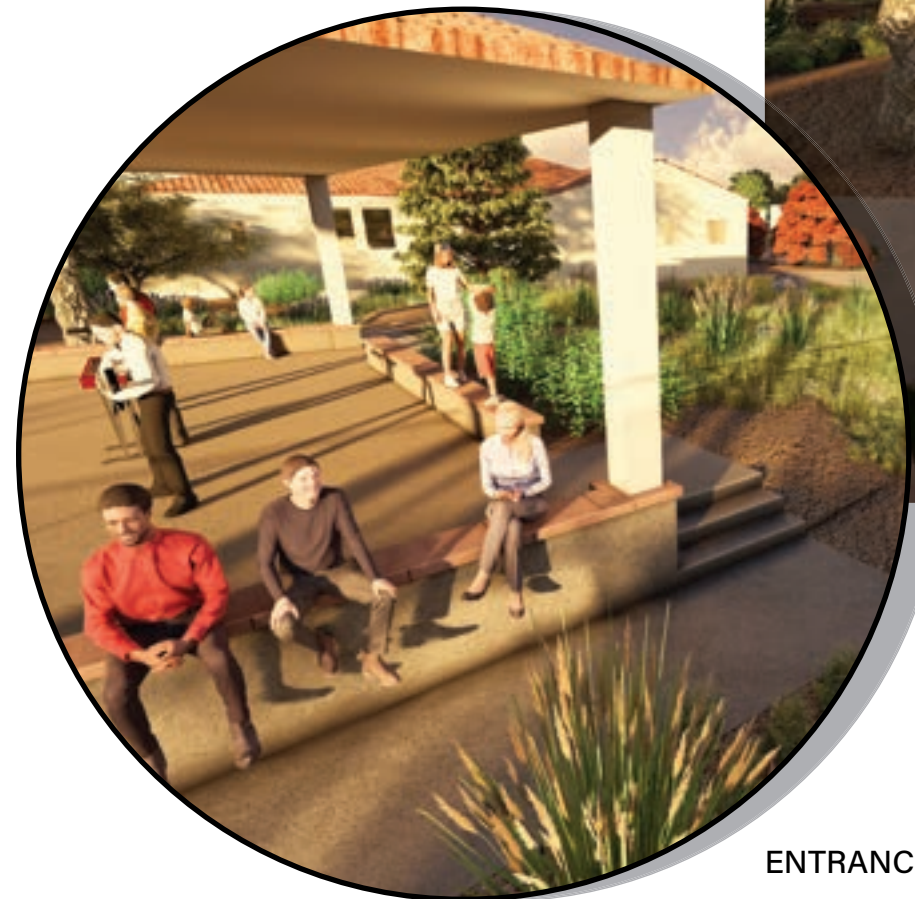
BAINBRIDGE PARK



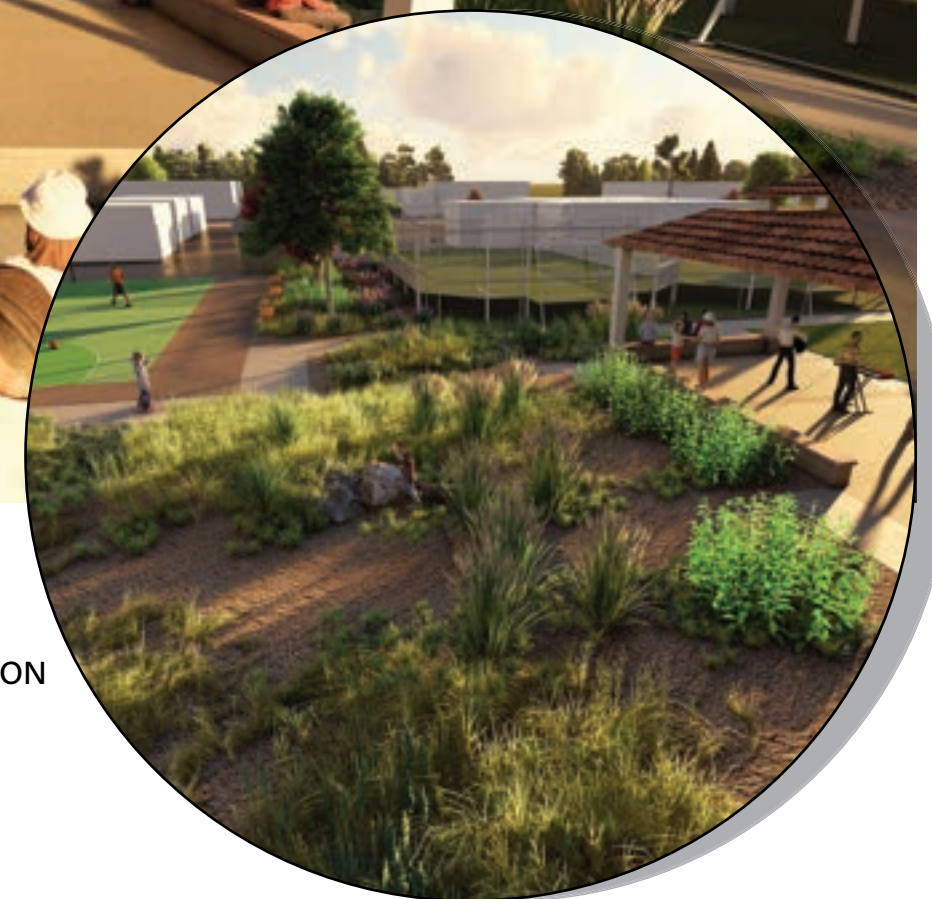
TIME OF DAY: 5:00 PM



KEY MAP



ENTRANCE TO PAVILION



BACK OF PAVILION



BAINBRIDGE PARK

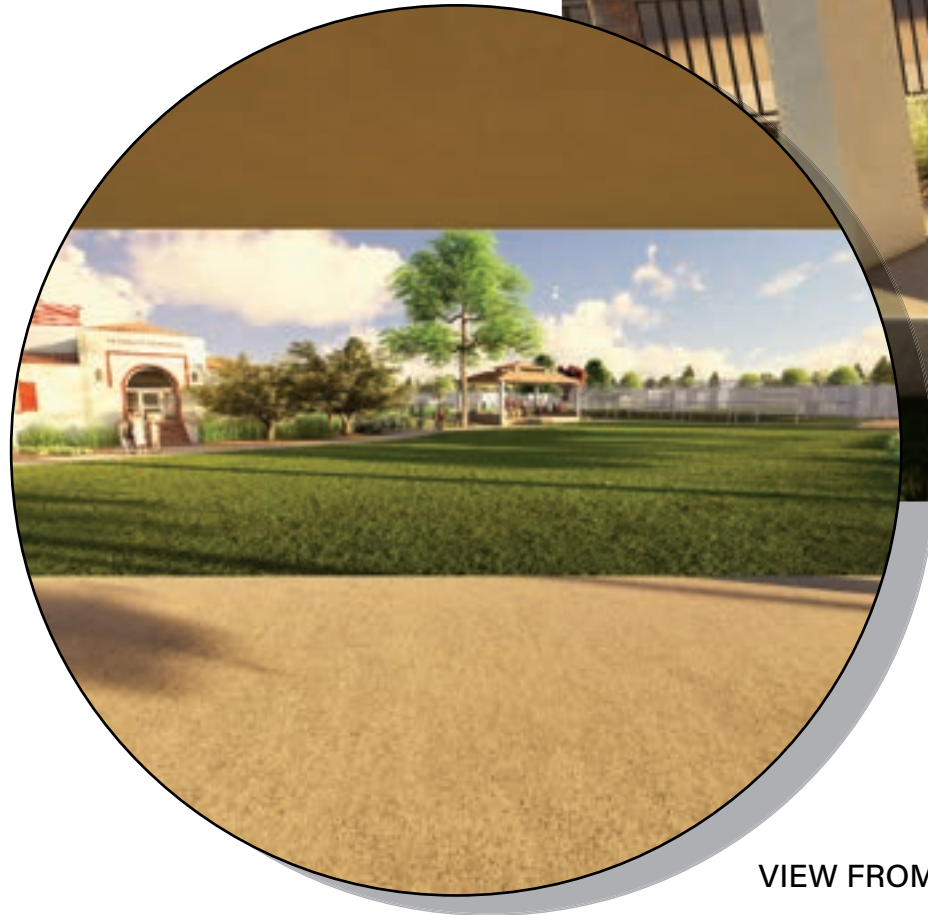
PAVILION LOCATION OPTION 2: SIZE 36x18



TIME OF DAY: 5:00 PM



KEY MAP



VIEW FROM PAVILION

PAVILION LOCATION OPTION 3: : SIZE 36x18

BAINBRIDGE PARK



TIME OF DAY: 5:00 PM



KEY MAP



VIEW FROM PAVILION



AGENCY:	City Council
MEETING DATE:	March 27, 2017
DEPARTMENT:	Community Dev.
REPORT BY:	Scott Perkins
PRESENTED BY:	Marie Jones

AGENDA ITEM SUMMARY REPORT

TITLE:

RECEIVE RECOMMENDATION FROM PUBLIC WORKS & FACILITIES COMMITTEE AND PROVIDE DIRECTION TO STAFF REGARDING USE OF CDBG SUPPLEMENTAL ACTIVITY FUNDS FOR BAINBRIDGE PARK IMPROVEMENTS

ISSUE:

On January 26, 2015, City Council authorized the use of Community Development Block Grant (CDBG) Supplemental Activity funds for the enhancement of Bainbridge Park. City Council directed staff to work with the community to develop a plan for park improvements focusing on the west side of the park to enhance the “family friendly” environment at Bainbridge Park. City Council adopted the *Bainbridge Park Master Plan (Attachment 1)* on November 29, 2016.

The City’s CDBG Program Income revenues have been collected as scheduled, and \$75,000 is available for the first phase of park improvements. Additionally, a property in Fort Bragg that previously received a CDBG loan for rehabilitation is in escrow to be sold. If the house is sold as expected, the City would receive the original loan amount plus two percent interest per year, totaling approximately \$33,290. These funds should be available in the next few weeks, and may only be spent on identified and approved Supplemental Activities in either our 2014 or 2016 open grants. Specifically, the \$33,290 in additional funds can only be used for one or more of the following activities:

1. Bainbridge Park improvements consistent with the Master Plan. This funding must be spent by October 31, 2017.
2. Rehab project at the Glass Beach Apartments (900 John Cimolino Way), consisting of water conservation (irrigation), energy conservation and/or health and safety improvements. This money must be spent by October 25, 2018.
3. Slip lining sewer main line on Sanderson Way from Penitenti to Oak, and on Oak from Sanderson to Dana. This funding must be spent by October 25, 2018.

Staff is seeking direction on: 1) which Supplemental Activity should receive the approximately \$33,290 in new funding; and 2) how best to spend the funding (either \$75,000 or \$108,290) on the high priority park improvements identified in the *Bainbridge Park Master Plan*.

SUMMARY:

At the community workshops and public meetings that informed the *Bainbridge Park Master Plan*, the top citizen concerns regarding the park were safety and security. Suggestions to increase park safety and security included: installing a perimeter fence; providing clear and concise signage stating the rules of the park; increasing active use of the park to discourage loitering; and updating the park’s video surveillance capabilities. Updates to the park’s video surveillance system took place in mid-2016.

The *Bainbridge Park Master Plan* calls for improvements based on City Council’s direction and the community’s desires. The top priority improvements identified in the *Bainbridge Park Master Plan*

include perimeter fencing and entrance signage. A multiuse pavilion to increase active use of the park is included in the next group of priorities. See the full list of improvement priorities below:

Phases	Improvements
Fencing Phase <i>Top Priority</i>	<ul style="list-style-type: none"> ▪ Perimeter Fencing ▪ Entrance Signage ▪ Landscaping
Pavilion Phase <i>High Priority</i>	<ul style="list-style-type: none"> ▪ Pavilion ▪ Corner Art
Activity Phase <i>Mid Priority</i>	<ul style="list-style-type: none"> ▪ Petanque Courts ▪ Storywalk
Maintenance Phase <i>Low Priority</i>	<ul style="list-style-type: none"> ▪ Expand Basketball Court ▪ Tree Replacement ▪ Resurface Playground

The following site plan shows the future improvements the *Bainbridge Park Master Plan* identifies:



ANALYSIS:

On February 8, 2017, the Public Works and Facilities Committee met to discuss Bainbridge Park improvements and the new potential funding. Staff presented fencing and pavilion options at various price points.

The Committee recommended:

1. Dedication of the new loan repayment funds of \$33,290 to Bainbridge Park improvements.
2. Moving forward with a full perimeter fence that matches the existing fence at the Wiggly Giggly Playground;

3. Constructing a pavilion that matches the existing architecture of the Veteran's Hall as soon as practical; and
4. Obtain an engineer's estimate for both the fence and pavilion, and return to the full Council for further direction.

It should be noted that there are timing considerations with regard to expenditure of the initial \$75k – these funds must be expended by October 2017. It will not be possible to design and construct a pavilion (to match the Veterans Hall) in this timeframe.

Fencing

Although fencing was the highest priority improvement for the park, it was also the most controversial potential improvement at the community meeting. While security is a principal park concern and the fence is meant to address security, many community members felt that a perimeter fence would make the park less inviting and accessible. At the community workshop, park fencing received 21 votes in favor and 17 votes opposed, illustrating the divided opinion in the community on this potential improvement.

The *Master Plan* calls for a perimeter fence along the northern and western boundaries of the park. The Fort Bragg Police Department recommends a tall perimeter fence to limit options for ingress or egress to make the park a less desirable location for transients and to increase the sense of security within the park. The *Master Plan* calls for the fence to “generally match” the existing fencing around the Wiggly Giggly Playground.

When presented with various fence options, the Committee recommended a full perimeter fence that matches the Wiggly Giggly Playground fence. Of the options presented, which included split rail fences and partial perimeter designs, the Committee's recommendation is most consistent with the *Bainbridge Park Master Plan*.

The City completed an engineer's estimate for a full perimeter park fence to match the existing fence surrounding the playground (**Attachment 2**). The cost of fence materials for an aluminum smooth-top commercial fence with decorative rings is \$17,345.25. The City could use Parlin Forks crews for fence installation, which would add approximately \$2,250 to the cost. Adding concrete costs for posts and a contingency, the fencing could be accomplished for approximately \$25,000. If this project is bid competitively and therefore subject to prevailing wages, the costs would be significantly higher.

A number of trees are present along the west boundary of Bainbridge Park. These trees are diseased and near the end of their lifespan. Most attendees at the community workshop voted strongly in favor of including landscaping improvements in the *Master Plan*, specifically recommending the addition of native trees. The *Master Plan* recommends removing the aging trees in conjunction with a landscaping plan to replace them with appropriate species that are drought tolerant and allow visibility beneath the canopy, but this is considered a low priority in the *Master Plan*. The fence could be constructed with the trees in place; however, future removal of the trees would be more difficult and costly in order to protect the fence while they are removed.

Removal and replacement of the trees would cost an additional \$2,250 in Parlin Forks labor for tree removal and \$8,000 for the installation of eight new specimen trees.





Staff seeks direction from Council on fence options and whether or not the existing trees should be removed prior to installation of the fence and replaced with new park appropriate trees.

Pavilion

The next priority improvement identified in the *Bainbridge Park Master Plan* is the pavilion to provide a dry location for activities during inclement weather, a venue for markets, fairs, parties and events, and a small stage for music or shows. The pavilion was the most popular recommended

improvement at the community workshop. At the Council's direction, the *Master Plan* recommends that the pavilion match the architectural style of the existing restrooms and Veterans Memorial Hall.

The Public Works and Facilities Committee reviewed a range of options for a pavilion. Less expensive options included old growth redwood joinery kits that Parlin Forks crews could assemble. A redwood joinery pavilion would match many structures in Fort Bragg and could complement the Veterans Hall. A Spanish style pavilion style (with Spanish tile) would closely match the Veterans Hall. The costs would be higher and the construction timeline longer due to the need for engineering and design and the competitive bidding. The table below summarizes the range of pavilion options and estimates costs to construct each option. Local architect Robert Schlosser completed an engineer's estimate for the stucco and tile pavilion (see **Attachment 2**). The cost of the redwood joinery pavilion is based on kit costs and talking with Parlin Forks about the time required to build the pavilion, which they have done in the past.

Redwood Joinery Pavilion	 <p>Redwood Joinery (18' x 18')</p>	 <p>Redwood Joinery (36' x 18')</p>
	<p>Kit: \$18,000 Pad \$4,000 Labor: \$2,250 Total: \$24,250</p>	<p>Kit: \$30,000 Pad: \$6,500 Labor: \$4,000 Total: \$40,500</p>
Spanish Style Pavilion	 <p>Spanish Style (36' x 18')</p>	 <p>Spanish Style (48' x 24')</p>
	<p>Design & Engineering \$35,000 Construction \$115,000 Construction Management \$20,000 Total \$170,000</p> <p>Construction costs extrapolated from engineer's estimate</p>	<p>Design & Engineering \$35,000 Construction \$192,000 Construction Management \$20,000 Total \$247,000</p> <p>Construction costs based on engineer's estimate</p>

The Public Works & Facilities Committee recommended that the pavilion match the existing structures in the park, even though it would be more costly to construct. The *Bainbridge Park Master Plan* calls for a 48-foot by 24-foot pavilion. The Committee recommended considering a slightly smaller option to reduce costs. Even at the reduced size, the Spanish style pavilion would be too costly to construct with the available funding at this time (**Attachment 2**).

In addition to financial constraints, the CDBG funding for this year must be spent prior to the end of October. A Spanish style pavilion would require the City to seek bids for the design and engineering, and once the bid packet is completed, for the construction of the project. Lead times for these tasks (including a bid and contract process that can easily take six weeks or more) and the limited quantity of local companies experienced with prevailing wage standards would make it very unlikely that the Spanish style pavilion would be completed by the October deadline.

Due to the financial and timing limitations, staff recommends either:

1. Proceed with the redwood joinery pavilion this year; or
2. Proceed with the stucco and Spanish tile pavilion in a subsequent year once the City has accumulated additional CDBG program income for the project.

Whichever course of action is selected, Council will also need to provide direction to staff about how to expend the remaining funds.

Other Improvements

Should the Council direct staff to forego pavilion construction this year, a good deal of CDBG funding will remain for other park improvements.

As noted in the table below, there are a variety of options for selecting improvement priorities for this year. It should be noted that the Department of Public Works has a very high number of capital projects this summer and very limited ability to take on and manage additional projects, especially ones which have a number of smaller moving pieces that will require a lot of staff time.

- The Community Development Department would manage the installation of the perimeter fence, the redwood kit pavilion (if selected), tree removal and replacement, entrance sign, landscaping, art installation and the story book walk, if City Council selects any of these potential improvements for the park. These activities can be undertaken by CDD as they would not require specifications and bidding, if the City uses Parlin Forks to install all components and purchases: 1) pre-fab fencing panels; 2) the redwood pavilion kit (if selected); and local craftsman/artist designed and crafted entrance sign, art and story book displays.
- The Public Works Department would need to prepare specifications and bid the basketball, tennis and petanque court improvements. It would be a push to complete these activities by the funding deadline.

The chart below provides budgeting options for park improvements by their order of priority in the *Master Plan*. The first two columns indicate what is possible with just the base grant, while the columns on the right define possibilities with the base grant and the repaid home loan funding:

Bainbridge Park Improvements - Budget Options

Park Improvement	Base Grant		Base Grant Plus Home Loan Repayment	
Total Project Funding	\$ 75,000	\$ 75,000	\$ 108,290	\$ 108,290
Fencing Project - Managed by CDD with Parlin Forks Labor	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Net funding Remaining	\$ 50,000	\$ 50,000	\$ 83,290	\$ 83,290
Redwood Kit Pavillion - Managed by CDD with Parlin Forks Labor	\$ 40,500		\$ 40,500	
Net funding Remaining	\$ 9,500	\$ 50,000	\$ 42,790	\$ 83,290
Other activities				
<i>Managed by CDD with Parlin Forks Labor</i>				
Tree Removal and Replacement	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500
Entrance Sign		\$ 5,000	\$ 5,000	\$ 5,000
Landscaping		\$ 10,000	\$ 10,000	\$ 10,000
Art		\$ 5,000	\$ 5,000	\$ 5,000
Story Book Walk		\$ 10,000	\$ 10,000	\$ 10,000
<i>Sub-Total</i>	\$ 10,500	\$ 40,500	\$ 40,500	\$ 40,500
Net funding Remaining	\$ (1,000)	\$ 9,500	\$ 2,290	\$ 42,790
<i>Projects Managed by PW using Bid Process and Prevailing Wage</i>				
Tennis Courts		\$ 8,000		\$ 8,000
Petanque Courts				\$ 15,000
Expand Basketball Court				\$ 30,000
<i>Sub-Total</i>		\$ 8,000		\$ 53,000
Net Funding Remaining	\$ (1,000)	\$ 1,500	\$ 2,290	\$ (10,210)

Please find below a brief description of each improvement from the *Master Plan*.

Entry signage, landscaping and public art at the intersection of Laurel Street and Harrison Street

Public art at the intersection of Laurel Street and Harrison Street will backdrop the future pavilion and should be selected with that in mind. Landscaping around the art feature will be selected as appropriate depending on the art. Signage will be provided at each entry point to the park with park rules to help ease enforcement.

Storywalk

A storywalk involves a set of interpretive art pieces that give children an opportunity to move and read outside, promoting literacy and wellness by combining reading with physical activity. For example, a picture book is put, page by page, onto signs and installed along a walking path. Physical activities relating to the pages can be included at various locations, and could include corresponding art pieces (such as a tunnel to crawl through or statue to climb on). Coordination

and cooperation with the adjacent Fort Bragg Library is key to promote, manage and create the storywalk. Additionally, a storywalk allows the Fort Bragg Library to engage with a larger community than just those that enter the facility. In discussions with the Fort Bragg Library last year, they were enthusiastic about the development of a storywalk, and suggested that they could assist in maintaining and promoting the storywalk with the assistance of the Rotary Club. The pages on the interpretive art pieces could be rotated, keeping the storywalk fresh and new. Storywalks can either be fairly permanent in nature (as shown in the left photo below), or temporary and available for only a limited period of time (as shown in the right photo below).



Petanque Courts

Workshop attendees and City Council were strongly in favor of adding playing courts for petanque, a form of lawn bowling played on a hard dirt or gravel surface. There is approximately 12,500 square feet of petanque surface presently located at the C.V. Starr Center. Of those courts, approximately 10,000 square feet are scheduled for removal to accommodate the eventual construction of the proposed gymnasium at the C.V. Starr Center property.

The Noyo Yoyos, Fort Bragg's local petanque organization, holds the annual Wollenberg Petanque Tournament, simultaneously utilizing 14 separate petanque courts (including those courts slated for removal for potential gymnasium construction). Petanque would increase daytime use of the park and may discourage transient use. The park layouts generated at the community workshop depict petanque areas ranging from one court (16 feet by 50 feet) to three courts (60 feet by 50 feet). City Council recommended the *Master Plan* include space for three or four petanque courts. The *Master Plan* locates approximately 3,200 square feet of petanque surface west of the basketball courts. This would provide space for four separate petanque courts.

Expand/Improve Basketball Court

Four of the five workshop groups and City Council requested an expansion of the basketball court to a regulation size. Enlarging the court requires avoiding the existing backflow device located a few feet west of the existing pavement edge. In order to stay clear of the water meter, the court would need to be shifted south approximately ten feet.

The proposed park layout shifts the court further to the south, potentially leading to more incidents of basketballs clearing the southern park fence. In order to resolve an existing issue and offset any new impacts of moving the basketball court, the *Master Plan* recommends extending the tall tennis court fence west along the southern edge of the basketball court to keep bouncing balls from entering the properties of neighboring residences. The fence addition should occur at the same time as the basketball court expansion.

Resurface Playground

Resurfacing the playground with a synthetic material would greatly diminish the maintenance costs at Wiggly Giggly Playground; however, a project of this magnitude would require at least the entire first phase funding. The *Bainbridge Park Master Plan* declares this project a low priority.

Tennis Courts

The *Bainbridge Park Master Plan* recommends no physical improvements to the tennis courts beyond continued maintenance as necessary. The courts are presently due for resurfacing and striping.

RECOMMENDED ACTION:

Provide direction regarding the following:

1. Should the repaid home loan funding (approximately \$33,290) be dedicated to Bainbridge Park in addition to the already dedicated CDBG Supplemental Activity funds (approximately \$75,000), or should these funds be used for some other supplemental activity (e.g slip line sewer mains).
2. Does the Council concur with the Public Works & Facilities Committee recommendation to install a full perimeter fence that matches the existing playground fencing?
3. Does the Council concur with the Public Works & Facilities Committee recommendation to design and construct a pavilion that matches the existing park architecture?
4. Should the existing trees be removed prior to fence installation, and should the landscaping plan include replacing the trees in phase one?
5. Of the remaining *Bainbridge Park Master Plan* improvements, which are the highest priority and should be addressed in this phase?

ALTERNATIVE ACTION(S):

Provide direction to staff in another manner.

FISCAL IMPACT:

Only identified Supplemental Activities may make use of this CDBG funding. During development of the *Bainbridge Park Master Plan*, staff anticipated having approximately \$75,000 for improvements this year. Use of the additional \$33,290 made available by the sale of a home that had received a rehabilitation loan would not exceed the amount previously authorized; however, the funding could instead be directed toward one of the other identified Supplemental Activities.

IMPLEMENTATION/TIMEFRAMES:

Follow up actions will be consistent with Council's direction, and improvements to the park will be completed prior to the end of October.

ATTACHMENTS:

1. *Bainbridge Park Master Plan*
2. Engineer's Estimate

NOTIFICATION:

1. Notify Me List – Bainbridge Park

City Clerk's Office Use Only

Agency Action	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Approved as Amended
Resolution No.:	_____	Ordinance No.:	_____
Moved by:	_____	Seconded by:	_____
Vote:	_____		
<input type="checkbox"/> Deferred/Continued to meeting of:	_____		
<input type="checkbox"/> Referred to:	_____		



City of Fort Bragg

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

Meeting Minutes City Council

*THE FORT BRAGG CITY COUNCIL MEETS CONCURRENTLY
AS THE FORT BRAGG MUNICIPAL IMPROVEMENT DISTRICT
NO. 1 AND THE FORT BRAGG REDEVELOPMENT
SUCCESSOR AGENCY*

Monday, March 27, 2017

6:00 PM

Town Hall, 363 N. Main Street

CALL TO ORDER

Mayor Peters called the meeting to order at 6:02 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: 5 - Mayor Lindy Peters, Vice Mayor Will Lee, Councilmember Michael Cimolino, Councilmember Bernie Norvell and Councilmember Dave Turner

AGENDA REVIEW

1. MAYOR'S RECOGNITIONS AND ANNOUNCEMENTS

- 1A. [17-171](#) Presentation of Proclamation Commending Ui Wesley for Good Samaritan Acts on Behalf of Veteran Harry Swets

Mayor Peters presented a Proclamation to Ui Wesley for her Good Samaritan acts in helping veteran Harry Swets on March 3, 2017. Ms. Wesley thanked the Council and said she was very honored to receive the award, but that she was just doing what was right.

- 1B. [17-163](#) Presentation of Proclamation Declaring April 2017 to be "Child Abuse and Neglect Prevention Month"

Vice Mayor Lee read a Proclamation Declaring April 2017 as Child Abuse and Neglect Prevention Month. Mendocino Coast Child Abuse Prevention Council Chair Rosalie Gjerde, Leah Holbrook of Project Sanctuary, and Laura Welter of Safe Passage all gave remarks regarding the high rate of child abuse in this area and the steps that are being taken to help prevent such abuse.

2A. PUBLIC COMMENTS ON NON-AGENDA, CONSENT CALENDAR & CLOSED SESSION ITEMS (30 Minutes)

- Ann Rennacker spoke about a Library Advisory Board project.
- Malcolm MacDonald asked about the Closed Session meeting this morning.

3. STAFF COMMENTS

Police Lieutenant Gilchrist reported on an altercation last night involving juveniles. City Manager Ruffing announced that City Hall would be closed on Wednesday for an In-Service Day.

4. MATTERS FROM COUNCILMEMBERS

Mayor Peters announced that at this morning's Closed Session, an Ad Hoc Committee on water rights issues was formed consisting of Councilmembers Turner and Cimolino. He reported on an upcoming MTA meeting and that the Georgia-Pacific real estate representative's trip to Fort Bragg on March 29 has been cancelled. Vice Mayor Lee itemized several recent special meetings of the City Council. He reported that he is the newest Rotarian in Fort Bragg, and read the Four-Way Test. Councilmember Cimolino reported on the Coalition for Gang Awareness and Prevention meeting and upcoming events. He said there is a new Teen Court in Fort Bragg which is a good program for troubled youth in the community. Councilmember Turner reported on the meeting of Mendocino Solid Waste Management Authority.

5. CONSENT CALENDAR

Approval of the Consent Calendar

A motion was made by Vice Mayor Lee, seconded by Councilmember Cimolino, to approve the Consent Calendar. The motion carried by the following vote:

Aye: 5 - Mayor Peters, Vice Mayor Lee, Councilmember Cimolino, Councilmember Norvell and Councilmember Turner

5A. [17-159](#)

Adopt Joint City Council/Municipal Improvement District No. 1 Resolution Amending the FY 2016/17 Budget for Mid-Year Budget Adjustments

This Joint City Council/Municipal Improvement District Resolution was adopted on the Consent Calendar.

Enactment No: RES 3984-2017 / ID 388-2017

5B. [17-169](#)

Adopt City Council Resolution Requesting PG&E to Retrofit Fort Bragg Streetlights with Energy-Saving LED Fixtures

This Resolution was adopted on the Consent Calendar.

Enactment No: RES 3985-2017

5C. [17-170](#)

Adopt City Council Resolution Designating Authorized Agents to Act on Behalf of the City of Fort Bragg Regarding Disaster Assistance Funding

This Resolution was adopted on the Consent Calendar.

Enactment No: RES 3986-2017

5D. [17-177](#)

Receive and File Minutes of the February 8, 2017 Public Works and Facilities Committee Meeting

These Committee Minutes were received and filed on the Consent Calendar.

5E. [17-168](#)

Approve Minutes of March 13, 2017

These Minutes were approved on the Consent Calendar.

5F. [17-164](#)

Approve Minutes of Special Meeting of March 13, 2017

These Minutes were approved on the Consent Calendar.

- 5G.** [17-173](#) Approve Minutes of Joint City Council/Mendocino Coast Recreation and Park District Special Meeting of March 20, 2017

These Minutes were approved on the Consent Calendar.

- 5H.** [17-174](#) Approve Minutes of Special Meeting of March 21, 2017

These Minutes were approved on the Consent Calendar.

6. PUBLIC HEARING

- 6A.** [17-158](#) Receive Report, Conduct Public Hearing and Adopt City Council Resolutions to Revise Program Guidelines for Microenterprise Technical Assistance and Support Services Programs Funded by Community Development Block Grant 16-CDBG-11140

Special Projects Manager Owen presented the staff report, explaining that this public hearing is required by Community Development Block Grant (CDBG) in order to adopt the guidelines for the technical assistance and support services programs funded by CDBG Grant 16-CDBG-11140. She reported that there are no content changes in these guidelines, but they have been reformatted for consistency.

Mayor Peters opened the public hearing at 6:43 PM.

- Mary Ann Petrillo of West Company noted that they serve 350 clients a year in the County and 75 to 100 people in Fort Bragg through workshops and one-on-one counseling. She stated West Company is pleased to provide services and is looking for ways to improve their service all the time.

Mayor Peters Closed the public hearing at 6:45 PM.

A motion was made by Councilmember Turner, seconded by Councilmember Cimolino, that this Resolution regarding CDBG technical assistance guidelines be adopted. The motion carried by the following vote:

Aye: 5 - Mayor Peters, Vice Mayor Lee, Councilmember Cimolino, Councilmember Norvell and Councilmember Turner

Enactment No: RES 3988-2017 / RES 3989-2017

A motion was made by Councilmember Cimolino, seconded by Vice Mayor Lee, that this Resolution regarding CDBG micro-support services guidelines be adopted. The motion carried by the following vote:

Aye: 5 - Mayor Peters, Vice Mayor Lee, Councilmember Cimolino, Councilmember Norvell and Councilmember Turner

Enactment No: RES 3988-2017 / RES 3989-2017

7. CONDUCT OF BUSINESS

- 7A.** [17-155](#) Receive Recommendation from Public Works & Facilities Committee and Provide Direction Regarding Use of CDBG Supplemental Activity Funds for Bainbridge Park Improvements

Special Projects Manager Owen summarized the agenda item report, setting forth staff recommendations and asking for Council direction on five different points. She answered questions

from Councilmembers concerning the October 31 expenditure deadline, the height of the fence, the engineer's estimate, and timeline for completion.

Public Comment was received from:

- Kathy Silva thinks the fencing should match the Wiggly Giggly fence and supports a Spanish style pavilion.
- Eric Dwyer favors fencing for the park, with any left over funding going to the slip lining project.
- Bob Silva said the trees should be cut first before installing the fence, but if there is not enough time, fence installation should be the priority.
- Ann Rennacker wants to match the architecture of the pavilion with Veterans Hall.
- Simon Smith thinks spending the equivalent of a small house on a pavilion in a park is a waste of public funds and recommends cost-controlling options.

Discussion: After much discussion, the Council directed staff as follows:

- The \$33,290 in additional funding is to be used for Bainbridge Park improvements;
- The perimeter fence is to match the playground fencing;
- The trees are to be removed before constructing the fence, if possible;
- The Public Works and Facilities Committee will be consulted regarding what type of trees will be used to replace the ones that are removed;
- Wait on construction of the pavilion, but when it does move forward, use Spanish style value-engineered design, 24x48' in size, with electricity, designed for its intended purpose;
- Wait on the art and storybook walk;
- Proceed with entrance sign and landscaping;
- Proceed with resurfacing Wiggly Giggly playground, tennis courts, basketball and petanque;
- If funds run short, the priority is basketball before petanque.

This Staff Report was referred to staff.

Mayor Peters recessed the meeting at 7:58 PM; the meeting reconvened at 8:08 PM.

7B. [17-154](#) Receive Update on Glass Beach Stairway Replacement Project and Provide Direction Regarding Project Funding Source

City Manager Ruffing gave the staff report on this item.

Public Comment:

None.

Discussion: The Council discussed the issue of stairs vs. no stairs, the mitigation of rare plants, preservation of cultural resources, Glass Beach as a big attraction for the hotel industry, and deterring the removal of beach glass. Lee Welty of IL Welty & Associates answered questions from the Council regarding the plans for the stairway, the nature of the soil and a rockslide at the bottom of the stairs, fender piles to provide protection for the stairs, and other technical matters. Council directed staff as follows:

- Use the available Measure AA funds from FY 2016/17 and FY 2017/18 first, to fund a Maintenance Worker, second, to repay the dredge sands tipping fee fund for restoration and mitigation, and third, any remainder to go toward offsetting the cost of Glass Beach Stairs.
- Funds to be provided by a special revenue fund entitled Parkland Monitoring and Reporting Fund will be recorded as an inter-fund loan; if necessary, further direction regarding that transaction with the special revenue fund will be brought back to the Council when they consider awarding a contract for construction of the stairway.
- Finish up the design, put the project out to bid, and the next time it comes back to Council will be to award a contract and provide direction regarding project funding.

This Staff Report was referred to staff.

- 7C. [17-162](#) Receive Recommendation from Finance & Administration Committee and Consider Adoption of Joint City Council & Municipal Improvement District Board Resolution Establishing Policy for Water and Sewer Connection and Capacity Fees for Accessory Dwelling Units

City Manager Ruffing gave the staff report on this agenda item and outlined the Finance and Administration Committee's recommendations. Concerns were noted about combining sewers when ADUs are built but subsequently sold. Discussion was held about backflow and inspection services so the addition of new connections does not cause problems.

Public Comment:

None.

A motion was made by Councilmember Turner, seconded by Councilmember Cimolino, that this Resolution be adopted. The motion carried by the following vote:

Aye: 5 - Mayor Peters, Vice Mayor Lee, Councilmember Cimolino, Councilmember Norvell and Councilmember Turner

Enactment No: RES 3989-2017

2B. PUBLIC COMMENTS ON NON-AGENDA, CONSENT CALENDAR & CLOSED SESSION ITEMS (30 Minutes, If Necessary)

8. CLOSED SESSION

ADJOURNMENT

Mayor Peters adjourned the meeting at 9:15 PM.

LINDY PETERS, MAYOR

June Lemos, CMC, City Clerk

IMAGED (_____)

PAVILION LOCATION OPTIONS

BAINBRIDGE PARK



LOCATION OPTION 4
PAVILION SIZE - 36' x 18'





BAINBRIDGE PARK

SUN PATH SITE ANALYSIS

LOCATION OPTION 4
PAVILION SIZE - 22' x 18'



Public Comment - Bainbridge Park Pavilion - Public Works Special Meeting 20 May 2024

K Silva <hiksilva@mcn.org>

Mon 5/20/2024 8:13 AM

To: Peters, Lindy <lpeters2@fortbragg.com>; Albin-Smith, Tess <talbinsmith@fortbragg.com>; Reno, Emily <Ereno@fortbragg.com>

Dear Public Works Committee members Peters and Albin-Smith~

The Spanish-style pavilion was, by far, the most popular feature at the public meetings and workshops when developing the Bainbridge Park Master Plan and I'm delighted to learn that you decided to include it at Bainbridge Park as the City Council unanimously voted to make it a priority when the Master Plan was finalized.

Here are my comments about the pavilion, along with a couple of other things in the park, followed by some inaccuracies and omissions in the presentation:

1. Use the funds for a long-lasting pavilion that the community can be proud of and enjoy for years to come. A decent-size, usable pavilion in the center grassy area of the park where an audience can watch any kind of performance from the north and south while sitting on a blanket or a folding chair in the grass. But not too close to the soccer or basketball courts for distracting sound considerations.
2. Plant appropriate wind-resistant trees along the east fence where the (ginkgo) trees planted during Phase I of the Master Plan died. (Please, no more arbutus. Their fruit is gummy and sticks to the bottom of your shoes - several have been planted along the east fence already.)
3. Add a couple more picnic tables positioned where they will not block the view of people on the grass watching activities in the pavilion.
4. Replace the trees removed in Wiggly Giggly.
5. Do nothing else and use the funds for a long-lasting pavilion. The planned soccer courts will already remove a large part of our comfortable open gathering space. The open grassy area is already used in a myriad of ways and I've seen so many different activities in the park over the years that were only possible because it's plain old flat open space. That open space is where big popular annual and special events with booths take place, people congregate, families hold parties, and badminton is played. Most people who use the park appreciate the all-purpose opportunities the open area provides. The pavilion will add to its versatility. But if the space is chopped up too much with other amenities and altered landscaping, we will have lost the open space for all of those activities, and more.

Some errors and omissions:

You might notice that the "Pavilion Styles and Size Options" page of the presentation was copied from the original Master Plan where the cost estimates admittedly had many errors and discrepancies. I see that they were not corrected and don't understand why the figures are included in the presentation. Please take a look at the actual engineer's estimates if you can access them at this short notice (agenda packets prior to 2020 are no longer available on legistar). Here are the most obvious errors and inconsistencies in those cost estimates:

The Spanish-style option cost estimates include unneeded, unwanted walls, along with columns that are much larger than wanted or physically necessary. Those unwanted features contribute greatly to the cost of construction. "Fencing costs" are included in estimate! That added cost was for fencing the park, nothing to do with the pavilion.

Cost estimates for ONLY the Spanish style option include electrical work, roofing, gutters, downspouts, etc. They are NOT included in the cost estimates for the redwood joinery kits.

Although the photo of the redwood kit shows a roof, its cost is NOT included in the estimate. The cost estimates are for the company's lower quality kit, constructed with up to 30% sap wood with only a 15-year decay warranty; much too short a warranty for an important structure in a city park.

It's impossible to determine costs and make an informed decision when the estimates are several years old and some include unnecessary and phantom costs while others exclude necessary costs. Are there any corrected/updated estimates? I don't see any except the erroneous ones in the presentation.

A 38 x 18 pavilion won't fit in the NW corner of the park as shown, unless you want to remove the picnic tables installed during Phase I of the Master Plan. Most of the new sidewalk from the Harrison Street entrance installed during Phase I of the Master Plan has to be ripped out to make room for the soccer courts. I would hate to see more money tossed away removing another recent improvement.

Positioning of the pavilion should be in a location that best suits an audience viewing from both the north and the south. It should get top consideration of location, even if it means moving or losing other proposed features or amenities. The "Pavilion Location Options" page of the presentation shows the pavilions with their longer sides facing east and west, meaning either the performers or the audience will have the sun in their eyes unless the short sides are considered the front and back, but that seems odd. Facing north and south are the best and safest directions to be looking when outdoors. That's why outdoor athletic courts are oriented so players face north/south. Why is there no option shown to place the pavilion more in the center of the grassy area with the longer sides facing north and south? That was a favored location in the past. And where are any images that include all of the other proposed changes so one can get a sense of if they will fit in with the pavilion in different locations or not?

The "Sun Path Site Analysis" doesn't state what date was analyzed but it must be from an estimated May or July date. No day has a sunrise at exactly 6am and sunset at exactly 8pm. A sun path study typically includes many different days of year or, at minimum, seasonal snapshots. A single day isn't enough to help determine positioning, but on a later page you can at least see how the sun is guaranteed to be in most people's eyes if they have to face east or west when watching or performing.

Thank you for taking the time to ensure that the number one feature in the Bainbridge Park Master Plan will be finally built in the park. May you both have many opportunities to perform on its stage.

Sincerely~
Kathy Silva