



# City of Fort Bragg

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## Meeting Minutes Public Works and Facilities Committee

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Wednesday, January 11, 2017

3:00 PM

Town Hall, 363 N. Main Street

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### MEETING CALLED TO ORDER

Called to order by Committee Member Lee at 3:00pm.

### ROLL CALL

Staff members present: Tom Varga, Linda Ruffing, Crystal Prairie

Present: 2 - Will Lee and Lindy Peters

Absent: 1 - Michael Cimolino

### 1. APPROVAL OF MINUTES

1A. Approve Minutes of 08/24/2016 Special Meeting

These Committee Minutes were approved for council review

1B. Approve Minutes of 11/09/2016 Meeting

These Committee Minutes were approved for council review

### 2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

### 3. CONDUCT OF BUSINESS

3A. Receive Report and Make Recommendation to City Council Regarding  
Policy on Special Events in Coastal Parks

Public Works Director Varga gave a brief overview of the staff report and recommended the Committee consider and approve the report and fees.

Committee Member Peters gave a brief history to Committee Member Lee regarding this item.

There was discussion about clearing up the actual cost for larger events. Private events (for profit) may be charged a fee in addition to a deposit. The fee is not for cost recovery. Committee Member Lee recommended a "tiered" fee schedule such as 0-200 people would be a \$500 fee and 201-500 people would be \$1,000 fee. There was discussion about charging per day (possibly \$250,) and whether or not to limit the number of days.

City Manager Linda Ruffing explained the Technical Advisory Committee (TAC) to Committee Member Lee.

This item was recommended to send to Council for discussion.

**This Staff Report was recommended for approval**

**3B. Receive Report on Operability of Clock in Front of Guest House and Possible Corrective Actions**

Public Works Director Varga gave a brief overview of the staff report.

Committee Member Peters stated that Alder Thurman, an outgoing council member, gave the clock to the City of Fort Bragg. It would be a disservice to him to remove the clock. He would like to see it keeping good time using the original components as much as possible. He suggested a plaque be made up to acknowledge Mr. Thurman for giving the clock to the City. Committee Member Lee agreed.

A mid year budget adjustment for \$4,000 will be brought to the Council for clock repairs.

**This Staff Report was referred to staff**

**3C. Receive Oral Update from Staff on Departmental Activities**

Public Works Director Varga updated the Committee on relocation of the water main at Pudding Creek. It will be rolled into the bridge widening project that Caltrans is working on that is scheduled for 2018-2020. Pudding Creek Dam stabilization appears to have worked for the time being. It held up through the last storm. The original easement was located. Permission was granted in 1984 by GP for the City to place the water line on the dam. The decision about what will happen with that water line will come back to the full Council for direction.

Chestnut Street was held up last week due to rain. Stretch between Dana and Lincoln is well underway. There is hope that more concrete will be able to be formed/poured this week. There have been limited complaints at this time, which are all being addressed by the Construction Manager as well as the contractor. Estimate for completion is sometime in late April at this time.

There are several facilities contracts coming up. Roof and Painting of Guest House, Painting of City Hall.

There was minimum storm damage from the last storm.

Plans and specifications are being wrapped up for the Street and Alley project. Hoping to get out to bid in February or March. Committee Member Lee requested an update be brought to the Council and the Community.

**This Staff Report was received and filed**

**4. MATTERS FROM COMMITTEE / STAFF**

Committee Member Peters received an email from the "No Butts" group members, and there was discussion about having an event with the group volunteering to clean up cigarette butts in the future. There was discussion about combining with the "Adopt A Street" program, as the two programs seem to go hand in hand. City Manager Ruffing suggested inviting them to the next Public Works and Facilities Committee Meeting.

**This was referred to staff**

## ADJOURNMENT

Meeting was adjourned by Committee Member Lee at 4:09pm.