



City of Fort Bragg

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Meeting Minutes - Draft Public Works and Facilities Committee

Thursday, May 21, 2015

3:00 PM

City Hall Conference Room, 416 N. Franklin Street

MEETING CALLED TO ORDER

Meeting called to order by Committee Member Turner at 3:16 pm.

ROLL CALL

City staff members present: Tom Varga, Crystal Prairie

Present: 2 - Dave Turner and Lindy Peters

APPROVAL OF MINUTES

- 1 Approve Minutes from April 23, 2015 Public Works and Facilities Committee Meeting

Committee Minutes were approved for Council review.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

CONDUCT OF BUSINESS

- 2 Receive Report and Make Recommendation to City Council Regarding Adopt-a-Street Program

Public Works Director Varga gave a brief summary of the Adopt-a-Street program idea. Namely, what's being "adopted" doesn't have to be a street, could be alley or parking lot, block, path, trail, etc., depending on the size of the group and what size area to maintain. Safety is very important for this program.

Elements to consider Include:

- Recognition of volunteers (Suggestions: Letter of recognition, BBQ, City Manager's update in paper, pictures on Facebook, Contact Advocate and see if they want to put pictures in Paper of crews/volunteers)
- Safety Issues (Suggestion: Loan buckets, Personal Protective Equipment (PPE), such as thick gloves, etc. for 6 months, and if it's being used for longer then person gets to keep it, and/or have businesses or civic groups sponsor people)
- Weed Abatement (Suggestion: Prepare solution of water/vinegar/salt and give to volunteers)
- Litter disposal (Suggestion: Use orange bags and have public works crew pick up. Add a form to the website to notify city employees of pickup. Also, possibly use two bags, one for recycling, one for non-recyclables)
- Assign areas, or let volunteers pick own areas
- Permit necessary (Release of liability, and contact information)

- Costs (will be oversight costs and supplies costs. Estimating \$900/year per location)
- Limits regarding what to remove (Example: Large waste, medical waste, potentially dangerous waste)
- Communication is important. Phone number to call once bag is full in order to pick it up
- Get volunteers to sign up and then have a meeting involving the public including a safety training
- Name of Program (Suggestion: Clean Our Streets "COS", Fort Bragg Beautiful, Keep Fort Bragg Clean and Beautiful)

Annually will need to analyze amount of money spent and results in order to see if program is cost effective. Many factors to consider, such as beautification of streets and community harmony, potential reduction in maintenance costs.

Mike Beck volunteered to help out with disposing of bags, securing donated materials, and potential other things that may come up.

Other related issues included: Considering ordinance stating people can't park in front of house on street sweeping day. Cathy Silva voiced support of the program and said she would be willing to help. Mentioned that the City and County use leaf blowers to blow debris into the street, as well as professional gardeners, which goes into the storm drain. Suggested inform the public it's not good practice to put stuff into the street.

In summary Committee Member Turner suggested getting all paperwork and forms together for program and run by the City Attorney before bringing back to Committee.

This Staff Report was referred to staff

MATTERS FROM COMMITTEE / STAFF

ADJOURNMENT

Committee member Turner Adjourned meeting at 4:04pm.