



# 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

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Wednesday, February 8, 2017

3:00 PM

Town Hall, 363 N. Main Street

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### MEETING CALLED TO ORDER

Meeting called to order by Committee Member Cimolino at 3:02.

### ROLL CALL

Staff Members Present: Scott Schneider, Tom Varga, Scott Perkins, Marie Jones,  
Crystal Prairie

Present: 2 - Will Lee and Michael Cimolino

### 1. APPROVAL OF MINUTES

1A. Approve Minutes of January 11, 2017 Meeting

These Committee Minutes were approved for council review.

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

Ruth Sparks, Chair of Bee City, spoke regarding creating a bee garden at "Guest House Park," and working with the Garden Club, Rotary, and Public Works. Possibly "Adopt-a-Park" by community organizations.

Nathan Orsi spoke regarding tying a piece of property he bought on Cedar Street into the City sewer system. He brought maps of the Municipal Improvement District (MID) boundaries. 3 property owners would like their properties added to the MID. He would like to add an agenda item to the next meeting regarding rezoning the properties.

Kathy Silva spoke about putting up signs for public information when something needs to be replaced at Bainbridge Park.

### 3. CONDUCT OF BUSINESS

3A. Receive Report and Make Recommendation to City Council Regarding  
Fencing and Pavilion Improvements for Bainbridge Park

Scott Perkins gave an overview of the staff report. There was an addition of a memo to the item, the subject of which was an additional \$33,290 of program income that the City will receive.

Committee Member Cimolino stated all items needs to be brought to the full Council. He is in favor of matching the existing fence (metal) at Wiggly Giggly Park. He is in favor of looking at a medium size pavilion. The dedication plaque to Harold O. Bainbridge is important and needs to stay.

Community Development Director Marie Jones stated creating a pavilion that matches the restroom may not be able to be completed by 10/31/17 because of design and bidding constraints. The money can only be spent between March and October 2017.

Committee Member Lee stated full perimeter matching fence and matching pavilion are important to the community and should be done. There was discussion about future funding and how it is received. CDBG Program Income, which approximately \$75K per year is accumulated. There was discussion of having a different department than Public Works bid the project.

Bob Silva spoke in favor of matching the existing Wiggly Giggly Park metal fencing, as well as matching the Pavilion to the restrooms. for the Bainbridge Park improvements.

Kathy Silva spoke in favor of waiting and having the pavilion match the architecture of the restrooms, having Parlin Fork crews pour the concrete pad for the pavilion as well as matching the Wiggly Giggly Park metal fencing for full perimeter fencing of the Bainbridge Park area.

Rod Jones spoke about having teenagers/students volunteer to help with it and left a newspaper article from 2014 on the subject.

Committee Member Lee directed this item be brought to the full Council with the Committee's recommendation of full perimeter matching fence and scaled down size of pavilion that matches existing architecture.

**This Staff Report was referred to staff to bring to the full Council for final decision.**

**3B.                   Receive Report and Make Recommendation to City Council Regarding  
Timed Parking in Skunk Depot Parking Lot**

Public Works Director Varga gave a brief overview of the Staff Report.

There was discussion regarding 10 permit parking spaces. At one time there was discussion by the Skunk Train of closing the lot and gating it off. 77 spaces are leased to the City by the Skunk Train. There was discussion about why a time limit is being proposed when there is not a huge demand for parking at this time. The City pays \$8,000 per year to lease lot, and is responsible for maintenance. There is approximately \$12K "set aside" for maintenance over the years.

Committee Member Cimolino spoke against using parking meters and in favor of the 4 hour parking limit.

Mary Ann McGee spoke against timed parking in the lot as well as the 2 hour limit.

Kathy Silva against time parking in the lot.

Community Development Director Marie Jones listed off many of the free parking areas in town.

Committee Member Lee recommended there be no timed parking because there is no demand for it at this time. Committee Member Cimolino Agreed. No action to be taken on this item at this time.

**This Staff Report was received and filed**

**3C.** Discussion of a Proposed "No Butts" Clean Up Event Sponsored by the Progressive Alliance Center Mendocino

Tom Varga spoke to a member of the Alliance, and the main concern was that the desired cleanup was not forgotten. The City is getting ready to roll out an "Adopt-a-Street" program which will fold in the "No Butts" program.

Rod Jones stated the Alliance put together a proposal in September and got no response. He requested the Council respond. He is requesting leadership and overall management by the City and having the Alliance help as volunteers.

Committee Member Cimolino will take a look at the plan and wants to take it to the next step.

Kathy Silva requested Bainbridge Park be added to the "Adopt-a-Street" program and that leaf blowers public works uses be the type that can be used as a vacuum so that cigarette butts are vacuummed up.

Committee Member Lee requested this item be brought back to the Committee at the next regular meeting in March and be folded into the presentation for "Adopt-a-Street."

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

Chestnut Street Project is 30% complete. Work has progressed to the vicinity of Lincoln Street, despite 18 rain days since starting in December.

Guest House Roofing Project bids are to be opened on 2/18/17, 2 sets of bid documents out.

Coastal Trail Phase II Project is in design.

Guest House Painting Project is scheduled for March bid opening.

Street and Alley project 90% review is complete. Shooting for bid date in March.

Rainfall is currently at 170% of average for this time of year.

Wasterwater Treatment Facility Upgrade design is nearly complete. Approximately \$11M in funding is needed. Application in progress with State Water Resources Control Board, and beginning process of funding with USDA.

**MATTERS FROM COMMITTEE / STAFF**

**ADJOURNMENT**

**Meeting adjourned by Committee Member Cimolino at 4:35pm.**