



City of Fort Bragg

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Meeting Minutes Special 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 20, 2017

6:00 PM

CV Starr Community Center
300 S. Lincoln Street, Fort Bragg

Special Joint City Council/MCRPD FY 2016-17 Mid-Year Budget Workshop

NOTE: Meeting will not be live-streamed due to change in location

CALL TO ORDER

Mayor Peters called the meeting to order at 6:00 PM.

ROLL CALL

Mendocino Coast Recreation and Park District Board Members:

Present: Chair Bill Hayes, Board Members Cesar Yanez, John Huff, and Kirk Marshall.

Absent: Board Member Bob Bushansky

Present: 4 - Mayor Lindy Peters, Vice Mayor Will Lee, Councilmember Michael Cimolino and Councilmember Bernie Norvell

Absent: 1 - Councilmember Dave Turner

1. PUBLIC COMMENTS ON THIS SPECIAL MEETING AGENDA

None.

2. CONDUCT OF BUSINESS

2A. [17-157](#)

Conduct Joint City Council/Mendocino Coast Recreation & Park District Board Work Session for C.V. Starr Community Center FY 2016/17 Mid-Year Budget Review

Mendocino Coast Recreation and Park District (MCRPD) District Administrator Dan Keyes provided an introduction to this agenda item. He noted that the budget numbers are fiscally conservative, but all expenditures are intended to help improve the facility, including line items regarding staffing, which will assist with recruiting and retention.

Councilmember Turner entered the meeting at 6:05 PM.

District Administrator Keyes noted that the MCRPD Board met just previously to this joint meeting and approved the budget with all the mid-year changes included. Finance Director Jill Rexrode summarized the CV Starr Community Center's FY 2016-2017 Mid-Year Budget Report and outlined the budget's operating revenues and proposed adjustments. Highlights included:

- Revenue will exceed projections.
- Discounts, rentals, registrations, merchandise, wages & benefits, and utilities were summarized.
- The changes recommended in the Koff & Associates classification and compensation study will be important in attracting and retaining employees.

- The reason for the increase in the Koff study cost was that MCRPD asked them to gather more data than originally requested.
- Sales tax revenue will be less than originally projected.

Councilmembers inquired about employee costs, staffing levels, maintenance expenses and discount programs. It was noted that the City Council does not need to approve any scholarship program to the CV Starr Center that the MCRPD might wish to institute. Administrator Keyes stated that with that understanding, they will work to put a discount/scholarship program in place as soon as possible.

MCRPD Chair Bill Hayes reiterated that the MCRPD board approved the mid-year budget adjustments and that the District budget is currently on track and will end the year with a positive \$28K. City Manager Ruffing noted that some time should be spent on the three reserve funds and in developing a capital and asset maintenance plan for big ticket items like pool relining and roof replacement. MCRPD board members discussed sending maintenance staff to training sessions to get more experience in maintaining the facility's current systems, which will save on maintenance costs in the long run.

ADJOURNMENT

Mayor Peters adjourned the meeting at 6:39 PM.

LINDY PETERS, MAYOR

June Lemos, CMC, City Clerk

IMAGED (_____)