



# City of Fort Bragg

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

## 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*

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Tuesday, May 30, 2017

6:30 PM

Town Hall, 363 N Main Street

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### Joint CC/MCRPD Budget Workshop

#### CALL TO ORDER

Mayor Peters called the meeting to order at 6:30 PM.

#### ROLL CALL

**Mendocino Coast Recreation and Park District Board Members:**

**Present:** Vice Chair Bob Bushansky, Board Member Kirk Marshall, Board Member Cesar Yanez

**Absent:** Chair Bill Hayes, Board Member John Huff

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

#### 1. PUBLIC COMMENTS ON SPECIAL MEETING SESSION ITEMS

None.

#### 2. CONDUCT OF BUSINESS

- 2A. [17-288](#)** Conduct Joint City Council/Mendocino Coast Recreation and Park District Board Workshop Regarding the FY 2017-2018 C.V. Starr Community Center Budget and Provide Direction to Staff

Administrative Services Director Schneider briefly presented the staff report for this item and introduced Mendocino Coast Recreation and Park District (MCRPD) District Administrator Dan Keyes who in turn introduced MCRPD Board Vice Chair Bushansky. Mr. Bushansky thanked the staff of the CV Starr Community Center (CVSCC) and MCRPD who devoted a lot of time and effort to the budget. Administrator Keyes introduced his staff members and made opening remarks regarding how items are prioritized within the budget and how staff is working together to identify the most urgent matters which require attention, such as failing or obsolete equipment and systems at the CVSCC. He mentioned that consultant Ginny Feth-Michel has been assisting with an audit of the budget. Business Manager Jill Rexrode summarized the budget report. She and Administrator Keyes responded to questions from Councilmembers regarding staffing levels, wages, facility maintenance, and major expenditures needed for new boilers, sound system upgrade, floor repair and pool replastering. It was noted that an error was discovered during Feth-Michel's audit that involved a duplicate journal entry for the month of July 2016. This will be corrected in the new budget. A long-range plan for facility maintenance was discussed. Administrator Keyes recommended streamlining the process for getting approval to order needed equipment such as boilers in order to avoid unnecessary delays.

Council and MCRPD Board directed staff to: (1) correct the duplicate journal entry error; and (2) eliminate the facility improvement reserve and change how the two remaining reserves are calculated. The operating reserve is 25 percent of the previous year's operating budget and whatever is left goes into the capital repair reserve. This will make the CVSCC reserve policy the same as the city's other enterprise reserve policies. The updated budget document will be presented for Council approval at the regular meeting of June 26, 2017.

**This Staff Report was referred to staff.**

- 2B. [17-291](#)** Consider Adoption of City Council Resolution Approving Budget Amendment No. 2017-25 Amending the FY 2016/17 Budget to Appropriate Funds in an Amount Not to Exceed \$19,900 from the C.V. Starr Enterprise Fund 810 to Account No. 810-4812-0751 for Replacement of the Competition Pool Boiler

Administrative Services Director Schneider stated that this is an action item for Council. Approval is needed to transfer funds from reserve to cover the cost of a replacement boiler for the competition pool.

**A motion was made by Councilmember Turner, seconded by Councilmember Norvell, 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 4006-2017

## ADJOURNMENT

**Mayor Peters adjourned the meeting at 7:44 PM.**

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LINDY PETERS, MAYOR

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June Lemos, CMC, City Clerk

IMAGED (\_\_\_\_\_)