



AGENCY: City Council  
 MEETING DATE: February 11, 2019  
 DEPARTMENT: City Manager  
 PRESENTED BY: Tabatha Miller  
 EMAIL ADDRESS: [tmiller@fortbragg.com](mailto:tmiller@fortbragg.com)

## AGENDA ITEM SUMMARY

**TITLE:**

**Receive Presentation from the Greater Fort Bragg Field Improvement Association for Use of Measure AA/AB Funds Designated for School Playing Fields Improvements and Provide Direction to Staff**

**ISSUE:**

In November 2016, the voters of Fort Bragg passed Measure AA which increased the City’s Transient Occupancy Tax rate from 10% to 12%. The new rate became effective April 1, 2017. The companion advisory Measure AB earmarked the additional 2% (TOT) to the following uses:

EARMARK	% OF TOTAL AA TAX	ESTIMATED \$ TO DATE TOTAL*	ESTIMATED FUNDS AVAILABLE
Marketing and Promotions	50%	\$397,000	\$20,000
Coastal Trail Maintenance	25%	\$199,000	\$0
Noyo Center	12.5%	\$99,000	\$0
Special Projects – Playing Fields	12.5%	\$99,000	\$99,000
<b>Total</b>	<b>100%</b>	<b>\$794,000</b>	<b>\$119,000</b>

\* *The to-date total includes TOT from 4-1-2017 through 12-31-2018. Revenue is estimated for the last quarter of calendar year 2018. Total includes seven quarters of revenue.*

To date, none of the funds earmarked for special projects for playing fields have been spent or distributed. The Greater Fort Bragg Field Improvement Association, a local nonprofit, with the exclusive purpose of improving and repairing local playing fields has requested funds in the amount of \$20,850, to be used for development of design and construction documents for improvements to the fields at the Redwood Elementary School.

**ANALYSIS:**

2016 Athletic Fields Master Plan

The TOT funding earmark, came from concerns about the deteriorated state of the local school athletic fields. In late 2015, the City received a grant for an Athletic Fields Master Plan. The Athletic Fields Master Plan by Verde Design reviewed and made recommendations on how to improve the condition of the athletic fields at Dana Gray Elementary School, Redwood Elementary School, Fort Bragg Middle School, and Fort Bragg High School. These sites provide the only local facilities for baseball, football, soccer, softball and other team oriented sports. Overuse and inadequate maintenance are noted as primary causes of the poor condition of the school athletic fields. Field renovations were recommended by Verde Design for each of the four school facilities.

## Redwood Elementary Athletic Fields

The Greater Fort Bragg Field Improvement Association has selected the Redwood Elementary Athletic Field as the first field for renovation and improvement.



The Master Plan reported the Redwood field as an open field, with a deteriorating wooden backstop, relatively flat with uneven spots created by local moles and dying grass due to lack of watering. The fields have little or no drainage system.

Conceptual design recommendations and estimated costs for renovation of the Redwood Athletic fields are set forth on page 30-31 of the Master Plan. Those costs in 2016 dollars are below:

### Redwood Elementary School

Track and Field Renovation	\$491,655.74
Multi-Use Field Renovation	\$1,185,257.35
Alternates #1 - Track and Field (Sod in lieu of Seed)	\$41,910.00
Alternates #2 - Track and Field (Flat Panel Drainage System)	\$53,340.00
Alternates #3 - Track and Field (Sand Channel Drainage System)	\$133,350.00
Alternates #4 - Track and Field (Synthetic Turf in lieu of Natural Turf)	\$646,950.00
Alternates #5 - Track and Field (All-Weather Track Surface)	\$99,250.00
Alternates #6 - Multi-Use Field (Sod in lieu of Seed)	\$62,067.50
Alternates #7 - Multi-Use Field (Flat Panel Drainage System)	\$78,995.00
Alternates #8 (Sand Channel Drainage System)	\$197,487.50

From the Greater Fort Bragg Field Improvement Association's (FIA) website [www.fbfields.org](http://www.fbfields.org):

*The Greater Fort Bragg Field Improvement Assoc. (FIA) was formed in 2017. FIA is deeply concerned about the poor condition of the three local school fields, which since the 1970's have supported ever-increasing recreational use, as they are the only big parks (large*

*grassy areas) in all of Fort Bragg, CA. Our children and friends play on these fields, and various organizations have traditionally held events, camps, classes, and sports practices that have become more and more limited by the rapidly deteriorating surface. We decided that something had to be done!*

*The Fort Bragg Unified School District (FBUSD) owns all of the recreational fields in Fort Bragg, but community groups also use these fields from dawn to dusk for adult and youth league softball, baseball, soccer, cheer, and football, as well as open space play such as Frisbee golf, dog walking, sports tournaments, art and craft shows, circus acts, and other uses. It was too much for the School District's budget to absorb.*

A more detailed description of the FIA organization and its plans for the Redwood Elementary School Athletic Fields is attached to this staff report as attachment No. 2.

The FIA has submitted a request for \$20,850 to cover the cost of professional fees for landscape architect and civil engineering fees involved in the planning, design and preparation of the construction documents for renovation of the Redwood Elementary School Athletic fields.

#### Use of the Funds

The language in the City Attorney's Impartial analysis for advisory Measure AB, which provided guidance on how the voters would like the proceeds of the additional 2% TOT revenue used, set forth the following:

*A "Yes" vote expresses an opinion supporting the uses of the additional TOT proceeds in the following manner:*

...

- *12.5% (i.e., one-eighth of the additional revenues) to undertake special projects that support tourism and benefit the community including, but not limited to, repair and enhancement of local athletic fields.*

There is no additional guidance on what projects would be eligible for the 12.5% additional TOT earmarked for improvements to local athletic fields. There is a basic assumption that the funds would be used on Fort Bragg Unified School District (FBUSD) fields, only because the City's own parks do not provide space for typical team sport athletic fields.

The \$100k raised in the first 21 months provides only a small portion of the costs set forth on the prior page for renovations at just the Redwood School facility. The 12.5% earmark from the additional TOT funds must be matched with other funds or sources of revenue in order to make an impact on the current state of the fields. The request by FIA provides the City with that opportunity.

#### **RECOMMENDED ACTION:**

Staff recommends that the City Council evaluate the request by FIA determine whether it fits within desired use of the Measure AA/AB TOT funds. If desired, staff respectfully request that Council provide direction to bring back a budget amendment to appropriate funds in the amount of \$20,850 and a Memorandum of Understanding or similar agreement to set forth the terms for the use of funds.

#### **ALTERNATIVE ACTION(S):**

1. Provide staff alternative directions for funding the request.
2. Do not fund the request.
3. Direct staff to provide additional information at a future meeting, so that a decision can be made regarding funding the request.

**FISCAL IMPACT:**

Measure AA/AB was approved in November, 2016 and collections of the additional 2%TOT started in April, 2017. To date, no funds have been expended for field improvement projects and an estimated \$99,000 has been earmarked for such use. This request of \$20,850 and the request for up to \$78,000, also on the agenda this evening, from the FBUSD would total \$98,850, just within the amount of funding available as of 12-31-2018.

**CONSISTENCY:**

Funding initial design and planning for improvements to the Redwood Elementary School Athletic Fields is consistent with the Athletic Fields Master Plan adopted by City Council on January 25, 2016.

**IMPLEMENTATION/TIMEFRAMES:**

If Council provides direction to staff to fund the request, a budget amendment and MOU could be presented to Council within the next month for City Council action.

**ATTACHMENTS:**

1. Request from FIA for Funding in the Amount of \$20,850
2. Greater Fort Bragg Field Improvement Assoc. Summary
3. Verde Design Athletic Fields Master Plan, January 8, 2016

**NOTIFICATION:**

1. Jeremiah K Murphy
2. Becky Walker
3. Barry Silva