



City of Fort Bragg

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Meeting Minutes Public Works and Facilities Committee

Wednesday, June 22, 2016

3:00 PM

City Hall Conference Room, 416 N. Franklin Street

Special Meeting

MEETING CALLED TO ORDER

Meeting called to order by Committee Member Turner at 3:11pm. Staff members present: Marie Jones, Crystal Prairie, Tom Varga, Scott Schneider.

Present: 2 - Dave Turner and Lindy Peters

ROLL CALL

APPROVAL OF MINUTES

[16-247](#)

Approve Minutes of May 19, 2016

Approved as presented.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

CONDUCT OF BUSINESS

[16-245](#)

Consider Draft Regulations for Electric Personal Assistive Mobility Devices (EPAMDs)

Public Works Director Varga gave a brief overview of staff report and draft regulations.

There was discussion of only having EPAMDs on paved surface vs. gravel surface. Decision was made to remove section stating no use on gravel surface.

There was discussion of insurance requirements as well as business license requirements.

There was discussion of potential use of EPAMDs on sidewalks as well as having people on the roadway (or in bike lanes.)

Lynne Baumgartner talked about possible locations for tours for her potential business. Glass Beach Drive to trestle. Cemetery. Harold Street to Otis Johnson Park. Cedar Street to Timberwolf Stadium. Behind skate park. Coastal Trail is not an option at this point. 8 people is full tour. Pointed out that the Healdsburg example given in staff report was from 2003. Updated laws (2008) do mention EPAMDs. City can regulate, but regulations can not be less stringent than State.

Public works Director Varga read a letter from Alice and Douglas Chouteau against use of EPAMDs in Fort Bragg.

Direction was given to staff to send regulations to City Attorney's office and then bring to Council for approval.

This Staff Report was referred to staff

[16-248](#)

Receive Report and Discuss Special Events and Other Public Uses of Coastal Trail Property

Public Works Director Varga gave an overview of the staff report and draft guidelines. He also read an email from Alice and Douglas Chouteau in opposition to events on the Trail.

Chuck Greenberg stated the Kite Festival (benefiting Habitat for Humanity) needs to use amplified sound, as well as sell food at the event. There was discussion about adding that regulation to the Encroachment Permit process.

Community Development Director Jones mentioned that there is an area around the runway on the south trail that wasn't acquired with Coastal Conservancy dollars. It's 2 acres and could be used for different types of events that don't have to be regulated. It was clarified that Noyo Headlands Park is 92 acres. Coastal Conservancy only bought 35. The rest of the property was donated by GP. Research needs to be done to find out if all of the property has the deed restriction. The 100 person limit is problematic for things such as runs. The 4 hour limit also seems problematic. Change it to a case by case basis. TAC would get involved for an event over 100 people and an encroachment permit will be required. The Phase II Trail has several parts that will not be paid for with Coastal Conservancy dollars. A suggestion was made to break up regulations geographically (Site A - Coastal Conservancy Funded site and Site B - Non Coastal Conservancy funded site.) Start a three tier permit process. Different fees for non profit vs. commercial. There was discussion of the "non-refundable fee," versus a cleaning deposit. There was discussion about fees to be charged for a "for profit" event. Possible base fee of \$3,000 for all 5 acres with a lower fee for using less land, or have a lower base fee and take a percentage.

There was discussion of potentially setting up "fair grounds" at some point in the future. There was discussion of using the dog park for events as the property is not restricted by the Coastal Conservancy Deed Restriction.

Public Works Director Varga mentioned having similar regulations to the proposed for smaller events, and anything over 100 people would have to go through TAC. Anything that restricts access triggers a Coastal Development Permit. A suggestion was made that anything over 2,000 people goes to City Council for review.

Administrative Services Director Schneider stated the trail is a big asset that should be utilized and not overly restricted at this point. There was discussion about potential festivals and events that could happen in the future.

There was discussion about marketing the trail to draw people to Fort Bragg.

A suggestion was made that a "standing reservation" be held for events like Paul Bunyan Days and the Kite Festival.

Direction was given to staff to refine regulations based on discussion and bring back to committee at future date.

This Staff Report was referred to staff

[16-249](#)

Receive Oral Update from Staff on Departmental Activities

Summers Lane Reservoir excavation is mostly done. Building under drain currently.

Chestnut Street multi-use path Request for Authorization is in process. May be constructed by the end of 2016.

Otis Johnson Park there will be maintenance during late June and possibly middle of July. Strong candidates for caretaker.

Independence Day weekend fireworks set up.

Water Tank Project CDBG application underway.

This Staff Report was received and filed

MATTERS FROM COMMITTEE / STAFF

Committee Member Peters mentioned that there is narrow sidewalk on Chestnut where there are bushes encroaching on sidewalk and people have to go out in the street. Community Development Director Jones will pass along information for Code Enforcement letter.

ADJOURNMENT

Meeting adjourned at 4:55pm by Committee Member Turner.