



# City of Fort Bragg

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## Meeting Minutes Public Works and Facilities Committee

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Wednesday, May 8, 2019

3:00 PM

Town Hall, 363 N. Main Street

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### MEETING CALLED TO ORDER

Committee Member Lee called the meeting to order at 3:00 PM.

### ROLL CALL

Staff in attendance included Tom Varga, Tabatha Miller, Victor Damiani, and Chantell O'Neal

Present: 2 - Will Lee and Jessica Morsell-Haye

### 1. APPROVAL OF MINUTES

Meeting Minutes were approved for Council review.

1A. [19-233](#) Approve Minutes of April 10, 2019

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

Public Comment was received from Paul Clark, who requested an "Event Ahead" be placed at Oak and Main St for Farmers Market Wednesdays.

### 3. CONDUCT OF BUSINESS

3A. [19-232](#) Receive Staff Report and Provide Staff Direction on Deferred Capacity and Development Fee Programs

City Manager Miller presented the report, explaining that the request for information came about from the recent Goal Setting meeting of City Council. Miller discussed types of fees applicable to proposed development and reviewed the definitions and intended uses of capacity fees. Miller presented possible mechanisms for incentivizing development in the City through fee waivers or deferments, possible repayment options, implications to future development, and briefly spoke about the costs of adding fire sprinklers.

Committee Members reviewed options for deferment and cost waivers, inquired about the potential for connection fees being waived entirely, discussed the creation of fee districts for certain areas of town, identified the cost of sprinklers as being cost prohibitive to development, and emphasized the importance of developing methods for ensuring the fee deferment and/or waver policies be fair and objective.

Public Comment on this item was received from: Jacob Patterson, John Glidewell, Adam Mitchell, Amy Wynn, and Paul Clark.

The Committee recommended that:

1. The City create a Development Impact Fee Deferral Program- this would be applied to all fees
2. The City become part of the Statewide Community Infrastructure Program (SCIP) as well as continue to pursue additional funding opportunities for financing fees
3. The deferral time frame be up to three years
4. Staff seek legal counsel regarding the fee programs policies as they might apply to specific locations like the Central Business District, density in residential districts, and the Visitor Serving Industries
5. Interest for deferral be charged in accordance with the Local Public Agency Fund which is currently 2.5%
6. A plan be developed for assisting commercial property owners with the cost of fire sprinkler installation (i.e. assessment districts, bonds, Mello Roos, and/or Mills Act)

- 3B. [19-228](#)** Receive Report and Provide Recommendation to City Council Regarding Bid Requests for Glass Beach Stairs Replacement Project

Public Works Director Varga discussed the history of the Glass Beach Stairs and the current version proposed project designed by Lee Welty. Varga discussed the pros and cons of the project including the various options and alignments for new stairs, the costs associated with implementing a set of new stairs, and recommended moving forward with the concrete stairway plan set Varga indicated that the current estimate for the cost of building the proposed stairways is more than the funding available for the project.

Committee Members discussed costs and alternate resources for financing the project.

Public Comment was recieved from: Jenny Shattuck and Cornelia Reynolds

**Committee Members recommended releasing the bid package for the Glass Beach Stairs project as designed.**

- 3C. [19-236](#)** Receive Informational Report on Glyphosate Containing Pesticides and Discuss Applicability for the City of Fort Bragg

The report was given by Engineering Technician O'Neal. O'Neal summarized information obtained from the U.S. Environmental Protection Agency (EPA), Cal EPA, and the World Health Organization. O'Neal listed other California Cities with programs for managing pesticide application within their municipality, reiterated legal counsels determination that a complete ban could not be approved, and discussed the importance of best management practices for applications of any pesticides.

Committee discussed the need for an official policy to memorialize the pest management practices used by City forces and recommended implementing an organics first policy. Committee addressed the need for the weed abatement program ordinance to be amended to include the prohibition of the use of glyphosate on City sidewalks and requested that application of pesticides in a manner not in accordance with the policy be considered a code violation. Committee expressed the importance of the Bee City designation when crafting a policy and requested that the Fort Bragg Unified School

District be included in the discussion as well.

Public Comment was received from: Cornelia Reynolds and Jenny Shattuck

**Committee Members recommended staff draft a Pest Management Program Ordinance to be brought back to Public Works and Facilities Committee.**

#### **4. MATTERS FROM COMMITTEE / STAFF**

Public Works Director Varga announced the opening of the middle section of the Coastal Trail. Committee Member Morsell-Haye requested that a discussion about creating a "Dig-Once" Policy be agendized for a future meeting.

#### **ADJOURNMENT**

**The meeting was adjourned by Chair Lee at 4:25 PM.**