

**Fort Bragg, California
June 13, 2007 (Special Meeting)
Town Hall**

The City Council of the City of Fort Bragg, meeting concurrently as the District Board of the Fort Bragg Municipal Improvement District No. 1 and Agency Board of the Fort Bragg Redevelopment Agency, met in special session with the Fort Bragg Planning Commission on the above date at the hour of 6:00 p.m. in Town Hall, southwest corner of N. Main and Laurel Streets (363 N. Main Street), Fort Bragg, with Mayor Doug Hammerstrom presiding.

ROLL CALL

Present: Councilmembers Dave Turner (arrived at 6:12), Meg Courtney, Dan Gjerde, Jere Melo, and Mayor Doug Hammerstrom; Planning Commissioners Burley Cox, Becky Ellis, David Linkhart, Georgia Lucas, and Chair Mark Hannon

Staff Present: Linda Ruffing, City Manager; Mike Gogna, City Attorney; Marie Jones, Community Development Director; Dave Goble, Director, Public Works; Dick LaVen, Water Project Manager; Sean O'Rourke, Planner; and Nancy Philips, Administrative Secretary

1. CONDUCT OF BUSINESS

A. Conduct Draft Citywide Municipal Services Review Workshop and Provide Direction to Staff

Planner O'Rourke explained that the Municipal Services Review (MSR) is a document that the Local Agency Formation Commission (LAFCO) uses to look at a jurisdiction's Sphere of Influence (SOI). LAFCO is comprised of representatives from County and City governments, and Councilmember Melo serves on LAFCO. LAFCO manages regional growth in California. Any annexations, boundary changes, or formations of new local government agencies are subject to the approval of LAFCO. MSR's are due to LAFCO every five years. O'Rourke went on to give an overview of the process before asking for comments. Director Jones suggested that minor changes be submitted to staff by noting them on their hard copy of the MSR. Any policy discussions proposed tonight will be recorded by Jones on a flipchart. Melo added that, in his 11 years on LAFCO, Fort Bragg would be the first jurisdiction to submit an MSR.

Over the course of discussion, the following was noted:

Summary of Issues & Trends

- **Correct the amount of Councilmember's salaries on Page 3.**
- **Insert a public facilities section in Chapter 2 after Section C, Services, and incorporate summaries from the Public Facilities Master Plan.**
- **Figures 2 and 3 will include reference to two non-contiguous, annexed parcels that the City owns: Station 20 (receives water service) and the Corp Yard (receives water and sewer service).**
- **Terminology will be reworded throughout the document to change "worst case" to "likely" or "maximum" as appropriate.**
- **Revisit the existing and build-out figures for industrial and open space.**
- **Consider refining the Communities of Interest criteria so that the SOI is located in the water service area and the Municipal Improvement District and that there is a demonstrated interest to be annexed, and equal densities of adjacent commercial or residential zones.**
- **Update budget figures with those from the FY2007-08 Adopted Budget.**

Water

- **Consider effect of new development on existing water pressure levels.**
- **Consider infrastructure capabilities to provide water service to large developments during a long drought.**

- Consider constraints of the existing sewer system and the means to improve the infrastructure by increasing rates in order to qualify the Improvement District and water district for funding.
- Page 20 include in discussion of unaccounted water loss (last sentence of first paragraph) that the water loss is equivalent to water used by 900 households per day.
- Page 27 refers to adding ponds at the proposed golf course; however, this was subsequently eliminated from the Recreation District's plan. Water projections will be revised accordingly to include discussion on possible wells.
- Page 29: footnote source (a 2002 report) of data on Pudding Creek Reservoir capacity.

Wastewater

- Consider changing sewer rates so that residential fees are based on water consumption rather than a flat fee, and one bedroom homes should not be charged the same rate as a 1,600 square foot single family home.
- Remove "and Future" from Wastewater Section C.
- In updating City Standards, describe sewer pipe material as the strongest possible rather than specifying a particular type.
- Modify wastewater chapter to more clearly identify improvements that are necessary to accommodate future demands versus improvements needed to repair existing problems.

Street & Transportation

- Add reference to 2007-08 capital improvement projects and the interim voter-approved sales tax increase.
- Add portions of the pavement management plan for street improvements.
- Goal C.4 of General Plan to be revisited concerning the Franklin Street corridor and problems associated with it.
- Franklin Street reconstruction and Safe Routes to Schools to be added from the capital list to streets and transportation section.
- Fix reference on page 64 to indicate that the Trestle Bridge is slated for completion December 2007.

Parks

- Need to add language to General Plan about neighborhood parks, and add them to the list of regional and City parks.
- Dog park(s) to be added.

Fire

- Page 72, top paragraph: indicate that the north section of the Fire Station needs to be upgraded not replaced.

Solid Waste

- Update Page 74 to show that five sites are currently being considered for a commercial solid waste transfer station.
- Add solid waste diversion goals and percentages that the City is currently meeting.
- Mention the City's efforts to reduce greenhouse gas emissions and conserve energy.

Drainage

- This section should mention the City's I&I problems.

Mayor Hammerstrom recessed the meeting at 7:40 p.m., and reconvened it at 7:48 p.m.

Determinations

- Add refinancing capital projects at lower interest rates as one of the cost avoidance measures.
- Page 88, indicate under the parks section that a Master Plan is being prepared for the Coastal Trail.

City Council and Planning Commission

June 13, 2007 (Special Meeting)

Page 3

- **Section C Page 90: Indicate that the City pursues State and Federal funding all the time for all types of projects.**
- **Section D Cost Avoidance: add energy conservation efforts to result in lower energy bills.**
- **Add that MCTV broadcasts public meetings and the fact that minutes are available on the City's website.**

Definitions

- **Define SOI**

SPHERE OF INFLUENCE (SOI)

Director Jones said that LAFCO recommended including Municipal Improvement District (MID) boundaries on the SOI map. Only properties in the SOI can be annexed. Properties in the SOI can get sewer service without being in the MID with an out of area service agreement.

City Manager Ruffing cautioned against changing the place of use map as it would require CEQA and approval by the State Water Quality Control Board.

Melo stated that we need to shrink the current sphere. The existing sphere was adopted based on the assumption that Mill Site operations would continue. The City guessed at what areas we might like to serve in the future. Now we have to submit a sphere that we know we can serve.

Gjerde noted that the proposed boundary bisected lots. **It was agreed that the SOI boundary would include entire lots.**

Melo added that laws change, and the boundary of the MID was a vote of the people that reflected the laws at that time. Now that the law has changed, we cannot undo the vote. **Staff will research the election to see how the ballot was worded and its effect upon MID boundaries.**

It was agreed that the SOI boundary will include full lots along the north side of Cedar Street and include the MID and water service boundaries. Failing septic systems along Oak and Cedar Streets should be included in the SOI.

Public comment on this agenda item was received from: Jeff Warner. Paul Clark sent an email that was distributed to all.

Jones summarized future policy issues to consider that arose from tonight's discussion:

- impacts of new development on water pressure;
- water during a drought;
- long-term infrastructure maintenance;
- how to reduce water loss in the system;
- billing practices for sewer service for single family homes;
- undersized sewer main;
- City standards for stronger sewer pipes;
- street standards revision to reduce stormwater being treated in the wastewater system;
- maintenance on Main Street;
- revisit park standards in the General Plan by type rather than use a single standard;
- revisit the annexation areas;
- discuss the implication of out of area service agreements on annexation; and
- use County development standards in our SOI where the County provides streets and the City provides water for future development.

Water Project Manager LaVen stated that grants for water/wastewater projects often require a minimum rate customers are charged before a jurisdiction is eligible for funding. This comes down to a minimum charge of \$1 per day for every sewer connection and \$1.50 per day for every water connection. **It was agreed to reconsider the rate structure.**

City Manager Ruffing noted that the MSR will come back to the Council in August. By that time we should have heard whether Georgia-Pacific will continue pursuing a Specific Plan.

Melo suggested that, given the importance of development on the Mill Site, we should go ahead and submit the MSR in a couple of months with the best estimate of what we can serve. There may be repercussions to the City if LAFCO is not done with our MSR by January. Have LAFCO act on it, and we update it every five years.

- 2. COMMENTS ON NON-AGENDA ITEMS**
 - A. Staff Comments**
 - B. Public Comments**

Mayor Hammerstrom adjourned the meeting at 8:54 p.m.

DOUG HAMMERSTROM, Mayor

MARK HANNON, Chair

ATTEST:

**Nancy Philips,
Administrative Secretary**

INDEXED: _____(____)

IMAGED: _____(____)