



# City of Fort Bragg

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

## Meeting Agenda City Council

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Monday, January 25, 2016

6:00 PM

Town Hall, 363 N. Main Street

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### MEETING CALLED TO ORDER

### PLEDGE OF ALLEGIANCE

### ROLL CALL

### AGENDA REVIEW

### 1. MAYOR'S RECOGNITIONS AND ANNOUNCEMENTS

- 1A. [16-027](#) Presentation of Proclamation Commending Odile Perkins and Jay Koski for their Good Samaritan Actions

Attachments: [Perkins & Koski Harbor Rescue Proclamation](#)

### 2. STAFF COMMENTS

### 3. MATTERS FROM COUNCILMEMBERS

### 4A. PUBLIC COMMENTS ON NON-AGENDA, CONSENT CALENDAR & CLOSED SESSION ITEMS (30 Minutes)

*MANNER OF ADDRESSING THE CITY COUNCIL: Any member of the public desiring to address the City Council shall submit a "Speaker Card" to the City Clerk and proceed to the podium after being recognized by the Presiding Officer. Speakers will be called up in the order the Speaker Cards are received. All remarks and questions shall be addressed to the City Council and no discussion or action shall be taken on any requests, in accordance with Brown Act Requirements. No person shall enter into any discussion without being recognized by the Mayor or acting Mayor.*

*IF AGENDA PERMITS: A maximum of thirty (30) minutes shall be allotted to receiving public comments at the initial public comment period and, if necessary, an additional 30 minutes shall be allotted to public comments prior to action on the Consent Calendar. Any citizen, after being recognized by the Mayor or acting Mayor, may speak on any topic that may be a proper subject for discussion before the City Council for such period of time as the Mayor or acting Mayor may determine is appropriate under the circumstances of the particular meeting, including but not limited to, the number of persons wishing to speak on a particular topic or at a particular meeting, or the complexity of a particular topic. Time limitations shall be set without regard to a speaker's point of view or the content of the speech, as long as the speaker's comments are not disruptive of the meeting.*

*BROWN ACT REQUIREMENTS: Pursuant to the Brown Act the Council cannot discuss issues or take action on any requests during this comment period.*

## **5. PUBLIC HEARING**

*When a Public Hearing has been underway for a period of 60 minutes, the Council must vote on whether to continue with the hearing or to continue the hearing to another meeting.*

## **6. CONDUCT OF BUSINESS**

- 6A. [16-025](#)** Receive Report and Consider Adoption of City Council Resolution Accepting the Conveyance of a Public Access Trail Easement from the Coastal Land Trust and Authorizing City Manager to Execute the Deed and the Certificate of Acceptance

**Attachments:** [01252016 Harbor Lite Easement Conveyance](#)  
[Attachment 1 - RESO Harbor Lite Easement Conveyance to City](#)  
[Attachment 2 - Harbor Lite Easement Deed Certificate of Acceptance](#)

- 6B. [16-013](#)** Receive Recommendation from Public Works & Facilities Committee and Provide Direction to Staff Identifying Priority Streets and Alleys for Inclusion in 2016 Streets and Alleys Rehabilitation Project

**Attachments:** [01252016 Streets & Alleys Report](#)  
[Attachment 1 - Suggested Street Priority List 2016](#)  
[Attachment 2 - Suggested Alley Priority List 2016](#)

## **4B. PUBLIC COMMENTS ON NON-AGENDA, CONSENT CALENDAR & CLOSED SESSION ITEMS (30 Minutes, If Necessary)**

See 4A. above.

## **7. CONSENT CALENDAR**

*All items under the consent calendar will be acted upon in one motion unless a Councilmember requests that an individual item be taken up under CONDUCT OF BUSINESS*

- 7A. [16-017](#)** Adopt by Title Only, and Waive Further Reading of Ordinance No. 923-2016 Amending Chapter 14.06 (Water Conservation) of Title 14 of the Fort Bragg Municipal Code

**Attachments:** [ORD#923 Wtr Consvr Ord 2016-01-25](#)

- 7B. [16-034](#)** Adopt City Council Resolution Accepting the 2016 Fort Bragg Police Department Salary Survey Results as Required by Ordinance 672

**Attachments:** [RESO Police Compensation Survey](#)  
[Police Compensation - Exhibit A](#)  
[Police Compensation - Exhibit B](#)

- 7C. [16-021](#) Approve and Accept the Athletic Fields Master Plan  
**Attachments:** [Athletic Fields Plan Final Draft](#)  
[Athletic Fields Plan Appendix Final Draft](#)
- 7D. [16-022](#) Adopt City Council Resolution Increasing Compensation for Seasonal Laborer Classification to \$15.00 per Hour  
**Attachments:** [RESO Seasonal Hourly Rate Adjustment](#)
- 7E. [16-029](#) Accept Certificate of Completion for the Summers Lane Timber Harvest Project, City Project 2015-02, and Direct City Clerk to File Notice of Completion  
**Attachments:** [Timber Harvest Project-Certificate of Completion](#)
- 7F. [16-036](#) Accept Municipal Improvement District No. 1 Basic Financial Statements for FY14-15  
**Attachments:** [MID Financial Statements FINAL 1-20-2016](#)
- 7G. [16-033](#) Receive and File Minutes from the November 4, 2015 Fiance and Administration Committee Meeting  
**Attachments:** [FACM2015-11-04](#)
- 7H. [16-018](#) Approve Minutes of Special Meeting of January 5, 2016  
**Attachments:** [CCM2016-01-05\\_Special](#)
- 7I. [16-020](#) Approve Minutes of January 11, 2016  
**Attachments:** [CCM2016-01-11](#)

## **8. CLOSED SESSION**

### **ADJOURNMENT**

*The adjournment time for all Council meetings is no later than 10:00 p.m. If the Council is still in session at 10:00 p.m., the Council may continue the meeting upon majority vote.*

**NEXT REGULAR CITY COUNCIL MEETING: 6:00 P.M., MONDAY, FEBRUARY 8,  
2015**

STATE OF CALIFORNIA     )  
  )ss.  
COUNTY OF MENDOCINO    )

I declare, under penalty of perjury, that I am employed by the City of Fort Bragg and that I caused this agenda to be posted in the City Hall notice case on January 20, 2015.

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Brenda Jourdain, Administrative Assistant

**NOTICE TO THE PUBLIC:**

**DISTRIBUTION OF ADDITIONAL INFORMATION FOLLOWING AGENDA PACKET DISTRIBUTION:**

- *Materials related to an item on this Agenda submitted to the Council/District/Agency after distribution of the agenda packet are available for public inspection in the lobby of City Hall at 416 N. Franklin Street during normal business hours.*
- *Such documents are also available on the City of Fort Bragg’s website at <http://city.fortbragg.com> subject to staff’s ability to post the documents before the meeting.*

**ADA NOTICE AND HEARING IMPAIRED PROVISIONS:**

*It is the policy of the City of Fort Bragg to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities.*

*If you need assistance to ensure your full participation, please contact the City Clerk at (707) 961-2823. Notification 48 hours in advance of any need for assistance will enable the City to make reasonable arrangements to ensure accessibility.*

*The Council Chamber is equipped with a Wireless Stereo Headphone unit for use by the hearing impaired. The unit operates in conjunction with the Chamber’s sound system. You may request the Wireless Stereo Headphone unit from the City Clerk for personal use during the Council meetings.*

*This notice is in compliance with the Americans with Disabilities Act (28 CFR, 35.102-35.104 ADA Title II).*



# City of Fort Bragg

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## Text File

File Number: 16-027

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**Agenda Date:** 1/25/2016

**Version:** 1

**Status:** Mayor's Office

**In Control:** City Council

**File Type:**  
Recognition/Announcements

**Agenda Number:** 1A.

Presentation of Proclamation Commending Odile Perkins and Jay Koski for their Good Samaritan Actions

*P R O C L A M A T I O N*  
**COMMENDING ODILE PERKINS AND JAY KOSKI FOR THEIR  
GOOD SAMARITAN ACTIONS**

**WHEREAS**, on January 7, 2016, two men were rowing a small boat at the harbor mouth of the Noyo River; and

**WHEREAS**, the ocean was very rough that day and a large breaker caused the boat to turn sideways and capsize, throwing both men into the water; and

**WHEREAS**, Odile Perkins witnessed the event while on the job at Django's Rough Bar in the Noyo Harbor and immediately grabbed a rope and ran out to the jetty where the men were struggling to swim to the rocks; and

**WHEREAS**, Odile, assisted by Jay Koski, helped the men out of the water just as rescue personnel arrived on scene; and

**WHEREAS**, both men were taken to Mendocino Coast District Hospital where they were treated for hypothermia and minor injuries; and

**WHEREAS**, the fast action and life-saving measures taken by Odile and Jay may have saved the lives of the two men;

**NOW, THEREFORE, I, Dave Turner**, Mayor of the City of Fort Bragg, on behalf of the entire City Council, do hereby commend Odile Perkins and Jay Koski for their Good Samaritan actions.

**SIGNED** this 25<sup>th</sup> day of January, 2016.

\_\_\_\_\_  
**DAVE TURNER, Mayor**

**ATTEST:**

\_\_\_\_\_  
**June Lemos, City Clerk**



# City of Fort Bragg

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Phone: (707) 961-2823  
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## Text File

**File Number: 16-025**

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**Agenda Date:** 1/25/2016

**Version:** 1

**Status:** Business

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** 6A.

Receive Report and Consider Adoption of City Council Resolution Accepting the Conveyance of a Public Access Trail Easement from the Coastal Land Trust and Authorizing City Manager to Execute the Deed and the Certificate of Acceptance



AGENCY: City Council  
MEETING DATE: January 25, 2016  
DEPARTMENT: Public Works  
PRESENTED BY: T. Varga

## AGENDA ITEM SUMMARY

**TITLE:**

**RECEIVE REPORT AND CONSIDER ADOPTION OF CITY COUNCIL RESOLUTION ACCEPTING THE CONVEYANCE OF A PUBLIC ACCESS TRAIL EASEMENT (HARBOR LITE LODGE EASEMENT - NORTH HARBOR DRIVE TO NOYO HARBOR) FROM THE COASTAL LAND TRUST AND AUTHORIZING CITY MANAGER TO EXECUTE THE DEED AND THE CERTIFICATE OF ACCEPTANCE**

**ISSUE:**

The Coastal Land Trust has ceased operations and dissolved as an organization. The Land Trust passed its property interests on to the Mendocino Land Trust with the exception of the Harbor Lite Easement. This easement is proposed to be taken over by the City of Fort Bragg.

**RECOMMENDED ACTION:**

Adopt City Council Resolution Approving the conveyance of the Public Access Trail Easement from the Coastal Land Trust that will authorize execution of the deed and certificate of acceptance by the City Manager.

**ALTERNATIVE ACTION(S):**

Continue action on the matter and provide direction to staff.

**ANALYSIS:**

A public trail easement lies between upper North Harbor Drive to lower North Harbor Drive just east of the State Route 1 bridge over the Noyo River. The easement is within property owned by the Harbor Lite Lodge. This is a valued pedestrian route to and from Noyo Harbor and is the only pedestrian friendly facility serving the north harbor area at this time. North Harbor Drive is a narrow road without shoulders or sidewalk that descends into Noyo Harbor. The Harbor Lite easement and trail is regularly used by visitors and employees working in the harbor area.

The former owner of the easement, Coastal Land Trust, has discontinued operations and is transferring its easements to other organizations. Nearly all of these easements have been taken over by the Mendocino Land Trust. They do not wish to accept responsibility for the Harbor Lite easement as it is in an urbanized area that is not used purely for coastal access or recreational uses. It is not consistent with their operational policies.

In light of the value and importance of this pedestrian easement, the City of Fort Bragg is a logical inheritor of this easement. The Coastal Land Trust is willing to dedicate the easement at no cost with the City taking on the maintenance responsibilities in exchange.

**FISCAL IMPACT:**

The easement conveyance does not involve any payment between the City and the Coastal Land Trust.

**IMPLEMENTATION/TIMEFRAMES:**

**ATTACHMENTS:**

1. City Council Resolution Authorizing Execution of the Deed and Certificate of Acceptance
2. Deed

**NOTIFICATION:**

1. None

**City Clerk's Office Use Only**

Agency Action	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Approved as Amended
Resolution No.:	_____	Ordinance No.:	_____
Moved by:	_____	Seconded by:	_____
Vote:	_____		
<input type="checkbox"/> Deferred/Continued to meeting of:	_____		
<input type="checkbox"/> Referred to:	_____		

**RESOLUTION NO. \_\_\_\_-2016**

**RESOLUTION OF THE FORT BRAGG CITY COUNCIL ACCEPTING A CONVEYANCE OF THE PUBLIC ACCESS TRAIL EASEMENT FROM THE COASTAL LAND TRUST AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CERTIFICATE OF ACCEPTANCE**

**WHEREAS**, there exists a public path from North Harbor Drive to Noyo Harbor passing through the lands of the Harbor Lite Lodge providing pedestrian access;

**WHEREAS**, the Coastal Land Trust holds title to said Public Access Trail Easement; and

**WHEREAS**, the Coastal Land Trust has ceased operations; and

**WHEREAS**, the Coastal Land Trust is divesting itself of its various properties and easements; and

**WHEREAS**, the Noyo Harbor District has considered and declined an offer of dedication of the Harbor Lite easement; and

**WHEREAS**, the City of Fort Bragg is the next logical owner of the Harbor Lite Public Access Trail Easement; and

**WHEREAS**, the conveyance of a Public Trail Access Easement from the Coastal Land Trust to the City is a project for the purposes of the California Environmental Quality Act ("CEQA") but is considered to be Categorical Exempt from environmental review pursuant to Title 14 of the California Code of Regulations, Section 15301, because the conveyance is not an expansion of an existing use.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Fort Bragg does hereby:

1. Approve the conveyance of the Public Access Trail Easement.
2. Authorize the City Manager to execute a Certificate of Acceptance and have it filed in the Mendocino County Recorder's Office.

**The above and foregoing Resolution was introduced by Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg held on the 25th day of January, 2016, by the following vote:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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**DAVE TURNER,**  
**Mayor**

**ATTEST:**

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**June Lemos**  
**City Clerk**

RECORDED AT THE REQUEST OF:

CITY OF FORT BRAGG

When recorded, please mail this  
Instrument to:

CITY OF FORT BRAGG  
416 NORTH FRANKLIN STREET  
FORT BRAGG, CA 95437  
Attention: June Lemos  
City Clerk

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The City is exempt from recordation fees per Government Code 27383.  
Conveyance to public agency; R&T 11922.

AP # 018-120-21, 018-120-22, & 018-130-54

### GRANT OF PUBLIC ACCESS TRAIL EASEMENT

The undersigned declares that that documentary transfer tax is \$ -0.00-,

- computed on the full value of the interest or property conveyed, or is
- computed on the full value less the value of liens or encumbrances remaining thereon at this time of sale. The land, tenements or realty is located in
- unincorporated area
- City of FORT BRAGG and COUNTY OF MENDOCINO, STATE OF CALIFORNIA

For a valuable consideration, receipt of which is hereby acknowledge,

**COASTAL LAND TRUST, a non-profit organization ("Grantor")**,

hereby GRANT(S) to

**CITY OF FORT BRAGG, a municipal corporation ("Grantee")**,

A Public Access Trail Easement over the following property in the County of Mendocino, State of California:

As described in Exhibit A and delineated in Exhibit B attached hereto and made a part hereof.

Dated: \_\_\_\_\_, 2015

**CITY OF FORT BRAGG**

By: \_\_\_\_\_

**Linda Ruffing, City Manager**

**ATTEST:**

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**June Lemos, City Clerk**

EXHIBIT A

DESCRIPTION OF PUBLIC ACCESS TRAIL EASEMENT

An easement of varying width in the northwest quarter of the northwest quarter of Section 18, Township 18 North, Range 17 West, Mount Diablo Base and Meridian more particularly described as follows:

Commencing at the section corner common to Sections 7, 12, 13 and 18 of Township 18 North, Ranges 17 and 18 West, Mount Diablo Base and Meridian; thence South 27° 10' 4" East, 464.65 feet to an iron bar; thence South 59° 20' 30" East, 298.82 feet to a 1" diameter rebar tagged LS 3184; thence South 59° 20' 30" East along the southerly line of North Harbor Drive, 260.00 feet to the true point of beginning of this Easement Reference Line ("reference line"); thence along the reference line, which is the approximate centerline of the existing trail improvement along the following courses and distances:

The right, (westerly and northerly), side of the easement lies 2.5 feet distant from the reference line; the left, (easterly and southerly), side of the easement lies 2.5 feet distant from the reference line:

Bearing	S 28° 42' 40" W	29.19 feet;
Thence	S 30° 53' 31" W	26.80 feet;
Thence	N 78° 30' 13" W	14.07 feet to a point;

From said point, the right, (westerly), side of the easement lies 2.0 feet distant from the reference line; the left (easterly), side of the easement lies 2.0 feet distant from the reference line:

Thence	S 11° 24' 42" W	25.74 feet;
Thence	S 36° 46' 00" E	6.60 feet;

The right, (westerly), side of the easement lies 1.5 feet distant from the reference line; the left, (easterly), side of the easement lies 1.5 feet distant from the reference line:

Thence	S 11° 02' 05" W	14.75 feet;
Thence	S 30° 15' 24" W	7.39 feet to a point;

From said point, the right, (westerly and northerly), side of the easement lies 2.5 feet distant from the reference line; the left, (easterly and southerly), side of the easement lies 2.5 feet distant from the reference line:

Thence S 55° 10' 06" W 5.55 feet;

Thence S 76° 41' 02" W 6.69 feet to a point;

From said point, the right, (northerly and westerly), side of the easement lies 2.2 feet distant from the reference line; the left, (southerly and easterly), side of the easement lies 22.8 feet distant from the reference line:

Thence N 79° 12' 08" W 42.67 feet

Thence S 70° 48' 00" W 54.46 feet;

Thence S 38° 03' 33" W 61.99 feet;

Thence S 36° 46' 16" W 28.83 feet;

Thence N 79° 52' 17" W 05.89 feet;

Thence S 80° 45' 42" W 09.25 feet;

Thence N 72° 26' 14" W 31.83 feet;

Thence S 68° 18' 53" W 11.09 feet to a point;

From said point, the right, (northerly), side of the easement lies 5.0 feet distant from the reference line; the left, (southerly), side of the easement lies 20.0 feet distant from the reference line:

Thence N 84° 58' 24" W 13.48 feet to a point;

From said point, the right, (northerly and westerly), side of the easement lies 12.5 feet distant from the reference line; the left, (southerly and easterly), side of the easement lies 12.5 feet distant from the reference line:

Thence N 75° 46' 13" W 34.92 feet;

Thence N 68° 41' 52" W 21.14 feet;

Thence N 82° 56' 52" W 32.88 feet;

Thence S 85° 52' 02" W 37.13 feet;

Thence S 79° 33' 31" W 15.92 feet;

Thence S 71° 59' 03" W 19.82 feet;

Thence within the right of way of State Highway One:

Thence S 65° 23' 32" W 23.17 feet;

Thence S 02° 29' 39" E 15.74 feet to a point;

From said point, the right, (southerly and westerly), side of the easement lies 12.5 feet distant from the reference line; the left, (northerly and easterly), side of the easement lies 12.5 feet distant from the reference line;

Thence S 42° 08' 00" E 20.78 feet;

Thence S 42° 13' 49" E 24.54 feet;

Thence S 69° 05' 52" E 08.37 feet;

Thence S 82° 53' 24" E 16.13 feet;

Thence S 69° 24' 13" E 56.11 feet;

Thence S 51° 24' 26" E 17.32 feet;

Thence S 30° 06' 46" E 08.29 feet, more or less, to the northerly right of way line of North Harbor Drive.

The sidelines of the easement may be shortened and extended as needed to form continuous easement sidelines parallel to the easement reference.

Bearings used in this description are based upon a survey recorded in Map Case 2, Drawer 25, Page 19, Mendocino County Records.

MCR NO. 2008-0704  
HURST

HURST  
PARCEL 2  
APN# 018-120-21

HURST  
PARCEL 3  
APN# 018-130-54

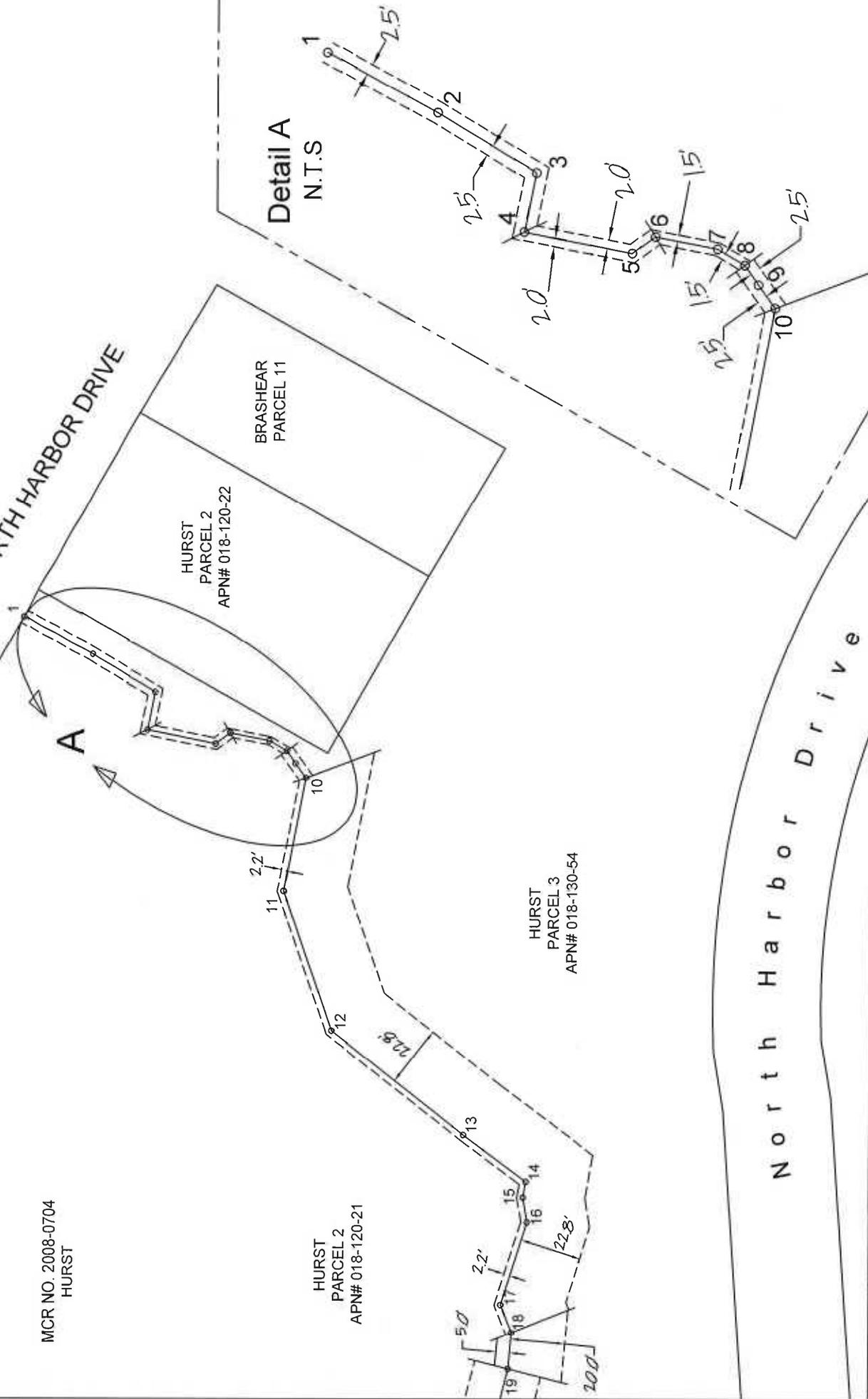
HURST  
PARCEL 2  
APN# 018-120-22

BRASHEAR  
PARCEL 11

NORTH HARBOR DRIVE

North Harbor Drive

Detail A  
N.T.S



# EXHIBIT B: PLAT OF ACCESS TRAIL EASEMENT

SHEET  
1 OF 2

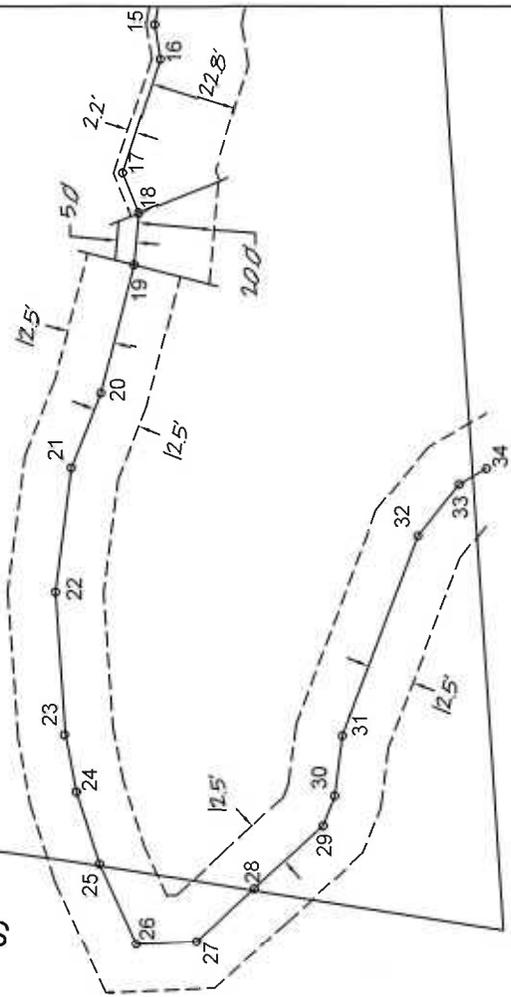
SCALE: 1"=50' | DRAWN: SF | APPVD:TV | DATE: DEC. 2015



MCR NO. 2008-0704  
HURST

HURST  
PARCEL 2  
APN# 018-120-21

STATE HIGHWAY 1



NORTH HARBOR DRIVE

EASEMENT SEGMENT	REFERENCE LINE				TOTAL EASEMENT WIDTH (FEET)
	BEARING	DISTANCE (FEET)	EASEMENT WIDTH RIGHT OF REF. LINE (FEET)	EASEMENT WIDTH LEFT OF REF. LINE (FEET)	
1-2	S 28° 42' 40" W	29.19	2.5	2.5	5.0
2-3	S 30° 53' 31" W	26.80	2.5	2.5	5.0
3-4	N 78° 30' 13" W	14.07	2.5	2.5	5.0
4-5	S 11° 24' 42" W	25.74	2.0	2.0	4.0
5-6	S 36° 46' 00" E	6.60	2.0	2.0	4.0
6-7	S 11° 02' 05" W	14.75	1.5	1.5	3.0
7-8	S 30° 15' 24" W	7.39	1.5	1.5	3.0
8-9	S 55° 10' 06" W	5.55	2.5	2.5	5.0
9-10	S 76° 41' 02" W	6.69	2.5	2.5	5.0
10-11	N 79° 12' 08" W	42.67	2.2	22.8	25.0
11-12	N 70° 48' 00" W	54.46	2.2	22.8	25.0
12-13	S 38° 03' 33" W	61.99	2.2	22.8	25.0
13-14	S 36° 46' 16" W	28.83	2.2	22.8	25.0
14-15	N 79° 52' 17" W	5.89	2.2	22.8	25.0
15-16	S 80° 45' 42" W	9.25	2.2	22.8	25.0
16-17	N 72° 26' 14" W	31.83	2.2	22.8	25.0
17-18	S 68° 18' 53" W	11.09	2.2	22.8	25.0
18-19	N 84° 58' 24" W	13.48	5.0	20.0	25.0
19-20	N 75° 46' 13" W	34.92	12.5	12.5	25.0
20-21	N 68° 41' 52" W	21.14	12.5	12.5	25.0
21-22	N 82° 56' 52" W	32.88	12.5	12.5	25.0
22-23	S 85° 52' 02" W	37.13	12.5	12.5	25.0
23-24	S 79° 33' 31" W	15.92	12.5	12.5	25.0
24-25	S 71° 59' 03" W	19.82	12.5	12.5	25.0
25-26	S 65° 23' 32" W	23.17	12.5	12.5	25.0
26-27	S 02° 29' 39" E	15.74	12.5	12.5	25.0
27-28	S 42° 08' 00" E	20.78	12.5	12.5	25.0
28-29	S 42° 13' 49" E	24.54	12.5	12.5	25.0
29-30	S 69° 05' 52" E	8.37	12.5	12.5	25.0
30-31	S 82° 53' 24" E	16.13	12.5	12.5	25.0
31-32	S 69° 24' 13" E	56.11	12.5	12.5	25.0
32-33	S 51° 24' 26" E	17.32	12.5	12.5	25.0
33-34	S 30° 06' 46" E	8.29	12.5	12.5	25.0



EXHIBIT B: PLAT OF ACCESS TRAIL EASEMENT

SCALE: 1"=50' DRAWN: SF APPVD:TV DATE: DEC. 2015

SHEET  
2 OF 2



**CERTIFICATE OF ACCEPTANCE**

**THIS IS TO CERTIFY** that the interest in real property conveyed by Grant of Public Access Trail Easement dated \_\_\_\_\_, from Coastal Land Trust, a non-profit organization, to City of Fort Bragg, a municipal corporation, is hereby accepted by the City Council of the City of Fort Bragg, pursuant to authority conveyed by Resolution of the City Council of the City of Fort Bragg (Resolution \_\_\_\_\_) adopted \_\_\_\_\_ and the grantee (Coastal Land Trust, a non-profit organization) consents to the recordation thereof.

**CITY OF FORT BRAGG**

By: \_\_\_\_\_  
**Linda Ruffing, City Manager**

**ATTEST:**

\_\_\_\_\_  
**June Lemos, City Clerk**



# City of Fort Bragg

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## Text File

**File Number: 16-013**

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**Agenda Date:** 1/25/2016

**Version:** 1

**Status:** Business

**In Control:** City Council

**File Type:** Staff Report

**Agenda Number:** 6B.

Receive Recommendation from Public Works & Facilities Committee and Provide Direction to Staff Identifying Priority Streets and Alleys for Inclusion in 2016 Streets and Alleys Rehabilitation Project



**AGENCY:** City Council  
**MEETING DATE:** January 25, 2016  
**DEPARTMENT:** Public Works  
**PRESENTED BY:** T. Varga

## AGENDA ITEM SUMMARY REPORT

**TITLE:**

**RECEIVE RECOMMENDATION FROM PUBLIC WORKS & FACILITIES COMMITTEE AND PROVIDE DIRECTION TO STAFF IDENTIFYING PRIORITY STREETS AND ALLEYS FOR INCLUSION IN 2016 STREETS AND ALLEYS REHABILITATION PROJECT**

**ISSUE:**

Review and discussion of preliminary, priority lists of streets and alleys for consideration to be included in the next rehabilitation projects.

**RECOMMENDED ACTION:**

Review and discuss the attached lists. Provide direction to staff as to any changes that should be made to suggested priorities and provide other assistance and direction as desired by the Council.

**ANALYSIS:**

The City's street sales tax funds are dedicated to the improvement and rehabilitation of the City's streets and alleys. There have been no major street or alley rehabilitation projects in the City since 2013. Also in 2013, Measure H was passed by the voters extending the street sales tax and expanding the use of these funds to include alleys. The development of a new list of outstanding rehabilitation or improvement needs will be used to develop the next round of projects as well as create a list of pending locations for subsequent projects.

At the October 15, 2015 meeting of the Public Works and Facilities Committee, streets and alleys ready for rehabilitation as well as priorities were discussed. During the meeting, it was determined that North Sanderson Way, from Cedar Street to the north end of the street should be the first priority for a street rehabilitation project. The remainder of the proposed street priority list was considered reasonable. The "Sears" alley lying between North Franklin Street and North McPherson Street, running from Laurel Street to Redwood Street was added to the alley list.

The suggested list of street rehabilitation locations is based on evaluations made by Pavement Management System reports from 2013 and 2010 and subsequent staff review of street infrastructure. The attached list includes a summary of locations with the lowest Pavement Condition Indices (PCIs) that have not been improved yet. Please note that previous street rehabilitation projects focused on the higher traffic streets in addition to considering low PCIs. The current list is now comprised mostly of the more lightly used streets and dead end streets. Beyond this list, there are other streets that have higher PCI ratings but nonetheless should be considered for rehabilitation due to their high traffic volumes and rapidly deteriorating condition. South Franklin Street is included for this reason.

The alley priority list is based on previous priority lists modified by neighborhood complaints over the past two years and adjusted for current conditions. Furthermore, the City's 2011 "Alley Master Plan" was consulted to ensure that the priority list remains consistent with the recommendations of that report. Within each priority ranking on the current list, each location is considered equally.

AGENDA ITEM NO. \_\_\_\_\_

After considering street PCIs, public concerns, staff's review, and Committee input, the attached lists of "Street Rehabilitation Priorities" and "Alley Rehabilitation Priorities" presents the current thinking. The first locations proposed for street rehabilitation are: North Sanderson Street and South Franklin Street. The first location for alley rehabilitation is the "Starbucks" alley. The next pavement rehabilitation project may consolidate street and alley locations to take advantage of economies of scale.

Generally speaking, the focus of the projects shall be on the rehabilitation of the asphalt paved portion of the street or alley. However, underlying causes of the damage to these roadways need to be considered to ensure the longest life for these improvements. Drainage is the most common problem. Also, underground utility conflicts, especially sewer and water facilities, can add to a project's scope and cost. These will not be utility relocation projects in the traditional sense. However, there are many streets and alleys with exceptionally shallow utility facilities that need to be moved to build a roadway while properly protecting the underground pipes. Finally, any significant construction in the public right of way automatically triggers the requirements of the Americans with Disabilities Act (ADA). This can also add substantially to improvements necessary in intersections or for pedestrian facilities.

Design and construction management of the 2016 street/alley project(s) will need to be contracted out to an engineering consultant.

Alley rehabilitation, excluding any utility relocation or undergrounding, is estimated to cost about \$12 to \$15 per square foot. This equates to about \$100,000 to \$120,000 per typical one block length of alley. A "Green Alleys" style project is estimated at about \$20 per square foot or about \$160,000 per typical one block length of alley. Again, utility work is extra with some relocation of water and/or sewer pipes being normally necessary.

Street pavement rehabilitations similar to recent projects are estimated to cost about \$50 per lineal foot for a 40-foot wide street. A full replacement or new installation of curb ramps, compliant with the Americans with Disabilities Act (ADA), is approximately \$50,000 per intersection. Partial upgrades are estimated to about \$25,000 per intersection. Storm drainage improvements sufficient to prevent future pavement damage, can be expected for nearly all street rehabilitation projects. Cost estimates are very site specific.

**FISCAL IMPACT:**

The Fiscal Year (FY) 2015-16 budget has allocated \$1,500,000 for street resurfacing and structural repairs projects. In addition \$300,000 has been allocated for alley rehabilitation projects.

**CONSISTENCY:**

The proposed priority lists for street and alley rehabilitation projects have been developed consistent with the policies associated with "Measure H" and the "City of Fort Bragg – 2011 Alley Master Plan."

**IMPLEMENTATION/TIMEFRAMES:**

RFP for design services	February 2016
Start design	March 2016
RFP for construction management services	May 2016
Complete design and contract documents	June 2016
Bid open	July 2016
Start construction	August 2016
Complete construction	November 2016

**ATTACHMENTS:**

1. Suggested priority list for streets
2. Suggested priority list for alleys

**City Clerk's Office Use Only**

Agency Action	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Approved as Amended
Resolution No.:	_____	Ordinance No.:	_____
Moved by:	_____	Seconded by:	_____
Vote:	_____		
<input type="checkbox"/> Deferred/Continued to meeting of:	_____		
<input type="checkbox"/> Referred to:	_____		

## Street Rehabilitation Priorities

Rank	Street		Limits of Work			Year	PCI	Treatment	Estimated cost	Comments
1	N Sanderson Wy	X	Cedar St	to	End		fail	thin overlay		neighbors
	S Franklin St		Oak St	to	N Harbor Dr			surface rehabilitation		premature pavement failure
2	Alger St		Laurel St	to	End	1	fail	thin overlay		neighbors
	Azalea Cir	X	Sanderson St	to	End	1	fail	thin overlay		
	Dubois Ln		Walnut St	to	End	1	fail	thin overlay		
	Ebbing Wy		Chestnut St	to	End	1	fail	thin overlay		
	Espey Wy	X	Walnut St	to	End	1	fail	thin overlay		
	Halsey Wy	X	Mc Kinley St	to	End	1	fail	thin overly		
	Myrtle St	X	N Harbor Dr	to	South St	1	fail	thin overlay		
	Ness Av	X	Sanderson Wy	to	End	1	fail	thin overlay		neighbors
3	N Harold St		Fir St	to	End	2	fail	thin overlay		
	N Lincoln St	X	Oak St	to	Cedar St	2	fail	thin overlay		
	Rasmussen Ln		Cedar St	to	End	2	fail	thin overlay		
4	Olson Ln	X	Chestnut St	to	End	3	fail	thin overlay		neighbors
	S Harold St		Chestnut St	to	End	3	fail	thin overly		neighbors
	South St	X	440 South St	to	End	3	fail	thin overlay		
	Spring St	X	Chestnut St	to	End	3	fail	thin overlay		
	W Alder St		Main St	to	End	3	fail	thin overlay		
	Winnifred St		Brandon Wy	to	End	3	fail	thin overlay		
5	Hocker Ln		Oak St	to	End	3	poor	thin overlay		
	Penitenti Wy	X	Sanderson St	to	End	3	poor	thin overlay		neighbors
	West St	X	Pine St	to	Spruce St	4	fail	thin overlay		
6	Mc Kinley St	X	Oak St	to	Alder St	4	poor	thin overlay		
	Woodward St	X	South St	to	End	5	fail	thin overlay		
7	Woodland Dr		Chestnut St	to	End	5	poor	thin overlay		
8	Willow St	X	Lincoln St	to	w/o Wall St	6	poor	thin overlay		
9	E Fir St		RR Tarcks	to	Franklin St	6	fail	thin overlay		

Rank	Street		Limits of Work	Year	PCI	Treatment	Estimated cost	Comments
Other	Brandon St	X						> 10 years lifespan in PMP
	Cedar St	X						> 10 years lifespan in PMP
	Fern Av	X						Done, 2013 re-surface
	Park St	X						Done, 2013 re-surface
	Perkins St	X						> 10 years lifespan in PMP
	Morrow St	X						Done, 2013 re-surface
	S Lincoln St	X						> 10 years lifespan in PMP
	Susie Ct	X						excl., s/o Chestnut St
	Walnut St	X						> 10 years lifespan in PMP
	W Spruce St	X						Done, 2013 re-surface

X = list of streets not recently rehabilitated as noted in Measure H material  
thin overlay is 1.5" thick,

## Alley Reahbilitation Priorities

Rank	Alley	Between Streets		From		Surface		Condition	Traffic	Estimated cost	Comments
1	Starbucks	S Main	and	S Franklin	Chestnut	to	Walnut	paved	* heavily pot-holed	high	
2		S Whipple	and	Grove	Chestnut	to	Walnut	dirt	* failed	high	
3	Beckman's Printing	N Mc Pherson	and	N Harrison	Laurel	to	Redwood	dirt	failed	high	
3		N Harrison	and	N Whipple	Alder	to	Oak	dirt	failed	medium	
3	Lion's Hall	N Harrison	and	N Whipple	Redwood	to	Alder	mixed	* failed	high	
4		S Whipple	and	S Corry	Oak	to	Madrone	dirt	failed	high	
4		N Mc Pherson	and	N Harrison	Alder	to	Oak	mixed	failed	high	
5		Harold	and	Morrow	Alder	to	Oak	mixed	* poor	low	
5		S Mc Pherson	and	S Harrison	Oak	to	Madrone	mixed	* poor	high	
5	Norvells	S Franklin	and	Haul Road	Walnut	to	Cypress	mixed	* poor	high	
5		West	and	Stewart	Fir	to	Pine	dirt		low	
6		Perkins	and	N Harrison	RR Tracks	to	Winifred	mixed	* poor	high	
6	Parish Hall	S Corry	and	S Harold	Madrone	to	Maple	mixed	* poor	high	
6	Floor Store	N Franklin	and	N Mc Pherson	Alder	to	Oak	paved	* pot-holed	medium	
6		Perkins	and	Brandon	Bush	to	Fir	mixed	* poor	low	
6		S Harrison	and	S Whipple	Madrone	to	Maple	dirt	failed	low	
6		S Harrison	and	S Whipple	Maple	to	Hazel	mixed	* poor	low	
6		West	and	Stewart	W Spruce	to	W Bush	mixed	* poor	low	
6	Sears	N Franklin	and	N Mc Pherson	Laurel	to	Redwood	paved	pot-holed	high	Council request
Other	N600B	West	and	Stewart	Bush	to	Fir	paved	pot-holed	medium	
	N800C	Stewart	and	Main	Elm	to	Spruce	paved	pot-holed	high	
	N700C	Stewart	and	Main	Spruce	to	Bush	paved	pot-holed	medium	
	N102C	Chief Celeri	and	Main	Alder	to	Oak	paved	pot-holed	high	
	S202F	S Mc Pherson	and	S Harrison	Madrone	to	Maple	mixed	poor	medium	
	N402G	N Harrison	and	N Whipple	Pine	to	Laurel	mixed	poor	medium	
	S100G	N Harrison	and	N Whipple	Oak	to	Madrone	mixed	poor	medium	Done
	S200H	N Whipple	and	N Corry	Madrone	to	Maple	paved	poor	medium	
	N400J	N Corry	and	N Harold	Pine	to	Laurel	paved	poor	medium	
	N100J	N Corry	and	N Harold	Alder	to	Oak	paved	poor	medium	
	S100J	N Corry	and	N Harold	Oak	to	Madrone	paved	pot-holed	medium	Done
	S100M	Florence	and	Livingston	Oak	to	Willow	paved	poor	medium	
	S301N	S Lincoln	and	Wall	Willow	to	Wall	paved	pot-holed	medium	Done
	S302N										Done

\* neighbor concerns(s)

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# City of Fort Bragg

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

## Text File

**File Number: 16-017**

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**Agenda Date:** 1/25/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Ordinance

**Agenda Number:** 7A.

Adopt by Title Only, and Waive Further Reading of Ordinance No. 923-2016 Amending Chapter 14.06 (Water Conservation) of Title 14 of the Fort Bragg Municipal Code  
On January 1, 2016, the City Council introduced Ordinance 923-2016 which amends Chapter 14.06 (Water Conservation) of Title 14 (Water and Sewer). The ordinance updates the language regarding water emergency declarations and the methods for calculating water savings to meet water reduction goals, encourages the discontinuance of hot tubs and in-room spas at hotels and the use of compostable dinnerware at restaurants for a Stage 3 water emergency, and requires 14 hours advance notice prior to declaring a Stage 4 water emergency. The ordinance is now brought forward for adoption by the City Council.

**BEFORE THE CITY COUNCIL OF THE CITY OF FORT BRAGG**

**AN ORDINANCE AMENDING CHAPTER  
14.06 (WATER CONSERVATION) OF  
TITLE 14 OF THE FORT BRAGG  
MUNICIPAL CODE**

**ORDINANCE NO. 923-2016**

**WHEREAS**, the City of Fort Bragg, like all of the State of California, is in the fourth year of drought; and

**WHEREAS**, the State of California through the State Water Resources Control Board (SWRCB) has mandated certain water conservation measures; and

**WHEREAS**, the City Council wishes to update rules and regulations regarding water conservation measures within the City limits.

**NOW, THEREFORE, the City Council ordains as follows:**

**Section 1. Legislative Findings.** The City Council hereby finds as follows:

1. A reliable and sufficient supply of potable water is essential to the public health, safety, and welfare of the people and economy of the City of Fort Bragg ("City").
2. Article X, Section 2 of the California Constitution declares that the general welfare requires that the water resources of the State be put to beneficial use to the fullest extent of which they are capable, and that the waste or unreasonable use or unreasonable method of use of water be prevented, and that the conservation of such waters is to be exercised with a view to the reasonable and beneficial use thereof in the interest of the people and for the public welfare.
3. The City owns, and through its water division operates, a water system that supplies water at retail to customers within the City's service area, which covers approximately 3,100 acres. The City currently provides water service to over 7,300 residents and maintains over 2,800 customer accounts.
4. The City's primary sources of water for its customers are Newman Gulch (spring fed), Waterfall Gulch (spring fed), and the Noyo River (direct pump).
5. Article XI, Section 7 of the California Constitution provides that the City may make and enforce within its limits all local, police, sanitary and other ordinances and regulations not in conflict with general laws of the State.
6. California Water Code section 375 provides that a public entity that supplies water at retail for the benefit of persons within the service area of the public entity may, by ordinance or resolution adopted by a majority of the members of the governing body after making appropriate findings of necessity for the adoption of a water conservation program, adopt and enforce a water conservation program to reduce the quantity of water used by those persons for the purpose of conserving the water supplies of the public entity.

7. On January 17, 2014, the Governor declared a State of Emergency due to current drought conditions under the California Emergency Services Act. The declaration, among other things, calls for: (i) a statewide water conservation campaign; (ii) local water suppliers to implement water shortage contingency plans; (iii) state agencies to implement water use reduction plans, modifications of diversions and releases, and daily drought updates; and (iv) a voluntary twenty percent (20%) reduction in water use across the state.
8. On April 25, 2014, the Governor issued a proclamation of a continued state of emergency under the California Emergency Services Act based on continued drought conditions and directed the State Water Resources Control Board ("SWRCB") to adopt emergency regulations to ensure that urban water suppliers implement drought response plans to limit outdoor irrigation and other wasteful water practices.
9. On May 5, 2015, the SWRCB adopted Resolution 2015-0032, an "Emergency Regulation for Statewide Urban Water Conservation," which provides specific mandates and guidance in response to the ongoing drought.
10. Chapter 14.06, the Water Conservation Ordinance of the Fort Bragg Municipal Code, codifies the City's water conservation measures.
11. The intent of Chapter 14.06 is to allocate City supplied water equitably during the time when a water shortage exists to ensure that sufficient water will be available for human consumption, sanitation, and fire protection.
12. This ordinance is being adopted under Water Code sections 375 and 376 to ensure that the City has water conservation regulations in place that are consistent with and will help fulfill the water conservation obligations imposed by the State under the revised Emergency Regulations and that address the City's water supply condition.
13. It is necessary for the proper functioning of the City and therefore necessary for the protection and preservation of the public peace, health, safety, and general welfare that this ordinance take effect immediately upon its adoption as provided in Water Code section 376.
14. The adoption of this ordinance is exempt from the California Environmental Quality Act (CEQA), pursuant to Section 15307 of the CEQA Guidelines (Title 14, Chapter 3 of the California Code of Regulations) as this ordinance is an action taken to protect natural resources.

**Section 2.** Section 14.06.020 entitled, Declaration of Water Emergency, is hereby amended to read as follows:

**§ 14.06.020 DECLARATION OF WATER EMERGENCY.**

A water emergency shall be declared whenever the following occurs:

- A. The City is unable to maintain a 10% buffer between its ability to replenish water in its storage tanks and the total daily demand for water; or
- B. A level of 80% or less of the total storage capacity providing pressure to the City water distribution system is reached and the City is unable to replenish water in its storage tanks in a reliable manner; or

- C. The City is unable to keep the finished water tanks at predetermined levels for more than 24 hours. Levels shall be determined upon consultation with Public Works and Fire Department staff; or
- D. The City is mandated by the State of California to implement water conservation measures.

**Section 3.** Section 14.06.030 entitled, Authority to Declare Water Emergency, is hereby amended to read as follows:

**§ 14.06.030 AUTHORITY TO DECLARE WATER EMERGENCY.**

The City Council may declare a water emergency and specify the appropriate conservation stage when the City Manager or designee advises that one or more of the conditions identified in § 14.06.020 has occurred. The City Council may implement any conservation stage necessary depending on the drought conditions or water shortage.

**Section 4.** Section 14.060.040 entitled, Fiscal Incentives for Conservation During Water Emergencies, is hereby deleted in its entirety.

**Section 5.** Section 14.06.050 entitled, Prohibited Water Uses During Water Emergency, is hereby amended to read as follows:

**§ 14.06.050 CONSERVATION GOALS AND PROHIBITED WATER USES DURING WATER EMERGENCY.**

For the purpose of calculating the percentage reduction for water conservation goals, a baseline year will be chosen that is a recent, non-drought year relative to the year in which a water emergency is declared. Reductions in water usage, generally, will be calculated by comparing monthly water usage during the emergency declaration against the corresponding month on the baseline year.

Residential water conservation efforts will be considered to have reached a maximum level of effort when water usage at a specific water account is 50 gallons per capita per day (gcpd) or less. When such a level is reached and maintained, no further water usage reductions are required, except during a Stage 4 water emergency when flow restrictors may be installed.

Uses of potable water supplied by the City of Fort Bragg that are identified as prohibited during a water emergency shall be allowed only where necessary to address an immediate health and safety need or to comply with a term or condition in a permit issued by a state or federal agency.

- A. *Stage 1 Water Emergency* - 10% goal for reducing water usage.
  - 1. All users of potable water shall reduce their potable water consumption by 10% as compared to the same month of the base year.
  - 2. Consistent with State requirements to prevent the waste and unreasonable use of potable water and to promote water conservation, each of the following actions is prohibited during a water emergency:
    - (a) The use of potable water on outdoor landscapes in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures.

- (b) The use of a hose that dispenses potable water to wash a motor vehicle, or to irrigate landscaped areas, including trees and shrubs located on residential and commercial properties that are not irrigated by a landscape irrigation system, except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use.
  - (c) The use of potable water to wash driveways, sidewalks, and similar hardscapes.
  - (d) The use of potable water in a fountain or other decorative water feature, except where the water is part of a recirculating system.
  - (e) The irrigation of outdoor landscapes during and within 48 hours after measurable rainfall.
  - (f) The irrigation of residential and commercial landscapes, at any time other than before 10 a.m. and after 6 p.m.
  - (g) The serving of drinking water other than upon request in eating or drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, or other public places where food or drink are served and/or purchased.
  - (h) The irrigation with potable water of ornamental turf on public street medians.
  - (i) The irrigation with potable water of landscapes outside of newly constructed homes and buildings in a manner inconsistent with regulations or other requirements established by the California Building Standards Commission and the Department of Housing and Community Development.
3. In addition, each of the following uses of potable water is prohibited during a water emergency:
- (a) The use of any hose or similar device, irrespective of whether a nozzle, valve, or other shut-off mechanism is attached thereto, for washing or cleaning the exterior surface of any dwelling, garage, commercial or industrial building. Persons painting building exteriors shall be exempted from this provision when potable water is used to clean or prepare a surface for painting during a Stage 1 water conservation emergency.
  - (b) The use of potable water for filling or refilling any existing or new swimming pool. Replenishing existing pools which have lost water due to evaporation shall be permitted.
  - (c) The use of potable water in construction projects for backfill consolidation or compaction, or for dust control purposes; provided, however, that the City Manager may permit the use of potable water upon a determination by the City Manager that no other source of water for the purpose is available, or that no other method of compaction, consolidation, or dust control is reasonably available. The reuse of water system flush water is permitted.
  - (d) The use of water through, with or by any plumbing, sprinkler, watering or irrigation system, or other device, equipment, or appliance which is broken or defective, or which, for any reason, fails to use water in the ordinary and

customary manner or quantity for which it was designed, constructed, or manufactured.

4. To promote water conservation, operators of hotels and motels shall provide guests with the option of choosing not to have towels and linens laundered daily. Each hotel or motel shall prominently display notice of this option in each guestroom using clear and easily understood language.

5. To prevent waste and unreasonable use of potable water and to promote water conservation, lawn watering and landscape irrigation with potable water shall be limited to no more than two days per week for all water users.

6. Tampering with any part of the water system to circumvent the provisions contained within this section, include tampering with hydrants or water meters, is prohibited.

7. Residents and business owners shall repair all water leaks as soon as feasibly possible, but no later than five (5) days after notification by the City, unless other arrangements are made with the Public Works Director.

B. *Stage 2 Water Emergency* - 20% goal for reducing water usage.

1. All users of potable water shall reduce their potable water consumption by 20% as compared to the same month of the base year.

2. The provisions governing the uses of potable water during a Stage 1 water emergency shall remain effective during a Stage 2 water emergency. The following additional and more restrictive provisions regarding uses of potable water shall be effective during a Stage 2 water emergency:

(a) Irrigation or watering of any residential and commercial landscaping using potable water is prohibited.

(b) The use of compostable plates, cups, and flatware is encouraged.

(c) Filling or re-filling ornamental lakes or ponds is prohibited, except to the extent needed to sustain aquatic life, provided that such animals have been actively managed within the water feature prior to declaration of a drought response level under this ordinance.

3. Residents and business owners shall repair all water leaks as soon as feasibly possible, but no later than three (3) days after notification by the City, unless other arrangements are made with the Public Works Director.

C. *Stage 3 Water Emergency* - 30% goal for reducing water usage.

1. All users of potable water shall reduce their potable water consumption by 30% as compared to the same month of the base year.

2. The provisions governing uses of potable water during Stage 1 and Stage 2 water emergencies shall remain effective during a Stage 3 water emergency. The following additional and more restrictive provisions regarding uses of potable water shall be effective during a Stage 3 water emergency:

(a) All washing of motor vehicles shall be prohibited, except at commercial car washes that employ a high pressure/low volume wash system.

(b) Discontinuing the use of hot tubs and in-room spa tubs at hotels is encouraged.

3. No new potable water service shall be provided, no new temporary meters or permanent meters shall be provided, and no statements of immediate ability to serve or provide potable water service (such as will serve letters, certificates, or letters of availability) shall be issued, except under the following circumstances:

- (a) A valid, unexpired building permit has been issued for the project;
- (b) The project is necessary to protect the public's health, safety, and welfare; or
- (c) The applicant provides substantial evidence of an enforceable commitment that water demands for the project will be offset prior to the provision of a new water meter(s) to the satisfaction of the City.

This provision shall not preclude the resetting or turn-on of meters to provide continuation of water service or to restore service that has been interrupted for a period of one year or less.

D. *Stage 4 Water Emergency.*

1. A Stage 4 water emergency occurs when all available water sources cannot provide sufficient flow for water users or cannot maintain adequate flows or pressures for fire-fighting; and the conservation measures required by a Stage 1, Stage 2, and Stage 3 water emergency are no longer adequate to address the water shortage.

2. Notice of an impending Stage 4 water emergency declaration shall be made at least fourteen (14) days in advance of the actual declaration.

3. All of the restrictions and provisions governing uses of potable water during a Stage 1, Stage 2, and Stage 3 water emergency are in effect during a Stage 4 water emergency. The City shall have the authority to limit residential and commercial usage of potable water supplied by the City to a quantity determined by the City to provide for the basic safety and well-being of the community.

- (a) The City shall be permitted to install flow restrictors at any City-owned water meter, or any similar location, to regulate water usage.
- (b) The City shall determine the order of installation of flow restrictors based on relevant safety considerations and the users of City supplied water.
- (c) The size of the flow restrictors shall be determined by an effort to equitably spread water availability among all water user accounts.

**Section 6.** Section 14.06.060, entitled, Minor and Major Offenses During Water Emergency is amended to read as follows:

**§ 14.06.060 MINOR AND MAJOR OFFENSES DURING WATER EMERGENCY.**

The following table indicates whether a violation of the water use prohibitions established in Section 14.06.050 is a "minor offense" or a "major offense" during a Stage 1, Stage 2, Stage 3 and Stage 4 water emergency. Penalties for violations are established by resolution of the City Council pursuant to Section 14.06.090. The actual amounts of the penalties are specified in the City Fee Schedule which is available at City Hall and on the City's website.

<b>Prohibited water use</b> [Applicable paragraph(s) from §14.06.050 noted]	<b>Stage 1</b>	<b>Stage 2</b>	<b>Stages 3 &amp; 4</b>
<b>Defective Equipment</b> [A.1(b)(4)] [A.4] [B.3]	1 <sup>st</sup> violation- minor offense Repeat violations- major offenses	1 <sup>st</sup> violation- minor offense Repeat violations- major offenses	Major offense
<b>Lawns/landscaping, overflow or watering within 48 hours of a storm</b> [A.1(a)(1)] [A.1(a)(5)]	1 <sup>st</sup> violation- minor offense Repeat violations- major offenses	Major offense	Major offense
<b>Surface flow- washing of sidewalks, driveways, etc.</b> [A.1(a)(3)]	1 <sup>st</sup> violation- minor offense Repeat violations- major offenses	Major offense	Major offense
<b>Washing vehicles, without shut-off nozzle</b> [A.1(a)(2)] [C.1]	1 <sup>st</sup> violation- minor offense Repeat violations- major offenses	Major offense	Major offense
<b>Washing building exteriors, painting preparation exempted</b> [A.1(b)(1)]	1 <sup>st</sup> violation- minor offense Repeat violations- major offenses	Major offense	Major offense
<b>Swimming pools</b> [A.1(b)(2)]	Major offense	Major offense	Major offense
<b>Fountains and Other Decorative Water Features</b> [A.1(a)(4)] [B.4]	1 <sup>st</sup> violation- minor offense Repeat violations- major offenses	Major offense	Major offense
<b>Construction</b> [A.1(b)(3)]	1 <sup>st</sup> violation- minor offense Repeat violations- major offenses	Major offense	Major offense
<b>Irrigation and Exterior Watering</b> [A.1(a)(2)] [A.1(a)(6)] [A.1(a)(9)] [A.2] [B.1]	1 <sup>st</sup> violation- minor offense Repeat violations- major offenses	Major offense	Major offense
<b>Tampering with Hydrants or Water Meters</b> [A.3]	Major offense	Major offense	Major offense
<b>Restaurants</b> [A.1(a)(7)]	1 <sup>st</sup> violation- minor offense Repeat violations- major offenses	1 <sup>st</sup> violation- minor offense Repeat violations- major offenses	Major offense
<b>Hotels/Motels and spas</b> [A.1(c)]	1 <sup>st</sup> violation- minor offense Repeat violations- major offenses	1 <sup>st</sup> violation- minor offense Repeat violations- major offenses	Major offense

In addition to monetary penalties, the penalty for a third or subsequent offense in a Stage 3 and/or Stage 4 water emergency is that the City Manager may instruct staff to shut off water service to the offending property. Service will not be restored until the water emergency is at an end and all outstanding fines are paid.

As an alternative to shutting off the water service to the offending property, the City may, at the discretion of the City Manager, install a flow restrictor on the water meter at or regulating the water flow to the offending property. The flow restrictor shall be sized to enforce the applicable water usage reduction specified by this Chapter.

**Section 7. Severability.** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held by a court of competent jurisdiction to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of the Ordinance. The City Council of the City of Fort Bragg hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause and phrase thereof irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases may be held invalid or unconstitutional.

**Section 8. Effective Date and Publication.** This ordinance shall be and the same is hereby declared to be in full force and effect from and after thirty (30) days after the date of its passage. Within fifteen (15) days after the passage of this Ordinance, the City Clerk shall cause a summary of said Ordinance to be published as provided in Government Code §36933, in a newspaper of general circulation published and circulated in the City of Fort Bragg, along with the names of the City Council voting for and against its passage.

**The foregoing Ordinance was introduced by Councilmember Deitz at a regular meeting of the City Council of the City of Fort Bragg held on January 11, 2016, and adopted at a regular meeting of the City of Fort Bragg held on January 25, 2016, by the following vote:**

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAIN:**

---

**Dave Turner,  
Mayor**

**ATTEST:**

---

**June Lemos  
City Clerk**

**PUBLISH: January 14, 2016 and January 28, 2016 (by summary).  
EFFECTIVE DATE: February 24, 2016.**

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# City of Fort Bragg

416 N Franklin Street  
Fort Bragg, CA 95437  
Phone: (707) 961-2823  
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## Text File

File Number: 16-034

**Agenda Date:** 1/25/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** 7B.

### Adopt City Council Resolution Accepting the 2016 Fort Bragg Police Department Salary Survey Results as Required by Ordinance 672

Pursuant to the Initiative Ordinance 672 as approved by the voters, the City Council conducts an annual review of the salaries for each authorized position in the Police Department and makes adjustments, as required by the Ordinance, effective each January 1. The Ordinance requires that the salary for each staff position at the Police Department shall not be less than the average salaries paid for comparable positions in the Ukiah and Willits police departments, and the Mendocino County Sheriff's Office.

The classifications covered by the Ordinance include: Police Chief, Police Lieutenant, Police Sergeant, Police Officer, Police Recruit, Community Services Officer, Police Services Technician, and Administrative Coordinator.

In December of 2015 and January of 2016, the City's Administrative Services Office conducted the annual survey and analyzed and presented the results to the Fort Bragg Police Association (FBPA) for review and concurrence. After an initial meeting and subsequent research, comparisons for the position of Police Officer - Basic, Police Officer - Intermediate and Police Officer - Advanced were amended to adjust comparable positions with the County of Mendocino Sheriff's Office. Past comparisons used an average salary of the Deputy Sheriff/Coroner I and Deputy Sheriff/Coroner II for the three positions listed above. This year, at the request of the FBPA, only the Deputy Sheriff/Coroner II position is used for the County of Mendocino Sheriff's Office portion of the overall comparison. The FBPA provided information clarifying that the POST requirements and job description for Deputy Sheriff II are applicable, while the requirements for Deputy Sheriff I are not. The Administrative Services Director and Police Chief each verified that the information was correct and determined the request to be relevant and appropriate. As a result, the survey methodology was amended accordingly. The comparable positions used for the City of Willits and the City of Ukiah remain unchanged from prior years.

With the amended comparisons and subsequent results, the FBPA has concurred with the results of the survey. The survey is attached as Exhibit A to the Resolution.

The salary survey indicates that there are no Police Department classifications for which the current compensations levels are less than required by the Ordinance and, consequently, no salary adjustments are required.

**RESOLUTION NO. \_\_\_\_-2016**

**RESOLUTION OF THE FORT BRAGG CITY COUNCIL ACCEPTING THE FORT BRAGG POLICE DEPARTMENT SALARY SURVEY RESULTS AS REQUIRED BY ORDINANCE 672**

**WHEREAS**, the voters adopted Ordinance 672 requiring an annual review of the compensation schedule for employees of the Fort Bragg Police Department; and

**WHEREAS**, the City has completed the study, reviewed, and analyzed the data for salaries of comparable positions in the cities of Willits and Ukiah and the Mendocino County Sheriff's Office as required by Ordinance 672; and

**WHEREAS**, the salary survey was forwarded to the Fort Bragg Police Association ("FBPA") for review and comment and the Fort Bragg Police Association has concurred with the information presented in the survey; and

**WHEREAS**, the City Council has reviewed the salary survey results as required by Ordinance 672 and attached hereto as Exhibit A; and

**WHEREAS**, the City Council has reviewed the Police Compensation Schedule, attached hereto as Exhibit B and which indicates that no compensation adjustments are required as a result of Ordinance 672; and

**WHEREAS**, based on all the evidence presented, the City Council finds as follows:

1. Ordinance 672 has been implemented and the requisite salary study has been prepared as required.
2. The data analysis is presented as prescribed by Ordinance 672.
3. The Fort Bragg Police Association has reviewed and accepted the results of the annual salary survey.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Fort Bragg does hereby accept Salary Survey results as required by Ordinance 672.

**The above and foregoing Resolution was introduced by Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg held on the 25<sup>th</sup> day of January, 2016, by the following vote:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

**DAVE TURNER,**  
**Mayor**

**ATTEST:**

---

**June Lemos**  
**City Clerk**

"EXHIBIT A"  
POLICE SALARY COMPARATIVE STUDY  
PER ORDINANCE 672 AS OF 01-01-2016

	Step 1	Step 2	Step 3	Step 4	Step 5
<b>Fort Bragg Police Department Administrative Staff</b>					
<b>Police Chief</b>					
Current FBPD	\$ 9,311.54	\$ 9,777.11	\$ 10,265.97	\$ 10,779.27	\$ 11,318.23
Average of Comparable Jurisdictions	\$ 8,277.14	\$ 8,691.00	\$ 9,125.55	\$ 9,581.83	\$ 10,060.92
Difference New Salary <b>over/under</b> Average	\$ <b>1,034.40</b>	\$ <b>1,086.12</b>	\$ <b>1,140.42</b>	\$ <b>1,197.44</b>	\$ <b>1,257.31</b>
Percentage % Delta New Salary <b>over/under</b> Average			<b>12.50%</b>		
SALARY PER ORDINANCE	\$ 8,277.14	\$ 8,691.00	\$ 9,125.55	\$ 9,581.83	\$ 10,060.92
<b>SALARY ADJUSTMENT = No Change</b>	\$ <b>9,311.54</b>	\$ <b>9,777.12</b>	\$ <b>10,265.97</b>	\$ <b>10,779.27</b>	\$ <b>11,318.24</b>
<b>Police Lieutenant</b>					
Current FBPD	\$ 7,126.48	\$ 7,482.80	\$ 7,856.94	\$ 8,249.79	\$ 8,662.28
Average of Comparable Jurisdictions	\$ 6,234.80	\$ 6,546.54	\$ 6,873.87	\$ 7,217.56	\$ 7,578.13
Difference New Salary <b>over/under</b> Average	\$ <b>891.68</b>	\$ <b>936.26</b>	\$ <b>983.08</b>	\$ <b>1,032.23</b>	\$ <b>1,084.15</b>
Percentage % Delta New Salary <b>over/under</b> Average			<b>14.30%</b>		
SALARY PER ORDINANCE	\$ 6,234.80	\$ 6,546.54	\$ 6,873.87	\$ 7,217.56	\$ 7,578.13
<b>SALARY ADJUSTMENT = No Change</b>	\$ <b>7,126.48</b>	\$ <b>7,482.80</b>	\$ <b>7,856.94</b>	\$ <b>8,249.79</b>	\$ <b>8,662.28</b>
<b>Administrative Coordinator</b>					
Current FBPD	\$ 3,733.55	\$ 3,920.23	\$ 4,116.24	\$ 4,322.05	\$ 4,538.15
Average of Comparable Jurisdictions	\$ 3,327.49	\$ 3,493.86	\$ 3,668.56	\$ 3,851.98	\$ 4,043.84
Difference New Salary <b>over/under</b> Average	\$ <b>406.06</b>	\$ <b>426.36</b>	\$ <b>447.68</b>	\$ <b>470.07</b>	\$ <b>494.31</b>
Percentage % Delta New Salary <b>over/under</b> Average			<b>12.20%</b>		
SALARY PER ORDINANCE	\$ 3,327.49	\$ 3,493.86	\$ 3,668.56	\$ 3,851.98	\$ 4,043.84
<b>SALARY ADJUSTMENT = No Change</b>	\$ <b>3,733.55</b>	\$ <b>3,920.23</b>	\$ <b>4,116.24</b>	\$ <b>4,322.05</b>	\$ <b>4,538.15</b>
<b>FBPA REPRESENTED (SWORN &amp; NON-SWORN)</b>					
<b>Police Sergeant - Basic POST Certification</b>					
Current FBPD	\$ 5,214.41	\$ 5,475.13	\$ 5,748.88	\$ 6,036.33	\$ 6,338.14
Average of Comparable Jurisdictions	\$ 4,924.40	\$ 5,170.62	\$ 5,429.15	\$ 5,700.61	\$ 5,985.20
Difference New Salary <b>over/under</b> Average	\$ <b>342.15</b>	\$ <b>359.26</b>	\$ <b>377.22</b>	\$ <b>396.08</b>	\$ <b>416.32</b>
Percentage % Delta New Salary <b>over/under</b> Average			<b>6.95%</b>		
SALARY PER ORDINANCE	\$ 4,924.40	\$ 5,170.62	\$ 5,429.15	\$ 5,700.61	\$ 5,985.20
<b>SALARY ADJUSTMENT = No Change</b>	\$ <b>5,266.55</b>	\$ <b>5,529.88</b>	\$ <b>5,806.37</b>	\$ <b>6,096.69</b>	\$ <b>6,401.52</b>

POLICE SALARY COMPARATIVE STUDY  
PER ORDINANCE 672 AS OF 01-01-2016

<b>Police Sergeant - Intermediate POST Certification</b>													
Current FBPD	\$	5,500.31	\$	5,775.32	\$	6,064.09	\$	6,367.29	\$	6,685.66			
Average of Comparable Jurisdictions	\$	5,228.39	\$	5,489.81	\$	5,764.30	\$	6,052.52	\$	6,355.68			
Difference			New Salary <b>over/under</b> Average	\$	271.92	\$	285.51	\$	299.79	\$	314.77	\$	329.98
Percentage			% Delta New Salary <b>over/under</b> Average										5.20%
SALARY PER ORDINANCE	\$	5,228.39	\$	5,489.81	\$	5,764.30	\$	6,052.52	\$	6,355.68			
<b>SALARY ADJUSTMENT = No Change</b>	\$	<b>5,500.31</b>	\$	<b>5,775.32</b>	\$	<b>6,064.09</b>	\$	<b>6,367.29</b>	\$	<b>6,685.66</b>			

<b>Police Sergeant - Advanced POST Certification</b>													
Current FBPD	\$	5,772.01	\$	6,060.61	\$	6,363.65	\$	6,681.83	\$	7,015.92			
Average of Comparable Jurisdictions	\$	5,488.12	\$	5,762.53	\$	6,050.66	\$	6,353.19	\$	6,670.34			
Difference			New Salary <b>over/under</b> Average	\$	283.89	\$	298.08	\$	312.99	\$	328.64	\$	345.58
Percentage			% Delta New Salary <b>over/under</b> Average										5.17%
SALARY PER ORDINANCE	\$	5,488.12	\$	5,762.53	\$	6,050.66	\$	6,353.19	\$	6,670.34			
<b>SALARY ADJUSTMENT = No Change</b>	\$	<b>5,772.01</b>	\$	<b>6,060.61</b>	\$	<b>6,363.65</b>	\$	<b>6,681.83</b>	\$	<b>7,015.92</b>			

<b>Police Officer - Basic POST Certification</b>													
Current FBPD	\$	4,263.04	\$	4,476.19	\$	4,700.00	\$	4,935.00	\$	5,181.75			
Average of Comparable Jurisdictions	\$	4,107.78	\$	4,220.96	\$	4,432.00	\$	4,653.61	\$	4,886.12			
Difference			New Salary <b>over/under</b> Average	\$	155.26	\$	255.23	\$	268.00	\$	281.39	\$	295.63
Percentage			% Delta New Salary <b>over/under</b> Average										3.78%
SALARY PER ORDINANCE	\$	4,107.78	\$	4,220.96	\$	4,432.00	\$	4,653.61	\$	4,886.12			
<b>SALARY ADJUSTMENT = No Change</b>	\$	<b>4,263.04</b>	\$	<b>4,476.19</b>	\$	<b>4,700.00</b>	\$	<b>4,935.00</b>	\$	<b>5,181.75</b>			

<b>Police Officer - Intermediate POST Certification</b>													
Current FBPD	\$	4,477.20	\$	4,701.06	\$	4,936.11	\$	5,182.92	\$	5,442.06			
Average of Comparable Jurisdictions	\$	4,317.44	\$	4,518.59	\$	4,744.52	\$	4,981.75	\$	5,230.84			
Difference			New Salary <b>over/under</b> Average	\$	159.76	\$	182.47	\$	191.59	\$	201.17	\$	211.22
Percentage			% Delta New Salary <b>over/under</b> Average										3.70%
SALARY PER ORDINANCE	\$	4,317.44	\$	4,518.59	\$	4,744.52	\$	4,981.75	\$	5,230.84			
<b>SALARY ADJUSTMENT = No Change</b>	\$	<b>4,477.20</b>	\$	<b>4,701.06</b>	\$	<b>4,936.11</b>	\$	<b>5,182.92</b>	\$	<b>5,442.06</b>			

<b>Police Officer - Advanced POST Certification</b>										
Current FBPD	\$	4,696.67	\$	4,931.50	\$	5,178.08	\$	5,436.98	\$	5,708.83
Average of Comparable Jurisdictions	\$	4,530.03	\$	4,756.53	\$	4,994.35	\$	5,244.07	\$	5,506.57

POLICE SALARY COMPARATIVE STUDY  
PER ORDINANCE 672 AS OF 01-01-2016

Difference	New Salary <b>over/under</b> Average	\$ 166.64	\$ 174.97	\$ 183.73	\$ 192.91	\$ 202.26
Percentage	% Delta New Salary <b>over/under</b> Average			3.68%		
SALARY PER ORDINANCE		\$ 4,530.03	\$ 4,756.53	\$ 4,994.35	\$ 5,244.07	\$ 5,506.57
<b>SALARY ADJUSTMENT = No Change</b>		<b>\$ 4,696.67</b>	<b>\$ 4,931.50</b>	<b>\$ 5,178.08</b>	<b>\$ 5,436.98</b>	<b>\$ 5,708.83</b>

**Police Recruit**

Current FBPD (Hourly Rate)		\$ 20.19				
*Average of Comparable Jurisdictions		\$ 18.40				
Difference	New Salary <b>over/under</b> Average	\$ 1.79				
Percentage	% Delta New Salary <b>over/under</b> Average			9.73%		
SALARY PER ORDINANCE		\$ 18.40				
<b>SALARY ADJUSTMENT = No Change</b>		<b>\$ 20.19</b>				

**Community Services Officer**

Current FBPD		\$ 3,048.83	\$ 3,201.27	\$ 3,361.34	\$ 3,529.40	\$ 3,705.87
*Average of Comparable Jurisdictions		\$ 2,856.76	\$ 2,999.60	\$ 3,149.58	\$ 3,307.06	\$ 3,472.58
Difference	New Salary <b>over/under</b> Average	\$ 192.07	\$ 201.67	\$ 211.76	\$ 222.34	\$ 233.29
Percentage	% Delta New Salary <b>over/under</b> Average			6.72%		
SALARY PER ORDINANCE		\$ 2,856.76	\$ 2,999.60	\$ 3,149.58	\$ 3,307.06	\$ 3,472.58
<b>SALARY ADJUSTMENT = No Change</b>		<b>\$ 3,048.83</b>	<b>\$ 3,201.27</b>	<b>\$ 3,361.34</b>	<b>\$ 3,529.40</b>	<b>\$ 3,705.87</b>

**Police Services Technician**

Current FBPD		\$ 3,172.59	\$ 3,331.22	\$ 3,497.79	\$ 3,672.67	\$ 3,856.31
*Average of Comparable Jurisdictions		\$ 2,753.76	\$ 2,891.44	\$ 3,036.01	\$ 3,187.82	\$ 3,346.61
Difference	New Salary <b>over/under</b> Average	\$ 418.84	\$ 439.78	\$ 461.78	\$ 484.85	\$ 509.70
Percentage	% Delta New Salary <b>over/under</b> Average			15.21%		
SALARY PER ORDINANCE		\$ 2,753.76	\$ 2,891.44	\$ 3,036.01	\$ 3,187.82	3,346.61
<b>SALARY ADJUSTMENT = No Change</b>		<b>\$ 3,172.59</b>	<b>\$ 3,331.22</b>	<b>\$ 3,497.79</b>	<b>\$ 3,672.67</b>	<b>\$ 3,856.31</b>

POLICE SALARY COMPARATIVE STUDY  
PER ORDINANCE 672 AS OF 01-01-2016

## EXHIBIT B

<b>Fort Bragg Police Compensation Schedule</b>					
<b>Effective: September 15, 2015</b>					
	Monthly Salary				
	Step 1	Step 2	Step 3	Step 4	Step 5
Chief of Police	\$ 9,311.54	\$ 9,777.11	\$ 10,265.97	\$ 10,779.27	\$ 11,318.23
Police Lieutenant	\$ 7,126.48	\$ 7,482.80	\$ 7,856.94	\$ 8,249.79	\$ 8,662.28
Administrative Coordinator	\$ 3,733.55	\$ 3,920.23	\$ 4,116.24	\$ 4,322.05	\$ 4,538.15
Police Sergeant - Basic POST Certificate	\$ 5,214.41	\$ 5,475.13	\$ 5,748.88	\$ 6,036.33	\$ 6,338.14
Police Sergeant - Intermediate POST Certificate	\$ 5,500.31	\$ 5,775.32	\$ 6,064.09	\$ 6,367.29	\$ 6,685.66
Police Sergeant - Advanced POST Certificate	\$ 5,772.01	\$ 6,060.61	\$ 6,363.65	\$ 6,681.83	\$ 7,015.92
Police Officer - Basic POST Certificate	\$ 4,263.04	\$ 4,476.19	\$ 4,700.00	\$ 4,935.00	\$ 5,181.75
Police Officer - Intermediate POST Certificate	\$ 4,477.20	\$ 4,701.06	\$ 4,936.11	\$ 5,182.92	\$ 5,442.06
Police Officer - Advanced POST Certificate	\$ 4,696.67	\$ 4,931.50	\$ 5,178.08	\$ 5,436.98	\$ 5,708.83
Police Recruit	\$ 20.19				
Community Services Officer	\$ 3,048.83	\$ 3,201.27	\$ 3,361.34	\$ 3,529.40	\$ 3,705.87
Police Services Technician	\$ 3,172.59	\$ 3,331.22	\$ 3,497.79	\$ 3,672.67	\$ 3,856.31



# City of Fort Bragg

416 N Franklin Street  
Fort Bragg, CA 95437  
Phone: (707) 961-2823  
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## Text File

File Number: 16-021

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**Agenda Date:** 1/25/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Consent Calendar

**Agenda Number:** 7C.

### Approve and Accept the Athletic Fields Master Plan

On December 16, 2015, City Council received a report and provided direction to staff regarding the Draft Athletic Fields Master Plan (the Fields Plan). The Fields Plan was prepared by Verde Design, a landscape architecture, civil engineering and sport planning and design firm. Verde was hired as a subcontractor by Glass Architects, the City's consultant for the two plans funded by 2014 Housing Related Parks grant. The Fields Plan provides existing conditions assessment; user group survey and use assessment; field layout recommendations, options and costs; and field maintenance recommendations for athletic fields owned by Fort Bragg Unified School District (FBUSD). The fields that were reviewed are located at Redwood Elementary School (primary field and north field), Dana Gray Elementary School, Fort Bragg Middle School, and Fort Bragg High School (Timberwolf Stadium and Patton Field). The agenda report for the December 16 meeting provided a summary of the Fields Plan development process, research and data collection methodology, findings, and recommendations. Verde Principal Derek McKee was present to provide additional information about plan development and to answer questions from City Council and from the audience. Direction from City Council included a suggestion to include more specifics about how to repair the Dana Gray fields and specifically, soil deficits. Draft Specifications for fine grading and soil preparation have been included in the Appendix of the final draft of the Fields Plan. Another request was for inclusion of a sample field user fee schedules in the final document. The Appendix now provides "Sample Public School Rates and Policies." City Council's consensus at the December 16 meeting was that plan implementation will be determined by fields' owner Fort Bragg Unified School District. Staff recommends Council approval and acceptance of the final Athletic Fields Master Plan.



VERDE DESIGN

## CITY OF FORT BRAGG

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ATHLETIC FIELDS MASTER PLAN: FINAL DRAFT REPORT

*January 8, 2016*



Contact: Derek McKee  
Direct Line: 408.850.3410  
Email: [Derek@VerdeDesignInc.com](mailto:Derek@VerdeDesignInc.com)



LANDSCAPE ARCHITECTURE • CIVIL ENGINEERING • SPORT PLANNING & DESIGN

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2. EXISTING CONDITIONS ASSESSMENT .....p2

3. USER GROUP SURVEY AND USE ASSESSMENT .....p10

4. FIELD LAYOUT RECOMMENDATIONS, OPTIONS, AND COSTS .....p19

5. FIELD MAINTENANCE RECOMMENDATIONS .....p32

APPENDIX (*Separate Book*)

*Field Assessment Game Facility Needs By User*

*Field Use for Practices and Games*

*Preliminary Cost Estimates*

*Field Improvements Draft Specifications*

*Sample Public School Rates and Policies*

*User Group Surveys*





# 1. EXECUTIVE SUMMARY

THE PURPOSE of the Athletic Fields Master Plan was to review and provide recommendations to improve current conditions at Dana Gray Elementary School, Redwood Elementary School, Fort Bragg Middle School and Fort Bragg High School. These four facilities are the only sites available to the Fort Bragg community for baseball, football, soccer, softball and other sports. Since multiple sports groups utilize these facilities, the use at each site will vary depending on each group's game and practice schedule.

Genuine concern over the condition of the fields for general community use, school programs, competitive teams, as well as tournament play, was the genesis for developing this athletic field master plan. The process for developing the plan included assessing the existing conditions of each field, requesting user groups to take a simple survey, use or demand analysis, taking soil samples for agronomy testing, reviewing current maintenance practices and providing recommendations and options for field layouts, relevant capital improvements, assess code compliance issues, develop various cost scenarios and overall facility maintenance.

The condition of the fields and facilities at the four sites vary. Conditions of the fields can be ranked in order with high school fields in the best condition, Redwood, the middle school and then Dana Gray appears to be in the worst condition. Facility amenities, like baseball dugouts and spectator areas, on many of the sites need to be renovated and

improved. There are several dugouts and backstops that should be replaced as a priority, especially at Dana Gray and Redwood which is discussed further in this report.

We initially visited the sites the end of March 2015 with a follow up walk the middle of August 2015. During the period between these two visits, we noticed a dramatic change in the overall condition of all of the fields. With the current drought conditions, the limited irrigation water available coupled with the general use, we noticed the condition at several sites were dramatically worse than they were five months prior. This year may be an anomaly because of the drought, but from what was learned from historical evidence gleaned from surveys, as well as staff recollection, the conditions for the fields were apparently more similar than not compared to past years.

The assessment and recommendations in this report looked at the conditions at each site. Individual irrigation audits, the analysis of the existing utility infrastructure, and topographic surveys were not completed as part of this report and may be needed in the future for more definitive recommendations.

Priorities can be established based on the report recommendations and funding determined to support the renovation. Improvements may need to be phased based on funding as well. In addition, refined detailed concepts plans may be needed to plan for the increments of work needed to complete the vision as planned.





## 2. EXISTING CONDITIONS ASSESSMENT

### GENERAL CONDITION COMMENTS

DANA GRAY ELEMENTARY SCHOOL, Redwood Elementary School, Fort Bragg Middle School, and Fort Bragg High School assessment on the existing conditions of the fields and facilities follow below. The aforementioned fields were visited on August 18th and 19th, 2015, and included a meeting with staff members Jennifer Owen, Special Project Manager (COFB), Barry Silva, Facilities Manager (FBUSD), and Ethan Newton, District Administrator (MCRPD). The purpose of the meeting was to discuss the level of use, current maintenance practices, the history of the field and the field infrastructure.

There are several items that all sites have in common that should be addressed:

- All four facilities including the fields did not appear to be in compliance with current ADA and code requirements in terms of access to the fields or facility. There are some individual items that may be in compliance but generally it appears that most of the sites are not compliant. Providing access to the facilities can be a quick fix while others will require a more intensive solution for a path of travel and/or dugout remodel.
- Providing ADA compliant facilities is something that the recommendations will include. Typically, ADA compliance is required when renovating the fields with compliance that will include all players, coaches and spectators.
- Title IX should be considered in the area between the two varsity baseball and softball fields. Both facilities should be the same or at least comparable. Currently baseball has a permanent scoreboard, scorekeeper booth and outfield fence while softball has neither. A solution can include tradeoffs for other areas of the facility including improved conditions or perhaps more training facilities, none of which currently exist.
- The District has informed us of the presence of destructive moles at a most of the fields within the District. The District has talked to an exterminator in the past to address this issue but moles, but the cost and time to remove them was prohibitive. Regardless, if there are moles or gophers, they need to be removed as they are the leading contributor to destroying the planarity of the fields which will ultimately lead to unsafe playing conditions.

- There is a resident Canada Geese population on the fields. The excrement from each bird can exceed one pound per day which collects on the field, in the user's cleats, pants, and balls and is a general nuisance. Although Canada Geese are an internationally protected bird, protection exists only during the migratory season. Birds remaining outside the migratory breeding season are considered as a "resident" and certain liberties exist through permitting process with the US Fish and Game that may help mitigate the ever increasing population. Regardless, interim measures should be considered to force the birds off the fields.
- Most of the field's irrigations systems are run off a pump systems that extracts water from a nearby well. Due to cut backs in water use because of California's state wide drought, it was difficult to assess the condition of the existing irrigation systems for each of the sites. Reviewing recent aerial mapping of the site indicates uneven distribution of water with a large amount of the field areas as demonstrated be telltale irrigation "donuts".
- Per the District, a majority of the structures at all four fields were installed by the community. Because of that process, more than likely these structures did not go through Department of the State Architect (DSA) for review and may not have been properly engineered. Typically any dugout, building structure or fencing over 8' is required to go to DSA for review and approval.





## 2. EXISTING CONDITIONS ASSESSMENT (CONT.)

### SITE INVESTIGATION AT DANA GRAY ELEMENTARY SCHOOL

THE DANA GRAY Elementary School field is used by a number of leagues and sports programs, which includes a variety of high school sports, little league, soccer programs and sports tournaments. This field is also used by the elementary school for physical education with a large area dedicated for use during recess.

Currently, the Dana Gray field is home for three Fort Bragg HS sports including boy's junior varsity baseball, girl's junior varsity and varsity softball, and soccer for junior varsity and varsity boys and girls teams.

- Each of these teams has their own designated corner of the field, which includes their own chain link backstops, CMU dugouts and infields.
- Three of the four chain link backstop are very rusty and are showing general signs of deterioration.
- Two out of the three infields look to be routinely maintained with little to no weeds observed within the infield.
- The fourth field, JV softball field, had an abundance of weeds covering the infield, with little apparent use when we visited the site this past August. This was three months beyond the end of the spring season.
- The varsity softball field was the only field that had a storage shed including electrical outlets to the field.
- At the northwest corner of the field is a little league field. This field was recently upgraded with CMU dugouts, chain link backstop with netting, and scorer's booth.
- There are no permanent scoreboards at this facility.
- The outfield fencing is temporary for use during the season of play.
- Some of the fields use the solid base anchors that are at grade and pose a genuine safety issue.
- The JV softball field dugouts do not have gates or doors to secure them when not in use.
- The size of the dugouts appear to be small for high school sports. Length and depth should be reviewed and include provisions for gear hooks, bat racks, and helmet bins.



- The existing dugouts have a lot of structure as well as a wall on the outfield side that restricts viewing of the playing field. Creating more open dugouts for increased visual access would be beneficial.

This field does have an existing concession stand for events held at the site. The stand is a very small wooden structure that looks like it is in need of repair or replacement. Building is used by soccer and possibly other sports and is not ADA compliant.

Soccer games and practices are also played on this field by several leagues and age levels. Information on current use obtained from the survey for practices and games played at the Dana Gray field included, the number of teams, age groups, and field sizes as well as the field orientation are included in the Field Assessment section. Soccer goals were typically stored in the grass areas and locked to the perimeter fence.



## 2. EXISTING CONDITIONS ASSESSMENT (CONT.)

### SITE INVESTIGATION AT DANA GRAY ELEMENTARY SCHOOL

There are no paved areas at any backstops for the spectators with the exception of little league. Many of the dugouts have non-ADA compliant steps accessing the entries.

At the site, there are porta-potties for the user groups that are not ADA compliant. Existing restrooms at the school site are only within the campus and not available after school hours or on weekends.

The topography of the field is uneven which is made more noticeable due to sparse patches of dead grass and dirt mounds created by local moles. The slope or grade to the field is minimal and appears to be below the 1% minimum for natural turf fields. The field apparently has minimal drainage with the majority of observed drainage structures located around the perimeter of the 9.2 acre field. There was one drainage structure located in the middle of right field within the little league field which poses a serious safety issue.

During our community meeting, we were told that there is an old river, creek or aquafer under the middle of the field. Comments were made that this water system may have an effect on the existing field and grade elevations during the year.





## 2. EXISTING CONDITIONS ASSESSMENT (CONT.)

### SITE INVESTIGATION AT FORT BRAGG HIGH SCHOOL

#### BASEBALL FIELD (PATTON FIELD)

- The baseball field at Fort Bragg High School is a pseudo multi-use field as it is used not only for the baseball team to practice and to play their league games but is also used by the football teams for practice.
  - The baseball field itself is separated from a smaller rectangle shape field by the baseball permanent wooden outfield fence.
  - The existing outfield fence has wood posts which appear to flush with the concrete foundations. The wood is located very close to the soil level with no concrete edge or mowband.
  - The baseball field has a typical grass infield with infield fines, a chain link backstop and CMU dugouts.
  - The backstop fence post and chain link fencing are covered in rust, while the baseboards are cracking with missing pieces in some locations.
  - The height of the backstop and fencing down the foul lines appears to be too low to prevent some foul balls from going on to the adjacent single family home properties.
  - The two dugouts are completely different from each other with the 3rd base dugout appearing to be installed more recently.
  - Both dugouts are not aligned with the backstop or foul line and setback. There is no barrier between the plays and spectators. Sight lines and coaching distance are a potential issues with their current location.
  - Both dugouts are open without gates for securing them when not in use.
  - The 3rd base dugout has a new gray and purple paint job and relatively new chain link fabric.
  - The 1st base dugout is much older with a chipped white paint exterior and a chain link fabric has holes that have been patched with netting.
  - The field does have some storage within both dugouts, possible storage in the lower level of the scorer's booth, and a storage shed located behind the existing backstop.
- 
- 
- A score booth does exist at the field and is located directly behind the backstop.
  - The field has a permanent scoreboard.
  - No bullpens are clearly setup but there does appear to be a seasonal makeshift bullpen with no fence protection to either the dugout or spectator area.
  - Fence distance from home to right field is very short for high school standards at 250'. A typical field has 320' down the right field line and an increasing outfield distance to center field.
  - There is no padding on the homerun fence.
  - The short right field with the lack of tall screening beyond the permanent fence can be a liability for the garden use beyond right field.



## 2. EXISTING CONDITIONS ASSESSMENT (CONT.)

### SITE INVESTIGATION AT FORT BRAGG HIGH SCHOOL

- There is no ADA access or a path of travel to this field.
- The topography for baseball and its adjacent field appear to be relatively level but does have the occasional low spot and dirt mound created by the local mole population.
- The baseball field appears to have little or no drainage system and relies on its natural percolation of its native soil to remove the water from the field.
- On the other side of the permanent wooden fence is an open grass field that has a discus cage in the back south-east corner. The discus cage faces the permanent baseball fence with a distance of about 62 yards which is a shorter distance than typically provided for discus. The boy's high school records is over 200' or nearly 67 yards in distance and the girls is 198' which is 66 yards in distance.
- The size of the rectangle turf area is not large enough to place a typical high school soccer or football field. As a result the teams must split their practices to either side of the permanent fence.
- There is no permanent in ground irrigation system at this field. The irrigation is provided by above grade systems that are similar to the Kifco water-reel sprinklers that move across a field pulling a hose. There is more labor time

required for these systems.

#### FOOTBALL FIELD (TIMBERWOLVES STADIUM)

- The football field is enclosed by concrete bleachers and chain link fencing. The field itself is surrounded by a decomposed granite track.
- Per the District, the field is only used for football and soccer games, track field events (pole vault, long jump/triple jump, and high jump events are located within the D-Zones), and physical educations classes.
- Warn rubberized surfacing makes up the runways for the long jump/triple jump and pole vault events and the landing pad location for high jump.
- The sand pit for the long jump/triple jump has been overgrown with weeds.
- The existing bleachers and associated buildings at the stadium were not evaluated for ADA compliance.
- The football field has a crown field which forces water to flow into the vegetated swales at the edge of the field. This swales drain into above ground catch basins that are located at the tangent points of the track curb.





## 2. EXISTING CONDITIONS ASSESSMENT (CONT.)

### SITE INVESTIGATION AT FORT BRAGG MIDDLE SCHOOL

THE FIELD AT Fort Bragg Middle School is used by many leagues and sports programs, including little league, girls softball, soccer and sports tournaments. This field is also used by the middle school for physical education, athletics and for the children to use during recess.

For baseball/softball, the field has four infields within its perimeter. All four infields have chain link backstops with only the little league field has permanent CMU dugouts and a scorer's booth. The little league dugouts do not have gates to secure them when not in use. The other three fields have only aluminum player's benches. Two of the fields are used for softball games and have power that runs from a building located near the existing tennis courts to a location behind the pitching mounds. All four infield look to be in decent shape with no weeds within the infield.

The areas behind the backstops areas are not ADA compliant. Paving is not provided at the spectator area.

Soccer games and practices are also played on this field by a number of leagues and age levels. Several soccer goals can be seen on the field and along the perimeter.

Along the blacktop edge, there are several utilities and boxes that will limit field use in this area.

Several older buildings are located outside of the fence near the little league field. These structures appear to be in use and in poor condition. The little league field has a score booth building with wood siding down to the soil level. There is visible evidence of termite damage.

The topography of the field is very uneven, which is made more noticeable due to sparse patch of grass and dirt mounds created by local moles. The District has cut back on irrigation for the field due to California's drought making the field condition worse.

There is a slope, located about halfway along Laurel Street, that prevents larger soccer fields or use for sports.

The field looks to have little or no drainage system and relies on its natural percolation of its native soil to remove the water from the field. There is more slope or grade on the field than the other sites. The blacktop areas look to drain



directly onto the fields and there should be a collection system between the two.

There is an existing concession stand near the softball field used by the girl's softball.



## 2. EXISTING CONDITIONS ASSESSMENT (CONT.)

### SITE INVESTIGATION AT REDWOOD ELEMENTARY SCHOOL

THE MULTI-USE FIELD at Redwood Elementary School is used by many leagues and sports programs, including little league, Pop Warner football and soccer programs. This field is also used by the elementary school for physical education and for the children to use during recess. The sports league use appears to be more for practice than games.

The multi-use field is primarily an open field except for the old wooden backstop and overgrown T-Ball field in the back east corner. This wooden backstop has been deteriorating and losing some of its structure and should be removed.

The topography of this field relatively flat with some uneven spots here and there. Mounds created by local moles and dying grass due to cut back in watering has made the uneven topography even more noticeable.

The football field, which is located just north of the multi-use field, is enclosed by a chain link fence. The field itself is surrounded by a decomposed granite track. Per the District, the field is mostly used for Pop Warner football and youth soccer games and practices, along with physical education classes at the middle school. The topography for the field is uneven throughout the field. This uneven topography is more noticeable due to large areas of dead grass.

The fields looks to have little or no drainage system and relies on its natural percolation of its native soil to remove the water from the field.





## 2. EXISTING CONDITIONS ASSESSMENT (CONT.)

### EXISTING MAINTENANCE PRACTICES

IN TERMS OF MAINTENANCE for the four sites, there are currently three person-days allocated (excluding field striping for games, which is in addition to this amount of time). This allocation covers the entire school campus and fields.

Per the District, the fields are mowed typically once each week, with a Toro Groundsmaster 4000-D. The last fertilizing was in 2014 in May, with Turfstar 25-5-5 at approximately 10lbs per 1,000 s.f. The fields were also aerated at the time of the fertilization. Recently the District purchased a John Deere Aercore 1000. The varsity baseball and football field has been regularly top dressed with sand between the hash marks on an annual basis.





### 3. USER GROUP SURVEY AND USE ASSESSMENT

A SURVEY was setup and sent to the user groups that have use agreements with the District. All of the groups responded and one additional survey response was provided by the Girls JV Soccer team from FBHS. Here is a list of the user groups who provided a survey and a copy of the responses is in the appendix.

- Coast Youth Soccer League
- Fort Bragg Cubs Football and Cheer
- Fort Bragg Little League
- Fort Bragg Girls Softball Association
- Mendo United Soccer/Mendocino County Soccer Academy
- Mendo Coast Tournaments (Soccer)
- Mendocino Coast Recreation and Parks District
- Fort Bragg Girls High JV Soccer
- Fort Bragg High School Athletics
- Fort Bragg Middle School Athletics

Surveys contained questions regarding the user group's program. Responses provided information for:

1. Program type
2. Special events
3. Camps
4. Divisions with player and team quantity
5. Facilities utilized for games and practices
6. Maps were provided and each group designated their use area by site
7. Schedule during the year and time slots for use
8. Participation numbers for past years and future year projections
9. Unmet demand
10. Reduction in the season based on field demand
11. Game and practice lengths
12. Perceived conditions of the fields
13. Additional comments

Utilizing this information from the responses, databases were setup. The following is a worksheet showing each user group with their divisions.

#### Fort Bragg Girls Softball Association

Sport/League/Use	Age Level	# of Players	Field Size	Fields Being Used
1 Softball - Instructional		15	60ft Base; 35ft Pitch	FBMS - LW/Sipila
2 Softball - T-Ball	4 thru 6	45	60ft Base; 35ft Pitch	FBMS - LW/Sipila
3 Softball - Minor	7 thru 11	52	60ft Base; 35ft Pitch	FBMS - LW/Sipila
4 Softball - Juniors	12 thru 14	56	60ft Base; 43ft Pitch	FBMS - LW/Sipila

#### Fort Bragg Little League District

Sport/League/Use	Age Level	# of Players	Field Size	Fields Being Used
1 Baseball - T-Ball	4 thru 6	35	60ft Base	Redwood ES
2 Baseball - Farms	6 thru 8	60	60ft Base	Redwood ES
3 Baseball - Minors	8 thru 11	45	60ft Base; 35ft Pitch	Dana Gray/FBMS
4 Baseball - Majors	10 thru 12	50	60ft Base; 35ft Pitch	Dana Gray/FBMS
5 Baseball - Juniors	13 thru 15	30	90ft Base; 60.5ft Pitch	FBHS

#### Coast Youth Soccer League

Sport/League/Use	Age Level	# of Players	Field Size	Fields Being Used
1 Soccer - U6	4 thru 6	72	25 x 35 yds	FBMS
2 Soccer - U8	7 thru 8	93	25 x 40 yds	FBMS
3 Soccer - U11	9 thru 11	107	B - 60 x 80; G - 25 x 40	FBMS
4 Soccer - U14	12 Thru 14	70	B - 80 x 100; G - 80 x 100	FBMS



### 3. USER GROUP SURVEY AND USE ASSESSMENT (CONT.) VERDE DESIGN

#### Fort Bragg Cubs Football and Cheer

Sport/League/Use	Age Level	# of Players	Field Size	Fields Being Used
1 Football - Mighty Mites	7 Thru 9	26	100 yard Field	FBHS - Stadium/RWES MU
2 Football - Jr. Cubs	10 thru 11	28	100 yard Field	FBHS - Stadium/RWES FB
3 Football - Cubs	12 thru 13	26	100 yard Field	FBHS - Stadium/RWES FB
4 Cheer - Mighty Mites	7 Thru 9	13	N/A	FBHS - Stadium/Dana Gray
5 Cheer - Jr. Cheer	10 thru 11	17	N/A	FBHS - Stadium/Dana Gray
6 Cheer - Cubs	12 thru 13	14	N/A	FBHS - Stadium/Dana Gray

#### Fort Bragg Middle School

Sport/League/Use	Age Level	# of Players	Field Size	Fields Being Used
1 Soccer	11 Thru 14	N/A	N/A	FBMS
2 Softball	11 Thru 14	N/A	60ft Base; 43ft Pitch	FBMS
3 Physical Education	11 Thru 14	N/A	N/A	FBMS

#### Fort Bragg High School

Sport/League/Use	Age Level	# of Players	Field Size	Fields Being Used
1 Football - JV	14 Thru 18	50	100 yard Field	FBHS - Patton/Stadium
2 Football - Varsity	14 Thru 18	50	100 yard Field	FBHS - Patton/Stadium
3 Baseball - JV	14 Thru 18	24	90ft Base; 60.5ft Pitch	Dana Gray
4 Baseball - Varsity	14 Thru 18	24	90ft Base; 60.5ft Pitch	Patton Field
5 Softball - JV	14 Thru 18	24	60ft Base; 43ft Pitch	Dana Gray
6 Softball - Varsity	14 Thru 18	24	60ft Base; 43ft Pitch	Dana Gray
7 Soccer - Girls JV	14 Thru 18	12	N/A	Dana Gray/FBHS Stadium
8 Soccer - Girls Varsity	14 Thru 18	25	N/A	Dana Gray/FBHS Stadium
9 Soccer - Boys JV	14 Thru 18	25	N/A	Dana Gray/FBHS Stadium
10 Soccer - Boys Varsity	14 Thru 18	25	N/A	Dana Gray/FBHS Stadium
11 Track	14 Thru 18	50	N/A	FBHS - Stadium
12 Physical Education	14 Thru 18	N/A	N/A	FBHS - Stadium

#### Mendocino Coast Recreation and Parks District

Sport/League/Use	Age Level	# of Players	Field Size	Fields Being Used
1 Softball - Men's	18+	128	60ft Base; 43ft Pitch	Dana Gray
2 Softball - Coed	18+	102	60ft Base; 43ft Pitch	Dana Gray
3 Soccer - Coast Cup Tourney	18+	280	N/A	Dana Gray/FBHS/FBMS
4 Softball - Jesse Ales Tourney	18+	208	60ft Base; 43ft Pitch	Dana Gray
5 Softball - Ricky D Tourney	18+	112	60ft Base; 43ft Pitch	Dana Gray
6 Circus Camp		124	N/A	Redwood ES - Football



### 3. USER GROUP SURVEY AND USE ASSESSMENT (CONT.) VERDE DESIGN

#### Mendo United & Mendocino County Soccer Academy

Sport/League/Use	Age Level	# of Players	Field Size	Fields Being Used
1 Soccer - U9	9	20	20 x 30 yds	FBMS/Dana Gray
2 Soccer - U10/11	10 thru 11	20	45 x 55 yds	FBMS/Dana Gray
3 Soccer - U12	12	20	55 x 65 yds	FBMS/Dana Gray
4 Soccer - U13/14	13 Thru 14	30	75 x 85 yds	FBMS/Dana Gray
5 Soccer - U17	15 thru 17	25	75 x 85 yds	FBMS/Dana Gray

#### Mendo Coast Tournaments

Sport/League/Use	Age Level	# of Players	Field Size	Fields Being Used
1 Soccer - Youth Tourney	9 thru 11	1000	30 x 50 yds	All
2 Soccer - Youth Tourney	12 thru 14	1000	50 x 100 yds	All
3 Soccer - Adult Tourney	16+	600	60 x 120 yds	All

The field sizes were fairly standard when compared to what most sports utilize. Some of the soccer field sizes were not as typical and were adjusted based on participation levels as well as the quantity of players on a particular field.

For soccer field sizes, US Soccer has announced new field sizes that will be the standard in 2016. This new standard identifies fewer players and smaller fields for age groups up to the U13 level. From U13 and above, the field size and quantity of players remains the same.

Typically the game field needs are the main focus for those venues. A game field assessment worksheet was setup for each division and field size. The assessment worksheet for each sport and division is located in the appendix. A formula was used to formulate the game field's needs per the following:

- Amount of players in the division
- Divided by the amount of players per team
- Quantified the teams per game and matches per week
- Quantified the hours of play available by a field
- Divided the hours of games by the hours of available by a field
- Determined the need for each division
- Subtracted out the existing game fields
- Determined the current need for game fields

- Projected out growth in 2020 and 2025 and ran through the same equation

The summary of the game field projections are shown below. They are organized by user group and their respective divisions. The table shows the quantities for the existing fields utilized and current need. The adjusted need subtracts one from the other. When reviewing the adjusted need, a negative would represent a condition where the demand is lower than the current fields available. In the following table, several divisions have been grouped together because they use the same field size. So if a line is blank the use is accounted for in the previous line.





### 3. USER GROUP SURVEY AND USE ASSESSMENT (CONT.) VERDE DESIGN

#### Little League Baseball

Age Group	Existing Fields	Current Need	Adjusted Need	2020 Adjusted Need	2025 Adjusted Need
4 to 6	1.0	0.7	-0.3	-0.3	0.1
6 to 8					
8 to 11	2.0	1.1	-0.9	-0.8	0.1
10 to 12					
13 to 15	0.5	0.5	0.0	0.0	0.0
<b>Subtotal</b>	<b>3.5</b>	<b>2.3</b>	<b>-1.2</b>	<b>-1.1</b>	<b>0.2</b>

#### Girls Softball

Age Group	Existing Fields	Current Need	Adjusted Need	2020 Adjusted Need	2025 Adjusted Need
Instructional	0.5	0.3	-0.2	-0.2	0.0
4 to 6					
7 to 11	1.5	0.7	-0.8	-0.8	0.0
12 to 14					
<b>Subtotal</b>	<b>2.0</b>	<b>1.0</b>	<b>-1.0</b>	<b>-1.0</b>	<b>0.0</b>

#### Football & Cheerleading

Age Group	Existing Fields	Current Need	Adjusted Need	2020 Adjusted Need	2025 Adjusted Need
Cheer		0.4	-0.6	-0.6	0.0
Mighty Mites	0.3	0.1	-0.2	-0.1	0.0
Jr Cubs	0.3	0.1	-0.2	-0.2	0.0
Cubs	0.3	0.1	-0.2	-0.2	0.0
<b>Subtotal</b>	<b>0.9</b>	<b>0.7</b>	<b>-1.2</b>	<b>-1.0</b>	<b>0.0</b>

#### Soccer -CYSL

Age Group	Existing Fields	Current Need	Adjusted Need	2020 Adjusted Need	2025 Adjusted Need
U6	1.0	0.8	-0.3	-0.6	0.0
U8	1.0	0.5	-0.5	-0.7	0.0
U11	1.0	0.9	-0.1	0.0	0.0
U14	1.0	0.7	-0.3	-0.3	0.0
<b>Subtotal</b>	<b>4.0</b>	<b>2.8</b>	<b>-1.2</b>	<b>-1.7</b>	<b>0.0</b>

#### MCSA

Age Group	Existing Fields	Current Need	Adjusted Need	2020 Adjusted Need	2025 Adjusted Need
U9	0.6	0.2	-0.4	-0.4	0.0
U10/11	0.6	0.1	-0.5	-0.4	0.0
U12	0.6	0.1	-0.5	-0.4	0.0
U13/14	0.6	0.3	-0.3	-0.2	0.0
U17	0.6	0.3	-0.3	-0.3	0.0
<b>Subtotal</b>	<b>3.0</b>	<b>1.0</b>	<b>-2.0</b>	<b>-1.8</b>	<b>0.0</b>

#### Rec League

Age Group	Existing Fields	Current Need	Adjusted Need	2020 Adjusted Need	2025 Adjusted Need
Softball	2.0	1.3	-0.7	-0.6	0.1
<b>Subtotal</b>	<b>2.0</b>	<b>1.3</b>	<b>-0.7</b>	<b>-0.6</b>	<b>0.1</b>



### 3. USER GROUP SURVEY AND USE ASSESSMENT (CONT.) VERDE DESIGN

#### High School

Age Group	Existing Fields	Current Need	Adjusted Need	2020 Adjusted Need	2025 Adjusted Need
Football	1.0	1.0	0.0	-0.5	0.0
Baseball	1.0	1.0	0.0	-0.5	0.0
JV Baseball	1.0	0.5	-0.5	-0.5	0.0
Softball	1.0	1.0	0.0	-0.5	0.0
JV Softball	1.0	1.0	0.0	-0.5	0.0
Soccer	0.5	0.6	0.1	-0.2	0.0
JV Soccer	0.5	0.5	0.0	-0.3	0.0
<b>Subtotal</b>	<b>6.0</b>	<b>5.6</b>	<b>-0.4</b>	<b>-3.0</b>	<b>0.0</b>

#### Mid. School

Age Group	Existing Fields	Current Need	Adjusted Need	2020 Adjusted Need	2025 Adjusted Need
Soccer	1.0	0.7	-0.3	-0.3	0.0
Softball	1.0	0.3	-0.7	-0.8	0.0
<b>Subtotal</b>	<b>2.0</b>	<b>1.0</b>	<b>-1.0</b>	<b>-1.2</b>	<b>0.0</b>

#### Tournaments

Age Group	Existing Fields	Current Need	Adjusted Need	2020 Adjusted Need	2025 Adjusted Need
Softball - JA	N/A	2.4	2.4	-2.2	0.0
Softball - RD	N/A	1.3	1.3	-2.4	0.0
Soccer - CC	N/A	2.6	2.6	-2.4	0.0
Soccer - SS	N/A	3.1	3.1	-2.8	0.0
Soccer - AC	N/A	1.5	1.5	-1.4	0.0
<b>Subtotal</b>	<b>0.0</b>	<b>11.0</b>	<b>11.0</b>	<b>-11.2</b>	<b>0.1</b>

Based on these projections for game needs, there were no user groups that has a demand greater than the fields available. For tournaments, the need is identified, but since tournaments vary in size, the need would be based solely on the fields that would be available at that time.

We also looked at the game field needs by field size per the following table. The largest need are the softball field for youth which is the same size as the 9-12 year olds in little league.





### 3. USER GROUP SURVEY AND USE ASSESSMENT (CONT.) VERDE DESIGN

	Field Size	Current Need	2020 Need	2025 Need
<b>Baseball</b>	60'x120' (T-ball)	0.7	-0.3	0.1
	60'x145' (Farm)	0.7	-0.3	0.1
	60'x200'	1.1	-0.8	0.1
	90'x330'	1.0	-0.5	0.0
	90'x350'	1.0	-0.5	0.0
<b>Softball</b>	60' with 200' fence	3.3	-2.8	0.0
	65'x300'	1.3	-0.6	0.1
<b>Football</b>	160'x360'	1.4	-0.9	0.0
<b>Soccer</b>	30 yds x 20 yds	0.2	-0.4	0.0
	35 yds x 25 yds	0.8	-0.6	0.0
	40 yds x 25 yds	0.5	-0.7	0.0
	55 yds x 45 yds	0.1	-0.4	0.0
	65 yds x 55 yds	0.1	-0.4	0.0
	80 yds x 50 yds	0.7	-0.3	0.0
	80 yds x 60 yds	0.9	0.0	0.0
	85 yds x 75 yds	0.6	-0.5	0.1
	100 yds x 70 yds	0.7	-0.3	0.0
110 yds x 80 yds	1.1	-0.5	0.0	

If the outcome of the game field need is positive, then no programs would be operating in a deficiency. Even when projecting the needs out to 2020 and 2025 there are no substantial increases in participation anticipated.

The use of these four facilities is for field use. In addition to the game field needs, the practice needs were quantified based on the survey responses. Below are two charts, the first is for fall sports and the second is for spring sports.





### 3. USER GROUP SURVEY AND USE ASSESSMENT (CONT.) VERDE DESIGN

Fall Sports Use: Practice and Games

User Group	Adult Sball	Girl SBall	Little League	Youth FBall	Youth Soccer	Mendo United	High School	Middle School	Total Hr/wk	Max Hr/wk
HS Stadium	0	0	0	5	0	0	18	0	23	50.5
Patton Field	0	0	0	0	0	0	18	0	18	30.5
MS Softball 1	0	0	0	0	0	0	0	0	0	30.5
MS Softball 2	0	0	0	0	0	0	0	0	0	30.5
MS Softball 3	0	0	0	0	0	0	0	0	0	30.5
MS Little League	0	0	0	0	0	0	0	0	0	30.5
MS Soccer 1	0	0	0	0	41.5	10.5	0	0	52	30.5
MS Soccer 2	0	0	0	0	41.5	10.5	0	0	52	30.5
MS Soccer 3	0	0	0	0	41.5	4	0	0	45.5	30.5
DG JV Baseball	0	0	0	0	0	0	0	0	0	30.5
DG JV Softball	0	0	0	0	0	0	0	0	0	30.5
DG Var. Softball	0	0	0	0	0	0	0	0	0	30.5
DG Little League	0	0	0	0	0	0	0	0	0	30.5
DG Soccer 1	0	0	0	0	0	10.5	6	0	16.5	30.5
DG Soccer 2	0	0	0	0	0	10.5	6	0	16.5	30.5
DG Soccer 3	0	0	0	0	0	10.5	6	0	16.5	30.5
RW Stadium	0	0	0	6	0	0	0	0	6	30.5
RW Little League	0	0	0	6	0	0	0	0	6	30.5
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17</b>	<b>124.5</b>	<b>56.5</b>	<b>54</b>	<b>0</b>	<b>252</b>	



### 3. USER GROUP SURVEY AND USE ASSESSMENT (CONT.) VERDE DESIGN

#### Spring Sports Use: Practice and Games

User Group	Adult Sball	Girl Sball	Little League	Youth FBall	Youth Soccer	Mendo United	High School	Middle School	Total Hr/wk	Max Hr/wk
HS Stadium	0	0	0	0	0	0	10.5	0	10.5	50.5
Patton Field	0	0	13	0	0	0	10	0	23	30.5
MS Softball 1	0	0	0	0	0	0	0	10	10	30.5
MS Softball 2	0	21	0	0	0	0	0	0	21	30.5
MS Softball 3	0	21	0	0	0	0	0	0	21	30.5
MS Little League	0	0	15.5	0	0	0	0	0	15.5	30.5
MS Soccer 1	0	0	0	0	0	10.5	0	7	17.5	30.5
MS Soccer 2	0	0	0	0	0	10.5	0	0	10.5	30.5
MS Soccer 3	0	0	0	0	0	4.0	0	0	4	30.5
DG JV Baseball	12	0	3.5	0	0	0	10	0	25.5	30.5
DG JV Softball	0	0	3.5	0	0	0	10	0	13.5	30.5
DG Varsity Softball	11	0	3.5	0	0	0	10	0	24.5	30.5
DG Little League	0	0	15.5	0	0	0	0	0	15.5	30.5
DG Soccer 1	0	0	0	0	0	10.5	0	0	10.5	30.5
DG Soccer 2	0	0	0	0	0	10.5	0	0	10.5	30.5
DG Soccer 3	0	0	0	0	0	10.5	0	0	10.5	30.5
RW Stadium	0	0	0	0	0	0	0	0	0	30.5
RW Little League	0	0	10.5	0	0	0	0	0	10.5	30.5
<b>Total</b>	<b>23</b>	<b>42</b>	<b>65</b>	<b>0</b>	<b>0</b>	<b>56.5</b>	<b>50.5</b>	<b>17</b>	<b>254</b>	



### 3. USER GROUP SURVEY AND USE ASSESSMENT (CONT.) VERDE DESIGN

The maximum hours per field is shown in the right column. This quantity is derived from calculating the total hours a field is available. For the non-lighted fields this works out to 3 hours for each weekday for 15 hours for the week and approximately 8 hours for each weekend day for total of 31 hours. Timberwolves stadium is the only lighted field so it can have more hours of use.

For the fall and spring sports, the total hours for practice and games are very close at 252 and 254 respectively. The only facility and sport that is exceeding the use is youth soccer in the fall. Typically for soccer, games fields have set field sizes but for practice teams practice on half the size of a field. This is unique to soccer where the other sports typically use the same space for practice as games.

Within these charts you can also see that there is more concentration of use in the fall with soccer and football programs. Spring is more diverse and using every field with the exception of the high school stadium.

During our community meeting, it was brought up that there is more use occurring on these fields than quantified in these charts. That is not uncommon and can be expected. One of the groups that did not complete a survey was the adult soccer that has been vacillating. There are likely pick-up games that occur as well as kids using the fields with some regularity. Since there are no community parks with open turf, the community would tend to exercise and utilize these fields for recreation beyond what the organized sports have conveyed.

Based on these quantities of use, there is an average of 49.8 hours of use in the fall at the middle school and 16.5 hours Dana Grey per field. These are hours used by soccer which is relatively excessive for a natural turf field. The hours at the middle school should be offset by looking to use other locations to mitigate over use. In the spring, the two facilities have substantial use on them with the middle school averaging 24.9 hours and Dana Gray averaging 27.6 hours per field.

The fields at the high school receive a lot of use from high school football, youth football and soccer. The high school football teams practice at the stadium and Patton field. Of the sports played on natural grass, these sports are at the top of the list for their affect.



Redwood Elementary has much less use and the natural turf will more likely be able to sustain current uses. One of the recommendations includes using this facility more as well as maximizing the track field area for more use. This will help offset the use from other sites.



## 4. FIELD LAYOUT RECOMMENDATIONS, OPTIONS, & COSTS

Recommendations for mitigating the conditions at the four facilities can be looked at from several perspectives. There are improvements that need to be made through a construction renovation. For construction renovations we have several options for consideration.

In addition to the renovation needs, the maintenance of the facilities needs to be increased to be aligned with the planned use. Generally more maintenance requires more funding. The maintenance of a typical natural grass sports field will average about \$15,000 per acre per year in order to keep up with the sports use. Providing the level of maintenance required can go a long way to providing beautiful surface for all to use.

For the recommendations there are several general observations to consider:

1. There is too much field use at Dana Gray and Fort Bragg Middle School. The use at these sites should be dispersed to other locations that should improve the conditions at these two fields.
  - One option would be to locate a site that could developed into a sports field complex. Most communities have community parks that provide this type of venue for both games and practices.
  - We have worked on projects where the sports groups lease land from an Agency and develop the land into a formal sports complex. Many of these complexes are used for league play and tournament venues.
2. Another option was to look expand the current fields to allow for more use or dispersal of use.
  - Dana Gray and Fort Bragg Middle School are at their maximum as far as field space, so there is not an option to expand by adding fields to these two sites.
  - At Redwood Elementary, an option would be to renovate the track field to increase the size of the field and provide adequate space for a full size football or soccer field.
  - The multi-use field at Redwood Elementary along Chestnut Street could be modified to add one or two additional backstops. The conceptual design has one backstop being added but another could be added in the southwest corner. These backstops could be used for lower ages games that could include t-ball and farm baseball. The infields could also be skinned to provide additional softball play for lower age groups. Adding these backstops can also provide opportunities for a practice field for baseball and softball. There is also room for a full sized football field and a U12 and below soccer field.
3. Converting a field or fields to synthetic turf can also mitigate the impact on the natural turf fields.
  - Fort Bragg typically receives an above average amount of rain. In addition, the coastal climate has more moisture in the air with many days of mist and heavy fog. Most natural grass fields in the community are not monitored for closure based on rainfall and damp soils. Playing on saturated soils can damage the field surface exponentially and most surfaces do not have time to recuperate or they are not replanted.
  - Synthetic turf can provide a recreational outlet during wet conditions. This surface can be used year round which is a benefit for scheduling and improve field capacity.
  - For the four facilities we looked at potential locations where synthetic turf could be used to receive the most benefit.
  - The size of Dana Gray and Fort Bragg Middle School fields are probably too large to add synthetic turf to the whole field. Looking at Fort Bragg MS, a portion of the field could be converted into synthetic turf and then have a pathway added to separate it from natural turf. The options could be either the northern field, little league field or the southwest field. Any one of those could be setup to be a multi-use synthetic field.
  - The concept discussed above for Redwood Elementary would also work with a synthetic field. This conversion could help increase the use at this field location and provide a game venue.
  - At the high school, the two options there would be stadium field or baseball field.
    - For the baseball field options three options were developed for this field. A multiuse layout would work well with this space. Options could include improving the existing backstop and game field, adding a practice backstop and infield, and setting a field that would accom-



## 4. FIELD LAYOUT RECOMMENDATIONS (CONT.)

moderate baseball, football and soccer with full size fields. A temporary fence system would be needed during the baseball season.

- The football field could also be converted to synthetic turf. More activities could be programmed for the field to include practices and games for the high school and youth teams and provide a place for band and physical education to use. The other benefit is the field is permanently striped and ready to play.
4. Sports field lighting can increase the use of any field. The high school stadium field is the only existing field with lighting. This field and lights are primarily used for the football and soccer games. Recommendations to consider adding sports field lighting should only align with a synthetic turf field or a dedicated field like the stadium field. With lights, a field can have the maximum benefit and be used until 10 pm at night. The track field at Redwood Elementary or the high school baseball field would be good options to add lights and synthetic turf. Proximity of the single family homes at the high school baseball field may make this location difficult.
  5. ADA compliance should be integrated into the field renovations when they occur. Access from parking and ADA parking spaces needs to be provided with a path of travel to each venue. Access is needed to the spectator area, field of play and dugouts.
  6. A new restroom and concession building are recommended at Dana Gray and Fort Bragg Middle School. Restroom access is limited to the existing school facilities and typically costs more to have access. Most of the existing facilities are probably not code compliant from a health department review and are not ADA compliant. This building could be utilized by all the users and be located close to the fields for use.
  7. Adding some fines bins at the locations with softball and baseball fields is recommended. There are some infield fines piles at the middle school little league field and some at the high school baseball. Providing the bins at the facilities keeps the material organized and accessible for the sports groups to use. Bins can be used for infield fines, clay, topsoil, and grass top dressing.
  8. For the baseball and softball facilities, there are some items missing that should be considered:
    - Bullpens should be added with fencing at the ends at a minimum. For all youth levels bullpens are important to warm-up pitchers and provide pitching stations for practice. They can even be used for soft toss with pop-up nets. Bullpens at varsity fields should have two stations and JV field fields should have one station.
  9. For the field renovations and costs, re-grading the fields to provide positive drainage is recommended. Options for drainage are also included for the following:
    - Batting cages should be added to the fields. They can be single or multiple units. Cages are used for practice stations and pre-game warm-up.
    - PA systems are recommended for the varsity fields with a permanent speaker and connection point. Portable systems can be used by the JV, girls' softball and little league.
    - Spectator areas with ADA bleachers and paving around the back of the backstops should be added to all fields.
  - The base cost would include perimeter french drains in the field. Some of these would be located in the fields and collection areas. Earth or concrete swales would also be added to collect water coming onto the fields from areas like the middle school black top. Additional drains would be added around the fields in the lower areas per the new grading designs.
  - The second option would add vertical drains that have a 3"-4" trench and a 6" or 12" multi-flow type drain backfilled with USGA sand. These would be located more often in the field and connect to the base system.
  - The third option is the slit sand drainage system. This system provides a grid of sand channels with 2' to 4' spacing in one direction and 5' to 15' in the other direction. The larger spaced channels have 1" perforated drains that connect to the base drainage perimeter french drains. This systems is a great system for native soil fields.



## 4. FIELD LAYOUT RECOMMENDATIONS (CONT.)

### RECOMMENDATIONS BY SITE: DANA GRAY ELEMENTARY SCHOOL

#### Dana Gray Elementary School

1. Renovation should establish new grades for this field and those grades should be in the 1% to 1.3% range depending on the drainage setup.
2. The backstops, dugouts and infields should be renovated at the varsity softball, JV softball and JV baseball.
  - Backstops are old and the softball look like the fabric and framing pieces came from a previous use.
  - Foul ball netting may want to be added along the street edges if that is an issue. Foul ball issues are a concern with the backstops in close proximity to the street. It was discussed that people do park away from these fields due to foul balls.
  - Dugouts should be renovated to be larger, code compliant, dugout equipment and better views and field access. They should also be able to be locked down and secured.
  - Provide power to the backstops for PA systems and pitching machines.
3. For soccer, the improvements would be the field renovation and grading design to increase drainage at the field locations. Soccer goal storage pads are recommended.
4. Varsity softball should receive some additional improvements like a better temporary outfield fence, permanent scoreboard, PA system and score booth.
5. Additional paving is recommended around the backstops and along the north end. This should provide access to all the fields.
6. At the community meeting, several teachers were present and strongly recommended improving the visual access to the field from the black top area. Plans have tried to align with this recommendation.
7. Preliminary costs for these improvements are as follows. Detailed estimate are located in the appendix.
8. A new restroom / concession building is recommended and proposed location is along Dana Street.

#### Dana Gray Elementary

Field Renovation: Turf, Grades, Drainage, and Irrigation	\$1,609,902.80
Backstops, Infields and Perimeter Renovation	\$2,053,670.77
Alternates #1 (Sod in lieu of Seed)	\$366,720.00
Alternates #2 (Flat Panel Drainage System)	\$213,920.00
Alternates #3 (Sand Channel Drainage System)	\$534,800.00





# 4. FIELD LAYOUT RECOMMENDATIONS (CONT.)

## RECOMMENDATIONS BY SITE: DANA GRAY ELEMENTARY SCHOOL



Conceptual Design  
 Dana Gray Elementary School  
 The City of Fort Bragg  
 Fort Bragg, CA





## 4. FIELD LAYOUT RECOMMENDATIONS (CONT.) RECOMMENDATIONS BY SITE: FORT BRAGG MIDDLE SCHOOL

### Fort Bragg Middle School

1. The backstops and infields should be renovated at the two softball fields for the girl's fast pitch.
  - Backstops are old and the softball backstops look like the fabric and framing pieces came from a previous use.
  - Foul ball netting may want to be added along the street edges if that is an issue.
  - Dugouts should be provided for these fields and shall be code compliant and provide dugout equipment and storage. They should also be able to be locked down and secured.
  - Provide power to the backstops for PA systems and pitching machines.
  - Bullpens should be added to each of the fields.
  - Paving and better spectator areas are needed with ADA compliant bleachers.
  - Batting cage stations should be included.
2. The little league field should have paving added for spectators and access to the field. PA system may also want to be included. Infield should be renovated and foul ball netting may want to be added.
3. Adding a scoreboard for girls softball or little league can also be included.
4. The other backstop near the garden could be renovated but it appeared to be used by the middle school softball team and practices. It can still be used for practice and the middle school could move to one of the other renovated softball fields for games.
5. Soccer goal storage should be added.



### Fort Bragg Middle School

Field Renovation: Turf, Grades, Drainage, and Irrigation	\$1,395,069.60
Backstops, Infields and Perimeter Renovation	\$1,454,975.50
Alternates #1 (Sod in lieu of Seed)	\$149,380.00
Alternates #2 (Flat Panel Drainage System)	\$190,120.00
Alternates #3 (Sand Channel Drainage System)	\$475,300.00





## 4. FIELD LAYOUT RECOMMENDATIONS (CONT.)

### RECOMMENDATIONS BY SITE: FORT BRAGG HIGH SCHOOL

#### Fort Bragg High School

- For the baseball field, there are three options to consider. As discussed previously, the permanent outfield fence limits the multi-use ability of this field. No other field has a permanent outfield fence and there is limited space within the high school campus for fields. This field is a good candidate for a multi-use field and the options below describe the layout options.
  - Option 1:
    - The varsity field would remain in the northeast corner.
    - Improvements to the backstop and addition of foul netting would be recommended.
    - New dugouts would be provided and aligned with the backstop and foul line fencing.
    - New bullpens and batting cages would be added.
    - Accessible walk from the campus would be provided and along with paving around the back of the backstop and new ADA compliant bleachers provided.
    - In right field, tall netting and/or taller homerun fence should be installed to reduce issues with homerun balls and create a "green wall" affect for a longer distance.
    - The existing wood fence would be removed and a metal temporary fence system would be proposed.
    - Practice backstop would be added in the southwest corner. There is just about enough room for this to work with the temporary outfield fence during baseball season.
    - The rest of the field could accommodate a full size football or soccer field and have additional room for more practice space.
  - Option 2:
    - This option shows the existing permanent outfield wood fence remaining.
    - The varsity field would remain in the northeast corner and be renovated per option 1 above.
    - There is not enough room with the permanent outfield fence to provide a full practice infield.
    - Graphic shows that a shortened football and soccer field could be used within the existing fence.
  - Option 3:
    - This option came out of the community meeting from recommendations of some that attended. They pointed out that this field has a hard time drying out especially in the northeast location due to the large tree canopy around that portion of the field. The southwest portion does not have the same large trees and is more exposed to the sun.
    - This option builds a new varsity field in the southwest corner. All the other items are the same for content as in option 1.
    - This layout is probably better for foul balls and not having them go into the adjacent properties.
    - A temporary outfield fence would be used to create a multi-use field.
    - Discus would need to move to the northwest corner. There might be room to located in the southeast corner and remain close to the track.
    - Practice baseball field was added in the existing varsity field location. This setup could use the existing backstop and facilities.
    - This layout can accommodate a full size football and soccer field. They can also run diagonally if desired.
- For the football field and track there are a couple of options.
  - Option 1: Retain the natural grass and recondition the field. Additional drainage may be needed. A slit sand drainage system can be added to the field as it exists. Track events in the d-zones should be renovated and d-zone surfacing is recommended to be entirely all-weather track surfacing.
  - Option 2: Replace the field with a synthetic field. In this option the d-zones are also renovated and replaced with all-weather track surfacing.
  - Option 3: Provide an all-weather track.



## 4. FIELD LAYOUT RECOMMENDATIONS (CONT.)

### RECOMMENDATIONS BY SITE: FORT BRAGG HIGH SCHOOL

#### Fort Bragg High School

Patton Field Renovation	\$1,216,275.83
Timberwolves Stadium Renovation	\$875,245.90
Alternates #1 - Patton Field (Sod in lieu of Seed)	\$59,290.00
Alternates #2 - Patton Field (Flat Panel Drainage System)	\$75,460.00
Alternates #3 - Patton Field (Sand Channel Drainage System)	\$188,650.00
Alternates #4 - Patton Field (Synthetic Turf Field)	\$963,122.50
Alternates #5 - Stadium (Synthetic Turf)	\$624,410.00
Alternates #6 - Stadium (All-Weather Track)	\$597,668.00
Alternates #7 - Stadium (Flat Panel Drainage System)	\$55,440.00
Alternates #8 - Stadium Field (Sand Channel Drainage System)	\$138,600.00





# 4. FIELD LAYOUT RECOMMENDATIONS (CONT.) RECOMMENDATIONS BY SITE: FORT BRAGG HIGH SCHOOL



Conceptual Design - Option #1  
Fort Bragg High School  
The City of Fort Bragg  
Fort Bragg, CA





# 4. FIELD LAYOUT RECOMMENDATIONS (CONT.) RECOMMENDATIONS BY SITE: FORT BRAGG HIGH SCHOOL



Conceptual Design - Option #3  
Fort Bragg High School  
The City of Fort Bragg  
Fort Bragg, CA





## 4. FIELD LAYOUT RECOMMENDATIONS (CONT.) RECOMMENDATIONS BY SITE: REDWOOD ELEMENTARY SCHOOL

### Redwood Elementary School

1. For the track field, it is recommended to expand the field to fit a full size football and soccer field. The track would be moved to the outside and be a little less than the current width. Football sheds in the northeast corner would need to be relocated. Synthetic turf and field lighting would be good options for this field.
2. For the multi-use field along Chestnut Street, the field should be renovated to provide positive grades, drainage, and irrigation. This field can be used primarily for practice. Adding a couple of small backstops for the t-ball and farm level baseball and softball is recommended. We have shown one backstop but another can be added. These backstops would be good for school use and additional practice space for baseball and softball.



### 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





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# 4. FIELD LAYOUT RECOMMENDATIONS (CONT.) RECOMMENDATIONS BY SITE: REDWOOD ELEMENTARY SCHOOL



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Fort Bragg, CA



## 5. FIELD MAINTENANCE RECOMMENDATIONS

### OVERALL ASSESSMENT OF CONDITIONS

Overall assessment on conditions:

1. As discussed in the PRZ Agronomic Assessment, the soil pHs on these fields are very low and the irrigation water pHs at these sites are also very low. This combination is very damaging to turf grasses because it fosters anaerobic bacteria in the soil which turf grasses don't like and it strips all of the nutrients out of the soil that are necessary for healthy disease resistant and wear resistant turf grasses.
2. Their maintenance- there is a direct correlation between their wear level on their fields and their maintenance level. Their wear level on these fields is an average of 3.84 on a scale of 1-5, 5 being the highest wear. Their maintenance level on these fields is an average of 1.79, 5 being the highest. **Although their maintenance level is good compared to many school districts that we do these assessments for (maintenance level 1 or less is the norm)** this difference between their wear level and their maintenance level has created sustainability problems on some of the highest wear areas of the fields.
3. They have very low pH well water and potable water on these sites, the lab reported them as "Excellent Quality Irrigation Water but very corrosive". When this water is applied to soils, it leeches much of the nutrients out of the soil leaving the root-zone lacking in the nutrients it needs to feed the turf. The result is weak and unsustainable turf over time.
4. Over all the irrigation systems at these sites are poor and need to be replaced or repaired.
4. Over-seed with a newer proven variety mix of Hybrid Kentucky Blue grasses that will dramatically increase the wear tolerance of these fields, end up saving you 1/3rd on your water usage, germinate very quickly for quick re-establishment, and tolerate some shade (marine layer) better than your current varieties.
5. Purchase some new pieces or larger equipment that will either fill in a gap in their maintenance program or make their maintenance employees more productive.
6. They must try to schedule time off on the fields for Major Annual Turf Renovation but this needs to occur during the best recovery time for their grasses. The ideal time for this microclimate for this resting and renovation time would be from 6/1-7/30 as these are warmer months and the turf can heal faster. It is important to use these words rather than turf maintenance to insure that the user groups understand the importance of this time and are not allowed to infringe on it for any reason! This should be placed on everybody's calendar a year in advance including City council, School Board and the Park board so this infringement can't happen. Major Annual Turf Renovation equals sustainable turf is how this should be presented.
7. We just walked and evaluated some sports fields in Australia that have had the KISSSS subsurface irrigation system in them for up to 12 years under very similar wear and soil conditions to what we see in our assessments in the US. The savings in water usage, irrigation parts and manpower was amazing. It costs approximately the same as the regular irrigation system to install but can save 50% on water usage and 90% on irrigation system maintenance. This system is not affected by wind, vandalism or water window scheduling.

We are recommending that this client:

1. Substantially increase their maintenance level. This would mean changing to a fertigation program to increase wear-ability & save water and saving additional maintenance tasks. For fertigation to work properly, the irrigation systems must have head to head coverage.
2. The irrigation system at Dana Gray needs to be replaced. The maintenance team is currently spending 10 hours per week trying to keep this system running but the picture coming up later shows that even this is not working.
3. Make sure that all new fields are "**Designed from a Maintenance Point of View**"- our invention and one



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## OVERALL ASSESSMENT OF CONDITIONS

### Field Overview Assessment

#### Fort Bragg School District Sports Fields

The following is an evaluation of these Sports Fields as of October, 2015. It discusses the current condition of these fields and explains why they are in these conditions. It will then go over a plan of action that can help to remedy any problems and cover the maintenance steps, needed equipment, and costs of maintaining these fields to prevent them from returning to their original condition. This document will then show the level of wear on the fields and how many hours of play per week each field can sustain and still have viable turf.

### Current Conditions of the Fields

Wes, Barry and I walked and evaluated the designated fields. To have sustainable turf long term, they need 8"-10" of roots and as indicated in the chart below, all of these are shallower than this. You have some bare and worn areas which result directly in low spots as well. The poor field grades are an indication that all of these fields need to be completely renovated. Also the irrigation systems are not giving you head to head coverage as indicated by the satellite shot of Dana Grey Elementary on the next page.

SITE	INITIAL SITE SURVEY								
	Root Depth	Field Grade	% Bare Spots	% Weeds	Compacted Areas %	Irrigation System	% Worn Areas	High/Low Spots	Wet/Dry Spots
Dana Grey Elementary	2"-3"	POOR	30%	15%	15%	POOR	10%	X	0
Redwood Elimentary Football Field	2-3"	POOR	30%	15%	15%	POOR	15%	X	0
Redwood Elimentary Multi Use Field	2-3"	POOR	15%	15%	5%	POOR	15%	X	0
Fort Bragg Middle School	2"	POOR	10%	15%	15%	POOR	10%	X	0
Fort Bragg HS School Patton Field	2"	POOR	5%	0%	5%	POOR	10%	X	0
Fort Bragg HS Stadium	3"	POOR	5%	10%	5%	FAIR	15%	0	0



## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### OVERALL ASSESSMENT OF CONDITIONS





# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## CAUSES OF CURRENT CONDITIONS: WEAR

### The Causes of the Current Conditions

- 1. **Wear** has led to most of the current problems on these fields.  
Your wear is the greatest contributor to compacted soils and the resulting damage to your turf. The Wear Index In Hours Per Week table on the next page shows that these fields have an average of **52.7** activity-weighted hours of play per week. This is approximately 30 hours per week of play year round. The amount of play is scaled into levels 1-5, 5 being the highest and there is a direct correlation between wear and maintenance. Your current average maintenance level is 1.79 on these fields.

Note the chart below titled Activity Weighted Hours by Week for Redwood Elementary Football Field. The light blue area indicates actual hours on the field. The magenta area represents the activity weighted hours on this field and the light green area represents the average activity weighted hours for the year. The heaviest wear on this field takes place in June (approximately 140 activity weighted hours per week). The dark blue line represents rainfall and your highest rainfall occurs from October through March. You can see that you have a lot of play that takes place during these months.

The play that occurs during these rainier months causes the most compaction and thus damaged turf. It will be critical that we insure that we have the proper drainage and strive to reduce play in these peak rainfall times (field shut down for so many hours after the rain has subsided so they are not playing on saturated root zone) to insure sustainability. At various times during the year, the wear level fluctuates and the maintenance functions must also follow these fluctuations.

WEAR INDEX IN HOURS PER WEEK				
SITE	Sq. Ft	Weeks	Activity	Current
			# Weighted	Maint.
			Hours/ Wk	Level
Dana Grey Elementary	403332	52	42.1	1.36
Redwood Elimentary Football Field	61346	52	84.3	1.36
Redwood Elimentary Multi Use Field	121837	52	24.6	1.50
Fort Bragg Middle School	333754	52	37.2	2.64
Fort Bragg HS School Patton Field	222350	52	15.5	1.71
Fort Bragg HS Stadium	98980	52	42.0	2.14
Totals/ Averages	605275	52	52.7	1.79

The following Activity Weighting Scale chart below shows the wear effect of each of the different sports and common activities that take place on sports fields. As you can see walking across a field is 1 and soccer practices are 2, meaning 1 hour of soccer practice is equivalent to 2 hours of walking or standing on the field. Also note that any sports clinics carry a 2.5 rating which helps to explain the damage that can result from a weekend clinic.

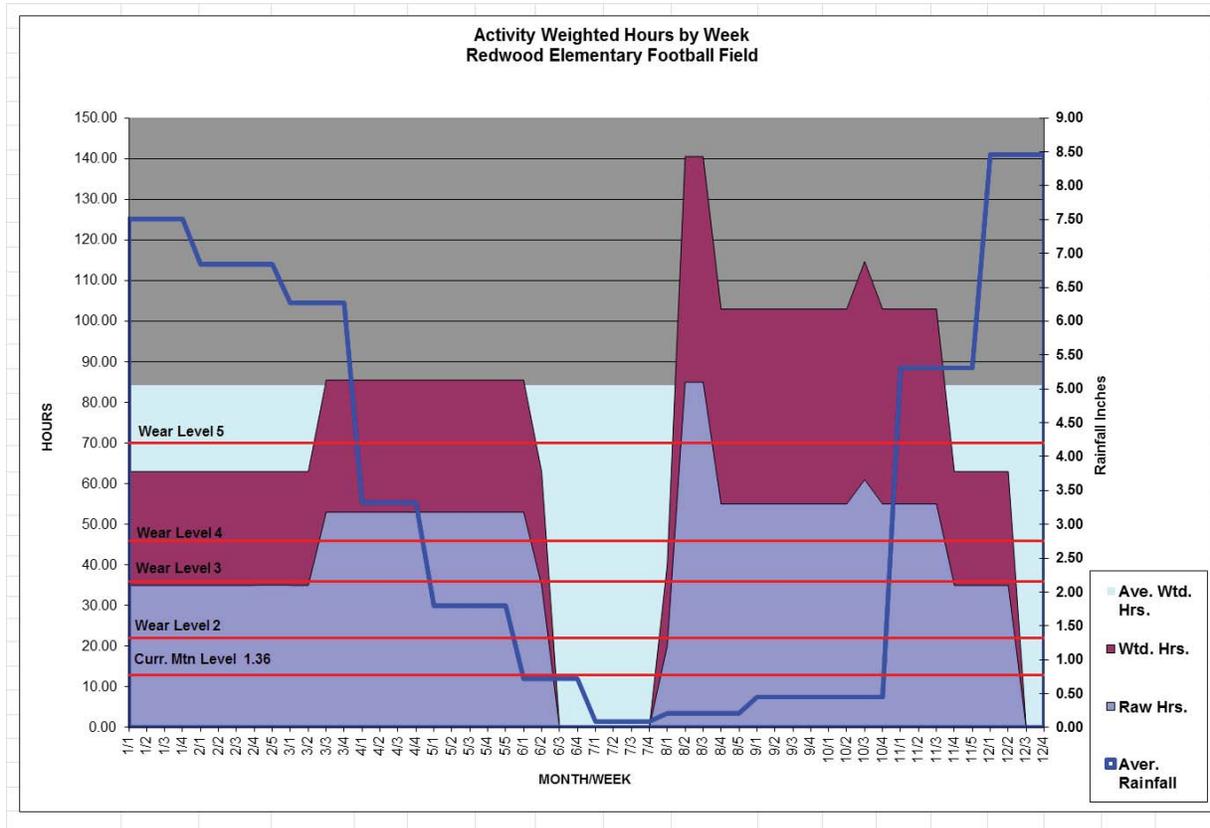
### Activity Weighting Scale

Walking on field/Softball	1.00
Baseball	1.25
PE	1.50
Parked Cars	1.50
Marching Band	1.75
Soccer Games	1.85
Football Games	1.85
Soccer & Football Practices	2.00
Adult Soccer & Football Games	2.13
Adult Soccer & Football Practice	2.25
Lacrosse & Field Hockey	2.25
Rugby	2.50
Sports Clinics	2.50



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## CAUSES OF CURRENT CONDITIONS: WEAR





## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### CAUSES OF CURRENT CONDITIONS: CURRENT MAINTENANCE LEVEL

#### 2. The Current Maintenance Level of the Fields

The Wear Index below shows that all turf fields at these sites combined have an average category **3.84** wear and your current maintenance level is an average 1.79.

**There is a direct correlation between maintenance and wear!** This difference is enough to be responsible for your current conditions of your fields and can equal unsustainable turf on your high wear areas over time.

<b>WEAR INDEX IN HOURS PER WEEK</b>					
			Activity	Current	Recommended
		#	Weighted	Maint.	Maint.
SITE	Sq. Ft	Weeks	Hours/ Wk	Level	Level
Dana Grey Elementary	403332	52	42.1	1.36	3.60
Redwood Elimentary Football Field	61346	52	84.3	1.36	5.00
Redwood Elimentary Multi Use Field	121837	52	24.6	1.50	3.86
Fort Bragg Middle School	333754	52	37.2	2.64	4.14
Fort Bragg HS School Patton Field	222350	52	15.5	1.71	3.07
Fort Bragg HS Stadium	98980	52	42.0	2.14	3.36
<b>Totals/ Averages</b>	<b>605275</b>	<b>52</b>	<b>52.7</b>	<b>1.79</b>	<b>3.84</b>

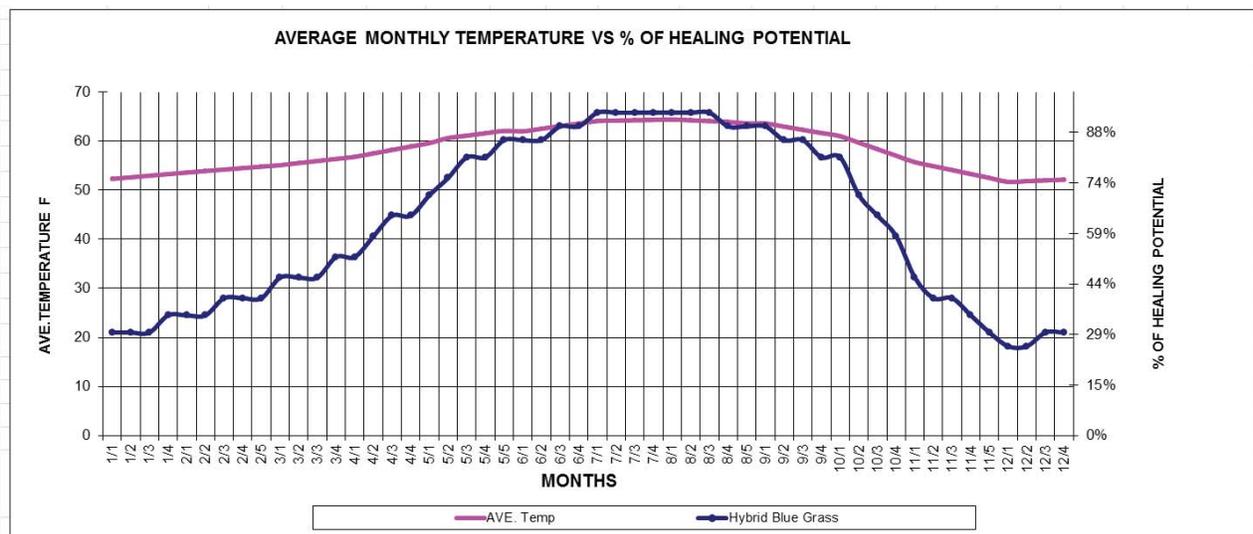


## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### CAUSES OF CURRENT CONDITIONS: GROWING SEASON & WEATHER

#### 3. The Growing Season and weather patterns:

Please note the Average Monthly Temperature Chart on the next page. When the monthly average temperature is less than 60 degrees, warm weather grasses are dormant or going dormant. This chart also shows the percent of healing potential that your grass has at your average monthly temperatures. Months where there is a yellow box around the percentage of potential healing are those where the percentage drops below 50% and healing potential slows down dramatically.



Dana gray Elimentary School	Type of Grass:														
Fort Bragg CA	Blue Grass														
<b>Average Monthly Temperatures</b>		<b>JAN</b>	<b>FEB</b>	<b>MARCH</b>	<b>APRIL</b>	<b>MAY</b>	<b>JUNE</b>	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>		
		52	54	55	57	60	62	64	64	64	61	56	52		
<b>Percent Of Healing Potential - Hybrid Blue Grass</b>															
		30%	35%	46%	52%	70%	86%	94%	94%	90%	81%	46%	26%		
<b>Indicates less than 50% of potential for mending.</b>															

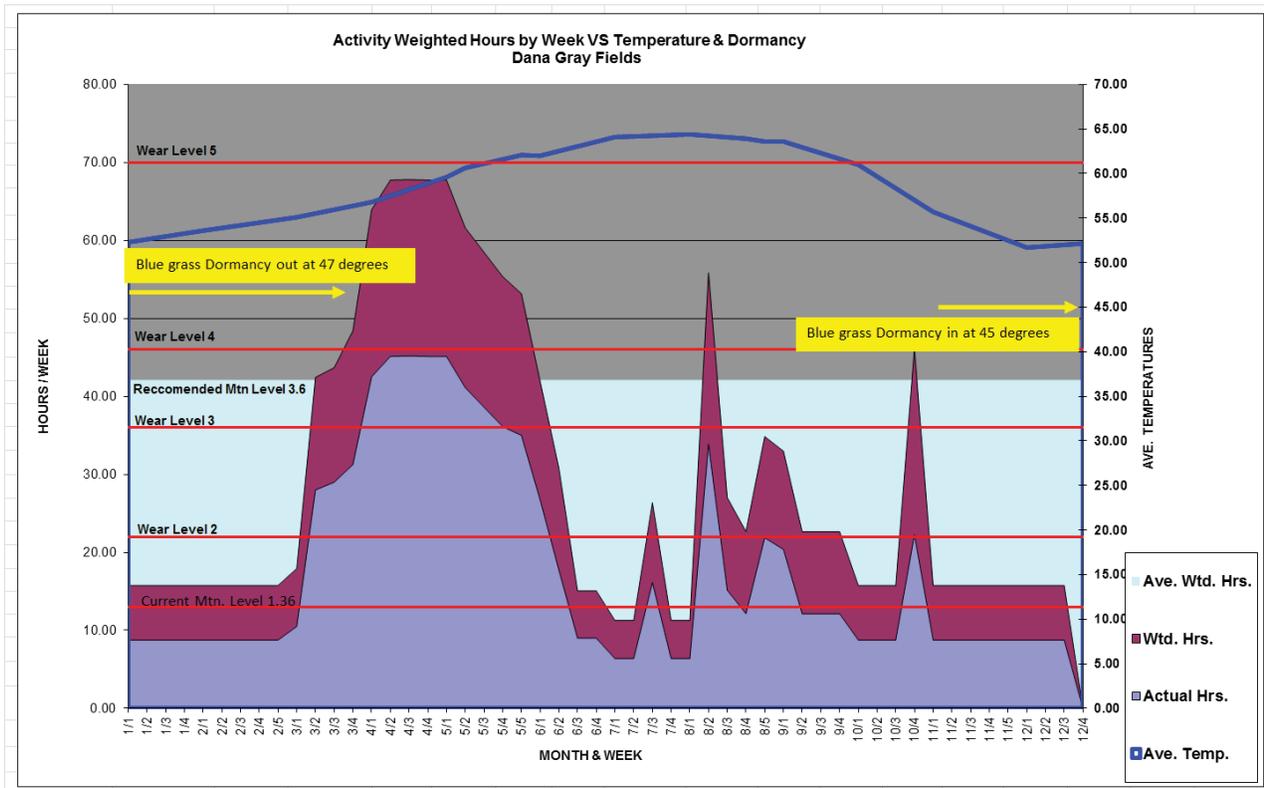
This chart shows the average monthly temperatures for Fort Bragg over the past 30 years. Note that this shows why cool weather grasses are much more affective here than warm weather grasses. From April through October, the cool weather grasses are able to heal at an acceptable potential but from November through March they have diminished or much less healing potential.



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## CAUSES OF CURRENT CONDITIONS: GROWING SEASON & WEATHER

The chart below is like the first one above (Activity Weighted Hours by Week) but these numbers are compared to your 30 average temperatures. The chart also and indicates when blue grasses go into dormancy and come out of dormancy. (47 degrees coming out of dormancy and 45 degrees going into dormancy). At your location, your cool weather grasses do not go dormant but the wear ability of these grasses is reduced from November through March. Your wear that takes place during cooler months can severely damage the turf. It is very important that you vigorously protect the turf during this time by not allowing any more play to take place and reducing some of the play that you already have if possible.





# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## CAUSES OF CURRENT CONDITIONS: SOIL ANALYSIS

### 4. The Soil Analysis:

The following soil analyses of the root zones of these fields shows that all are low pH soils from 4.9 to 5.6 but turf grasses are the healthiest at a pH of 6.5-7.5.

It shows that the root zone soil content of these fields ranges from an approximately 70% - 82.5% sand and 17.5% to 30% silt and clay. These silt and clay particles are the fine materials that when combined with high moisture and heavy play, can still allow these soils to be compacted. We will be addressing this and other issues in the maintenance recommendations for each site.

SOIL ANALYSIS COMPARISON																	
RECOMMENDED LEVEL	S.LOAM	3%+			50 PPM	212 PPM	15 PPM	1300 PPM	200 PPM	35 PPM	3 PPM	25 PPM	3 PPM	>1 %	14-16		
<b>Dana Grey Elementary</b>					Sand%	76.0%	Silt%	20.0%	Clay%	4.0%	% Passing #200 Screen			24.0%			
pH	Salt	Lime	Texture	Organ	Nit.	Phos.	Potas.	Sulf	Calc.	Magn.	Sod.	Zinc	Iron	Mang.		CEC	
mmms	%		%	N ppm	P ppm	K ppm	S ppm	Ca ppm	Mg ppm	Na ppm	Zn ppm	Fe ppm	Mn ppm	%NA			
5.4	0.2	no	Loamy Sand	4.3	6	23	104	7	520	104	38	6	147	9	1.3%	13.0	
<b>Redwood Elimentary Football Field</b>					Sand%	72.5%	Silt%	20.0%	Clay%	7.5%	% Passing #200 Screen			27.5%			
pH	Salt	Lime	Texture	Organ	Nit.	Phos.	Potas.	Sulf	Calc.	Magn.	Sod.	Zinc	Iron	Mang.		CEC	
mmms	%		%	N ppm	P ppm	K ppm	S ppm	Ca ppm	Mg ppm	Na ppm	Zn ppm	Fe ppm	Mn ppm	%NA			
5.4	0.2	no	Sandy Loam	8.0	21	10	177	21	514	177	60	12	131	7	1.9%	13.5	
<b>Redwood Elimentary Multi Use Field</b>					Sand%	82.5%	Silt%	15.0%	Clay%	2.5%	% Passing #200 Screen			17.5%			
pH	Salt	Lime	Texture	Organ	Nit.	Phos.	Potas.	Sulf	Calc.	Magn.	Sod.	Zinc	Iron	Mang.		CEC	
mmms	%		%	N ppm	P ppm	K ppm	S ppm	Ca ppm	Mg ppm	Na ppm	Zn ppm	Fe ppm	Mn ppm	%NA			
5.6	0.2	no	Loamy Sand	8.7	14.00	65	298	14	988	218	77	5	138	6	1.76%	19.0	
<b>Fort Bragg Middle School</b>					Sand%	74.0%	Silt%	16.0%	Clay%	10.0%	% Passing #200 Screen			26.0%			
pH	Salt	Lime	Texture	Organ	Nit.	Phos.	Potas.	Sulf	Calc.	Magn.	Sod.	Zinc	Iron	Mang.		CEC	
mmms	%		%	N ppm	P ppm	K ppm	S ppm	Ca ppm	Mg ppm	Na ppm	Zn ppm	Fe ppm	Mn ppm	%NA			
5.5	0.2	No	SandLoam	6.9	14	34	188	8	736	175	40	3	116	6	1.34%	13.0	
<b>Fort Bragg HS School Patton Field</b>					Sand%	70.0%	Silt%	22.5%	Clay%	7.5%	% Passing #200 Screen			30.0%			
pH	Salt	Lime	Texture	Organ	Nit.	Phos.	Potas.	Sulf	Calc.	Magn.	Sod.	Zinc	Iron	Mang.		CEC	
mmms	%		%	N ppm	P ppm	K ppm	S ppm	Ca ppm	Mg ppm	Na ppm	Zn ppm	Fe ppm	Mn ppm	%NA			
4.9	0.2	no	Sandy Loam	6.9	23	41	114	27	342	102	31	7	236	6	0.96%	14.1	
<b>Fort Bragg HS Stadium</b>					Sand%	81.3%	Silt%	3.8%	Clay%	4.5%	% Passing #200 Screen			8.3%			
pH	Salt	Lime	Texture	Organ	Nit.	Phos.	Potas.	Sulf	Calc.	Magn.	Sod.	Zinc	Iron	Mang.		CEC	
mmms	%		%	N ppm	P ppm	K ppm	S ppm	Ca ppm	Mg ppm	Na ppm	Zn ppm	Fe ppm	Mn ppm	%NA			
5.4	0.3	No	Sandy Loam	14.9	8	25	130	65	863	227	96	5	259	10	1.27%	15.0	



## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### CAUSES OF CURRENT CONDITIONS: IRRIGATION WATER

#### 5. Irrigation Water

The irrigation water analysis below compares side by side your well water analyses with the potable water at Middle School. All water samples are within recommended range except for the low pHs and they are all described by the lab as "Excellent But Very Corrosive Irrigation Water".

IRRIGATION WATER ANALYSIS				8/28/2015	8/28/2015	8/28/2015	8/28/2015
Analysis	Units	Normal Levels	Soil ,Root & Leaf Toxicity	HS WellWater	Mid. School CityWater	Redwood Well Water	Dana Gray Well Water
<b>Total Nitrogen</b>	mg/l	5-50		4.74	1.0	1.0	1.9
<b>Chloride</b>	mg/l	0-70	>100	20	28	21	33
<b>Sulfate</b>	mg/l	30-90		13	6	20	<6
<b>Sulfate-Sulfur</b>	mg/l			4.4	1.8	20	1.9
<b>Bicarbonate</b>	mg/l	0-90	>500	18	57	90	24
<b>Carbonate</b>	mg/l			<1	<1	<1	<1
<b>Hydroxide, OH</b>	mg/l	<10		<1	<1	<1	<1
<b>Total Alkalinity</b>	mg/l			15	47	74	20
<b>Hardness</b>	mg/l			30	48	45	26
<b>Hardness</b>	gr./gl	0-200	>200	2	3	3	2
<b>Total Calcium</b>	mg/l	20-60		4	11	10	4
<b>Total Magnesium</b>	mg/l	10-25		5	5	5	4
<b>Total Potassium</b>	mg/l	5-20		1	1	1	<1
<b>Total Sodium</b>	mg/l	0-70	>210	20	23	21	27
<b>Sodium Absorption Ratio SAR</b>		<6	>9	1.6	1.4	1.4	2.3
<b>Adjusted SAR</b>	SARa			0.3	1.3	1.4	0.6
<b>Sodium,</b>	% of Cations			57.8	50.4	49.1	68
<b>Boron</b>	mg/l	<.7	>3	0.06	0.12	0.04	0.06
<b>Total Iron,</b>	mg/l			0	0	0.06	0.85
<b>Total Manganese, Mn</b>				0.12	0	0.017	0.009
<b>Phosphorus</b>	mg/l	.3-1.21	>1.21	<1	0.614	<1	0.307
<b>Orthophosphate</b>	mg/l						
<b>Electrical Conductivity mmho</b>		70	>1000	175	196	236	181
<b>Total Dissolved S</b>	mg/l	<450	>450	112	125.44	151.04	115.84
<b>Water pH</b>				5.7	6.6	6.4	6.8
<b>Water pHc</b>				9.2	8.5	8.3	9.2
<b>Langlier Index</b>				-3.7	-1.9	-1.9	-2.5
<b>Aggressive Index Ai</b>				8.4	10	9.9	9.5
<b>"EXCELLENT QUALITY IRRIGATION WATER BUT VERY AGGRESSIVE"</b>							



## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### POTENTIAL SOLUTIONS

#### Your Potential Solutions

##### 1. **You must increase your maintenance level**

You have an average maintenance level of 1.79 which is above average (average is 1) and wear level 3.84. The chart below shows how many of each task you are currently doing and how many you should be for your wear level for sports turf sustainability.

	MAINTENANCE FREQUENCY											
	Category		Mowings		Aerations		Top-Dress		Overseed		Fertilize	
	Level		Per Year									
	Curr. Level	New Level	Curr. Level	New Level	Curr. Level	New Level	Curr. Level	New Level	Curr. Level	New Level	Curr. Level	New Level
	<b>Dana Grey Elementary</b>	1.36	3.60	61	138	1	12	0	1	0	1	2
<b>Redwood Elimentary Football Field</b>	1.36	5.00	61	142	1	12	0	1	0	1	2	6
<b>Redwood Elimentary Multi Use Field</b>	1.50	3.86	104	104	1	11	0	1	0	1	2	6
<b>Fort Bragg Middle School</b>	2.64	4.14	78	78	0	11	1	1	0	1	2	6
<b>Fort Bragg HS School Patton Field</b>	1.71	3.07	104	104	2	11	0	1	0	0	4	6
<b>Fort Bragg HS Stadium</b>	2.14	3.36	104	104	4	11	0	1	1	1	4	6

The major increase is in all of these categories. This chart shows how many of each task you should be doing to maintain these fields with the same equipment you currently own. This report makes recommendations that will allow these numbers to be reduced and dramatically change the sustainability of your turf. Category 3.84 level of maintenance includes:

- **Deep-tine or shatter-tine aeration at least once annually to relieve and prevent deep compaction.**
- **Annual Top dressing to re-level the field and to replace used up organics to the soil.**
- **Semi Monthly applications of fertilizer or continuous fertigation to grow grass as fast as it is being worn off.**
- **Mowing 2-3 times a week during periods of high use because of the higher growth rate.**
- **Knife aeration at least monthly.**

##### A. **You should consider implementing a set aside time each year during the peak recuperative times when school is out for healing damaged turf.**

June through July would be the ideal time because of the warmer temperatures how-ever this is when all the users want camps and tournaments. This is also the best time for renovating maintenance techniques such as deep tine aeration and top dressing. It would be good if a few fields would be set aside each summer. This should have to become an edict from the school board and park board and City council to prevent user groups from getting around any maintenance plan for recovery during the down time.

##### B. **Fertigation is the best and cheapest way to increase wear-ability while decreasing manpower and fertilizer costs.**

Fertigation allows you to grow-in, mend and renovate the wear areas of your fields the very quickest way possible. It also controls the mowing rate and



## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### POTENTIAL SOLUTIONS

maintains the beautiful dark green color throughout the growing season. When the fertilizer is delivered to the tanks by an outside contractor, there is a tremendous savings in manpower. We have found that Ecofert Company will install their equipment on your site, own it, maintain it, do a site visit monthly, provide the chemicals for the tanks, all for a monthly contract. There are limits and we must still add some extra dry and liquid products the first year of this maintenance plan.

**C. You may want to consider adding a Slit-Drain System to the fields that become saturated during your rainy season.**

If these fields are played on in November or in March under these conditions, the turf will be compromised. The Koro Drain system can be installed by machine on current fields and will allow that field to drain at 4" per hour beginning the next rain. It is ready to play on in about 4-6 weeks.

**D. We recommend that you over-seed with a very aggressive Kentucky Blue grass.**

1. These seed varieties in the mix have:
  - a. Quick germination (8-9 days)
  - b. Quick Establishment (15 Weeks)
  - c. Remarkable wear tolerance
  - d. Shade tolerance
  - e. Fine leaf texture
  - f. Disease resistance
  - g. Dark green color
  - h. 1/3rd less water requirement than regular blue grasses
  - i. Extensive rhizomes & extensive lateral movement for quick repair

By over-seeding with this product, you will see it take over your fields and allow you to use less water. Also the faster germination allows it to reestablish more quickly on damaged fields.

**2. Purchase some special and or larger pieces of multi-use equipment that will save you man-hours on your sports fields.**

In the maintenance manual part of this assessment we will discuss specific advantages of the recommended equipment and the approximate costs. We can then help you to write a tight specification to insure that you get the correct equipment on your bid.

- A. We recommend that you purchase the Aerway aerator. This machine has a 100 gallon ballast tank on top for weight, a greens roller at the back to smooth down turf that might be rough after it passes, a 7" fracturing tine that can fracture as deep as 10" under the right conditions and a 6' turf tine that should be used at least monthly to maintain soil percolation in high wear areas.

**3. No-Till renovation of athletic fields**

Most of these fields are in bad to very bad shape and need to be completely renovated from the bottom up. We may be able to consider the new to the US but 10 year old process from Europe called no-till renovation on a few sites. It is the equivalent of spreading amendments, roto-tilling and re-sodding but for 1/3rd to 1/2 the price but is ready to play in 8 weeks from seed. Our PRZ Design services will help Verde write the bid ready specifications.

**4. Sub Surface Irrigation**

After a recent visit to Australia to see heavy wear athletic fields that have had subsurface irrigation for as long as 12 years, we feel this might be a tremendous system for some of your fields. There is no wind drift problems, evaporation problems, timing conflicts with irrigating, play and maintenance tasks or irrigation head maintenance. It also can cut water usage by 50% or more.





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## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### POTENTIAL SOLUTIONS

#### 5. **We are recommending that you form a Sports Users Committee for these sites or better yet Citywide**

We have found from doing these assessments for cities, the user groups believe that the reason that the fields look bad is because either the maintenance employees don't know what they're doing as far as sports field maintenance or they don't care. When we present this assessment to the user groups, we start by saying here is what we found at this site or at these sites and they are all agreeing on how bad the fields are. Then we explain how the fields got that way and you could hear a pin drop in the room. They are dumbfounded to discover that they are part of the problem (wear on the fields and when they want to use them). Once they realize this, they understand now that this is not just the city's problem but our problem (theirs and yours) and they are very willing to try to help.

We usually recommend a committee be made up of 1 member from each sport (even if soccer has 4 leagues and 1 has 3,000 kids) and each member has 1 vote. Also on this committee are 1 or 2 voting people from Maintenance (director and 1 who maintains the each site), 1 from recreation and possibly 1 from finance.

This committee makes decisions about the fields- no play immediately after the rain, no play if frost on the ground, set aside time for renovation etc. It is a tremendous tool for getting them to take ownership (no longer a rent-a field which has someone else fixing it if they break it).

We have also found that they realize, with the help of this assessment, that because of growth nationally of soccer and now Lacrosse the wear level on all fields has gone off the chart in the past 15 years and the maintenance level has remained close to the same. This is unsustainable turf and there is no city or school district in the US that can afford to step up their maintenance from level 1 or 2 to level 5 on a large number of fields in a short period of time. This is when we suggest that if they are willing to help, we can have them pay an additional head charge per person that will go into a fund that will be used only for maintaining the fields (man power, materials, new equipment or even building new fields etc). The value of this type of a charge is that the head

count goes up every year. We base the head charge on the amount of damage each sport does to the turf based on the Activity Weighted Scale.



## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### COSTS OF SOLVING YOUR PROBLEMS

#### 1. Manpower

The wear index chart below indicates that by increasing your maintenance level from 1.79 to your wear level of 3.84, you will add 913 additional annual man-hours or approximately \$28,293 annually in maintenance costs at this site based on your current wages & benefits. This figure doesn't include the additional materials such as fertilizer, seed, and topdressing.

WEAR INDEX IN HOURS PER WEEK											
SITE	Sq. Ft	# Weeks	Activity	Current	Recommended	Current	Needed	Addit.	Current	New	
			# Weighted	Maint.	Maint.	Ann. Mtn.	Ann. Mtn.	Ann. Mtn.	Approx.	Approx.	\$
			Hours/ Wk	Level	Level	Hours	Hours	Hours	Mtn.Cost	Mtn.Cost	Increase
Dana Grey Elementary	403332	52	42.1	1.36	3.60	2212	2551	338	\$68,586	\$79,074	\$10,487
Redwood Elimentary Football Field	61346	52	84.3	1.36	5.00	595	709	114	\$18,460	\$21,979	\$3,519
Redwood Elimentary Multi Use Field	121837	52	24.6	1.50	3.86	946	1096	150	\$29,311	\$33,971	\$4,661
Fort Bragg Middle School	333754	52	37.2	2.64	4.14	1335	1556	221	\$41,385	\$48,221	\$6,836
Fort Bragg HS School Patton Field	222350	52	15.5	1.71	3.07	1490	1549	59	\$46,175	\$48,004	\$1,829
Fort Bragg HS Stadium	98980	52	42.0	2.14	3.36	1219	1250	31	\$37,789	\$38,750	\$961
<b>Totals/ Averages</b>	<b>605275</b>	<b>52</b>	<b>52.7</b>	<b>1.79</b>	<b>3.84</b>	<b>9331</b>	<b>8710</b>	<b>913</b>	<b>\$241,705</b>	<b>\$269,998</b>	<b>\$28,293</b>

#### 2. Annual Maintenance Costs

In the chart below, Scenario #1 below shows your current maintenance level and the \$283,010 it cost you in 2015 to maintain the fields at these sites. This is \$10,789 per acre per year. Scenario #2 shows the \$450,027 in costs which is \$160,017 more in additional manpower and materials for stepping up your maintenance from level 1.79 to level 3.84. This is \$17,156 per acre per year. Scenario #3 shows your annual costs of \$469,827 which includes the one time purchase of the new equipment that is needed. The cost per acre that year would be \$17,911 per acre per year. Scenario #4 shows the \$450,027 in annual costs of maintaining these fields after the purchase of this new equipment. This would average about \$17,156 per acre per year. This is in the mid to high range for high wear fields in your climate because of the current lack of nutrients in your soils.



## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### COSTS OF SOLVING YOUR PROBLEMS

<b>COMPOSITE SCENARIO COST ANALYSIS</b>							
			<b>Scenario #1</b>	<b>Scenario #2</b>	<b>Scenario #3</b>	<b>Scenario #4</b>	
<b>Fort Bragg Schools</b>			<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>	
<b>Composite of The Fields:</b>			<b>Current</b>	<b>Current</b>	<b>Current</b>	<b>Current</b>	
Dana Grey Elementary			<b>Wear</b>	<b>Wear</b>	<b>Wear</b>	<b>Wear</b>	
Redwood Elimentary Football Field			<b>Mtn Level</b>	<b>Mtn Level</b>	<b>Mtn Level</b>	<b>Mtn Level</b>	
Redwood Elimentary Multi Use Field			<b>1.79</b>	<b>3.84</b>	<b>3.84</b>	<b>3.84</b>	
Fort Bragg Middle School			<b>No New</b>	<b>No</b>	<b>After</b>	<b>After</b>	
Fort Bragg HS School Patton Field			<b>Equipment</b>	<b>New</b>	<b>New</b>	<b>New</b>	
Fort Bragg HS Stadium				<b>Equipment</b>	<b>Equipment</b>	<b>Equipment</b>	
		<b>\$/acre/yr</b>	\$10,789	\$17,156	\$17,911	\$17,156	
	<b>Square Feet</b>	<b>Natural Turf</b>	1,142,619	1,142,619	1,142,619	1,142,619	
		<b>ANNUAL TOTALS:</b>	\$283,010	\$450,027	\$469,827	\$450,027	
<b>Top dressing</b>			\$6,000	\$22,220	\$22,220	\$22,220	
			\$0	\$0	\$0	\$0	
<b>Grass Seed</b>			\$2,806	\$7,468	\$7,468	\$7,468	
			\$0	\$0	\$0	\$0	
<b>Fertilizer</b>			\$4,030	\$115,092	\$115,092	\$115,092	
<b>Irrigation Parts</b>			\$5,066	\$5,066	\$5,066	\$5,066	
<b>Infield Material</b>			\$4,337	\$4,337	\$4,337	\$4,337	
<b>Manpower</b>			\$241,705	\$276,778	\$276,778	\$276,778	
<b>Water</b>			\$14,000	\$14,000	\$14,000	\$14,000	
<b>Irrigation repair</b>			\$5,066	\$5,066	\$5,066	\$5,066	
<b>Outsourcing</b>							
		<b>5 Fertigation Systems installed</b>			\$7,500		
		<b>1 5 FT Aerway Aerator</b>			\$12,300		



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## SPORTS FIELD MANAGEMENT SYSTEM MANUAL

Below is the Composite Sports Field Management System Annual Calendar for Dana Gray Fields that lays out every aspect of maintenance for the year. This calendar is customized for this site only. This particular calendar is based on fertigation. The product on the far left (32-0-0) is added through the fertigation system. There are also 2 granular fertilizer products and 2 liquid spray products shown in this first year. Down the left side are the dates that each fertilizer item and task should occur. This calendar is only a sample of the annual calendar but will be changed completely after Dana Grey is renovated.

DATE:	SQ.FT:	Dana gray Elementary School													
12/01/15	403332														
APPLICATION SCHEDULE:		Fort Bragg Schools													
WEEK OF	N 46-0-0 LBS	P 11-52-0 LBS	K 0-0-50 LBS	Microbes Food GLS	Microbes Inoculant LBS	Lime LBS	Con. Soil Conditioner CU YRDS	Pro Mag Mg LBS	Microbes Starter LBS	Mows Week	Shatter Time	Knife Aerate	Plug Aerate	Over Seed	Top Dress
01/01/16	0	776	1008	0	0	40333	20	6568	185	2		X			
01/08/16										2					
01/15/16										2					
01/22/16										2					
01/29/16	0	0	0	0	0	0		0	0	2		X			
02/05/16										2					
02/12/16										2					
02/19/16										2					
02/26/16	877	0	1008	0	0	0.0		0	0	2		X			
03/04/16										2					
03/11/16										2					
03/18/16										2					
03/25/16	0	0	0	0	0	0		0	0	2		X			
04/01/16										3					
04/08/16										3					
04/15/16										3					
04/22/16	877	0	1008	0	0	0.0		0	0	3		X			
04/29/16										3					
05/06/16										3					
05/13/16										3					
05/20/16										3					
05/27/16	0	0	0	6568	2.3	26562		0	0.0	3	X	X	X	X	X
06/03/16										3					
06/10/16										3					
06/17/16										3					
06/24/16	877	0	1008	0	0	0.0		0	0	3		X			
07/01/16										3					
07/08/16										3					
07/15/16										3					
07/22/16										3					
07/29/16	0	0	0	0	2	0		0	0	3		X			
08/05/16										3					
08/12/16										3					
08/19/16										3					
08/26/16	877	0	1008	0	0	0.0		0	0	3		X			
09/02/16										3					
09/09/16										3					
09/16/16										3					
09/23/16	0	0	0	0	0	0		0	0	3		X			
09/30/16										3					
10/07/16										3					
10/14/16										3					
10/21/16	0	0	1008	0	0	0.0		0	0	3		X			
10/28/16										3					
11/04/16										3					
11/11/16										3					
11/18/16										3					
11/25/16	0	0	0	0	0	0		0	0	2		X			
12/02/16										2					
12/09/16										2					
12/16/16										2					
12/23/16	0	0	1008	0	0	0		0	0	2					



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## MANAGING SPORTS FIELD WEAR

The Field Usage/Availability Analysis chart below is customized chart for Dana Gray Elementary Fields. This chart shows exactly how many Activity Weighted hours per week this field can handle for each month of the year. Since fields can be different from the others, a composite chart averaging the available hours for the fields would not be meaningful for your current conditions.

Note that at your current maintenance level of 1.36 (the yellow bar across the chart) you currently have an excess hours of annual usage of 764 activity weighted hours. Since there is soccer on this site with a rating of 2, this is an excess of 382 (764/2) actual hours per year more than the turf can tolerate. If you step up your maintenance level 1.36 to level 4, you could add an additional 291 activity weighted hours or 145 more hours annually. This is one of the fields that we are suggesting that you renovate by amending properly and adding a drain system that will make it a very high wear tolerant field.

FIELD USAGE / AVAILABILITY ANALYSIS																	
Dana gray Elementary School																	
Fort Bragg Schools Square Ft. 403332 Total																	
Type of Grass:	Weeks/ YR	31	Hours	Aver.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	
K BLUE GRASS	Weeks/ mo				4	5	4	4	5	4	4	5	4	4	4	4	
<b>Field Availability (Numbers represent activity-weighted hours per week)</b>																	
<b>Current Maint. Level</b>	Hours Allowed	416	8	4	5	6	7	9	11	12	12	12	11	6	3		
1.36	Hours Available																
	Excess hours of usage	764		12	11	32	60	50	15	11	4	0	13	10	8		
<b>Maint. Level</b>	Hours Allowed	704	14	7	8	10	11	15	19	21	21	20	18	10	6		
2.00	Hours Available									6							
	Excess hours of usage	476		9	8	28	55	44	7		10	5	6	6	6		
<b>Maint. Level</b>	Hours Allowed	1152	23	11	13	17	19	25	31	34	34	32	29	17	9		
3.00	Hours Available									5	19	4	7	6	1		
	Excess hours of usage	29		5	3	22	48	34								2	
<b>Maint. Level</b>	Hours Allowed	1472	29	14	16	21	24	32	40	43	43	41	37	21	12		
4.00	Hours Available	291			0					14	28	13	16	14	5	0	
	Excess hours of usage			2		17	43	27									
<b>Maint. Level</b>	Hours Allowed	2239	44	21	25	32	36	49	60	66	66	63	57	32	18		
5.00	Hours Available	1059		5	9				34	51	35	38	33	16	6		
	Excess hours of usage					6	30	10									
<b>Maintenance Frequencies-Annual Requirement</b>																	
	Current		Needed														
Maint. Level	1.36		3.6														
Mowings/ Yr	61		138														
Aerations/Yr	1		6														
Top Dress/Yr	0		1														
Over Seed/Yr	0		0														
Fertilization/Yr	2		6														
Sweeping	0		0														
Deep Tine/Yr	0		1														
Verticuttings/yr	0		0														
Annual Costs																	
Ann. Increase																	
Cost/month																	
Cost/week																	
<b>Activity Weighting Scale</b>																	
Walking on field/Softball	1.00																
Baseball	1.25																
PE	1.50																
Parked Cars	1.50																
Marching Band	1.75																
Soccer Games	1.85																
Football Games	1.85																
Soccer & FB Practices	2.00																
Adult Soccer & FB Games	2.13																
Adult Soccer & FB Prac.	2.25																
Lacrosse	2.25																
Rugby	2.50																
Sports Clinics & Camps	2.50																
<b>Determining Field Availability</b>																	
Use the following steps to evaluate requests for additional field time:																	
1. Determine the actual hours of additional use requested.																	
2. Multiply the total hours of proposed use by the appropriate activity weight.																	
3. Locate the column for the month when the proposed additional use would occur.																	
4. Determine if there are available hours at the current maintenance level. If there are, you can schedule the activity.																	
5. If not, see if sufficient hours can be made available by increasing the maint. Level.																	
6. If sufficient hours can be made available, and you can afford the additional mtm., you can schedule the activity.																	
<b>Current Wear Level 3.60</b>																	
<b>Current Maintenance Level 1.36</b>																	
<b>Needed Maint. Level-Weather Adjusted 3.6</b>																	



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## MANAGING SPORTS FIELD WEAR

DATE:	SQ.FT:	Redwood Elimentary Football Field													
12/03/15	61346														
APPLICATION SCHEDULE:		Fort Bragg Schools													
WEEK OF	N 46-0-0 LBS	P 11-52-0 LBS	K 0-0-50 LBS	Microbes Food GLS	Microbes Innoculant LBS	Lime LBS	Con. Soil Conditioner CU YRDS	Pro Mag Mg LBS	Microbes Starter LBS	Mows/ Week	Shatter Tine	Knife Aerate	Plug Aerate	Over Seed	Top Dress
01/01/16	0	0	0	0	0	0	0	0	0	2		X			
01/08/16										2					
01/15/16										2					
01/22/16										2					
01/29/16	0	153	0	0	0	0		0	0	2		X			
02/05/16										2					
02/12/16										2					
02/19/16										2					
02/26/16	0	0	0	0	0	0.0		0	0	2		X			
03/04/16										3					
03/11/16										3					
03/18/16										3					
03/25/16	133	153	217	0.35	0.35	6135	3.07	0	28	3		X			
04/01/16										3					
04/08/16										3					
04/15/16										3					
04/22/16	0	0	0	0	0	0.0		0	0	3		X			
04/29/16										3					
05/06/16										3					
05/13/16										3					
05/20/16										3					
05/27/16	133	153	0	0	0.0	4641		20	0.0	3	X	X	X	X	X
06/03/16										3					
06/10/16										3					
06/17/16										3					
06/24/16	0	0	0	0	0	0.0		0	0	3		X			
07/01/16										3					
07/08/16										3					
07/15/16										3					
07/22/16										3					
07/29/16	133	153	0	0	0	0		0	0	3		X			
08/05/16										3					
08/12/16										3					
08/19/16										3					
08/26/16	0	0	0	0	0	0.0		0	0	3		X			
09/02/16										3					
09/09/16										3					
09/16/16										3					
09/23/16	133	153	0	0	0	0		0	0	3		X			
09/30/16										3					
10/07/16										3					
10/14/16										3					
10/21/16	0	0	0	0	0	0.0		0	0	3		X			
10/28/16										3					
11/04/16										3					
11/11/16										3					
11/18/16										3					
11/25/16	0	153	0	0	0	0		0	0	2		X			
12/02/16										2					
12/09/16										2					
12/16/16										2					
12/23/16	0	0	0	0	0	0		0	0	2					



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## MANAGING SPORTS FIELD WEAR

Fort Bragg Schools Square Ft.		61346		<b>FIELD USAGE / AVAILABILITY ANALYSIS</b>												
Redwood Elementary Football Field		<b>Total</b>														
Type of Grass:	Weeks/ YR	44	Hours	Average	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
K BLUE GRASS	Weeks/ mo		4	5	4	4	5	4	5	4	4	5	4	4	4	4
<b>Field Availability (Numbers represent activity-weighted hours per week)</b>																
<b>Current Maint. Level 1.36</b>	Hours Allowed	336	6	4	5	6	7	9	11	12	12	12	12	0	0	0
	Hours Available															
	Excess hours of usage	2430	55	59	58	68	79	76	26	94	75	20				
<b>Maint. Level 2.00</b>	Hours Allowed	569	11	7	8	10	11	15	19	21	21	20	0	0	0	
	Hours Available															
	Excess hours of usage	2198		56	55	64	74	70	18	85	66	12				
<b>Maint. Level 3.00</b>	Hours Allowed	931	18	11	13	17	19	25	31	34	34	32	0	0	0	
	Hours Available											1				
	Excess hours of usage	1835		52	50	58	67	60	6	72	53					
<b>Maint. Level 4.00</b>	Hours Allowed	1190	23	14	16	21	24	32	40	43	43	41	0	0	0	
	Hours Available								2			10				
	Excess hours of usage	1577		49	47	53	62	53		63	44					
<b>Maint. Level 5.00</b>	Hours Allowed	1811	35	21	25	32	36	49	60	66	66	63	0	0	0	
	Hours Available								23			32				
	Excess hours of usage	956		42	39	42	49	37		40	21					
<b>Maintenance Frequencies-Annual Requirement</b>			<b>Activity Weighting Scale</b>				<b>Determining Field Availability</b>									
	Current		Needed	<b>Walking on field/Softball</b>		<b>1.00</b> Use the following steps to evaluate requests for additional field time:										
<b>Maint. Level 1.36</b>	1.36		5.0	<b>Baseball</b>		<b>1.25</b>										
Mowings/ Yr	61		104	<b>PE</b>		<b>1.50</b>										
Aerations/Yr	1		0	<b>Parked Cars</b>		<b>1.50</b>										
Top Dress/Yr	0		1	<b>Marching Band</b>		<b>1.75</b>										
Over Seed/Yr	0		1	<b>Soccer Games</b>		<b>1.85</b>										
Fertilization/Yr	2		6	<b>Football Games</b>		<b>1.85</b>										
Sweeping	0		0	<b>Soccer &amp; FB Practices</b>		<b>2.00</b>										
Deep Tine/Yr	0		1	<b>Adult Soccer &amp; FB Games</b>		<b>2.13</b>										
Verticuttings/yr	0		0	<b>Adult Soccer &amp; FB Prac.</b>		<b>2.25</b>										
				<b>Lacrosse</b>		<b>2.25</b>										
				<b>Rugby</b>		<b>2.50</b>										
<b>Annual Costs</b>	\$34,818		\$34,228	<b>Sports Clinics &amp; Camps</b>		<b>2.50</b>										
<b>Ann. Increase</b>			-\$590	<b>Current Wear Level</b>		<b>5.00</b>										
<b>Cost/month</b>	\$4,972		\$4,888	<b>Current Maintenance Level</b>		<b>1.36</b>										
<b>Cost/week</b>	\$1,243		\$1,222	<b>Needed Maint. Level-Weather Adjusted</b>		<b>5.0</b>										



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## MANAGING SPORTS FIELD WEAR

DATE:	SQ.FT: 121837		Redwood Elementary Multi Use Field												
12/03/15															
APPLICATION SCHEDULE:															
1/1/2016	N	P	K	Microbes	Con. Soil	Lime	Pro Mag	Microbes	Microbes	Mows/	Shatter	Knife	Plug	Over	Top
WEEK OF	LBS	LBS	LBS	LBS	LBS	LBS	LBS	GLS	LBS	Week	Tine	Aerate	Aerate	Seed	Dress
01/01/16										1					
01/08/16										1					
01/15/16										1					
01/22/16	0	0	305	0	0	0	0	0	0	1		X			
01/29/16										1					
02/05/16										1					
02/12/16										1					
02/19/16	0	0	0	0	0	0	0	0	0	1		X			
02/26/16										1					
03/04/16										1					
03/11/16										1					
03/18/16	265	0	305	1	6	12184	1911	1	56	1		X			
03/25/16										1					
04/01/16										1					
04/08/16										1					
04/15/16	0	0	0	0	0	0	0	0	0	1		X			
04/22/16										1					
04/29/16										2					
05/06/16										2					
05/13/16										2					
05/20/16	265	0	305	0	0	0	0	0	0	2	X	X	X	X	X
05/27/16										2					
06/03/16										2					
06/10/16										2					
06/17/16	0	0	0	0	0	0	0	0	0	2		X			
06/24/16										2					
07/01/16										2					
07/08/16										2					
07/15/16										2					
07/22/16	265	0	305	0	0	12184	0	0	0	2		X			
07/29/16										2					
08/05/16										2					
08/12/16										2					
08/19/16	0	0	0	0	0	0	0	0	0	2		X			
08/26/16										2					
09/02/16										2					
09/09/16										2					
09/16/16	265	0	305	0	0	0	0	0	0	2		X			
09/23/16										2					
09/30/16										2					
10/07/16										2					
10/14/16	0	0	0	0	0	1614	0	0	0	2		X			
10/21/16										1					
10/28/16										1					
11/04/16										1					
11/11/16										1					
11/18/16	0	0	305	0	0	0	0	0	0	1		X			
11/25/16										1					
12/02/16										1					
12/09/16										1					
12/16/16	0	0	0	0	0	0	0	0	0	1					



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## MANAGING SPORTS FIELD WEAR

Fort Bragg Schools		<b>FIELD USAGE / AVAILABILITY ANALYSIS</b>															
Redwood Elementary MSquare Ft. 121837		<b>Total</b>															
Type of Grass:	Weeks/ YR	24	Hours	Average	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	
Bermuda grass	Weeks/ mo				4	5	4	4	5	4	4	5	4	4	4	4	
<b>Field Availability (Numbers represent activity-weighted hours per week)</b>																	
<b>Current Maint.</b>	Hours Allowed		480	9	5	5	7	8	11	13	14	14	14	12	7	4	
<b>Level</b>	Hours Available		849		5	5	2			5	14				7	4	
<b>1.50</b>	Excess hours of usage			0				24	21			8	7	3			
<b>Maint. Level</b>	Hours Allowed		704	14	7	8	10	11	15	19	21	21	20	18	10	6	
<b>2.00</b>	Hours Available		115		7	8	5			11	21			3	10	6	
	Excess hours of usage							20	16			2	0				
<b>Maint. Level</b>	Hours Allowed		1152	23	11	13	17	19	25	31	34	34	32	29	17	9	
<b>3.00</b>	Hours Available		562		11	13	12			23	34	12	12	14	17	9	
	Excess hours of usage							13	7								
<b>Maint. Level</b>	Hours Allowed		1472	29	14	16	21	24	32	40	43	43	41	37	21	12	
<b>4.00</b>	Hours Available		882		14	16	16		0	32	43	21	21	22	21	12	
	Excess hours of usage							8									
<b>Maint. Level</b>	Hours Allowed		2239	44	21	25	32	36	49	60	66	66	63	57	32	18	
<b>5.00</b>	Hours Available		1650		21	24	28	5	17	52	66	43	43	42	32	18	
	Excess hours of usage																
<b>Maintenance Frequencies-Annual Requirement</b>																	
	<b>Current</b>		<b>Needed</b>														
<b>Maint. Level</b>	1.50		3.9														
	Mowings/ Yr	104	104														
	Aerations/Yr	1	1														
	Top Dress/Yr	0	1														
	Over Seed/Yr	0	1														
	Fertilization/Yr	2	12														
	Sweeping	0	0														
	Deep Tine/Yr	0	1														
	Verticuttings/yr	0	1														
	Annual Costs	\$39,583	\$41,546														
	Ann. Increase		\$1,963														
	Cost/month	\$3,308	\$3,472														
	Cost/week	\$827	\$868														
									<b>Activity Weighting Scale</b>			<b>Determining Field Availability</b>					
									Walking on field/Softball	1.00	Use the following steps to evaluate requests for additional field time: 1. Determine the actual hours of additional use requested. 2. Multiply the total hours of proposed use by the appropriate activity weight. 3. Locate the column for the month when the proposed additional use would occur. 4. Determine if there are available hours at the current maintenance level. If there are, you can schedule the activity. 5. If not, see if sufficient hours can be made available by increasing the maint. Level. 6. If sufficient hours can be made available, and you can afford the additional mtn., you can schedule the activity.						
									Baseball	1.25							
									PE	1.50							
									Parked Cars	1.50							
									Marching Band	1.75							
									Soccer Games	1.85							
									Football Games	1.85							
									Soccer & FB Practices	2.00							
									Adult Soccer & FB Games	2.13							
									Adult Soccer & FB Prac.	2.25							
									Lacrosse	2.25							
									Rugby	2.50							
									Sports Clinics	2.50							
									Current Wear Level	1.50							
									Current Maintenance Level	1.50							
									Needed Maint. Level-Weather Adjusted	3.9							



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## MANAGING SPORTS FIELD WEAR

DATE:	Fort Bragg Middle School														
12/03/15															
APPLICATION SCHEDULE:															
WEEK OF	N LBS	P LBS	K LBS	Microbes Innoculant GLS	Con. Soil Conditioner LBS	Lime LBS	Pro Mag Mg LBS	Microbes Food GLS	Microbes Starter LBS	Mows/ Week	Shatter Tine	Knife Aerate	Plug Aerate	Over Seed	Top Dress
01/01/16										1					
01/08/16										1					
01/15/16										1					
01/22/16	0	0	834	0	0	0	0	0	0	1	X				
01/29/16										1					
02/05/16										1					
02/12/16										1					
02/19/16	0	0	0	0	0	0	0	0	0	1	X				
02/26/16										1					
03/04/16										1					
03/11/16										1					
03/18/16	726	0	834	1.9	17	33375	2405	2	153	1	X				
03/25/16										1					
04/01/16										1					
04/08/16										1					
04/15/16	0	0	0	0	0	0	0	0	0	1	X				
04/22/16										1					
04/29/16										2					
05/06/16										2					
05/13/16										2					
05/20/16	726	0	834	0	0	0	0	0	0	2	X	X	X	X	X
05/27/16										2					
06/03/16										2					
06/10/16										2					
06/17/16	0	0	0	0	0	0	0	0	0	2	X				
06/24/16										2					
07/01/16										2					
07/08/16										2					
07/15/16										2					
07/22/16	726	0	834	0	0	12171	0	0	0	2	X				
07/29/16										2					
08/05/16										2					
08/12/16										2					
08/19/16	0	0	0	0	0	0	0	0	0	2	X				
08/26/16										2					
09/02/16										2					
09/09/16										2					
09/16/16	726	0	834	0	0	0	0	0	0	2	X				
09/23/16										2					
09/30/16										2					
10/07/16										2					
10/14/16	0	0	0	0	0	0	0	0	0	2	X				
10/21/16										1					
10/28/16										1					
11/04/16										1					
11/11/16										1					
11/18/16	0	0	834	0	0	0	0	0	0	1	X				
11/25/16										1					
12/02/16										1					
12/09/16										1					
12/16/16	0	0	0	0	0	0	0	0	0						



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## MANAGING SPORTS FIELD WEAR

Fort Bragg Schools		<b>FIELD USAGE / AVAILABILITY ANALYSIS</b>														
Fort Bragg Middle School		333754	<b>Total</b>													
Type of Grass:	Weeks/ YR	50	Hours	Average	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Bermuda Grass	Weeks/ mo				4	5	4	4	5	4	4	5	4	4	4	4
<b>Field Availability (Numbers represent activity-weighted hours per week)</b>																
<b>Current Maint. Level</b>	Hours Allowed		1024	20	10	11	15	17	22	28	30	30	29	26	15	8
	Hours Available		695		0	2					3		4		3	
	Excess hours of usage						11	24	13	6		25	3		5	
<b>Maint. Level 2.00</b>	Hours Allowed		704	14	7	8	10	11	15	19	21	21	20	18	10	6
	Hours Available															0
	Excess hours of usage		657		3	2	16	30	20	15	6	35	12	4	10	
<b>Maint. Level 3.00</b>	Hours Allowed		1152	23	11	13	17	19	25	31	34	34	32	29	17	9
	Hours Available				2	3					7		1	8		4
	Excess hours of usage		209				9	22	10	3		22			3	
<b>Maint. Level 4.00</b>	Hours Allowed		1472	29	14	16	21	24	32	40	43	43	41	37	21	12
	Hours Available		111		5	7				6	16		10	16	1	6
	Excess hours of usage						5	17	3		12					
<b>Maint. Level 5.00</b>	Hours Allowed		2239	44	21	25	32	36	49	60	66	66	63	57	32	18
	Hours Available		879		12	15	6		14	26	39	10	31	35	12	13
	Excess hours of usage							5								
<b>Maintenance Frequencies-Annual Requirement</b>			<b>Activity Weighting Scale</b>				<b>Determining Field Availability</b>									
	Current		Needed	<b>Walking on field/Softball</b>			1.00 Use the following steps to evaluate requests for additional field time:									
<b>Maint. Level</b>	2.64		4.1	<b>Baseball</b>			1.25									
				<b>PE</b>			1.50									
				<b>Parked Cars</b>			1.50									
				<b>Marching Band</b>			1.75									
				<b>Soccer Games</b>			1.85									
				<b>Football Games</b>			1.85									
				<b>Soccer &amp; FB Practices</b>			2.00									
				<b>Adult Soccer &amp; FB Games</b>			2.13									
				<b>Adult Soccer &amp; FB Prac.</b>			2.25									
				<b>Lacrosse</b>			2.25									
				<b>Rugby</b>			2.50									
				<b>Sports Clinics</b>			2.50									
				<b>Current Wear Level</b>			1.20									
				<b>Current Maintenance Level</b>			2.64									
				<b>Needed Maint. Level-Weather Adjusted</b>			1.2									
<b>Mowings/ Yr</b>	78		75	1. Determine the actual hours of additional use requested.												
<b>Aerations/Yr</b>	0		1	2. Multiply the total hours of proposed use by the appropriate activity weight.												
<b>Top Dress/Yr</b>	1		1	3. Locate the column for the month when the proposed additional use would occur.												
<b>Over Seed/Yr</b>	0		1	4. Determine if there are available hours at the current maintenance level. If there are, you can schedule the activity.												
<b>Fertilization/Yr</b>	2		6	5. If not, see if sufficient hours can be made available by increasing the maint. Level.												
<b>Sweeping</b>	0		0	6. If sufficient hours can be made available, and you can afford the additional mtn., you can schedule the activity.												
<b>Deep Tine/Yr</b>	1		0													
<b>Verticuttings/yr</b>	0		0													
<b>Annual Costs</b>	\$86,122		\$79,001													
<b>Ann. Increase</b>			-\$7,122													
<b>Cost/month</b>	\$12,298		\$11,281													
<b>Cost/week</b>	\$3,075		\$2,820													



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## MANAGING SPORTS FIELD WEAR

DATE:	SQ.FT:	Fort Bragg HS School Patton Field													
12/03/15	222350														
APPLICATION SCHEDULE:															
WEEK OF	N 46-0-0 LBS	P 11-52-0 LBS	K 0-0-50 LBS	Microbes Innoculant LBS	Con. Soil Conditioner CU YRDS	Lime LBS	Pro Mag Mg LBS.	Microbes Food GLS	Starter Starter LBS	Mows/ Week	Shatter Tine	Knife Aerate	Plug Aerate	Over Seed	Top Dress
01/01/16										1					
01/08/16										1					
01/15/16										1					
01/22/16	0	0	0	0	0	0	0	0	0	1		X			
01/29/16										1					
02/05/16										1					
02/12/16										1					
02/19/16	0	0	0	0	0	0	0	0	0	1		X			
02/26/16										2					
03/04/16										2					
03/11/16										2					
03/18/16	483	445	0	1.3	11	45883	522	1	102	2		X			
03/25/16										2					
04/01/16										2					
04/08/16										2					
04/15/16	0	0	0	0	0	0	0	0	0	2		X			
04/22/16										2					
04/29/16										2					
05/06/16										2					
05/13/16										2					
05/20/16	483	0	0	0	0	0	0	0	0	2	X	X	X	X	X
05/27/16										2					
06/03/16										2					
06/10/16										2					
06/17/16	0	0	0	0	0	0	0	0	0	2		X			
06/24/16										2					
07/01/16										2					
07/08/16										2					
07/15/16										2					
07/22/16	483	0	0	0	0	45883	0	0	0	2		X			
07/29/16										2					
08/05/16										2					
08/12/16										2					
08/19/16	0	0	0	0	0	0	0	0	0	2		X			
08/26/16										2					
09/02/16										2					
09/09/16										2					
09/16/16	483	0	0	0	0	0	0	0	0	2		X			
09/23/16										2					
09/30/16										2					
10/07/16										2					
10/14/16	0	0	0	0	0	0	0	0	0	2		X			
10/21/16										1					
10/28/16										1					
11/04/16										1					
11/11/16										1					
11/18/16	0	0	0	0	0	0	0	0	0	1		X			
11/25/16										1					
12/02/16										1					
12/09/16										1					
12/16/16	0	0	0	0	0	0	0	0	0	1					



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## MANAGING SPORTS FIELD WEAR

Fort Bragg Schools		FIELD USAGE / AVAILABILITY ANALYSIS															
Fort Bragg HS School		Pa	222350	Total													
Type of Grass:	Weeks/ YR	26	Hours	Average	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	
Bermuda Grass	Weeks/ mo				4	5	4	4	5	4	4	5	4	4	4	4	
<b>Field Availability (Numbers represent activity-weighted hours per week)</b>																	
<b>Current Maint. Level</b>	Hours Allowed		544	11	5	6	8	9	12	15	16	16	15	14	8	4	
1.71	Hours Available				5	2			3	14	16	8	5	11	8	4	
	Excess hours of usage		-275	-11			4	7									
<b>Maint. Level</b>	Hours Allowed		704	14	7	8	10	11	15	19	21	21	20	18	10	6	
2.00	Hours Available		435		7	4			7	18	21	13	10	15	10	6	
	Excess hours of usage						2	5									
<b>Maint. Level</b>	Hours Allowed		1152	23	11	13	17	19	25	31	34	34	32	29	17	9	
3.00	Hours Available		883		11	9	5	3	16	30	34	26	22	27	16	9	
	Excess hours of usage																
<b>Maint. Level</b>	Hours Allowed		1472	29	14	16	21	24	32	40	43	43	41	37	21	12	
4.00	Hours Available		1203		14	13	9	8	23	39	43	35	31	35	21	12	
	Excess hours of usage																
<b>Maint. Level</b>	Hours Allowed		2239	44	21	25	32	36	49	60	66	66	63	57	32	18	
5.00	Hours Available		1971		21	21	20	20	40	59	66	58	53	54	32	18	
	Excess hours of usage																
<b>Maintenance Frequencies-Annual Requirement</b>					<b>Activity Weighting Scale</b>												
	Current		Needed	<b>Determining Field Availability</b>													
Maint. Level	1.71		1.4	Use the following steps to evaluate requests for additional field time:													
Mowings/ Yr	104		104	1. Determine the actual hours of additional use requested.													
Aerations/Yr	2		0	2. Multiply the total hours of proposed use by the appropriate activity weight.													
Top Dress/Yr	0		0	3. Locate the column for the month when the proposed additional use would occur.													
Over Seed/Yr	0		0	4. Determine if there are available hours at the current maintenance level. If there are, you can schedule the activity.													
Fertilization/Yr	4		6	5. If not, see if sufficient hours can be made available by increasing the maint. Level.													
Sweeping	0		0	6. If sufficient hours can be made available, and you can afford the additional mtn., you can schedule the activity.													
Deep Tine/Yr	0		0														
Verticuttings/yr	0		0														
Annual Costs			\$56,101														
Ann. Increase			\$56,101														
Cost/month	\$0		\$8,011														
Cost/week	\$0		\$2,003														
				Walking on field/Softball 1.00													
				Baseball 1.25													
				PE 1.50													
				Parked Cars 1.50													
				Marching Band 1.75													
				Soccer Games 1.85													
				Football Games 1.85													
				Soccer & FB Practices 2.00													
				Adult Soccer & FB Games 2.13													
				Adult Soccer & FB Prac. 2.25													
				Lacrosse 2.25													
				Rugby 2.50													
				Sports Clinics 2.50													
				Current Wear Level 1.40													
				Current Maintenance Level 1.71													
				Needed Maint. Level-Weather Adjusted 1.4													



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## MANAGING SPORTS FIELD WEAR

DATE:	SQ.FT		Fort Bragg HS Stadium													
12/03/15	98980															
APPLICATION SCHEDULE:																
1/1/2016	N	P	K	Microbes	Con. Soil	Lime	Pro Mag	Microbes	Microbes	Mows/	Shatter	Knife	Plug	Over	Top	
WEEK OF	46-0-0	11-52-0	0-0-50	Innoculant	Conditioner	LBS	Mg	Food	Starter	Week	Tine	Aerate	Aerate	Seed	Dress	
	LBS	LBS	LBS	GLS	LBS	LBS	GLS	LBS	LBS							
01/01/16										1						
01/08/16										1						
01/15/16										1						
01/22/16	0	0	247	0	0	0	0	0	0	1		X				
01/29/16										1						
02/05/16										1						
02/12/16										1						
02/19/16	0	0	0	0	0	0	0	0	0	1		X				
02/26/16										3						
03/04/16										3						
03/11/16										3						
03/18/16	215	198	247	1	5	9898	11	1	45	3		X				
03/25/16										3						
04/01/16										3						
04/08/16										3						
04/15/16	0	0	0	0	0	0	0	0	0	3		X				
04/22/16										3						
04/29/16										2						
05/06/16										2						
05/13/16										2						
05/20/16	215	21	247	0	0	0	0	0	0	2	X	X	X	X	X	
05/27/16										2						
06/03/16										2						
06/10/16										2						
06/17/16	0	0	0	0	0	0	0	0	0	2		X				
06/24/16										2						
07/01/16										2						
07/08/16										2						
07/15/16										2						
07/22/16	215	0	247	0	0	1653	0	0	0	2		X				
07/29/16										2						
08/05/16										2						
08/12/16										2						
08/19/16	0	0	0	0	0	0	0	0	0	2		X				
08/26/16										2						
09/02/16										2						
09/09/16										2						
09/16/16	215	0	247	0	0	0	0	0	0	2		X				
09/23/16										2						
09/30/16										2						
10/07/16										2						
10/14/16	0	0	0	0	0	0	0	0	0	2		X				
10/21/16										2						
10/28/16										2						
11/04/16										2						
11/11/16										2						
11/18/16	0	0	247	0	0	0	0	0	0	1		X				
11/25/16										1						
12/02/16										1						
12/09/16										1						
12/16/16	0	0	0	0	0	0	0	0	0							





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## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### MANAGING SPORTS FIELD WEAR

When you find as you have that your maintenance level overall on the fields is lower than the wear level, you have choices that need to be made. **What are some viable options?**

**1. You can raise your maintenance level to your wear level.**

As this assessment has pointed out this is expensive!

**2. You can lower your wear level to your maintenance level.**

This is very hard to do without a user group committee that understands your dilemma and is willing to bite the bullet with you. This assessment can be very helpful in gaining this cooperation once these groups understand that they also are part of the problem and are willing to take ownership (not just a rent-a-field that someone else gets to pay for if they damage it)!

**3. You can add new fields to spread your wear over a larger area.**

This is also very expensive in an area of high land prices and many times by the time they are built, they are already at full capacity.

**4. You can add artificial turf on lighted high wear fields.**

This is very expensive at approximately \$14-16 per square foot currently but it does double the amount of wear you can put on a field and you don't have to purchase new land.

**5. You can do a combination of these things.**

This concludes the Executive Summary for this report. The next step is for you to determine how many of these recommendations you wish to do. We will then put these steps into the maintenance manuals for each of these sites.



# 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

## 2016 MAINTENANCE INSTRUCTIONS

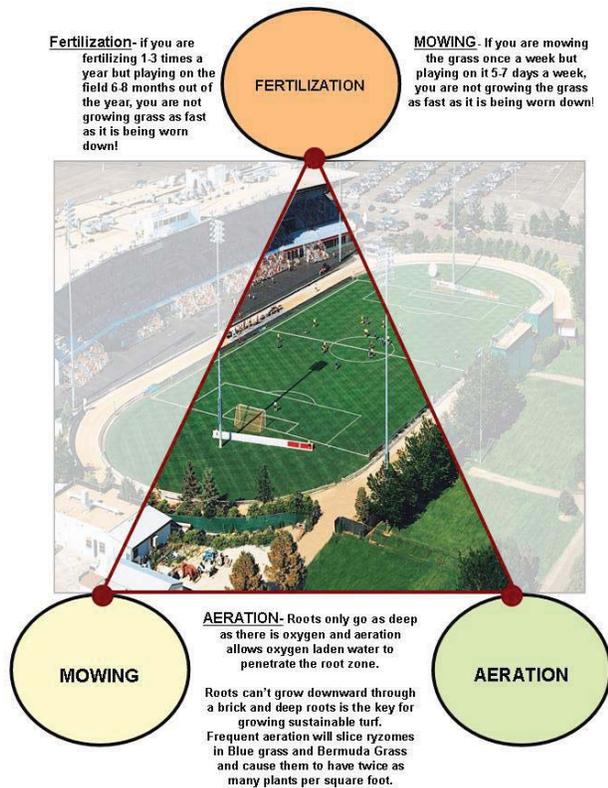
I. Our maintenance calendars to follow call for:

### A. The Sports Field Maintenance Trifecta!

The Trifecta of turf maintenance as you can see below is increased:

1. Fertilization,
2. Mowing
3. Aeration.

As you will read below, this combination is what you must do for turf that is under heavy wear to for it to be sustainable. This combination will give you 10" of roots which is what is required for turf to tolerate the most wear!



- B. Subsurface Irrigation would be a tremendous savings in water, man power, irrigation repair parts and fertilizer.
- C. Increased fertilization. The turfgrass has to have approximately 3% nitrogen in the leaf for it to defend itself against wear. For cool weather grasses this would normally be 5-6 lbs of Nitrogen per year per 1,000 sq. ft and 8 lbs/ 1,000 square feet on sand based fields. In 2015 you added 2 lbs per 1,000 square feet per year.

- D. Fertilization allows us to get approximately 20% of the nutrients through the leaf (foliar) and the rest going through the soil. This is especially affective during drought or water rationing. Our maintenance calendar calls for insuring that every drop of water that is applied to the turf, will have a trace of nitrogen in it. You will still need to spread some concentrated granular nutrients as well. Fertilization can be applied through subsurface irrigation also with a savings of 33% on fertilizer costs annually.
- E. Additional mowings. The maintenance calendars to follow call for 2-3 mowings per week during the high wear periods because when you fertilize more, the easiest thing for the plant to do is make leaf. All that you have accomplished with continued 1 or 2 mowings per week is a 2" clipping instead of a 1" clipping. By mowing an additional time the plant uses this energy by trying to push the roots down and the bluegrass ryzomes sideways (this how bluegrass mends itself and fills in) but it can't do either if the plant is growing in a brick (compacted soil). Cool weather grasses, bluegrass, fescue and rye should be cut at 2.5 inches minimum or shorter cutting will actually pull the roots up closer to the surface. The new hybrid Kentucky Blue grasses we are recommending are finer bladed than these others and thrive at being cut at 1.5-2".
- F. More aeration. By aerating monthly in the wear areas, you relieve the compaction which allows oxygen laden water to move downward and allowing roots to follow and ryzomes to spread sideways choking out weeds as well. Also slice aeration slices these ryzomes causing them to grow more plants per square foot thus a denser, tighter turf. The Aerway slice aerator we are recommending you purchase will allow you to play on the field immediately after aeration since it has a roller that smoothes the surface and it leaves no plugs behind to disrupt the direction of the soccer ball or baseball. It also has a 7" fracturing tine that fractures as deep as 10".
- G. Annual top dressing on all high wear fields. With the wear you have, you get compacted areas that become low spots. This means you have lost the grade on the field and it no longer drains properly. Top dressing fills in the low spots and reestablishes the grade on the fields. The top dressing should include compost and sand with an 80% sand 20% compost



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## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### 2016 MAINTENANCE INSTRUCTIONS

mix. The compost is very high in microbes and helps to control funguses and diseases. They also help prevent compaction and when you slice aerate monthly, you slice the organics and sand into the root zone 6" deep and actually increase percolation in the root zone over time. Be sure that you use topdressing that has no bark, fir or red wood in it. These will create many problems for you over time by taking the nitrogen that you apply for the turf, away from the turf to break down the wood. We are recommending that initially you use ¼" of top dressing to insure that you have enough material to fill in the low spots and to fill as many of the aeration holes as possible to create permanent avenues for water and oxygen to move freely downward. The results of the grade survey we discussed may increase this amount.

- H. We are recommending that you over-seed with Barvette HGT Kentucky Blue grass Hybrids. This will give you turf that tolerate some shade, are fine bladed, they germinate in 8-9 days, are dark green in color and have the extensive roots and ryzomes that will knit sod and repair quickly to tolerate your wear.

### IRRIGATION

Deep roots (10") allow the turf grass to heal itself much quicker thus enable it to stand up to heavy wear. Roots only grow as deep as the oxygen goes and percolating water carries oxygen. Therefore until we achieve deep roots, we must maintain this downward percolating irrigation water through lighter more frequent watering rather than in-frequent heavy watering that tends to leave the soil wet and cause compaction. **Again this is only until we achieve deeper roots!**

The best way to decide how much water to put on is using a soil probe to check soil moisture in the root zone. We want the soil moist or damp but not wet evenly to at least 1" below the deepest roots. As the temperatures rise you will notice that it will be dryer near the surface than at the lower depths. This will mean adding extra minutes to each zone to keep the soil moisture correct. As the temperature continues to raise it may be necessary to go to an additional watering per day, one in the late evening and one in the early morning with

a possible syringing in the heat of the day. When you first do this, use your probe to determine if you need to back off again on the minutes per zone keeping in mind again that you don't want the soil to be wet in the morning.

Also use your probe regularly after rainfall to see how quickly it dries out. This will give you a good idea of how long you should keep play off the fields after a heavy rain. As compaction takes place from heavy wear, the time it takes to dry out after the rain will get longer. This is why it is necessary to knife aerate at least monthly during the heaviest of play.



## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### 2016 MAINTENANCE INSTRUCTIONS

#### MOWING INSTRUCTIONS

Your turf-grass I am recommending for your fields is a Hybrid Kentucky Blue Grass that you should mow at 1.5-1.75" each time. The slice aeration will cause the bluegrass ryzomes to start new plants closer to the parent plant thus creating more plants per square foot and denser turf thus making the 1.5" height play as if it were cut shorter. At this height you should not have to pickup the clippings except after heavier rainfall and the quick growth that can follow. The analysis of the leaf from your clippings below reads like the analysis of a bag of fertilizer. The plant takes these nutrients out of the soil and uses them to maintain the plant. By throwing away these clippings you would actually be throwing away reusable fertilizer.

Total % N	Phos. %P	Pott. % K	Calcium % Ca	Magnes. %Mg	Sulfur %S
4.77	0.62	3.14	0.27	0.21	0.39

Mulching mowers prevent the need for picking up clippings.

Please note the **PRZ Turf Maintenance Calendar**. Your wear changes throughout your growing season and your mowing schedule follows the wear at **1-3 mowings per week**.

#### AERATION

Aeration is our best tool to relieve compaction. We have three types of aeration you will need to do on these fields annually to relieve compaction. The Aerway aerator we are recommending can be used in the afternoon and the field played on immediately. It does not leave behind any plugs and the roller on the back of it smoothes down any rough spots it may have created.

- 1. Shatter-tine aeration** with the Aerway fracture tine roller. This should be done once a year during the Major Annual Turf Renovation to relieve any compaction that might have taken place since last year.
- 2. Core or plug pulling aeration** is also available as the Aerway plug pulling roller. It pushes a spoon or circular tube into the soil and pulls and slings or discards the soil and root plug onto the surface. This is the best type of aeration because it leaves a 1/2"-3/4" by 2.5"-4" hole in the soil and should also be done annually during the Ma-

ior Annual Renovation just before top dressing. Because you have sandy soils you would not need to collect the plugs before topdressing.

- 3. Knife aeration** is also available as the Aerway turf tine roller and is the only aeration that is done regularly throughout the growing season because it temporarily relieves compaction without disturbing the surface or leaving plugs that could deflect the ball. Because of the sandy soil on this site, you will only have to do this monthly with a 6" turf slicing knife during the growing season. Do not go two directions with knife aerating because you can make an X with two slits that could be caught by a soccer cleat and ripped up. You can go in more than one direction during the Annual Renovation because these slits will mend before play resumes.
- 4.** If you install subsurface irrigation, you will be able to reduce your aeration from monthly to twice a year on these fields. This may also impact the need for shatter-tine annually and even topdressing.



## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### 2016 MAINTENANCE INSTRUCTIONS

#### MATERIAL SUPPLIERS AND CONTRACTORS

The following materials are important to the maintainability of your fields. The specifications for each of these have been customized for this site and should not be altered by suppliers who might indicate that their products are equal to or better than those specified.

1. Top Dressing material shall be a 80% sand, 20% compost mixture.
  - A. Sand specifications are for a washed USGA sand with 100% passing a #12 screen and no more than 1% passing a #200 screen.
  - B. Sand Supplier-Geo Aggregates- Joe Safer-707-964-4033 Pre- approved suppliers or equal-
  - C. Compost needs to be screened to 3/8" minus, have a carbon to nitrogen ratio of under 20/1, and have a ph less than 8.6 and a dry organic % above 30%. Supplier – Cold Creek Compost-Ukiah-707-485-5966, Allied Waste-Glenn-408-945-2836 or 408-687-1928. Quantities of mixture 1/4" the first year. or .775 cubic yards /1,000 sq. ft. of the above mixture.
2. HGT Hybrid Blue grass
  - A. Supplier shall be Winfield Solutions- Scott Gault-720-201-4255
  - B. Quantities are for new seedings, 4 lbs./1,000 sq. ft initially or 2 lbs./1000 sq. ft. for over seeding (1lbs per 1,000 square feet in each of two directions).
3. Fertilizers: Both granule and liquid fertigation products:
  - A. Nitrogen- U-Flex, Phosphorus- 11-52-0, Potassium 0-0-50, Lime, THI Inoculant, Conditioner, Starter & NaXIT.
  - B. Supplier shall be Winfield Solutions- Scott Gault-720-201-4255.

TURF NUTRIENTS REQUIRED FOR 2016 GRANULE/LIQUID PROGRAM											
Nutrient	Nitrogen	Phos	Potassium	Microbes	Microbes	Con. Soil	Microbes	Calcium	Pro Mag	NaXIT	
Product	46-0-0	11-52-0	United	Food	Innoculant	Conditioner	Starter	Lime	Mg		
Form	Gals.	Lbs.	Lbs.	Gls	Lbs.	Yrds	Lbs	Lbs	Lbs	Gls	
All Fields	28289	6531	19981	7.1	7.1	62	570	164981	11407	185	
Cost Each	0.50	0.42	0.42	100.00	300.00	900.00	4.00	0.12	0.70	10.00	
Total Cost	\$14,145	\$2,743	\$8,392	\$713	\$2,138	\$55,872	\$2,280	\$18,973	\$7,985	\$1,852	\$115,092



## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### 2016 MAINTENANCE INSTRUCTIONS

#### 4. Contractors

- A. Deep Tine aeration, top dressing, over seeding, fertilization, Koro Recycle Dresser that makes top-dressing from your root-zone while fracturing every square inch of root-zone 8" deep while leaving it in place, Baseball field lip removal (see pictures on next page), and Koro Kwik Drain- 4" an hour drainage system installed entirely by machine through the top-Green One Industries Co- Leroy 888-567-6872,



- B. Soil testing, Servitech Labs (620) 227-7123.



## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.) 2016 MAINTENANCE INSTRUCTIONS

### EQUIPMENT RECOMMENDATIONS

1. Aerway Aerator
  - A. Shall have 100 gallon ballast tank
  - B. Shall have Greens roller at the back
  - C. Shall be 3 point hitch
  - D. Shall have 7" Shattering tine roller on 7.5" spacing
  - E. Shall have 6" sports tine slicing tine roller 7.5" spacing
  - F. See sizing chart on the next page. The higher horsepower number would be required to pull that machine through heavy clay. The smaller number would work for the sandy soils at this site.
  - G. Supplier shall be Gearmore Inc.-800-833-3023



Models Available in case you wish to size it larger for productivity city wide:

Width	Cost	Hp Required	Acres/ Hour
1. 45"	\$7,000	20-30	2.19
2. 60"	\$12,300	25-40	2.92
3. 75"	\$14,119	30-45	3.65
4. 90"	\$15,603	40-65	4.37
5. 12' Batwing	\$28,644	60-90	7.05
6. 15' Batwing	\$30,898	80-120	8.75

2. Fertigation Systems- Supplier-Eco-Fert-Lou-949-766-5800





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## 5. FIELD MAINTENANCE RECOMMENDATIONS (CONT.)

### 2016 MAINTENANCE INSTRUCTIONS

3. KISS Subsurface Irrigation System-Eric-210-389-2515





VERDE DESIGN

## CITY OF FORT BRAGG

ATHLETIC FIELDS MASTER PLAN: FINAL DRAFT

### **APPENDIX**

*January 8, 2016*



Contact: Derek McKee  
Direct Line: 408.850.3410  
Email: [Derek@VerdeDesignInc.com](mailto:Derek@VerdeDesignInc.com)



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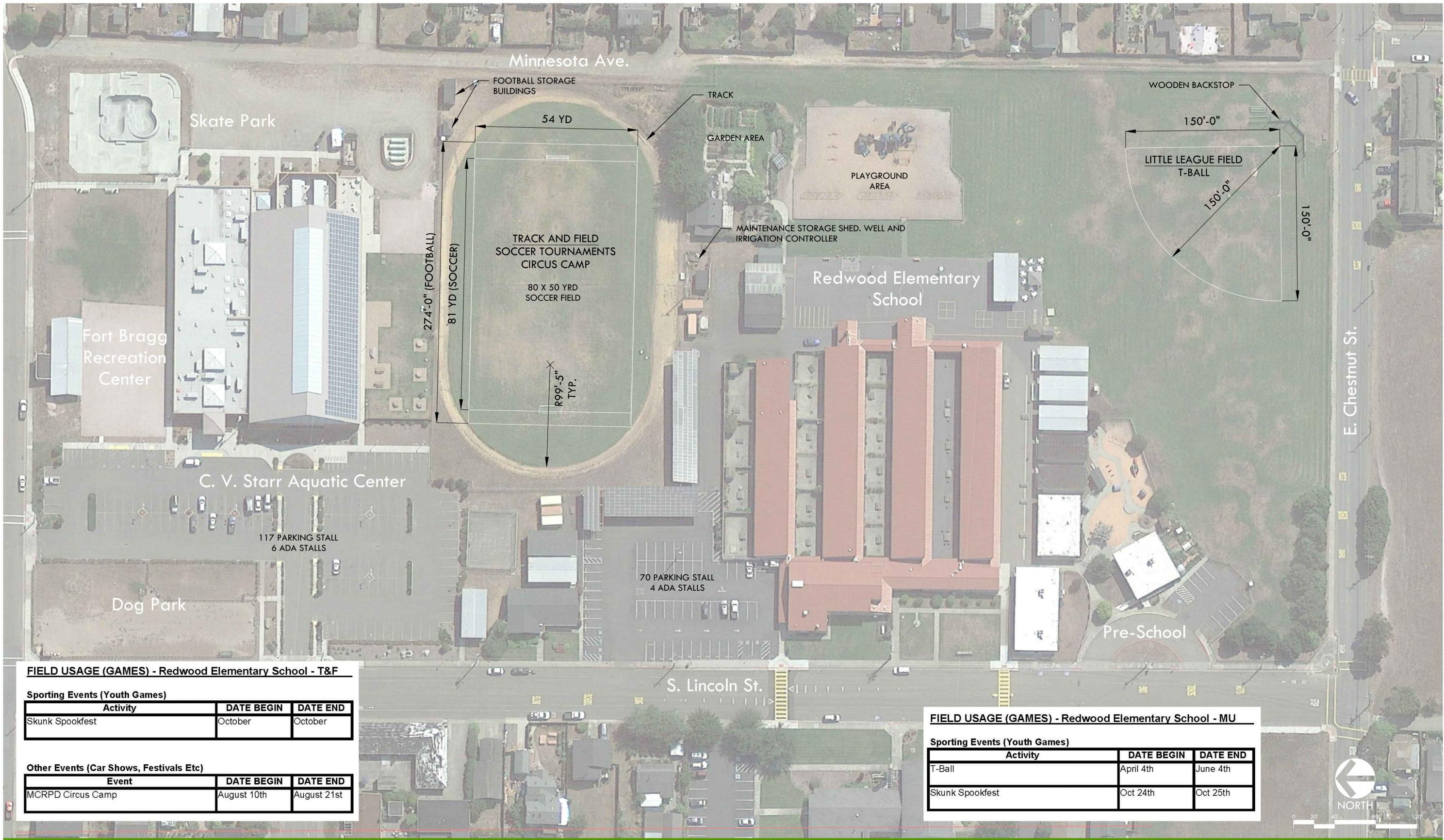
## TABLE OF CONTENTS

1. FIELD ASSESSMENT GAME FACILITY NEEDS BY USER
2. FIELD USE FOR PRACTICES AND GAMES
3. PRELIMINARY COST ESTIMATES
4. FIELD IMPROVEMENTS DRAFT SPECIFICATIONS
5. SAMPLE PUBLIC SCHOOL RATES AND POLICIES
6. USER GROUP SURVEYS





# FIELD ASSESSMENT GAME FACILITY NEEDS BY USER



**FIELD USAGE (GAMES) - Redwood Elementary School - T&F**

**Sporting Events (Youth Games)**

Activity	DATE BEGIN	DATE END
Skunk Spookfest	October	October

**Other Events (Car Shows, Festivals Etc)**

Event	DATE BEGIN	DATE END
MCRPD Circus Camp	August 10th	August 21st

**FIELD USAGE (GAMES) - Redwood Elementary School - MU**

**Sporting Events (Youth Games)**

Activity	DATE BEGIN	DATE END
T-Ball	April 4th	June 4th
Skunk Spookfest	Oct 24th	Oct 25th



**Existing Conditions**  
**Redwood Elementary School**  
**The City of Fort Bragg**  
**Fort Bragg, CA**



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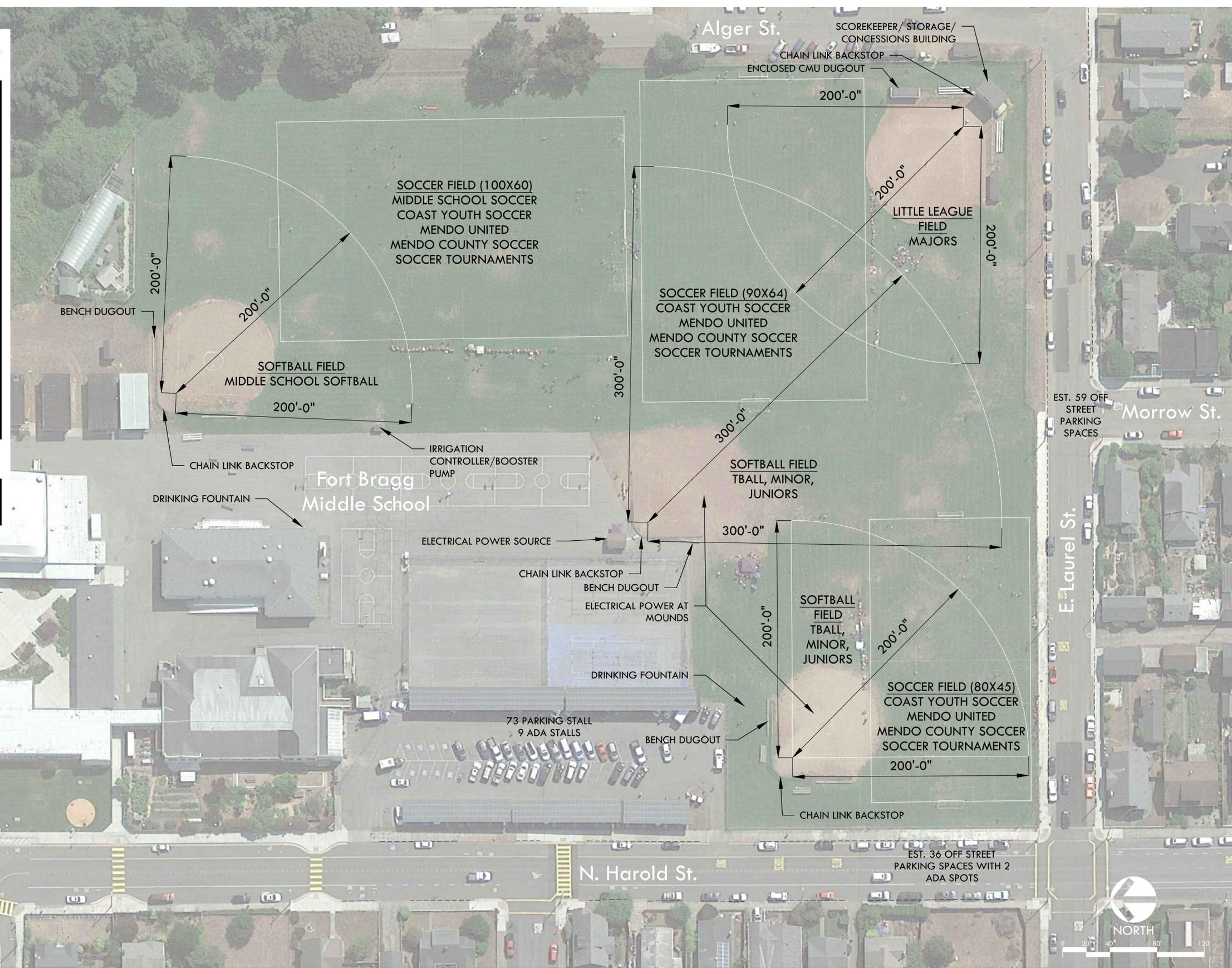
**FIELD USAGE (GAMES) - Fort Bragg Middle School**

**Sporting Events (Youth Games)**

Activity	DATE BEGIN	DATE END
Little league - Majors	April 4th	June 10th
Middle School Soccer	March	June
Middle School Softball	March	June
Girls Youth Softball - Instruction	March	August
Girls Youth Softball - T-Ball	March	August
Girls Youth Softball - Minor	March	August
Girls Youth Softball - Juniors	March	August
Coast Youth Soccer	Sept 12th	Nov 15th
Skunk Spookfest	Oct 24th	Oct 25th
Mendo County Soccer Academy Fall Session	Aug 3rd	Sept 26th
Mendo County Soccer Academy Summer Session	June 1st	Aug 1st
Mendo County Soccer Academy Spring Session	Mar 30th	May 23rd

**Sporting Events(Adult Games)**

Activity	DATE BEGIN	DATE END
Coast Cup Tournament	Sept 5th	Sept 6th



**Existing Conditions**  
**Fort Bragg Middle School**  
**The City of Fort Bragg**  
**Fort Bragg, CA**



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**FIELD USAGE (GAMES) - Fort Bragg High School - Patton Field**

**Sporting Events (Youth Games)**

Activity	DATE BEGIN	DATE END
High School Baseball	March 3rd	May 12th
Little League Baseball - Juniors	April 4th	June 3rd

**FIELD USAGE (GAMES) - Fort Bragg High School - Stadium**

**Sporting Events (Youth Games)**

Activity	DATE BEGIN	DATE END
High School Football	August 28th	November 6th
High School Football -JV	Sept 4th	Nov 7th
High School Soccer - Boys	Sept 9th	Oct 29th
High School Soccer - JV Boys	Sept 9th	Oct 29th
High School Soccer - Girls	Sept 9th	Oct 29th
High School Soccer - JV Girls	Sept 9th	Oct 29th
Pop Warner Football - Mighty Mites	August 1st	Nov 20th
Pop Warner Football - Jr. Cubs	August 1st	Nov 20th
Pop Warner Football - Cubs	August 1st	Nov 20th
Coast Cup Tournament HS Jamboree	Sept 4th	Sept 5th
Skunk Spookfest	Oct 24th	Oct 25th
Abalone Cup Tournament	Aug 8th	Aug 9th

**Sporting Events(Adult Games)**

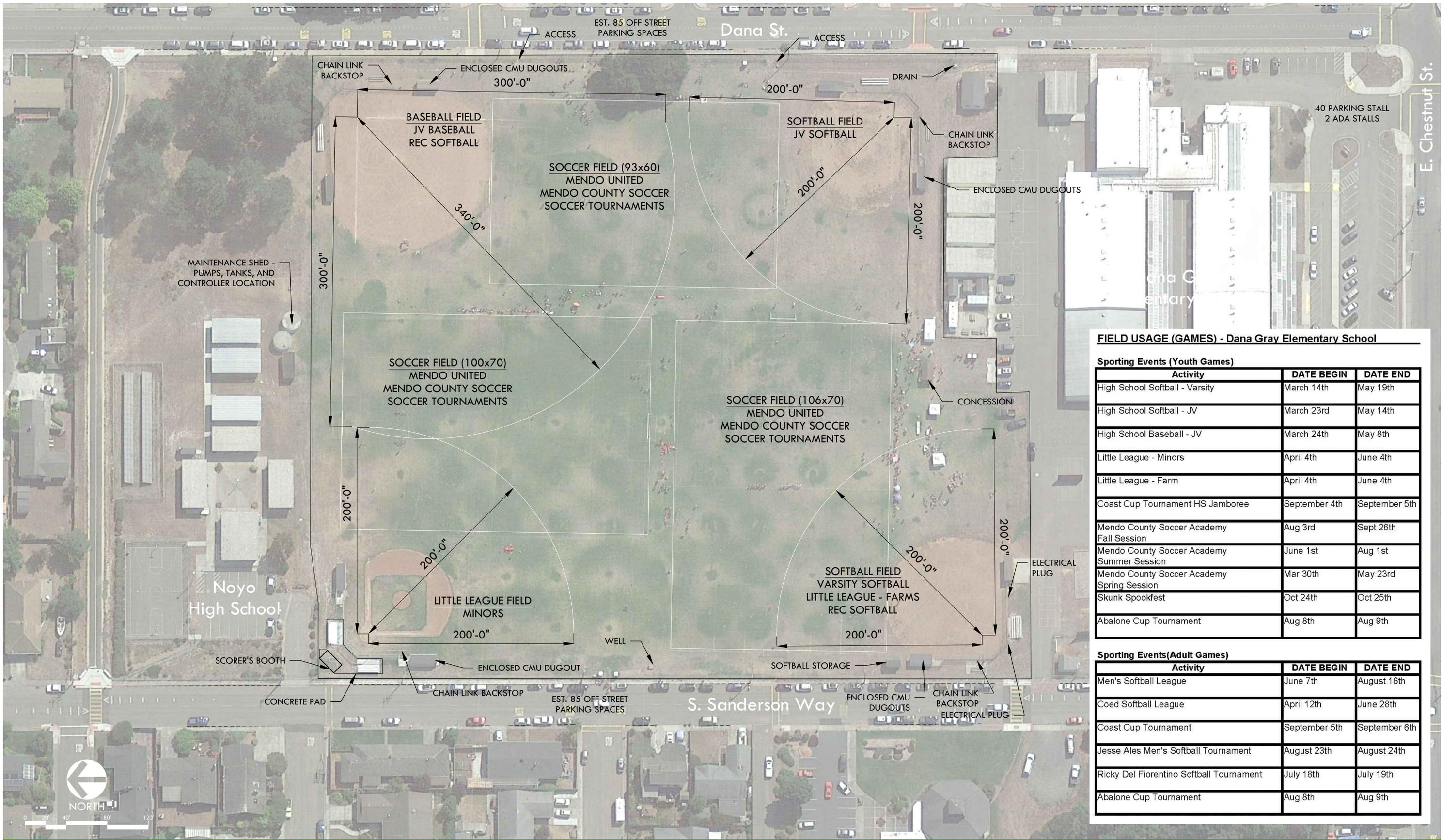
Activity	DATE BEGIN	DATE END
Coast Cup Tournament	September 5th	September 6th
Abalone Cup Tournament	Aug 8th	Aug 9th



**Existing Conditions**  
**Fort Bragg High School**  
**The City of Fort Bragg**  
**Fort Bragg, CA**



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**FIELD USAGE (GAMES) - Dana Gray Elementary School**

Sporting Events (Youth Games)		
Activity	DATE BEGIN	DATE END
High School Softball - Varsity	March 14th	May 19th
High School Softball - JV	March 23rd	May 14th
High School Baseball - JV	March 24th	May 8th
Little League - Minors	April 4th	June 4th
Little League - Farm	April 4th	June 4th
Coast Cup Tournament HS Jamboree	September 4th	September 5th
Mendo County Soccer Academy Fall Session	Aug 3rd	Sept 26th
Mendo County Soccer Academy Summer Session	June 1st	Aug 1st
Mendo County Soccer Academy Spring Session	Mar 30th	May 23rd
Skunk Spookfest	Oct 24th	Oct 25th
Abalone Cup Tournament	Aug 8th	Aug 9th

Sporting Events (Adult Games)		
Activity	DATE BEGIN	DATE END
Men's Softball League	June 7th	August 16th
Coed Softball League	April 12th	June 28th
Coast Cup Tournament	September 5th	September 6th
Jesse Ales Men's Softball Tournament	August 23th	August 24th
Ricky Del Fiorentino Softball Tournament	July 18th	July 19th
Abalone Cup Tournament	Aug 8th	Aug 9th

**Existing Conditions**  
**Dana Gray Elementary School**  
**The City of Fort Bragg**  
**Fort Bragg, CA**



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# FIELD USE FOR PRACTICES AND GAMES

### FORT BRAGG HIGH SCHOOL - STADIUM

ACTIVITY	JAN.	FEB.	MAR.	APRIL	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.
<b>SPORTING EVENTS (YOUTH GAMES)</b>												
HIGH SCHOOL FOOTBALL - VARSITY								●	—	●		
HIGH SCHOOL FOOTBALL - JV								●	—	●		
HIGH SCHOOL SOCCER - VARSITY BOYS								●	—	●		
HIGH SCHOOL SOCCER - JV BOYS								●	—	●		
HIGH SCHOOL SOCCER - VARSITY GIRLS								●	—	●		
HIGH SCHOOL SOCCER - JV GIRLS								●	—	●		
POP WARNER FOOTBALL - MIGHTY MIGHTS							●	—	—	—	●	
POP WARNER FOOTBALL - JR. CUBS							●	—	—	—	●	
POP WARNER FOOTBALL - CUBS							●	—	—	—	●	
COAST CUP TOURNAMENT HS JAMBOREE									●			
SKUNK SPOOKFEST										●		
ABALONE CUP TOURNAMENT								●				
<b>SPORTING EVENTS (ADULT GAMES)</b>												
COAST CUP TOURNAMENT									●			
ABALONE CUP TOURNAMENT								●				

### FORT BRAGG HIGH SCHOOL - PATTON FIELD

<b>SPORTING EVENTS (YOUTH GAMES)</b>												
HIGH SCHOOL BASEBALL - VARSITY			●	—	●							
LITTLE LEAGUE BASEBALL - JUNIORS				●	—	●						

### FORT BRAGG MIDDLE SCHOOL

<b>SPORTING EVENTS (YOUTH GAMES)</b>												
LITTLE LEAGUE - MAJORS				●	—	●						
MIDDLE SCHOOL SOCCER			●	—	●							
MIDDLE SCHOOL SOFTBALL			●	—	●							
GIRLS YOUTH SOFTBALL - INSTRUCTION			●	—	—	—	—	—	—	—	●	
GIRLS YOUTH SOFTBALL - T-BALL			●	—	—	—	—	—	—	—	●	
GIRLS YOUTH SOFTBALL - MINORS			●	—	—	—	—	—	—	—	●	
GIRLS YOUTH SOFTBALL - JUNIORS			●	—	—	—	—	—	—	—	●	
COAST YOUTH SOCCER								●	—	●		
SKUNK SPOOKFEST										●		
MENDO CNTY SOCCER ACADEMY - FALL									●	—	●	
MENDO CNTY SOCCER ACADEMY - SUMMER										●	—	●

### FORT BRAGG MIDDLE SCHOOL - CONTINUED

ACTIVITY	JAN.	FEB.	MAR.	APRIL	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.
<b>SPORTING EVENTS (YOUTH GAMES) - CONT.</b>												
MENDO CNTY SOCCER ACADEMY - SPRING									●	—	●	
<b>SPORTING EVENTS (ADULT GAMES)</b>												
COAST CUP TOURNAMENT										●		

### DANA GRAY ELEMENTARY SCHOOL

<b>SPORTING EVENTS (YOUTH GAMES)</b>												
HIGH SCHOOL SOFTBALL - VARSITY									●	—	●	
HIGH SCHOOL SOFTBALL - JV									●	—	●	
HIGH SCHOOL BASEBALL - JV									●	—	●	
LITTLE LEAGUE BASEBALL - MINORS									●	—	●	
LITTLE LEAGUE BASEBALL - FARM									●	—	●	
COAST CUP TOURNAMENT HS JAMBOREE											●	
MENDO CNTY SOCCER ACADEMY - FALL										●	—	●
MENDO CNTY SOCCER ACADEMY - SUMMER										●	—	●
MENDO CNTY SOCCER ACADEMY - SPRING										●	—	●
SKUNK SPOOKFEST											●	
ABALONE CUP TOURNAMENT											●	

### SPORTING EVENTS (ADULT GAMES)

MEN'S SOFTBALL LEAGUE											●	—	●
COED SOFTBALL LEAGUE											●	—	●
COAST CUP TOURNAMENT												●	
JESSE ALES MEN'S SOFTBALL TOURNAMENT												●	
RICKY DEL FIORENTINO SOFTBALL TOURNEY											●		
ABALONE CUP TOURNAMENT												●	

### REDWOOD ELEMENTARY SCHOOL - TRACK & FIELD

<b>SPORTING EVENTS (YOUTH GAMES)</b>													
SKUNK SPOOKFEST												●	
<b>OTHER EVENTS (CAR SHOWS, FESTIVALS, ETC.)</b>													
MCRPD CIRCUS CAMP											●	●	

### REDWOOD ELEMENTARY SCHOOL - MULTI-USE FIELD

<b>SPORTING EVENTS (YOUTH GAMES)</b>													
LITTLE LEAGUE BASEBALL - T-BALL											●	—	●
SKUNK SPOOKFEST												●	



User Group Field Usage Chart  
 Fort Bragg Unified School District  
 The City of Fort Bragg  
 Fort Bragg, CA



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# PRELIMINARY COST ESTIMATES



**Community Fields Master Plan****Fort Bragg, Ca**

Preliminary Statement of Probable Construction Costs  
 Conceptual Design

December 1, 2015

**Verde Design Inc.**

Prepared By: WD

Reviewed By: DM

Reviewed By: TW/DM

**FIELD PROJECT TOTAL****Dana Gray Elementary**

Field Renovation: Turf, Grades, Drainage, and Irrigation	\$1,609,902.80
Backstops, Infields and Perimeter Renovation	\$2,053,670.77
Alternates #1 (Sod in lieu of Seed)	\$366,720.00
Alternates #2 (Flat Panel Drainage System)	\$213,920.00
Alternates #3 (Sand Channel Drainage System)	\$534,800.00

**Fort Bragg Middle School**

Field Renovation: Turf, Grades, Drainage, and Irrigation	\$1,395,069.60
Backstops, Infields and Perimeter Renovation	\$1,454,975.50
Alternates #1 (Sod in lieu of Seed)	\$149,380.00
Alternates #2 (Flat Panel Drainage System)	\$190,120.00
Alternates #3 (Sand Channel Drainage System)	\$475,300.00

**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

**Fort Bragg High School**

Patton Field Renovation	\$1,216,275.83
Timberwolves Stadium Renovation	\$875,245.90
Alternates #1 - Patton Field (Sod in lieu of Seed)	\$59,290.00
Alternates #2 - Patton Field (Flat Panel Drainage System)	\$75,460.00
Alternates #3 - Patton Field (Sand Channel Drainage System)	\$188,650.00
Alternates #4 - Patton Field (Synthetic Turf Field)	\$963,122.50
Alternates #5 - Stadium (Synthetic Turf)	\$624,410.00
Alternates #6 - Stadium (All-Weather Track)	\$597,668.00
Alternates #7 - Stadium (Flat Panel Drainage System)	\$55,440.00
Alternates #8 - Stadium Field (Sand Channel Drainage System)	\$138,600.00

**\*\*Final determination of budget and scope will be established and approved by the District through the programming phase of the project.**

## Notes:

- 1) Design Contingency is for further development of design and compensates for unknown elements. We will eliminate as we move to Bid Documents.
- 2) Construction Contingency is provided to cover for site conditions and additional work not anticipated for upgrades.
- 3) In Providing opinions of probable construction cost, the Client understands that the Landscape Architect has no control over costs or the price of labor equipment or materials, or over the Contractor's method of pricing, and that the opinions of probable construction costs provided herein are to be made on the basis of the Landscape Architect's qualifications and experience. The Landscape Architect makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual costs.

**Community Fields Master Plan**

**Fort Bragg, Ca**

Preliminary Statement of Probable Construction Costs

Conceptual Design

December 1, 2015

Verde Design Inc.

Prepared By: WD

Reviewed By: DM

**Dana Gray Elementary School**

Item	Quantity	Unit	Unit Cost	Base Estimate
<b>Field Renovation</b>				
<b>1 Demolition</b>				<b>\$74,000.00</b>
Clear and Grub	330,000	sf	\$0.20	\$66,000.00
Irrigation Demolition	1	sf	\$5,000.00	\$5,000.00
Miscellaneous Removal	1	ls	\$3,000.00	\$3,000.00
<b>2 Grading / Drainage / Utilities</b>				<b>\$536,600.00</b>
Rough Grading	330,000	sf	\$0.70	\$231,000.00
Field Drainage	305,600	sf	\$1.00	\$305,600.00
<b>3 Irrigation</b>				<b>\$458,400.00</b>
Irrigation	305,600	sf	\$1.50	\$458,400.00
<b>4 Landscaping</b>				<b>\$198,640.00</b>
Seeded Turf (including fine grading, amendments, and maintenance)	305,600	sf	\$0.65	\$198,640.00
<b>Subtotal Estimated Bid:</b>				<b>\$1,267,640.00</b>
Survey, Permits, Traffic, SWPPP, etc. 2%				\$25,352.80
Bonding 2%				\$25,352.80
Mobilization & Project Management 7%				\$88,734.80
Design Contingency 10%				\$126,764.00
Construction Contingency 6%				\$76,058.40
<b>Total Construction Costs (Dana Gray):</b>				<b>\$1,609,902.80</b>

<b>Backstop and Perimeter Renovation</b>				
<b>1 Demolition</b>				<b>\$63,013.60</b>
Clear and Grub	90,000	sf	\$0.20	\$18,000.00
Remove and Stockpile Fines	50,136	sf	\$0.10	\$5,013.60
Backstop	2	ea	\$1,500.00	\$3,000.00
Dugouts	6	ea	\$5,000.00	\$30,000.00
Irrigation Demolition	1	sf	\$4,000.00	\$4,000.00
Miscellaneous Removal	1	ls	\$3,000.00	\$3,000.00
<b>2 Grading / Drainage / Utilities</b>				<b>\$174,000.00</b>
Rough Grading	120,000	sf	\$0.70	\$84,000.00
Drainage	90,000	sf	\$1.00	\$90,000.00
<b>3 Hardscape</b>				<b>\$162,500.00</b>
Hardscape	25,000	sf	\$6.50	\$162,500.00
<b>4 Fencing</b>				<b>\$358,000.00</b>
Fencing/Gates	1	ls	\$12,000.00	\$12,000.00
Backstop	2	ls	\$33,000.00	\$66,000.00
Bullpens (Includes fines, fencing, and furnishings)	8	ls	\$20,000.00	\$160,000.00
Batting Cages	3	ea	\$40,000.00	\$120,000.00
<b>5 Architecture</b>				<b>\$700,000.00</b>
Concession/Restroom and Utilities	1	ea	\$400,000.00	\$400,000.00
Dugouts	6	ea	\$50,000.00	\$300,000.00
<b>6 Furnishings</b>				<b>\$5,500.00</b>
Furnishings (Base's and Plates)	1	ls	\$5,500.00	\$5,500.00
<b>7 Landscaping</b>				<b>\$154,050.00</b>
Infield Fines	51,350	sf	\$3.00	\$154,050.00
<b>Subtotal Estimated Bid:</b>				<b>\$1,617,063.60</b>
Survey, Permits, Traffic, SWPPP, etc. 2%				\$32,341.27
Bonding 2%				\$32,341.27
Mobilization & Project Management 7%				\$113,194.45
Design Contingency 10%				\$161,706.36
Construction Contingency 6%				\$97,023.82
<b>Total Construction Costs (Dana Gray):</b>				<b>\$2,053,670.77</b>

<b>Alternates #1 (Sod in lieu of Seed)</b>				<b>\$366,720.00</b>
Sodded Turf (including fine grading, amendments, and maintenance)	305,600	sf	\$0.55	\$168,080.00

<b>Alternates #2 (Flat Panel Drainage System)</b>				<b>\$213,920.00</b>
Flat Panel Drainage	305,600	sf	\$0.70	\$213,920.00
<b>Alternates #3 (Sand Channel Drainage System)</b>				<b>\$534,800.00</b>
Sand Channel System	305,600	sf	\$1.75	\$534,800.00

Notes: 1) Design Contingency is for further development of design and compensates for unknown elements. We will eliminate as we move to Bid Documents.  
2) Construction Contingency is provided to cover for site conditions and additional work not anticipated for upgrades.  
3) In Providing opinions of probable construction cost, the Client understands that the Landscape Architect has no control over costs or the price of labor equipment or materials, or over the Contractor's method of pricing, and that the opinions of probable construction costs provided herein are to be made on the basis of the Landscape Architect's qualifications and experience. The Landscape Architect makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual costs.

**Community Fields Master Plan**

**Fort Bragg, Ca**

Preliminary Statement of Probable Construction Costs  
 Conceptual Design

December 1, 2015

**Verde Design Inc.**

Prepared By: WD

Reviewed By: DM

**Fort Bragg Middle School**

Item	Quantity	Unit	Unit Cost	Base Estimate
<b>Field Renovation</b>				
<b>1 Demolition</b>				<b>\$66,400.00</b>
Clear and Grub	292,000	sf	\$0.20	\$58,400.00
Irrigation Demolition	1	sf	\$5,000.00	\$5,000.00
Miscellaneous Removal	1	ls	\$3,000.00	\$3,000.00
<b>2 Grading / Drainage / Utilities</b>				<b>\$461,720.00</b>
Rough Grading	271,600	sf	\$0.70	\$190,120.00
Field Drainage	271,600	sf	\$1.00	\$271,600.00
<b>3 Irrigation</b>				<b>\$407,400.00</b>
Irrigation	271,600	sf	\$1.50	\$407,400.00
<b>4 Landscaping</b>				<b>\$162,960.00</b>
Seeded Turf (including fine grading, amendments, and maintenance)	271,600	sf	\$0.60	\$162,960.00
<b>Subtotal Estimated Bid:</b>				<b>\$1,098,480.00</b>
Survey, Permits, Traffic, SWPPP, etc. 2%				\$21,969.60
Bonding 2%				\$21,969.60
Mobilization & Project Management 7%				\$76,893.60
Design Contingency 10%				\$109,848.00
Construction Contingency 6%				\$65,908.80
<b>Total Construction Costs (FBMS):</b>				<b>\$1,395,069.60</b>

<b>Backstop and Perimeter Renovation</b>				
<b>1 Demolition</b>				<b>\$22,880.00</b>
Clear and Grub	80,000	sf	\$0.20	\$16,000.00
Remove and Stockpile Fines	38,800	sf	\$0.10	\$3,880.00
Backstop	2	ea	\$1,500.00	\$3,000.00
Irrigation Demolition	1	sf	\$4,000.00	\$4,000.00
Miscellaneous Removal	1	ls	\$3,000.00	\$3,000.00
<b>2 Grading / Drainage / Utilities</b>				<b>\$136,000.00</b>
Rough Grading	80,000	sf	\$0.70	\$56,000.00
Field Drainage	80,000	sf	\$1.00	\$80,000.00
<b>3 Hardscape</b>				<b>\$107,250.00</b>
Hardscape with Edges	16,500	sf	\$6.50	\$107,250.00
<b>4 Fencing</b>				<b>\$318,000.00</b>
Fencing/Gates	1	ls	\$12,000.00	\$12,000.00
Backstop	2	ls	\$33,000.00	\$66,000.00
Bullpens (Includes fines, fencing, and furnishings)	6	ls	\$20,000.00	\$120,000.00
Batting Cages	3	ea	\$40,000.00	\$120,000.00
<b>5 Architecture</b>				<b>\$464,000.00</b>
Concession/Restroom	1	ea	\$400,000.00	\$400,000.00
Dugouts	4	ea	\$16,000.00	\$64,000.00
<b>6 Furnishings</b>				<b>\$5,500.00</b>
Furnishings (Base's and Plates)	1	ls	\$5,500.00	\$5,500.00
<b>8 Landscaping</b>				<b>\$114,900.00</b>
Infield Fines	38,300	sf	\$3.00	\$114,900.00
<b>Subtotal Estimated Bid:</b>				<b>\$1,145,650.00</b>
Survey, Permits, Traffic, SWPPP, etc. 2%				\$22,913.00
Bonding 2%				\$22,913.00
Mobilization & Project Management 7%				\$80,195.50
Design Contingency 10%				\$114,565.00
Construction Contingency 6%				\$68,739.00
<b>Total Construction Costs (FBMS):</b>				<b>\$1,454,975.50</b>

<b>Alternates #1 (Sod in lieu of Seed)</b>				<b>\$149,380.00</b>
Sodded Turf (including fine grading, amendments, and maintenance)	271,600	sf	\$0.55	\$149,380.00

<b>Alternates #2 (Flat Panel Drainage System)</b>				<b>\$190,120.00</b>
Flat Panel Drainage	271,600	sf	\$0.70	\$190,120.00
<b>Alternates #3 (Sand Channel Drainage System)</b>				<b>\$475,300.00</b>
Sand Channel System	271,600	sf	\$1.75	\$475,300.00

Notes: 1) Design Contingency is for further development of design and compensates for unknown elements. We will eliminate as we move to Bid Documents.

2) Construction Contingency is provided to cover for site conditions and additional work not anticipated for upgrades.

3) In Providing opinions of probable construction cost, the Client understands that the Landscape Architect has no control over costs or the price of labor equipment or materials, or over the Contractor's method of pricing, and that the opinions of probable construction costs provided herein are to be made on the basis of the Landscape Architect's qualifications and experience. The Landscape Architect makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual costs.

**Community Fields Master Plan**

**Fort Bragg, Ca**

Preliminary Statement of Probable Construction Costs

Conceptual Design - Redwood Elementary School

December 1, 2015

Verde Design Inc.

Prepared By: WD

Reviewed By: DM

<b>Redwood Elementary School</b>				
<i>Item</i>	<i>Quantity</i>	<i>Unit</i>	<i>Unit Cost</i>	<i>Base Estimate</i>
<b>Track and Field</b>				
<b>1 Demolition</b>				<b>\$23,271.50</b>
Clear and Grub	79,220	sf	\$0.20	\$15,844.00
Remove and Stockpile Fines	12,900	sf	\$0.10	\$1,290.00
Fencing Removal	50	lf	\$2.75	\$137.50
Irrigation Demolition	1	sf	\$3,000.00	\$3,000.00
Miscellaneous Removal	1	ls	\$3,000.00	\$3,000.00
<b>2 Grading / Drainage / Utilities</b>				<b>\$140,845.00</b>
Rough Grading	92,350	sf	\$0.70	\$64,645.00
Field Drainage	76,200	sf	\$1.00	\$76,200.00
<b>3 Track Surfacing</b>				<b>\$56,184.00</b>
DG with Binder Track Surfacing	11,600	sf	\$3.00	\$34,800.00
Track Curb	1,188	lf	\$18.00	\$21,384.00
<b>4 Fencing</b>				<b>\$3,000.00</b>
Fencing	1	ls	\$3,000.00	\$3,000.00
<b>5 Irrigation</b>				<b>\$114,300.00</b>
Irrigation	76,200	sf	\$1.50	\$114,300.00
<b>6 Landscaping</b>				<b>\$49,530.00</b>
Turf (including fine grading, amendments, and maintenance)	76,200	sf	\$0.65	\$49,530.00
<b>Track and Field Subtotal:</b>				<b>\$387,130.50</b>
Survey, Permits, Traffic, SWPPP, etc. 2%				\$7,742.61
Bonding 2%				\$7,742.61
Mobilization & Project Management 7%				\$27,099.14
Design Contingency 10%				\$38,713.05
Construction Contingency 6%				\$23,227.83
<b>Total Construction Costs (RES):</b>				<b>\$491,655.74</b>

**Multi-Use Field**

<b>1 Demolition</b>				<b>\$42,791.00</b>
Clear and Grub	121,400	sf	\$0.20	\$24,280.00
Remove and Stockpile Fines	110	sf	\$0.10	\$11.00
Backstop	1	ea	\$1,500.00	\$1,500.00
Dugouts	2	ea	\$5,000.00	\$10,000.00
Irrigation Demolition	1	sf	\$4,000.00	\$4,000.00
Miscellaneous Removal	1	ls	\$3,000.00	\$3,000.00
<b>2 Grading / Drainage / Utilities</b>				<b>\$197,830.00</b>
Rough Grading	121,400	sf	\$0.70	\$84,980.00
Field Drainage	112,850	sf	\$1.00	\$112,850.00
<b>3 Hardscape</b>				<b>\$162,500.00</b>
Hardscape	25,000	sf	\$6.50	\$162,500.00
<b>4 Fencing</b>				<b>\$69,500.00</b>
Fencing/Gates	1	ls	\$3,500.00	\$3,500.00
Backstop	2	ls	\$33,000.00	\$66,000.00
<b>6 Furnshings</b>				<b>\$7,550.00</b>
Furnshings (Base's and Plates)	1	ls	\$2,750.00	\$2,750.00
Players Benches	4	ea	\$1,200.00	\$4,800.00
<b>7 Irrigation</b>				<b>\$225,700.00</b>
Irrigation	112,850	sf	\$2.00	\$225,700.00
<b>8 Landscaping</b>				<b>\$227,402.50</b>
Infield Fines	51,350	sf	\$3.00	\$154,050.00
Turf (including fine grading, amendments, and maintenance)	112,850	sf	\$0.65	\$73,352.50
<b>Multi-Use Field Subtotal:</b>				<b>\$933,273.50</b>
Survey, Permits, Traffic, SWPPP, etc. 2%				\$18,665.47

Bonding 2%	\$18,665.47
Mobilization & Project Management 7%	\$65,329.15
Design Contingency 10%	\$93,327.35
Construction Contingency 6%	\$55,996.41

<b>Total Construction Costs (RES):</b>	<b>\$1,185,257.35</b>
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<b>Alternates #1 - Track and Field (Sod in lieu of Seed)</b>	<b>\$41,910.00</b>
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Sodded Turf (including fine grading, amendments, and maintenance)	76,200	sf	\$0.55	\$41,910.00
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<b>Alternates #2 - Track and Field (Flat Panel Drainage System)</b>	<b>\$53,340.00</b>
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Flat Panel Drainage	76,200	sf	\$0.70	\$53,340.00
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<b>Alternates #3 - Track and Field (Sand Channel Drainage System)</b>	<b>\$133,350.00</b>
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Sand Channel System	76,200	sf	\$1.75	\$133,350.00
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<b>Alternates #4 - Track and Field (Synthetic Turf in lieu of Natural Turf)</b>	<b>\$646,950.00</b>
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Synthetic Turf	76,200	sf	\$5.75	\$438,150.00
Soil Removal	3,000	cy	\$30.00	\$90,000.00
Additional Drainage	76,200	sf	\$0.50	\$38,100.00
Base Rock	76,200	sf	\$2.75	\$209,550.00
Header Board	1,125	lf	\$4.00	\$4,500.00
Irrigation (Remove from Base Price)	76,200	sf	\$1.10	\$83,820.00
Turf (Remove from Base Price)	76,200	sf	\$0.65	\$49,530.00

<b>Alternates #5 - Track and Field (Synthetic Turf in lieu of Natural Turf)</b>	<b>\$99,250.00</b>
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All-Weather Track Surfacing and Asphalt Base	11,600	sf	\$11.00	\$127,600.00
Soil Removal	215	cy	\$30.00	\$6,450.00
DG Track Surfacing (Remove from Base Price)	11,600	sf	\$3.00	\$34,800.00

<b>Alternates #6 - Multi-Use Field (Sod in lieu of Seed)*</b>	<b>\$62,067.50</b>
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Sodded Turf (including fine grading, amendments, and maintenance)	112,850	sf	\$0.55	\$62,067.50
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<b>Alternates #7 - Multi-Use Field (Flat Panel Drainage System)</b>	<b>\$78,995.00</b>
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Flat Panel Drainage	112,850	sf	\$0.70	\$78,995.00
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<b>Alternates #8 - Multi-Use Field (Sand Channel Drainage System)</b>	<b>\$197,487.50</b>
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Sand Channel System	112,850	sf	\$1.75	\$197,487.50
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\*Price includes related items base price

- Notes: 1) Design Contingency is for further development of design and compensates for unknown elements. We will eliminate as we move to Bid Documents.
- 2) Construction Contingency is provided to cover for site conditions and additional work not anticipated for upgrades.
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**Community Fields Master Plan**

**Fort Bragg, Ca**

Preliminary Statement of Probable Construction Costs  
 Conceptual Design

December 1, 2015

**Verde Design Inc.**

Prepared By: WD

Reviewed By: DM

**Fort Bragg High School**

Item	Quantity	Unit	Unit Cost	Base Estimate
<b>Patton Field</b>				
<b>1 Demolition</b>				<b>\$49,010.00</b>
Clear and Grub	134,000	sf	\$0.20	\$26,800.00
Remove and Stockpile Fines	24,400	sf	\$0.10	\$2,440.00
Miscellaneous Paving (Dirt, Gravel)	6,350	sf	\$0.20	\$1,270.00
Backstop	1	ea	\$1,500.00	\$1,500.00
Dugouts	2	ea	\$5,000.00	\$10,000.00
Irrigation Demolition	1	sf	\$4,000.00	\$4,000.00
Miscellaneous Removal	1	ls	\$3,000.00	\$3,000.00
<b>2 Grading / Drainage / Utilities</b>				<b>\$218,820.00</b>
Rough Grading	158,600	sf	\$0.70	\$111,020.00
Field Drainage	107,800	sf	\$1.00	\$107,800.00
<b>3 Hardscape</b>				<b>\$85,800.00</b>
Hardscape	13,200	sf	\$6.50	\$85,800.00
<b>4 Fencing</b>				<b>\$196,000.00</b>
Fencing/Gates	1	ls	\$25,000.00	\$25,000.00
Backstop	2	ls	\$33,000.00	\$66,000.00
Bullpens (Includes fines, fencing, and furnishings)	2	ls	\$20,000.00	\$40,000.00
Batting Cages	1	ea	\$65,000.00	\$65,000.00
<b>5 Architecture</b>				<b>\$100,000.00</b>
Dugouts	2	ea	\$50,000.00	\$100,000.00
<b>6 Furnishings</b>				<b>\$5,500.00</b>
Furnishings (Base's and Plates)	1	ls	\$5,500.00	\$5,500.00
<b>7 Irrigation</b>				<b>\$163,875.00</b>
Irrigation	109,250	sf	\$1.50	\$163,875.00
<b>8 Landscaping</b>				<b>\$138,692.50</b>
Infield Fines	22,560	sf	\$3.00	\$67,680.00
Seeded Turf (including fine grading, amendments, and maintenance)	109,250	sf	\$0.65	\$71,012.50
<b>Patton Field Subtotal:</b>				<b>\$957,697.50</b>
Survey, Permits, Traffic, SWPPP, etc. 2%				\$19,153.95
Bonding 2%				\$19,153.95
Mobilization & Project Management 7%				\$67,038.83
Design Contingency 10%				\$95,769.75
Construction Contingency 6%				\$57,461.85
<b>Total Construction Costs (FBHS):</b>				<b>\$1,216,275.83</b>

**Timberwolves Stadium**

<b>1 Demolition</b>				<b>\$28,210.00</b>
Clear and Grub	97,200	sf	\$0.20	\$19,440.00
Rubber surfacing Removal	1,750	sf	\$0.44	\$770.00
Irrigation Demolition	1	sf	\$3,000.00	\$3,000.00
Miscellaneous Removal	1	ls	\$5,000.00	\$5,000.00
<b>2 Grading / Drainage / Utilities</b>				<b>\$233,685.00</b>
Rough Grading	100,650	sf	\$0.70	\$70,455.00
Soil Removal	1,481	cy	\$30.00	\$44,430.00
Field Drainage	79,200	sf	\$1.50	\$118,800.00
<b>3 D-Zones</b>				<b>\$235,899.00</b>
All-Weather Track Surfacing	19,230	sf	\$10.50	\$201,915.00
Track Curb	388	lf	\$18.00	\$6,984.00
Long Jump/Triple Jump	1	ls	\$13,000.00	\$13,000.00
Pole Vault	1	ls	\$2,000.00	\$2,000.00
Football Goal Post	1	set	\$12,000.00	\$12,000.00
<b>4 Irrigation</b>				<b>\$118,800.00</b>
Irrigation	79,200	ls	\$1.50	\$118,800.00
<b>5 Field</b>				<b>\$72,576.00</b>

Seeded Turf (including fine grading, amendments, and maintenance)	79,200	sf	\$0.65	\$51,480.00
Concrete Curb	1,172	lf	\$18.00	\$21,096.00
<b>Subtotal Estimated Bid:</b>				<b>\$689,170.00</b>
Survey, Permits, Traffic, SWPPP, etc. 2%				\$13,783.40
Bonding 2%				\$13,783.40
Mobilization & Project Management 7%				\$48,241.90
Design Contingency 10%				\$68,917.00
Construction Contingency 6%				\$41,350.20
<b>Total Construction Costs (FBHS):</b>				<b>\$875,245.90</b>
<b>Alternates #1 - Patton Field (Sod in lieu of Seed)</b>				<b>\$59,290.00</b>
Sodded Turf (including fine grading, amendments, and maintenance)	107,800	sf	\$0.55	\$59,290.00
<b>Alternates #2 - Patton Field (Flat Panel Drainage System)</b>				<b>\$75,460.00</b>
Flat Panel Drainage	107,800	sf	\$0.70	\$75,460.00
<b>Alternates #3 - Patton Field (Sand Channel Drainage System)</b>				<b>\$188,650.00</b>
Sand Channel System	107,800	sf	\$1.75	\$188,650.00
<b>Alternates #4 - Patton Field (Synthetic Turf Field)</b>				<b>\$963,122.50</b>
Synthetic Turf	131,810	sf	\$5.75	\$757,907.50
Soil Removal	2,440	cy	\$30.00	\$73,200.00
Additional Drainage	131,810	sf	\$0.50	\$65,905.00
Base Rock	131,810	sf	\$2.75	\$362,477.50
Header Board	1,550	lf	\$4.00	\$6,200.00
Irrigation (Remove from Base Price)	109,250	sf	\$1.50	\$163,875.00
Infield Fines (Remove from Base Price)	22,560	sf	\$3.00	\$67,680.00
Turf (Remove from Base Price)	109,250	sf	\$0.65	\$71,012.50
<b>Alternates #5 - Stadium Field (Synthetic Turf Field)</b>				<b>\$624,410.00</b>
Synthetic Turf	79,200	sf	\$5.75	\$455,400.00
Soil Removal	1,467	cy	\$30.00	\$44,010.00
Additional Drainage	79,200	sf	\$0.50	\$39,600.00
Base Rock	79,200	sf	\$2.75	\$217,800.00
Header Board	1,550	lf	\$4.00	\$6,200.00
Irrigation (Remove from Base Price)	79,200	sf	\$1.10	\$87,120.00
Turf (Remove from Base Price)	79,200	sf	\$0.65	\$51,480.00
<b>Alternates #6 - Stadium (All-Weather Track)</b>				<b>\$597,668.00</b>
Remove Track Fines	42,450	sf	\$0.10	\$4,245.00
Rough Grading	41,240	sf	\$0.70	\$28,868.00
Soil Removal	759	cy	\$27.00	\$20,493.00
All-Weather Track Surfacing	41,240	sf	\$10.50	\$433,020.00
Truck Curb	1,395	lf	\$18.00	\$25,110.00
Trench Drain	1,302	lf	\$66.00	\$85,932.00
<b>Alternates #7 - Stadium (Flat Panel Drainage System)</b>				<b>\$55,440.00</b>
Flat Panel Drainage	79,200	sf	\$0.70	\$55,440.00
<b>Alternates #8 - Stadium Field (Sand Channel Drainage System)</b>				<b>\$138,600.00</b>
Sand Channel System	79,200	sf	\$1.75	\$138,600.00

- Notes: 1) Design Contingency is for further development of design and compensates for unknown elements. We will eliminate as we move to Bid Documents.
- 2) Construction Contingency is provided to cover for site conditions and additional work not anticipated for upgrades.
- 3) In Providing opinions of probable construction cost, the Client understands that the Landscape Architect has no control over costs or the price of labor equipment or materials, or over the Contractor's method of pricing, and that the opinions of probable construction costs provided herein are to be made on the basis of the Landscape Architect's qualifications and experience. The Landscape Architect makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual costs.



# FIELD IMPROVEMENTS DRAFT SPECIFICATIONS

## **EARTHWORK SECTION 02200**

### **PART 1-GENERAL**

#### **1.01 GRADING**

##### **A. ROTOTILLING SPORTSFIELDS AND SURROUNDING AREAS**

1. Soccer field and surrounding will be roto-tilled at 8" in depth and will require the large and powerful roto-tiller specified later in this document. It shall be a minimum of 350 horsepower with a minimum of a 4' high by 8' wide tilling drum capable of 3-4 revolutions per second.
2. Two passes in slightly different directions will be required.
3. The specified tiller will create a 15-18% fluff which will need to be wheel rolled (tracked) after each tilling pass. This is a critical step in this process and can be done with a soft tired or wobble wheel packer used in road building or a Wide Caterpillar Drum roller with the vibratory turned off for the second pass.

##### **B. LASER GRADING**

- A. Soccer field and surrounding areas shall be rough graded with a laser controlled grader. This is not laser guided or laser surveyed or GPS guided but laser controlled on the ground.
- B. Soccer field and surrounding areas shall then have the subgrade and final grade laser graded with the laser controlled box scraper, with turf tires, set at its highest accuracy to achieve + or - .25" (inches).

#### **1.02 EXAMINATION**

- A. General: Verify that existing site conditions are as specified and indicated before beginning work under this section.
  1. Damaged Earth: Inspect to verify that earth rendered unfit to receive planting due to concrete water, mortar, limewater or any other contaminant dumped on it has been removed and replaced with clean earth from a source approved by the District's Representative.
- B. Unsatisfactory Conditions: Report in writing to District's Representative.
- C. Acceptance: Beginning of installation means acceptance of existing conditions by installer and City representative.

#### **1.03 PREPARATION**

- A. Protection:

1. Contractor is to locate sewer, water, irrigation, gas, electric, phone and other pipelines or conduits and equipment prior to commencing work.
  2. Contractor shall be responsible for proper repair to landscape, utilities, pavements and other site improvements damaged by operations under this section.
  3. Pay for repairs made by contractor(s) designated by District.
- B. Surface Grade: Remove all weeds, debris and rocks larger than 3/4". Dispose of accumulated debris at direction of City's Representative.
- C. Runoff: Take measures and furnish equipment and labor necessary to control the flow, drainage, and accumulation of water to run off the grounds as is intended by the grades.
- D. Erosion Control: Take measures and furnish equipment and labor necessary to control and prevent soil erosion, blowing soil and accumulation of wind-deposited material on the site throughout duration of work.

#### 1.04 INSTALLATION

A. Irrigation

Irrigation system installation must be inspected and approved by a representative of the District or the Landscape Architect prior to the backfill of the trenched area and proceeding to the next.

Schedule of required installation equipment

1. Crawling soil mixing machine capable of roto-tilling a minimum of 18" deep at 3-4 revolutions per second.
  - a. CMI Machines, Caterpillar Road renovators, with minimum of 350 Hp & self-propelled Griffin Soil Stabilization- Bill Griffin-925-862-2260 or Pavement Recycling Systems-Stacy-951-934-4734 or pre-bid equal.
2. Dry spreader for spreading bagged fertilizer material (can be sling type or drop type- 1000 lbs. or larger).
3. Boom sprayer for spraying liquid fertilizers-14-20ft. Boom and 150 gallons plus capacity.
4. Top dresser with a minimum of 4 yards capacity. There is a Speed dresser that holds 6 cubic yards of material or 9 tons, is an 8 ft. wide drop spreader and it can spread 90 tons per hour or 900 tons per day. Nearly dust free- GreenOne Industries- Leroy-303-598-6109
5. Dual plane laser controlled (not GPS, not laser guided, not laser surveyed) road grader for sub grading and final grading and laser controlled (not laser guided or laser surveyed) box scraper for last final grading and grading around heads after they have been brought to the surface.
6. Six to ten foot dedicated rotary mower, steamed clean, with blades kept sharpened for mowing all turf areas 3 times per week during the 90-120 day establishment period.

7. KORO QwikDRAIN™ machine for installing sand seams @ 20" O.C. while simultaneously removing soils, injecting new sand and compacting seams. Also used for removing native soils from 3" channels and simultaneously laying the 2' slotted pipe at the bottom followed by backfilling and compacting of the sand in the channels.
8. All Equipment used for any of the tasks involved in the completion of this project must have wide turf tires, no lugged tires (Ag) allowed.
9. Six foot 3 point roto-tiller for turning under the amendments field by field to prevent them from blowing away before the approved rototiller above can be brought in. Cannot be used to replace the above approved roto-tiller for roto tilling everything 8" deep before final laser grading!

**DRAINAGE  
SECTION 02700**

**PART 1 - GENERAL**

**1.01 WORK INCLUDED**

- A. FIELD VERTICAL SLIT DRAIN SYSTEM-

**PART 1 - GENERAL**

**1.01 WORK INCLUDED**

- A. FIELD VERTICAL SLIT DRAIN SYSTEM

**PART 2 - DRAINAGE PROCESSES**

- 2.01 **THE QwikDRAIN™ SYSTEM** – If accepted is to be installed at natural grass field.

This is a two (2) tiered vertical by-pass drainage system comprised of a matrix of closely spaced, interconnected narrow slot, sand filled, drainage trenches crossing 2” perforated drain pipes that are spaced at specified centers. Two types of drainage trenches are used in the matrix: Sub-drains and Top-drains. All spoils produced by installation machines must be moved via conveyer belt into a trailer as they are pulled out of the sand channels. All piping must be piped directly into the perimeter drain. All of the drainage sand slots and pipe are installed by machine, eliminating mistakes easily made when trenches and pipe installation must be done by manpower. This system is installed and grown in quickly without any visual sign of the trenches once grown in. This system will allow a field to drain at 4-5” per hour beginning the next day after installation without disturbing the established root system and allows play within weeks on established fields. All renovation equipment and procedures have been pre-approved and must be followed exactly. Any desire to substitute other processes must be pre-bid approved by the Sports Turf consultant.

A. GENERAL

2. Sand shall meet USGA standards.
3. The **QwikDRAIN™** System is a two (2) tiered vertical bypass drainage system comprised of a matrix of closely spaced, interconnected narrow slot, sand filled, drainage trenches crossing 2” perforated drain pipes that are space at specified centers. Two types of drainage trenches are used in the matrix: **Sub-drains** and **Top-drains**.
4. **Top-drains** are trenches 1.65 inches wide by eight (8) inches deep on 20”centers, filled entirely with a medium-coarse *washed sand to the surface*.
5. **Sub-drains** are trenches 3 inches wide by 12 inches deep with 2” narrow slotted pipe at the bottom of the trench and filled with medium-coarse washed sand filled to the surface.
6. The **QwikDRAIN™** system consists of a matrix of **Top-Drains** spaced at 20” centers crossed at approximately 60-90 degree

angles to the **Sub-Drains** at 20' centers (centers may vary depending on drainage requirements) terminating at and piped directly into the main collector (perimeter) drain. Spacing of the sub-drains can be modified to accommodate any drainage requirement.

7. All equipment utilized to install the system must be equipped with turf-type flotation tires to minimize rutting and compaction of existing surfaces. **All trenching and sand seam injection equipment must be capable of trenching and removing the spoils simultaneously to ensure minimal contamination of the drainage system.**
8. Sports Turf Drainage system shall be installed by a *contractor, pre-qualified prior to bid date.*
9. Pre-approved Certified Contractor- GreenOne Industries at 303-598-6109

#### B. PRODUCTS

1. Drain Pipe shall be 2" (50mm) dia. Turf Flow, Single Wall, Narrow Slot TF NS1 02 0500 as manufactured by Hancor [www.hancor.com](http://www.hancor.com)
2. Medium-coarse washed sand backfill for both Sub-drains and Top-drains conforming to the ASTM-C33 washed concrete **specifications.**
3. Locally available sources of sand should be utilized so future topdressing sands match the **QwikDRAIN™** system sands. This avoids problems normally associated with dissimilar materials and will only enhance the systems drainage capacity and performance.

Installation- *BY Greenone Industries Inc or Colony Landscape inc*

#### C. PREPARATION

1. Provide protection to all prepared grades and/or turf areas.
2. Amend turf areas per specifications
3. Ensure perimeter drains are installed and drain properly
4. Verify all grades prior to commencement
5. Verify irrigation system functions properly and irrigation lines are deeper than 12" to top of pipe
6. Compact soils to 85% on new construction
7. Existing turf areas...Scalp all turf areas as short as possible just prior to commencement.
8. Sub-Drain Installation: Install 2" Piping at 20' on center over entire turf area to be drained.
9. Trench at 10" depth. Utilize trenching equipment (with soil conveyor system) capable of trenching at 3" width, while simultaneously removing spoils and installing 2" dia. pipe in one operation to ensure no spoils are remaining on the surface that may contaminate trenches. Piping shall be sloped a minimum 0.1% for positive drainage. On flat fields, contractor shall utilize laser-guided trencher to ensure positive drainage.

10. Fill trenches to surface with specified sand while compacting at the same time to ensure no settling or sidewall cave-in.
11. Connect 2" pipe into perimeter drainpipe.

D. TOP-DRAIN INSTALLATION: Install over entire turf area to be drained utilizing the **KORO TopDRAIN** machine.

1. Install Top-Drains at 20" on center at 60-90 degrees to Sub-Drains.
2. Utilize trenching equipment (with soil conveyor system) capable of trenching 3 trenches at 20" centers simultaneously at 1.65" wide x 8" depth while removing the trench spoils, mechanically force injecting the sand and compacting all in one simultaneous operation to ensure a clean process and eliminate side wall cave-in and bridging of the sand. Perform this process ensuring that trenches are slightly overfilled.
3. Topdress ¼" of same sand over the entire surface to provide a sand cap upon completion. Utilizing a ridged drag mat, drag the excess sand over the surface to ensure a smooth surface or laser grade sand to final grade (if sand cap greater than 1"), all the while ensuring not to make contact with underlying soils that may contaminate the surface.
4. Irrigation Contractor to replace all irrigation heads, flush and test the system.

## **SPORT FIELD TURF GRASS FINE GRADING, SOIL PREPARATION & PLANTING**

## SECTION 02920

### PART 1 - GENERAL

#### 1.01 WORK INCLUDED

- A. Ripping
- B. Fertilizer
- C. Soil Amendments
- D. Amending Process
- E. Amending Equipment
- F. Fine Grading
- G. Irrigation Maintenance

#### 1.02 SUBMITTALS

- A. Quality Control Submittals:
  - 1. Certificates: State, federal and other inspection certificates shall accompany invoice for all materials showing source or origin, Submit to City's Representative prior to acceptance of materials.
  - 2. Soil and Leaf Analysis Report: Contractor shall be responsible for submitting soil and leaf samples per the following specifications 5 separate times:
    - A. The first immediately after soils have been placed and graded to sub grade (soil samples only). This soil testing will determine if the quantities of amendments will need to change due to the difference in the soils as first tested and after cuts and fills had been placed.
    - B. The second immediately after the field has been roto-tilled rolled and laser graded (soil samples only).
    - C. The third should occur 4 weeks after planting, (soil and leaf samples).
    - D. The fourth should occur 8 weeks after planting, (soil and leaf samples).
    - E. The fifth should occur 12 weeks after planting, (soil and leaf samples). After each soil and leaf sampling, contractor shall immediately provide and spread the fertilizers that the Turf Consultant recommends based on these analyses.

REQUIRED SOIL TESTING AND AERATION SCHEDULING INTERVALS										
TESTING COMPANY	Soil Test	Sample Size	Approximate Cost	After Soil has been placed and graded	After soil has been roto-filled and laser graded	30 Days after sodding or seeding	60 Days after sodding	60 Days after seeding	90 Days after seeding	120 Days after seeding
SERVITECH LABS	PRZ Complete	2/3rds Qt	\$35.15	X	X	X	X	X	X	X
1816 E Wyatt Earp	PRZ Sieve	2/3rds Qt	\$44.10	X	X					
Dodge City, KS 67801	PRZ Plasticity	2/3rds Qt	\$60.00	X	X					
800-5577509	PRZ Leaf Analysis	Qt. Baggie	\$28.45			X	X	X	X	X
EARTHFORT LABS	PRZ Advanced	2 Cups	\$144.00		X		X	X	X	X
635 SW Western Blvd	Biology Package									
Corvallis, OR 97333										
541-257-2612										
Knife Aeration in 2 directions with Aerway aerator with 6" turf tines and greens roller at back or plug pulling in 2 directions with 4" tines followed by sweeping up the plugs.								X	X	

- F. For the first and second sampling, contractor shall take thirty small samples from all over the soccer fields. Mix the samples together and separate into three Quart size sample bags. Mark each bag with contractors name and site name and location from which the sample was pulled (Soccer Field). Mark one bag PRZ Complete (+SAR & EC), the second PRZ Sieve and the third PRZ Plasticity. The samples should be pulled from 0 to 7.5" deep (do not go deeper than the soil was mixed). Also when leaf analyses are required above, contractor will need to use a pair of scissors to cut clippings from approximately the same areas that the plugs are pulled from. Mark these bags with contractor's name and site name location, PRZ Leaf Analyses. All samples shall be forwarded **overnight** (can take 7 days if not overnighed and work could be halted while we wait) by the contractor to SERVI-TECH LABORATORIES 1816 E. Wyatt Earp, Dodge City KS 67801, for testing to verify that all fertilizers and soil amendments specified have been incorporated. Contractor shall pay for all testing fees from the lab
- All submittals for soil amendments, Compost, sand and fertilizers must be accompanied by a letter on contractor's company stationary listing exact quantities in gallons, lbs., tons, cubic yards or cubic feet. These quantities will be checked for accuracy before construction and with delivery tickets during construction. Contractor shall also show the square footages they are using for these calculations and the supplier (not manufacturer) for each of these Products. Sand submittal must include supplier, tons and inches of sand and the conversion factor tons per cubic yard.
  - Submittals shall include the listing of the make, model, and sub-Contractor of the Soil Renovation Machine (roto-tiller) that will be used for this process.

#### 1.04 DELIVERY, STORAGE AND HANDLING

- Fertilizer: Deliver inorganic or chemical fertilizer to site in original unopened containers bearing manufacturer's guaranteed chemical analysis, name, trade name, trademark and conformance to state law, bearing name and warranty of producer.
- Notify City's Representative of delivery schedule in advance so material can be inspected upon arrival at project site. Immediately remove unacceptable material from project site.

#### 1.05 PROJECT/SITE CONDITION

- A. General: Do not perform work when climate and existing site conditions will not provide satisfactory results.
- B. Vehicular accessibility on site shall be as directed by City's representative. Repair damage to prepared ground and surfaces caused by vehicular movement during work under this section to original condition at no additional cost to City.
- C. Perform soil preparation just prior to planting operations and in accordance with final planting schedule. Coordinate with irrigation system installation to avoid damage to work of one by the other.
- D. Utilities and Electrical lines for lighting and score board: Determine location of underground utilities (irrigation lines included) and perform work in a manner which will avoid damage, Hand excavate, as required.

## **PART 2 - PRODUCTS**

2.01 All of the quantities of the products and soil amendments listed below have been specified just for this project based on preliminary soil testing and growing conditions at this site. Contractor should use these quantities for the purpose of bidding the project. The soil testing specified in this document will then be used to customize the quantities of each of these items.

Any other products that are to be submitted as substitutes must be tested and approved pre-bid by the same laboratories and the results will be used by the soil consultant to determine if they meet the specifications based on technical results. Contractor must allow at least 10 days from the day he overnights the samples to the laboratory for the results and approval for substitution at least 2 weeks before the bid opening.

3.02 Organic Composted Soil Amendment: Compost must have the following characteristics:

- A. PH of less than 8.5
- B. Screened to 3/8" minus
- C. Soluble salts EC less than 3
- D. Carbon to nitrogen ratio 25/1 or less
- E. Organic content above 25%
- F. Shall be free of glass, metal and visible plastics
- G. Odor shall be soil-like (musty or moldy) not sour, ammonia -like or putrid
- H. Can have no nitrogenized wood product in it!
- I. Quantities: All fields:  
10 cubic yards/1,000 sq. ft.

- J. Approved Suppliers:  
Cold Creek Compost-Ukiah-707-485-5966

### 3.03 SAND

- A. Sand shall be a 5/16 reject sand with no more than 3% trapped on a #4 screen, 17% trapped on a #8 screen, 63% trapped between a #10 screen and a #100 screen and no more than 13% passing a #200 screen.
- B. Approved Product-5/16 reject sand
- C. Quantities-2.8"-3485 tons at 1.8 tons per cubic yard
- D. Approved Supplier: Northern Aggregates- 707-459-9636

### 3.04 FERTILIZER

- A. Commercial Fertilizer:
  - 1. All of the fertilizers listed in the Pre-Plant fertilizers are based on the existing soil conditions before placement of the soils and are to be used for bid purposes. These quantities and products may change after the placed soils have been analyzed.
  - 2. Natural Turf Fields and all passive Areas:
    - a. Pre- Plant Fertilizer:
      - 1) Concentrated Growth Medium-Approved Product-Concentrated Soil Conditioner-(no known equal)  
Quantities: All Fields:  
6.81 cubic yards/acre
      - 2) Concentrated Granule Lime 35% Calcium or equal  
Quantities: All fields:  
232 lbs. / 1000 sq. ft.  
To provide 81.2 lbs. /1000 sq. ft. of Ca
      - 3) Concentrated Potassium 0-0-50 or equal  
Quantities: Quantities: All fields:  
42.5 lbs. /1,000 sq. ft.  
To provide 21.25 lbs. /1,000 sq. ft. of K
      - 4) All organic root growth hormone/bio-stimulant,  
Approved product -THI Microbes Foods or pre bid approved equal  
Quantities: All fields:  
2.56 gallons/per acre
      - 5) Sodium Leaching Aid  
Quantities: All fields:  
Approved product –THI NaXIT or pre bid approval  
20 gallons per acre during incorporation 1 gallon per acre per month during grow in.

- 6) Concentrated Microbial Starter  
Approved product -THI Microbial Starter or pre bid approved equal  
Quantities: All fields:  
160 lbs. per acre.
- 7) Rodent Repellent  
Approved Product-C-Mulsion or pre bid approved equal  
Quantities: All fields:  
14.52 gallons per acre

b. Post- Plant Fertilizer

- 1) Urea 32% Liquid Nitrogen product to provide 3 lbs. per 1000 sq. ft. Of N over 60 day grow in period- Approved Product- Urea  
Quantities: All Fields:  
.86 gallons/1000 sq. ft. over grow in
- 2) Microbial Seed & Sod Starter  
Approved product -THI Microbial Seed & Sod Inoculant or pre bid approved equal  
Quantities: All fields:  
.25 (1/4) pounds per acre
- 3) Sodium Leeching Aid  
Quantities: All Fields:  
1 gallon per acre per month through fertigation during grow in.  
Approved product –THI NaXIT or pre bid approved equal
- 4) Approved fertilizer supplier- Winfield- Scott-720-201-4255 or pre bid approved equal

3.05 If SODDED

- A. Sod shall be thin cut (1/4"-1/2" soil +turf) big roll sod.
- B. Sod shall be grown on soil with 80% or above sand content.
- C. Netting shall be removed before or during laying process.
- D. Quick couples or hoses shall be available for hand watering sod as it is layed.
- E. Sod shall not be allowed to dry out as it is being layed or after.
- F. Sod bed shall be free of debris and any foreign material that could affect rooting including stones, PVC pipe and hydraulic line breakage residue
- G. People laying sod shall carry a 5 gallon bucket and a rake with them for removing additional debris discovered during the laying process.
- H. Any low spots created by removal of debris shall be filled in before sodding and tamped in dry
- I. Sod shall be cut the night before and only one truck at a time shall be dropping off sod as it is being layed
- J. All sod to be installed natural turf and ball field areas shall be installed by August 31, 2015.
- L. Approved Variety shall be: Barvette HGT.

M. Supplier shall be- West Coast Turf-Greg-209-993-3329

**3.06 IF TURF SEEDED**

- A. Seed shall be fast germinating and establishing Barvette HGT hybrid bluegrass seed
- B. Seed should be drilled in at no more than 1/8th" depth at 3.5 pounds per 1,000 sq. feet (1.75 lbs/ 1,000 sq. ft. In each of two directions).
- C. Approved Seed – Barvette HGT Hybrid Bluegrass seed –no substitutes  
Supplier shall be-Graph's Turf Farms-800-280-8873.
- D. Seed bed shall be free of debris and any foreign material that could affect rooting including stones, pvc pipe and hydraulic line breakage residue
- E. If for any reason the construction of these fields is delayed to the point that the bluegrass seed is not planted by 9/1, the contractor shall be required to take these additional steps while seeding:
  - 1. The seed shall be slit seeded in the quantities and according to the directions above.
  - 2. Hydro slurry shall be thoroughly mixed and applied per acre on top of turf varieties after seed drilling:
    - a) 150 lbs. "M-Binder" tackifier
    - b) 1800 lbs. "Agrono-Mulch" fiber
    - c) Fertilizer- .25 (1/4<sup>th</sup>) lbs of THI Sod & Seed Inoculant per acre approved above
    - d) 14 gallons per acre of approved UAN 32 liquid fertilizer approved above
  - 3. Hydro seed slurry shall contain green dye at a rate common to the industry so that slurry coverage can be confirmed visually from a distance.
  - 4. Black Field Marking paint from World Class Paints (approved for turf by the NFL) shall be sprayed on top of the hydro slurry after it has dried. The product is mixed 1-4 with water and the mixture sprayed at the rate of 1 gallon per 1,000 square feet-David Simmons-800-748-9649

**73.08 LASER GRADING**

- C. Soccer field and surrounding areas shall be rough graded with a laser controlled grader. This is not laser guided or laser surveyed or GPS guided but laser controlled on the ground.
- D. All soccer field shall then have the subgrade and final grade laser graded with the laser controlled box scraper with turf tires set at its highest accuracy to achieve + or - .25" (inches).

**3.09 ROTOTILLING SOCCER FIELDS**

- A. Soccer field and surrounding will be roto-tilled at 8" in depth and will require the large and powerful roto-tiller specified later in this document. It shall be a minimum of 350 horsepower with a minimum of a 4' high by 8' wide tilling drum capable of 3-4 revolutions per second.
- B. Two passes in slightly different directions will be required.
- C. The specified tiller will create a 15-18% fluff which will need to be wheel rolled (tracked) after each tilling pass. This is a critical step in this process and can be done with a soft tired or wobble wheel packer used in road building or a Wide Caterpillar Drum roller with the vibratory turned off for the second pass.

**3. TURF ESTABLISHMENT PERIOD - 60 DAYS for sod, 120 days for seed OR AS NECESSARY FOR FULL GROW-IN**

- A. Prior to starting of the maintenance period on this site:
  - 1. Final inspection shall be by PRZ Consulting, Landscape Architect & the City of Missoula's Agent.
  - 2. All turf shall be completely established and filled in and all other contract requirements shall be fulfilled.
  - 3. Any bare spots, light colored areas or low spots shall be fixed and re-seeded with like seed varieties.
  - 4. Submit written request to the Owner's Representative for acceptability of initiating first mowing.
  - 5. First mowing shall take place when new seed has reached a height of 1.25-1.5" inches and cut to 1".
  - 6. Each additional mowing shall be cut from 2" and cut to 1.5".
  - 7. If for any reason there are clippings visible on the surface, they shall be removed by the contractor. All other times, the clippings are to be left behind.
  - 8. Each additional mowing during the (90-120 day establishment period shall be done at 1.5" cut from 1.75", no less than 3 times per week. More frequent mowing may be done by contractor for even faster grow in if there is no price increase to the owner. A log kept at the Maintenance office shall be filled in each time a maintenance function has been performed and must be signed each time by an employee of the Owner who has checked the work and the contractor's employee performing the function. If no one from the Owner is present at the time contractor fills in the log, a cell phone call to the designated Owner's employee will alert them to stop by the site to verify and then sign.

**3.11 HERBICIDE**

Contractor shall maintain the entire site weed control during the grow-in period. All herbicides shall be approved before applying to insure that they don't retard germination

or establishment of the turf. In some cases this could mean hand removal of weeds at critical times during the germination or establishment periods.

## **PART 4 EXECUTION**

### **4.01 EXAMINATION**

- A. General: Verify that existing site conditions are as specified and indicated before beginning work under this section.  
  
Damaged Earth: Inspect to verify that earth rendered unfit to receive planting due to concrete water, mortar, limewater or any other contaminant dumped on it has been removed and replaced with clean earth from a source approved by the Owner's Representative.
- B. Unsatisfactory Conditions: Report in writing to Owner's Representative.
- C. Acceptance: Beginning of installation means acceptance of existing conditions by installer and Owner's representative.

### **4.02 PREPARATION**

- A. Protection:
  - 1. Contractor is to locate sewer, water, irrigation, gas, electric, phone and other pipelines or conduits and equipment prior to commencing work.
  - 2. Contractor shall be responsible for proper repair to landscape, utilities, pavements and other site improvements damaged by operations under this section.
  - 3. Pay for repairs made by contractor(s) designated by Owner's Representative.
- B. Surface Grade: Remove all weeds, debris and rocks larger than 3/4". Dispose of accumulated debris at direction of Owner's Representative.
- C. Runoff: Take measures and furnish equipment and labor necessary to control the flow, drainage, and accumulation of water to run off the grounds as is intended by the grades.
- D. Erosion Control: Take measures and furnish equipment and labor necessary to control and prevent soil erosion, blowing soil and accumulation of wind-deposited material on the site throughout duration of work.

### **4.03 INSTALLATION**

- A. Irrigation  
  
Irrigation system installation must be inspected and approved by a representative of the City or the Landscape Architect prior to the backfill of the trenched area and proceeding to the next.
- B. Schedule of required installation equipment:

1. Crawling soil mixing machine capable of roto-tilling a minimum of 18" deep at 3-4 revolutions per second.
  - a. CMI Machines, Caterpillar Road renovators, with minimum of 350 Hp & self-propelled Griffin Soil Stabilization- Bill Griffin-925-862-2260 or pre-bid equal.
2. Dry spreader for spreading bagged fertilizer material (can be sling type or drop type- 1000 lbs. or larger).
3. Boom sprayer for spraying liquid fertilizers-14-20ft. Boom and 150 gallons plus capacity.
4. Speed dresser that holds 6 cubic yards of material or 9 tons, is an 8 ft. wide drop spreader and it can spread 90 tons per hour or 900 tons per day. Nearly dust free- GreenOne Industries- Leroy-303-598-6109
5. Dual plane laser controlled (not GPS, not laser guided, not laser surveyed) road grader for sub grading and final grading and laser controlled (not laser guided or laser surveyed) box scraper for last final grading and grading around heads after they have been brought to the surface.
6. Six to ten foot dedicated rotary mower steam cleaned if not brand new to prevent infestation from previous mowings with blades kept sharpened for mowing all turf areas 3 times per week during the 60-120 day establishment period. Must be mowed slow enough to prevent leaf tearing on the tips of the blades.
7. All Equipment used for any of the tasks involved in the completion of this project must have wide turf tires, no lugged tires (Ag) allowed.
8. Six foot 3 point Bleckavator roto-tiller for turning under the amendments field by field to prevent them from blowing away before the approved rototiller above can be brought in. Cannot be used to replace the above approved roto-tiller for roto tilling everything 8" deep before final laser grading!

C. Soil Amendment

1. Limit preparation to areas which will be planted promptly after preparation. The following order shall be followed. As each field has all of the amendments applied to the top, the small roto tiller specified above shall be used to till under the amendments to keep the amendments from blowing away until the large roto-tiller can be brought in to till all the fields in one visit.
2. Order of Amending:
  - A. All fields:
    - a) Demo all areas deep enough to remove thatch and turf and stock pile and remove.
    - b) Rip the areas 10" deep with tractor rippers and pick up any exposed rocks larger than 1.5 "and any debris.
    - c) Use a Bleckavator to roto till the fields 6" deep to break up roots and clods to aid grading process.
    - d) Laser grade the fields to subgrade 2.8" below final grade.
    - e) Install main and lateral irrigation lines and valves at 24" and 18" below final grade on all fields. A T should be installed wherever a swing joint will occur and these should be capped and a 1/4" hole drilled in it pointing upward. As the

irrigation zones are turned on one by one, they will make a wet spot at the surface to aid in installation of the swing joints later. For a backup plan it is a good idea to survey these swing joint caps to aid in finding them later in case of problems.

- f) Spread the approved compost evenly over the sports fields at the rate of 10 cubic yards per 1,000 sq. ft.
- g) Spread the dry Concentrated Soil Conditioner evenly over the soccer fields at the rate of 6.81 cubic yards per acre.
- h) Mix the Microbes Food with enough water to apply evenly over the soccer fields at the rate of 2.56 gallons per acre.
- i) Mix NaXIT with enough water to apply evenly over the soccer fields at the rate of 20 gallons per acre.
- j) Mix the dry Microbial Starter with enough water to apply evenly over the soccer fields at the rate of 160 lbs. per acre.
- k) Spread the dry lime evenly over the soccer fields at the rate of 232 lbs. per 1,000 sq. ft.
- l) Spread the dry potassium evenly over the soccer fields at the rate of 42.5 lbs. per 1,000 sq. ft.
- m) Spread 5/16 reject sand evenly over the soccer fields at the rate of 2.8" in depth.
- n) Roto till, while root-zone is dry, with the large cat 500 roto tillers to a depth of 8" on the soccer fields. We must wheel roll with the roto tiller's 24" wide tires which are the fastest and best way to do this however a Caterpillar wide steel wheeled roller can also be used with the vibratory turned off.
- o) Roto till dry again pulling the rotor 1/2" off the bottom on the second pass to prevent picking up additional waste soil underneath and to insure a very good mix and no clay balls, followed again by wheel rolling.
- p) Laser grade again to final grade, finishing with the box scraper at highest accuracy and certify with outside surveyor.
- q) Overnight soil samples to the lab.
- r) At this point no trucks of any kind can go on the just graded areas, especially water trucks used to settle dust or these fields will get compacted and will have a direct effect on the grow-in process. Even the hydro-seed truck for the slopes should work from the perimeter rather than on the fields. Only golf carts and turf tired vehicles are allowed on the fields. The fields will now be at 85-86% compaction.
- s) Bring up the irrigation heads on the field areas by turning on the system zone by zone to locate the exact spot where the swing joint will be attached. The contractor must place two separate tarps close to the two foot hole and pile the good root-zone material on one tarp and the 8" of fill material on the other putting the fill back in the hole first and the root-zone material in last. These materials must be dry tamped in so the swing joint can't come loose over time.
- t) Sod or seed drill the fields, with a turf tired sod laying machine or seeder, with the HGT seeds at the rate of 3.5 pounds per 1,000 sq. ft. (1.75 pounds per 1,000 sq. ft. in each of two directions.
- u) If for any reason, the seeding takes place after May 1, we can seed drill the seed into the sports fields and place a hydro-mulch blanket on top and paint it with a black turf safe colorant to achieve faster germination. This would add another \$.10 per square foot on the sports fields.
- v) Spray the liquid Microbes Seed & Sod Inoculant at the rate of 1 quart per acre evenly over the soccer. This is a seed germinator, root growth hormone and a bio-stimulant and can be added to the hydro-seeded tank if need be.
- w) We must spread 1 pound of Nitrogen per 1,000 square feet every 21 days and make sure that the turf is mowed a minimum of 3 times a week both for the entire 60 day sod grow in 120 day seed grow in period.

#### **4.04 NOTIFICATION AND INSPECTION**

- A. Inspection: Provide notice to Owner's Representative requesting inspection at least 7 days prior to the anticipated date of completion.
- B. Deficiencies: Owner's Representative will specify deficiencies to Contractor who shall make satisfactory adjustments and shall again notify Owner's Representative for final inspection.

#### **4.05 CLEANING**

- A. General: Remove debris and excess materials from site. Clean out drainage inlet structures to their point of discharge. Clean paved and finished surfaces soiled as a result of work under this section, in accordance with direction given by Owner's Representative.

#### **4.06 PROTECTION**

- A. General: Provide and install barriers as required and as directed by City's Representative to protect completed areas against damage from pedestrian and vehicular traffic until acceptance by Owner. Contractor is not responsible for malicious destruction caused by others.

#### **4.07 WARRANTY**

- A. Contractor to warrant for a period of two years that puddling, sinking or caving directly due to earthwork operations does not occur.

### **PART 5 LANDSCAPE MAINTENANCE**

#### **5.01 SUMMARY**

- A. Furnish all labor, materials, facilities, transportation and services to complete all landscape maintenance and related work as shown on the Drawings and specified herein.

- B. Scope of work:

The general extent of landscape maintenance can include, but may not be limited to the following:

1. Turf areas
2. Irrigation systems
3. General site clean-up

#### **5.02 REFERENCES AND REGULATORY REQUIREMENTS**

- A. State of California Department of Transportation Standard Specifications, Current edition.

#### **5.03 QUALITY ASSURANCE**

- A. Control of work: Comply with Section 5 of the Standard Specifications.

- B. Control of materials: Comply with Section 6 of the Standard Specifications.
- C. The Maintenance Contractor shall be experienced in horticulture and landscape maintenance, practices and techniques, and shall provide sufficient number of workers with adequate equipment to perform the work during the Landscape Maintenance Period.

**5.04 MAINTENANCE PERIOD**

- A. Sports Field grow-in period shall be 60 days for sod- and 120 calendar days for seed.
- B. Continuously maintain the entire project area during the progress of the work, during the specified Landscape Maintenance Period or until Final Acceptance of the project by the City’s Representative.
- C. Landscape Maintenance Period shall not start until all elements of construction, planting and irrigation for the entire project are in accordance with Contract Documents. A prime requirement is that all turf areas shall show an even, healthy stand of “sod-like” turf which shall have been mown twice. If such criterion is met to the satisfaction of the Owner’s Representative, a written notification shall be issued to establish the effective beginning date of Landscape Maintenance Period. Additionally, all elements contained on the Pre-maintenance Punch-list shall have been completed to the satisfaction of the Owner’s Representative.
- D. Any day of improper maintenance, as determined by the Owner’s Representative, shall not be credited as an acceptable Landscape Maintenance Period day. The Landscape Maintenance Period shall be extended on a day-for-day basis should this occur until proper maintenance, as determined by the Owner’s Representative, is being performed.
- E. Contractor shall secure the project site against trespass, vandalism or theft during the Landscape Maintenance Period subject to the discretion of the Owners’s Representative.

**5.05 GUARANTEE**

- A. All work executed under this section shall be guaranteed against any and all poor, inadequate or inferior materials and/or workmanship, as determined by the City’s Representative, for the entire Landscape Maintenance Period and for a period of one year after Final Acceptance of project.
- B. The contractor shall install all replacement material in conformance with the Contract Documents.

**5.06 FINAL ACCEPTANCE**

- A. Upon completion of all project work, including Landscape Maintenance Period, the Owner’s Representative will, upon written request from the contractor (4

working day minimum notice), make an observation to determine conformance with the Contract Documents.

- B. If, at the final project observation, work is found at variance with the Contract Documents, or is otherwise unacceptable, the Owner's Representative shall issue a punch-list of items requiring attention to the contractor. The contractor shall repair, replace or otherwise correct all non-compliant work, continue Landscape Maintenance Period, and make another written request to the Owner's Representative to verify punch-list completion. If punch-list is found to be incomplete, or if site is still found to be unacceptable, the contractor shall be back-charged as necessary for all additional observations required to issue Final Acceptance. All replacement materials and installations shall be in accordance with the Contract Documents. Remove rejected work and materials immediately from project. Prior to Final Acceptance, contractor shall provide the Owner's Representative with all Record Drawings and written Guaranty Statements in accordance with the Contract Documents.

## **PART 6 PRODUCTS**

### **6.01 MATERIALS**

- A. All materials used shall either conform to Specifications in other sections or shall otherwise be acceptable to the Owner's Representative. The Owner's Representative shall be given a monthly record of all pre-approved herbicides, insecticides and disease control chemicals used.

### **6.02 EXECUTION**

### **6.03 MAINTENANCE**

- A. General: Proper maintenance, including watering, weeding, mowing, edging, fertilization, repairing and protection shall be required until entire project is finally accepted, but in any event for a period of not less than the specified Landscape Grow-in Period.
- B. Weeding: Soccer field shall be kept free of weeds at all times. Control new weed growth with pre-approved pre-emergent herbicides. If weeds develop, use legally approved herbicides.
  - 1. No herbicide shall be used without the City's Representative prior consent. Use only herbicides in accordance with manufacturer's recommendations. If selective herbicides are used, extreme caution shall be observed so as not to damage any other plants. Spraying shall be done only under windless conditions.
  - 2. Disease and Pest Control: Disease and insect damage shall be controlled by the use of fungicides and insecticides, subject to the prior consent of the City's Representative. Mole and gopher mitigation shall be accomplished using legal means other than poison baits.
- C. Protection: The contractor shall maintain protection of the fieldS until Final Acceptance. Damaged areas shall be repaired or replaced at the contractor's

expense. Install a temporary maintenance fence (4' blaze orange with driven stakes or acceptable equal) around all turf areas for the entire length of Landscape Maintenance Period.

- D. Trash: Remove trash in all project areas plus adjacent pedestrian walkways and parking areas.
- E. Replacement: Refer to the Guaranty portion of this Section.
- F. Fertilizing: Immediately after completion of planting, fertilize all turf planting areas with specified maintenance fertilizer at rates specified to be applied until the end of specified Landscape grow-in Period.

#### **6.04 TURF MAINTENANCE**

- A. Current cultural management practices may be modified in accordance with tissue test results or environmental conditions. Fertilizer composition, rate, and/or source may be adjusted based on current soil and tissue test results and existing environmental conditions.
- B. The following list represents the minimum required data that must be recorded in a field operations log:
  - 1. Chemical application logs – All labels, application rates, equipment used to apply chemicals shall be kept in the maintenance log. Chemicals shall include all fertilizers, bio-stimulants, growth regulators, and pesticides.
  - 2. All cultural maintenance activities such as mowing, verification, topdressing, sample collection and seeding shall be recorded.
- C. Irrigation applications – Any use of the irrigation system should be documented as to zones used, duration of application, and any problems with coverage or system components.
- D. System repair logs for each system must be maintained. Record replaced or repaired items such as irrigation heads and valves, or any drainage components in the appropriate system repair log.
- E. The city will not assume maintenance of the turf until after the dates specified and after the turf has been inspected and approved by the Owner's Representative. The Contractor shall be responsible for maintenance.
- F. The Contractor shall be responsible for the performance and operation of the playing field system during the construction, grow-in periods and until final acceptance. The Contractor shall keep a technically qualified man on site and maintain adequate labor, equipment and supplies in reserve to immediately repair the system or components in the event of any deficiency or failure, during the interim maintenance period.
- G. Contractor shall provide all operations necessary to maintain the field through the date of acceptance. The following list of items represents the minimum

operations necessary to maintain the fields. Maintenance items should, at the minimum, include:

1. Mowing: Turf will be cut with a dedicated driven reel mower. Cutting height will be determined by environmental conditions, condition of sod, and time of year or activities. Turf height will be maintained using only sharp, equipment capable of cutting heights of 1.00 to 2.25 inches. The initial cutting or subsequent cuttings will remove not more than 1/3 of the grass leaf. Turf will be maintained to a neat appearance.
2. Aerification: The turf aerification during the maintenance period after full turf establishment shall be on an as needed basis to reduce compaction. The turf will be slice aerified only to a depth not greater than 6" using slicing tines 5 inch grid pattern.
3. Fertilization: Apply at rates specified through the grow-in.
4. Weed and Pest Control: The Contractor is to maintain the turf free from disease and infestation. Required treatments will be made according to the needs of the field as determined by the Owner's Representative. Comply with applicable requirements of Federal, State, and Local laws, regulations and codes having jurisdiction over chemical treatments. The contractor is to apply suitable preventative or post infection fungicides to protect the quality of the turf. Special attention shall be required during the seedling establishment period for damping off diseases.

#### **6.05 TURF ACCEPTANCE**

- A. The Owner's Representative will inspect the turf at the end of each day. Unacceptable turf will be removed and replaced the following workday. Daily approval does not guarantee final acceptance. Final acceptance will follow Owner's Representative's final approval of the punch list and the following criteria:
  1. Turf has rooted into the root zone mix to a depth of six inches (6") and has formed a mature sod mat.
  2. Turf is free of dead or bare spots in excess of 3 square inches.
  3. Soil and plant tissue fertility test results indicate all constituents are within target values.
  4. Maintenance log is complete and all equipment manuals and documentation delivered to the Owner.

#### **6.06 IRRIGATION SYSTEM**

- A. System Observation: The contractor shall visually check all systems for proper operation on a weekly basis and make all necessary repairs. All equipment shall be adjusted as necessary for proper coverage and function.
- B. Controllers: Program automatic controllers for appropriate seasonal water requirements.

#### **6.07 FIELD QUALITY CONTROL**

- A. Final Review: At, or near the end of specified Landscape Maintenance Period, the contractor shall make written request for a final review and the work shall be reviewed for conformance with the Construction Documents. If work is not accepted at time of review, a punch-list of items requiring attention will be issued to the contractor for correction. The Landscape Maintenance Period shall be extended at contractors sole cost as necessary. Upon completion of the punch-list the contractor shall again make written request for review. If, upon re-visiting the site, it is found that the punch-list has not been completed, the review shall end and the contractor shall be back-charged for all additional visits.
- B. All re-inspections required due to contractor not being prepared or non-conformance with the Construction Documents shall be back charged to the contractor.
- C. Final Acceptance: When work is found to be in conformance with the Contract Documents, subject to the discretion of the Owner's Representative, a statement of Final Acceptance shall be issued to the contractor.

**END OF SECTION**



# SAMPLE PUBLIC SCHOOL RATES AND POLICIES



## **Santa Cruz City Schools**

The current charges for a football field at a high school are between \$60/hr for Harbor to \$90/hr for Santa Cruz and Soquel and add \$40/hr for lights.

Pajaro charges \$45/hr for grass and \$275/hr for synthetic with lights.

These are direct cost fees it is more for adult organizations.

## **Palo Alto Unified School District**

The rates for PAUSD can be seen here: <http://www.pausd.org/facility-rental/schedule-charges>

FREMONT UNION HIGH SCHOOL DISTRICT  
FACILITY USE FEE SCHEDULE  
Effective July 1, 2015

***\*Minimum charge per request is two hours plus a \$50.00 processing fee.***

	<b>Group 1</b>	<b>*Group 2</b>	<b>*Group 3</b>	<b>*Group 4</b>
<b>Processing Fee (per request)</b>	\$0.00	\$50.00	\$50.00	\$ 50.00
<b>Facility Charges (per hour with 2 hour minimum)</b>				
Standard Classroom/Conference Room	\$0.00	\$10.00	\$20.00	\$ 40.00
Large Classroom & Home Ec Rooms	\$0.00	\$15.00	\$30.00	\$ 50.00
Choir and/or Band Room	\$0.00	\$15.00	\$30.00	\$ 50.00
St. Center/St. Union/Dance Studio	\$0.00	\$15.00	\$30.00	\$ 50.00
Open Quad area	\$0.00	\$15.00	\$30.00	\$ 50.00
Auditorium (site Principal approved)	\$0.00	\$40.00	\$75.00	\$140.00
Auditorium-Lecture, speech only	\$0.00	\$20.00	\$40.00	\$ 80.00
Main Gym- w/out lockers and showers	\$0.00	\$20.00	\$40.00	\$ 80.00
Field House	\$0.00	\$20.00	\$40.00	\$ 80.00
Showers & locker room	\$0.00	\$12.00	\$24.00	\$48.00
Wrestling room	\$0.00	\$10.00	\$20.00	\$ 40.00
Cafeteria without kitchen	\$0.00	\$15.00	\$30.00	\$ 60.00
Kitchen(plus two FUHSD kitchen support staff-hourly wage to be paid)	\$0.00	\$25.00	\$50.00	\$100.00
Staff Lounge	\$0.00	\$10.00	\$20.00	\$ 40.00
Stadium (lights not utilized)	\$0.00	\$100.00	\$150.00	\$350.00
Stadium outdoor restrooms/day	\$0.00	\$15.00	\$30.00	\$ 50.00
Pressbox/day <i>AD approved</i>	\$0.00	\$15.00	\$30.00	\$ 50.00
Athletic Fields/hr, per field	\$0.00	\$75.00	\$125.00	\$300.00
Track	\$0.00	\$40.00	\$75.00	\$140.00
Athletic Hard Courts-Grassy areas	\$0.00	\$15.00	\$30.00	\$ 50.00
Tennis Courts (we do not rent but to City Parks and Rec programs-MOU)	\$0.00	\$10.00	\$20.00	\$30.00
Parking Lots	\$0.00	\$15.00	\$30.00	\$ 60.00
<b>Other Areas @ the discretion of the Facilities Manager-Principal-Designee</b>	TBD	TBD	TBD	TBD
<b>Civic Center Wear and Tear fee</b>	TBD	TBD	TBD	TBD
<b>Pool Use –two hour minimum (certified Lifeguard Required)</b>				
<b>HHS/CHS</b> \$450.00 per day (\$60.00 per hour)				
<b>LHS/MVHS/FHS</b> \$700.00 per day (\$90.00 per hour)				
Cupertino, Lynbrook, Homestead and Monta Vista pools will be closed during December and January. <b>An additional renters start-up fee would be paid for December, January along with hourly use.</b>				
<b>Equipment Utilities Charges</b>				
VCR/DVD/LCD Projector	\$0.00	\$10.00	\$20.00	\$30.00

Scoreboard & Time Clock (per hour) <b>AD approved</b>	\$0.00	\$10.00	\$20.00	\$30.00
Auditorium Spotlights (per hour) <i>Light technician(s) hired and required.</i> <b>Drama Department, Principal approved</b>	\$0.00	\$10.00	\$20.00	\$30.00
Auditorium Stage Lights (per hour) <i>Light technician(s) hired and required.</i> <b>Drama Department, Principal approved</b>	\$0.00	\$10.00	\$20.00	\$30.00
Piano	\$0.00	\$10.00	\$20.00	\$30.00
Portable screens, cages, bases, athletic machines- <b>AD approved</b>	\$0.00	\$10.00	\$20.00	\$30.00
Portable goal standards, standards for nets- <b>AD approved</b>	\$0.00	\$5.00	\$10.00	\$20.00
<b>Other Equipment @ the discretion of the Facilities Manager, Principal, Designee</b>	TBD	TBD	TBD	TBD

<b>Staffing of events by outside renters Charges</b>				
	<b>Group 1</b>	<b>*Group 2</b>	<b>*Group 3</b>	<b>*Group 4</b>
<b>Personnel Charges (per hour)</b>	Monday-Friday afternoon <b>two</b> hour minimum. Friday evening, Saturday, and Sunday <b>four</b> hour minimum			
Custodial Staff	TBD	\$31.00	\$31.00	\$31.00
Custodial Staff Overtime	TBD	\$46.00	\$46.00	\$46.00
Cafeteria Staff	TBD	\$41.00	\$41.00	\$41.00
Student Assistant/ Light Technician	TBD	\$13.00	\$13.00	\$13.00
Pool Technician	TBD	\$46.00	\$46.00	\$46.00
Groundskeeper	TBD	\$46.00	\$46.00	\$46.00
<b>Other Personnel @ the discretion of the Facilities Manager, Principal, Designee</b>	TBD	TBD	TBD	TBD

- (1) An approved Use Permit is **REQUIRED** for every use of any district facility after the facility's normal hours, or for activities other than the facility's primary purpose.
- (2) The District reserves the right to charge for additional expenses related to the use of facilities and possible wear and tear as prescribed by the Civil Center Act.
- (3) A Special Shift is considered to be Friday after 6 pm, Saturdays, Sundays and any overtime. (4-hour minimum charge applies)
- (4) Activities scheduled outside the normal workday/week require the presence of a custodian to open, maintain care over, clean and close the facility.
- (5) Facilities Manager or designee shall have discretion over the staffing required for each use.
- (6) A district employee is required on site during all permits for use of district buildings, open areas, fields, gymnasiums or auditoriums.

**FEE CATEGORIES**

A. Group I - Civic Center (Free Use)

Community organizations shall be granted free use of facilities at a time convenient to school operations if no admission fee or contribution is collected OR where such monies are used for benefit of Fremont District students or for welfare purposes. Included, but not limited to this category, are District/School related meetings or functions, school sponsored groups or clubs, booster clubs, inservice programs, periodic

meetings of community organizations such as Boy Scouts, Girl Scouts, senior citizens' groups and Adult Education programs.

B. Group II - Public Non-Commercial In-Community Organizations (Minimal Fees)

Community organizations or groups which do not serve school age youth and which are **not commercial** in nature may use facilities on a **minimum charge basis**. Groups not qualifying as community organizations but organized for educational purposes may qualify for use of facilities on a minimal charge basis if no admission is charged or contribution collected.

Included, but not limited to this category, are community organizations where dues or fees are charged, parks and recreation departments, elementary school districts, community colleges, state colleges and universities, city, county, and state agencies, county officials associations, little leagues, baseball, softball, soccer, and football leagues.

Functions in this category will **normally not require more than four hours total use** of facilities including lead time required to set up and remove furnishings, apparatus, and debris.

C. Group III - Private Community Organizations (100% Fee)

This category consists of organizations that do not qualify under the provisions of the Civic Center Act, but which are local in nature and are engaged in recreational, educational, political, economic, artistic, civic or moral activities, and which conduct their meetings for their own membership only and/or that charge admission or fees, and spend the money for other than charitable or welfare purposes.

Included, but not limited to this category are private dance groups, private educational agencies or institutions, churches, local businesses or industrial organizations and service clubs.

D. Group IV - Commercial (Commercial Rate)

Functions of commercial organizations or groups and major fund raising or profit making functions of all kinds, regardless of whether the organization, person or group advertises or promotes the function or restricts attendance.

Included, but not limited to this category, are functions such as dances conducted by private individuals, or concerns as profit making ventures, dealers' exhibits, sporting shows, commercial sales, or promotional activities, and fundraising enterprises of all kinds where large numbers of people will attend or substantial profits will accrue.

Proposals by commercial organizations for use of facilities will be carefully weighed by the Superintendent.

For activities of exceptional nature where large profits are anticipated, additional fees may be established by the Superintendent at the time the request for the use of school facilities is submitted.

# Palo Alto

Unified School District

Published on PAUSD (<http://www.pausd.org>)

[Home](#) > [Explore PAUSD](#) > [Business Services](#) > [Facility Rental](#) > Schedule of Charges

## Schedule of Charges <sup>(1)</sup>

Effective July 1, 2015— June 30, 2016

### Priorities for Access

Priority for the use of facilities are as follows. If you have questions, contact [Victoria Geen-Lew](#) <sup>(2)</sup>.

#### Group 1

- District and school-sponsored groups, clubs and student body organization.
- School-connected groups (Parent Teachers Association, Employee Associations and/or organizations)
- Users in this group may use district facilities, other than pools, without a fee for meetings, recreational activities and fund raising activities that benefit students of the district; however, a fee may be imposed for the use of equipment, supplies, custodial requirements, utilities or any personnel overtime.

#### Group 2

- Departments or agencies of local municipal governments.
- Community Organizations, Clubs and Associations with 501c3 status (documentation is required at time of application).
- Governmental Agencies not charging fees or when use is for a community meeting.

#### Group 3

- Businesses, Business Organizations, Business Recreation Leagues, Religious Organizations

#### Group 4

- Camps. A camp is defined as an activity occurring for a minimum of six continuous hours per day during which there is no turnover of participants during the day or during a continuous session. Camp users must get a permit from the City of Palo Alto to reserve a field.

### Rates for Building Facilities

Facility	Group 1	Group 2	Group 3	Group 4 (camps)
Classroom	No Charge	\$27.50/hour	\$44.00/hour	Non-Profit:
Library, Music Room, Lecture Center	No Charge	\$53.00/hour	\$66.00/hour	Classroom: \$385.00/week Multi-Purpose Room: \$838.00/week
Dance Studio/Exercise Room	No Charge	\$64.00/hour	\$100.00/hour	Gymnasium: \$1,160.00/week
Gymnasium	No Charge	\$85.00/hour	\$130.00/hour	For-Profit:
Locker Room	No Charge	\$33.00/hour	\$63.00/hour	Classroom: \$577.00/week
Multipurpose Room	No Charge	\$66.00/hour	\$108.00/hour	Multipurpose Room:

Facility	Group 1	Group 2	Group 3	Group 4 (camps)
Cafetorium	No Charge	\$92.00/hour	\$133.00/hour	\$1,244.00/week
Auditorium	No Charge	\$117.00/hour	\$174.00/hour	Gymnasium: \$1,657.00/week
Quad / Courtyard	No Charge	\$33.00/hour	\$52.00/hour	
Atrium	No Charge	\$167.00/hour	\$249.00/hour	
District Office-SDC	No Charge	\$84.00/hour	\$133.00/hour	
Board Office-Room A	No Charge	\$64.00/hour	\$100.00/hour	
Football, Lacrosse, Soccer (High School)	No Charge	\$93.00/hour	\$150.00/hour	
Baseball, Softball Field (High School)	No Charge	\$82.00/hour	\$123.00/hour	
Blacktop	No Charge	\$19.00/hour	\$39.00/hour	
Parking Lot	No Charge	\$10.00/spot	\$20.00/spot	
Track Use (doesn't include field)	No Charge	\$19.00/hour	\$39.00/hour	
Track and Field			\$66.00/hour	
Tennis and Basketball Courts	Brokered by City of Palo Alto Recreation Department (Middle and High Schools after 4 pm)			
Athletic Fields	Brokered by City of Palo Alto Recreation Department (Elementary and Middle Schools after 4 pm)			

## Rates for Pool Facilities

Pool Rental	Non-Profit	For-Profit
July-September	\$623.00/day	\$748.00/day
October-March	\$810.00/day	\$972.00/day
April-June	\$692.00/day	\$835.00/day

## Rates for Personnel

Personnel Rates	Regular Time	Sat/Overtime	Sun/Holiday
Custodial/Facility Monitor	\$33.00/hour	\$49.00/hour	\$65.00/hour
Custodial/Field Manager	\$38.00/hour	\$57.00/hour	\$77.00/hour

These rates include the district's costs for the employee's salary, statutory and overhead. Rates are subject to additional charges for equipment charges.

Source URL: <http://www.pausd.org/facility-rental/schedule-charges>

### Links

[1] <http://www.pausd.org/facility-rental/schedule-charges>

[2] <mailto:vgeenlew@pausd.org>

# *Kelseyville Unified School District Board Policy*

BP-3513

## Use of District Facilities

The Board of Trustees of the Kelseyville Unified School District acknowledges the desirability of making school facilities available for community groups for purposes provided for in the Civic Center Act when such use does not conflict with District programs and operations.

District buildings, grounds and equipment shall be made available to public agencies, including the Red Cross, for mass care and welfare shelters in the event of disaster or other emergency.

Priority for use of District facilities shall be as follows:

PRIORITY 1: Kelseyville Unified School District and school sponsored groups, clubs, and student body organizations.

PRIORITY 2: School related groups (e.g. PTA/PTO, boosters clubs, recognized parent organizations, recognized employee bargaining units and /or organizations).

PRIORITY 3: Departments and agencies of local governmental agencies.

PRIORITY 4: District based community organizations formed for educational, political, economic, artistic and moral interests of the community.

PRIORITY 5: Other approved groups.

The Kelseyville Board of Education believes that the use of school facilities by community groups or individuals should not result in costs to the District.

Organizations or individuals using district facilities, in addition to being charged a fee for the use of the physical facility, may be charged for services, utilities and other costs to the district, incidental to the use of the facilities, be required to pay for any damages, and be required to provide proof of insurance. Organizations or individuals using district facilities shall be assessed fees/costs according to the following classifications and definitions:

### **GROUP I – FREE USE**

Use of the facilities of the Kelseyville Unified School District shall be granted without charge to officially recognized staff groups, parent club organizations, advisory councils, and to students. District organizations including youth and adult groups committed to community services, senior citizens organizations and other district public agencies shall be included in the free use classification. Free use may also be granted for fund raising entertainment or meetings where admission fee charges or contributions solicited are expended for the welfare of school programs. The District shall establish charges for services (cleanup, lockup) required or requested beyond that normally furnished in the day-to-day business of the District.

within a reasonable time of demand, may result in denial of the privilege to use district facilities in the future.

No exchange of services in lieu of fees.

Services and/or maintenance will not be accepted in lieu of or for a reduction of fees.

#### Facility Use Application

All district facility/property use application permits will be issued, scheduled, and approved through the district office. All fees will be billed and collected through the district business office. All applications must be submitted at least 15 working days before the requested date(s).

*Reference: Education Code Sections 38130-38*

*Kelseyville Elementary*

1. Multi-Purpose Room	No Charge	\$30/Hour	\$65/Hour
2. Library	No Charge	\$15/Hour	\$25/Hour
3. Classroom	No Charge	\$10/Hour	\$25/Hour
4. Athletic Fields	No Charge	\$30/Hour	\$75/Hour

*Riviera Elementary*

1. Multi-Purpose Room	No Charge	\$30/Hour	\$65/Hour
2. Multi-Purpose Room With Kitchen*	\$15/Hour	\$45/Hour	\$80/Hour
3. Library	No Charge	\$15/Hour	\$25/Hour
4. Classroom	No Charge	\$10/Hour	\$25/Hour
5. Athletic Fields	No Charge	\$30/Hour	\$75/Hour

*Kelseyville Community Day School*

1. Portable Classroom	No Charge	\$25/Hour	\$50/Hour
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*Intermountain High School*

1. Portable Classroom/Small Kitchen	No Charge	\$30/Hour	\$60/Hour
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Additional Equipment: *(If available @ location)*

The following fees will be charged for the use of items listed below. These fees are based on the return of said items on the next day of business. Damage to said items may result in an additional fee, determined by the District, and based on the remaining usefulness of the item.

Folding Chairs	\$1/Each
Tables	\$5/Each
Folding Tables W/Benches	\$8/Each
PA System**	\$12/Hour
Overhead Stage Lighting**	\$15/Hour

Restrooms:

Each pair of restrooms used will be re-cleaned and restocked after each use. A fee of \$30 will be paid for the use of each restroom daily. Groups with more than 50 people in attendance are required to pay for restroom cleaning and restocking.



Dedicated to a Tradition of  
Educational Excellence,  
Integrity, and Community

GLEN SENESTRARO  
Superintendent

SARAH REBACK  
District Secretary/Personnel

COREY WEBER  
Business Manager

JEANNIE FULTON  
Accounts Payable

VALERIE HOLMES  
Payroll and Benefits

## PRINCIPALS

CLINT DUEY  
Fortuna High School

DANIELLE CARMESIN  
Academy of the Redwoods

BRIAN SCHOENFIELD  
East High School

379 TWELFTH STREET  
FORTUNA, CA 95540

PHONE: (707) 725-4461  
FAX: (707) 725-6085

[district@fuhsdistrict.org](mailto:district@fuhsdistrict.org)

**To: Community Organizations**

**From: Glen Senestraro, Superintendent**

**Re: Fortuna Union High School District's Fees Schedule**

In the past, Fortuna Union High School District has tried to provide facility usage at a free or minimal rate. At this time however, due to the increase in utility costs, along with the decreased State budget, we have no option but to charge organizations to recoup our costs.

Attached you will find the Fee Schedule. All Non-profit Organizations will be charged **ONLY** for the Utility Fee and Custodial Time required to set-up and/or clean the facility after the event. All other groups will be charged an additional Facility Use Fee.

Please complete the facility request and submit **Insurance Verification** (required) early in order to secure the facility without scheduling conflicts.

Thank you.

Glen Senestraro  
Superintendent

GGs:slr

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∞ Fortuna Union High School District ∞  
 Fee Schedule 2012/2013

\*\*\*\*\*

	Non-Profit	Full Charge
❖ FUHS Mary Hanley Theatre		
Facility (includes equipment)	\$ 15.00/hr	\$105.00/hr
Utility Fee <i>Max Capacity 295</i>	20.00/hr	20.00/hr
Custodian <i>Stage 27'x 32"</i>	21.00/hr	21.00/hr
❖ FUHS Cafeteria		
Facility	\$ 15.00/hr	\$ 55.00/hr
Utility Fee	15.00/hr	15.00/hr
Custodian	21.00/hr	21.00/hr
Food Service Worker	20.00/hr	20.00/hr
❖ FUHS Classrooms	\$ 10.00/hr	\$ 20.00/hr
❖ Lounge, Weight Room		
Facility	\$ 10.00/hr	\$ 30.00/hr
Utility Fee	8.25/hr	8.25/hr
Custodian	21.00/hr	21.00/hr
❖ FUHS Library		
Facility (includes equipment)	\$ 15.00/hr	\$ 55.00/hr
Utility Fee	15.00/hr	15.00/hr
Custodian	24.00/hr	24.00/hr
❖ FUHS Damon Gym		
Facility	\$ 25.00/hr	\$110.00/hr
Utility Fee	20.00/hr	20.00/hr
Custodian	21.00/hr	21.00/hr
❖ FUHS Logan Gym		
Facility	\$ 20.00/hr	\$ 60.00/hr
Utility Fee	15.00/hr	15.00/hr
Custodian	21.00/hr	21.00/hr
❖ FUHS Stadium		
Facility / Night Use	\$100.00 Per use	\$255.00/per use
Utility Fee / Night Use	55.00/hr	55.00/hr
Facility / Day Use	.00/hr	150.00/per use
Utility Fee / Day Use	5.00/hr	5.00/hr
Groundskeeper	24.00/hr	24.00/hr
❖ FUHS Student Parking Lot		
Facility	\$ .00/hr	\$ 55.00/day
Groundskeeper	24.00/hr	24.00/hr
Healthy Start	\$10.00/hr	\$ 20.00/hr
Computer Lab	\$ 25.00/hr	\$ 25.00/hr

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# Elk Grove Unified School District

*Excellence by Design*

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## Facilities Use

To better serve our community stakeholders in determining field availability during inclement weather, the EGUSD will update the status of fields through email. All community users will be sent emails to communicate if field usage is permitted on any given day during inclement weather. We ask that you check your emails before accessing fields. Thank you for your cooperation.

Effective January 1, 2011 the Elk Grove Unified School District has revised the facilities use policies and fee structure to accommodate the changing needs of community partners and the district.

The Board of Education is committed to providing access to the district's facilities when they are not designated for school site curricular or extra-curricular activities. While the district provides access to school facilities, practical economics and California Education Code allow the district to charge minimal fees to cover the associated costs of their use.

The changes follow several meetings with community stakeholders who provided input into the fee structure. These stakeholders include: EGUSD staff, the Cosumnes Community Services District, the Elk Grove Youth Sports Association, Southgate Parks and Recreation Inc., Boy and Girl Scout representatives and other community youth groups.

Revenues generated by the new fees will be used to maintain the fields, gymnasiums, multipurpose rooms, and other district facilities that incur wear and tear produced by usage beyond the curricular day. Funds will also be designated for the replacement of supplies that are consumed during community activities and equipment that may deteriorate over the course of time as a result of greater than expected use.

### Facilities Use Fees

The following outlines the steps to reserve a school site for your non-sports related activity. See next section for sports related events.

1. For non-sports related events, contact desired site directly to arrange for a visit to the facility to ensure it meets the needs of the event and to verify availability.
  - a. Cost estimate will be provided after approval of application. If you wish to obtain an estimate of fees **prior to submitting** an application please e-mail [schoolfacilities@egusd.net](mailto:schoolfacilities@egusd.net). You may also contact the following personnel to obtain an estimate:

If your organization name begins with **A-H**, call (916) 686-7771 ext. 7632.

If your organization name begins with **I-Z**, call (916) 686-7771 ext. 7271.

**For questions regarding facility use, please contact:**

Jennifer Ballerini, Athletics/Facilities Office Technician

[jballeri@egusd.net](mailto:jballeri@egusd.net)

(916) 686-7797 x 7505

**Insurance Requirements for all Facility Use**

The Risk Management Department determines the insurance requirements for all facility use activities. The type and limits of insurance required depend upon the nature of the activities to be conducted on district property. The typical terms and requirements are below:

**Indemnification and Hold Harmless:** The applicant agrees to indemnify, hold harmless and defend EGUSD, its officials, employees, volunteers, students and guests from any and all losses to the applicant's and district's property, persons and claims arising from the applicant's use of said facility.

**Insurance:** The applicant agrees to enforce its indemnity and hold harmless obligations, and obtain and maintain in full force for the duration of this agreement, insurance respective of the applicant's use of said facility. Applicant's insurance policy shall be at a minimum, Comprehensive General Liability, with limits no less than \$1 million on a per occurrence basis, and \$2 million in the aggregate. EGUSD shall be listed as Additional Insured endorsed to said policy, and such insurance shall be primary. Insurance shall be evidenced by a Certificate of Insurance, with the Additional Insured endorsement attached.

**Sample Insurance Requirement (.pdf)**

If you are unable to provide insurance, special event insurance may be available to purchase, depending upon the nature of the activity.

A copy of current insurance information with the endorsement to the district as Additional Insured should be included with the application to expedite the process.

**For insurance requirement questions, please contact:**

Linda Pryor, Risk Management Technician Lead

(916) 686-7797 x7385

Business Hours: 8 a.m. – 5 p.m.

**FAX:**

(916) 685-2606

**Address:**

Risk Management Department – Room 203

Robert L. Trigg Education Center

9510 Elk Grove Florin Road

Elk Grove, CA 95624

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## **Elk Grove Unified School District Outdoor Registration/Facilities Use Schedule 2015-16**

**Fall Registration:** April 13 – April 24, 2015

<b><u>Fall Usage Period:</u></b>	Year-round	July 20 – November 22, 2015
	Traditional	Aug. 17 – November 22, 2015
	Modified	Aug. 17 – November 22, 2015
	Middle School	July 6 – November 22, 2015
	High School	July 6 – November 22, 2015

**Winter Registration\*:** October 12 – October 23, 2015

**Winter Usage Period\*:** November 30 – March 6, 2016

- Outdoor usage during the winter is limited to synthetic fields and all-weather tracks only; no grass field usage permitted during this period
- Use of the synthetic fields and all-weather tracks from February 8 – March 6 may be limited or terminated by individual school sites due to the start of the spring sports season.

**Spring Registration:** January 4 – January 15, 2016

**Spring Usage Period:** March 7 – June 24, 2016

EXHIBIT A  
GENERAL FACILITY FEE SCHEDULE  
(Effective Date August 1, 2015)

District Facilities/Equipment not listed on following Fee Schedules are not available for use.

FACILITY	CLASSIFICATION I	CLASSIFICATION II	CLASSIFICATION III
Application Fee (per application) – Non-Refundable	\$10.00	\$20.00	\$20.00
Classroom	\$1.50 per hour	\$3.00 per hour	\$9.00 per hour
Library (Elementary)	\$3.00 per hour	\$6.00 per hour	\$18.00 per hour
Library (Middle/High)	\$4.00 per hour	\$8.00 per hour	\$24.00 per hour
Multipurpose Room – Elementary/As-Is (Weeknight)	\$5.50 per hour	\$11.00 per hour	\$33.00 per hour
Multipurpose Room – Elementary/Modified (Weeknight)	\$13.50 per hour (includes custodial)	\$19.00 per hour (includes custodial)	\$57.00 per hour (includes custodial)
Multipurpose Room – Elementary (Weekend)	\$5.50 per hour plus custodial*	\$11.00 per hour plus custodial*	\$33.00 per hour plus custodial*
Multipurpose Room – Middle/High (Weeknight)	\$8.00 per hour plus custodial* (if necessary)	\$16.00 per hour plus custodial* (if necessary)	\$48.00 per hour plus custodial* (if necessary)
Multipurpose Room – Middle/High (Weekend)	\$8.00 per hour plus custodial*	\$16.00 per hour plus custodial*	\$48.00 per hour plus custodial*
Aux. Gymnasium (Middle/High)	\$7.00 per hour plus custodial on weekends/holiday*	\$14.00 per hour plus custodial on weekends/holiday*	\$42.00 per hour plus custodial on weekends/holiday*
Main Gymnasium (Middle/High)	\$10.00 per hour plus custodial on weekends/holiday*	\$20.00 per hour plus custodial on weekends/holiday*	\$60.00 per hour plus custodial on weekends/holiday*
Stadiums (High) – Synthetic Field, Unlighted	\$2.50 per hour plus custodial*	\$5.00 per hour plus custodial*	\$15.00 per hour plus custodial*
Stadiums (High) – Synthetic Field, Lighted	\$30.00 per hour plus custodial*	\$60.00 per hour plus custodial*	\$180.00 per hour plus custodial*
Stadiums (High) – All-Weather Track, Unlighted	\$2.50 per hour plus custodial*	\$5.00 per hour plus custodial*	\$15.00 per hour plus custodial*
Stadiums (High) – All-Weather Track, Lighted	\$30.00 per hour plus custodial*	\$60.00 per hour plus custodial*	\$180.00 per hour plus custodial*
<b>*Custodial Staff – Weeknight</b>	<b>\$16.00 per hour</b>	<b>\$16.00 per hour</b>	<b>\$16.00 per hour</b>
<b>*Custodial Staff – Saturday Two (2) hour minimum required</b>	<b>\$33.00 per hour</b>	<b>\$33.00 per hour</b>	<b>\$33.00 per hour</b>
<b>*Custodial Staff – Sunday/Holiday Two (2) hour minimum required</b>	<b>\$44.00 per hour</b>	<b>\$44.00 per hour</b>	<b>\$44.00 per hour</b>
Playfields (Elementary)	\$.50 per hour (max \$5/day)	\$1.00 per hour (max \$10/day)	\$1.50 per hour (max \$15/day)

EXHIBIT A  
GENERAL FACILITY FEE SCHEDULE  
(Effective Date August 1, 2015)

FACILITY	CLASSIFICATION I	CLASSIFICATION II	CLASSIFICATION III
Playfields (Middle/High)	\$.75 per hour (max \$7.50/day)	\$1.50 per hour (max \$15/day)	\$2.25 per hour (max \$22.50/day)
Baseball/Softball Fields (High)	\$1.00 per hour (max \$10/day)	\$2.00 per hour (max \$20/day)	\$3.00 per hour (max \$30/day)
Stadium Concession Stand	\$20.00 per use	\$20.00 per use	\$20.00 per use
Tennis/Handball Courts	\$.50 per hour	\$1.00 per hour	\$1.50 per hour
Cafeteria (plus Custodial/ Kitchen Staff)	\$7.00 per hour	\$14.00 per hour	\$21.00 per hour
Theater	\$11.00 per hour	\$22.50 per hour	\$45.00 per hour
Parking Lot			\$5.00 per hour
EQUIPMENT:		FEE for all classifications (PER UNIT)	FEE PERIOD
Electronic Scoreboards (Middle/High School Gyms and High School Stadiums)		\$20.00	Each use

District Office Fees Schedules

Facility Rental Fees: A two-hour minimum will be charged for building rentals.

FACILITY	CLASSIFICATION I	CLASSIFICATION II	CLASSIFICATION III
Boardroom (Rooms A, C, D)	\$8.00 per hour	\$16.00 per hour	\$24.00 per hour
Room A Only	\$5.50 per hour	\$11.00 per hour	\$16.50 per hour
Rooms C and D Only	\$3.00 per hour	\$6.00 per hour	\$9.00 per hour
Rooms C or D Only	\$1.50 per hour	\$3.00 per hour	\$4.50 per hour

Additional Fees Schedules

These fees apply when rental is outside of normal school hours. Normal hours are considered to be:  
 Elementary School – Monday through Friday, 7:00 a.m. to 5:00 p.m.  
 Middle School – Monday through Friday, 7:00 a.m. to 5:00 p.m.  
 High School – Monday through Friday, 7:00 a.m. to 5:00 p.m.

**Cafeteria Personnel\*:** \$24.00 per hour, non-scheduled work hours and Saturdays  
 \$32.00 per hour, non-scheduled work hours, Sundays and holidays

\* Food and Nutrition Services (FNS) employees are responsible for working the clock hours requested by the organizers of the event. Presence of an FNS employee in the kitchen is to ensure proper use of FNS equipment (ovens, warmers, refrigerator access, etc.) and to ensure proper clean-up by members of the organization after the event. The kitchen must be left in the same condition it was found before the event started.

EXHIBIT A  
GENERAL FACILITY FEE SCHEDULE  
(Effective Date August 1, 2015)

<b>Security Personnel:</b>	<u>August 1 – December 31, 2015</u>	
	Off-duty Sheriff (without car)	\$48.42 per hour
	Off-duty Sheriff (with car)	\$52.75 per hour
	 <u>Effective January 1, 2016</u>	
	Off-duty Sheriff (without car)	\$52.75 per hour
	Off-duty Sheriff (with car)	\$61.75 per hour
	NOTE: Three-hour minimum charged Monday-Thursday; four-hour minimum charged Friday through Sunday	

For all renters, wages for district employees (custodians, cafeteria personnel, etc.) will be charged as needed (set-up, take down, opening, cleaning, etc.) Personnel hours are an estimate; if hours exceed estimate, fees for actual time will be charged.



# USER GROUP SURVEYS



# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

The purpose of this survey is to identify existing use patterns at each playing field at each site and to identify current and projected needs of each program. The following questions provide a "worksheet" for completing the attached graphic schedule(s). A sample schedule is provided for guidance. Please make additional copies as necessary and use one schedule per field per season (include pre-season and post-season play). Submit as many schedules as necessary to account for all of your programs/events, including practices.

## 1. Contact Information:

What group(s) or agency(s) do you represent? (Example: Fort Bragg Little League, District 35)

Mendo United & Mendocino County Soccer Academy (MCSA)

Name:

Jeremiah Heim coachheim@gmail.com

Phone Number:

(707)937-2327, (707)272-1701

Email:

coachheim@mendounited.org

## 2. Please identify the outdoor activities requiring fields or open play space that you offer or administer.

League/Programs:

Baseball  Softball  Soccer  Band  Football  Cheerleading  
 Field Hockey  Lacrosse  Track/Field

Other:

Identify/describe any activities classes offered:

Recreational:

Schools:  Physical Ed  Intramural  Interscholastic

Other: Mendo United & the MCSA, provide year round competitive soccer training for the youth of our communities, in a positive & professional environment.

Identify/describe any Special Events: (Include all organizations, schools, etc.)

Tournaments  Field Days

Community Events (4th of July fireworks, community or school picnics, etc)

Other

Describe:

Soccer Tournaments are a source of pride and great income to the coastal community

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## Camps:

Sports Camps:

Resident: \_\_\_\_\_

Day Camps:

Clinics:

Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Day Care:

Field Activities: \_\_\_\_\_  
\_\_\_\_\_

### 3. How many participants are enrolled in your activities at each level of play?

Level <u>49</u>	#Players <u>20</u>	#Teams <u>2</u>	Level _____	#Players _____	#Teams _____
Level <u>410/11</u>	#Players <u>20</u>	#Teams <u>2</u>	Level _____	#Players _____	#Teams _____
Level <u>412</u>	#Players <u>20</u>	#Teams <u>1</u>	Level _____	#Players _____	#Teams _____
Level <u>413/14</u>	#Players <u>30</u>	#Teams <u>2</u>	Level _____	#Players _____	#Teams _____
Level <u>417</u>	#Players <u>25</u>	#Teams <u>1</u>	Level _____	#Players _____	#Teams _____

Total # Players Enrolled 115

Total #Teams 8

Total # Coaches 6

### 4. Identify the number of players that participate in the following:

Games 75 Practices 115 Events \_\_\_\_\_

### 5. Which field(s) or outdoor play space(s) does your group/event/program utilize for practice, and/or meetings?

(Example: Redwood Elementary School - track field area)

Fort Bragg Middle school fields  
Dana Gray elementary school fields

### 6. Which field(s) or outdoor play space(s) does your group/program/event utilize for games or performances?

Dana Gray Elementary School fields

### 7. In which season(s) does your activity take place? (Example: Mid-August through October)

We train Year round, depending on weather & registration  
mostly April - Nov.

### 8. What days/times do you use the field(s)? What is the approximate length of each practice/game/event?

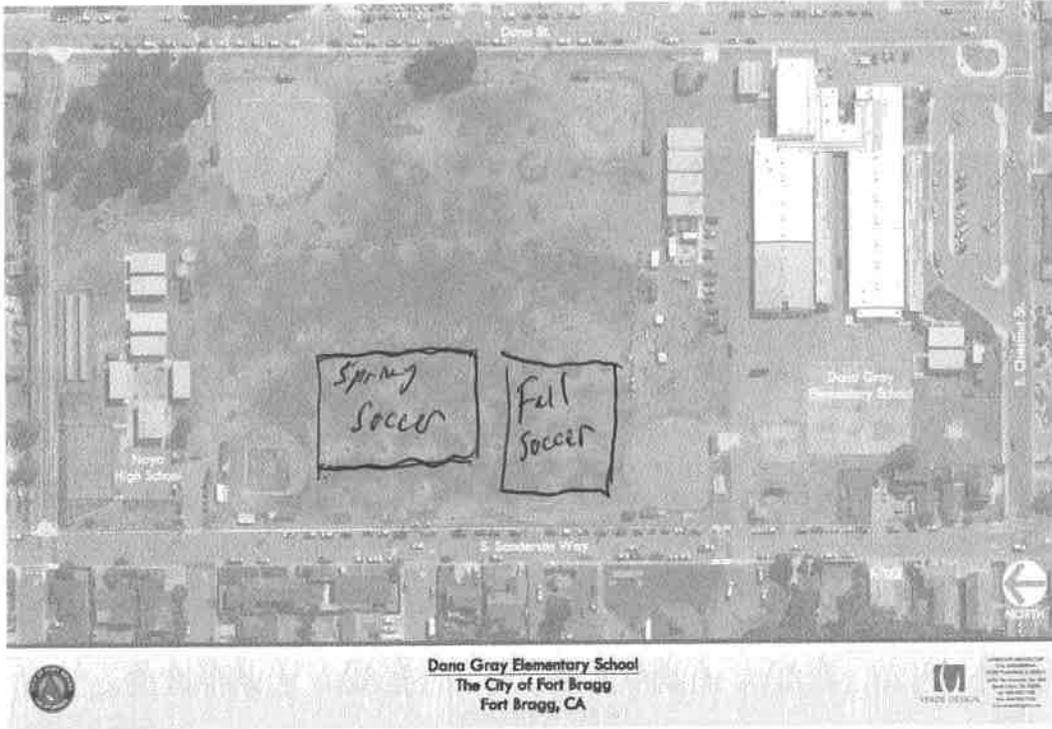
Mon - Thurs. practices are after school hours and  
run between 1 hour - 2 hours. depending on age

**Fort Bragg School and Community Fields Master Plan**

User Group - Field Usage Survey

September 4, 2015

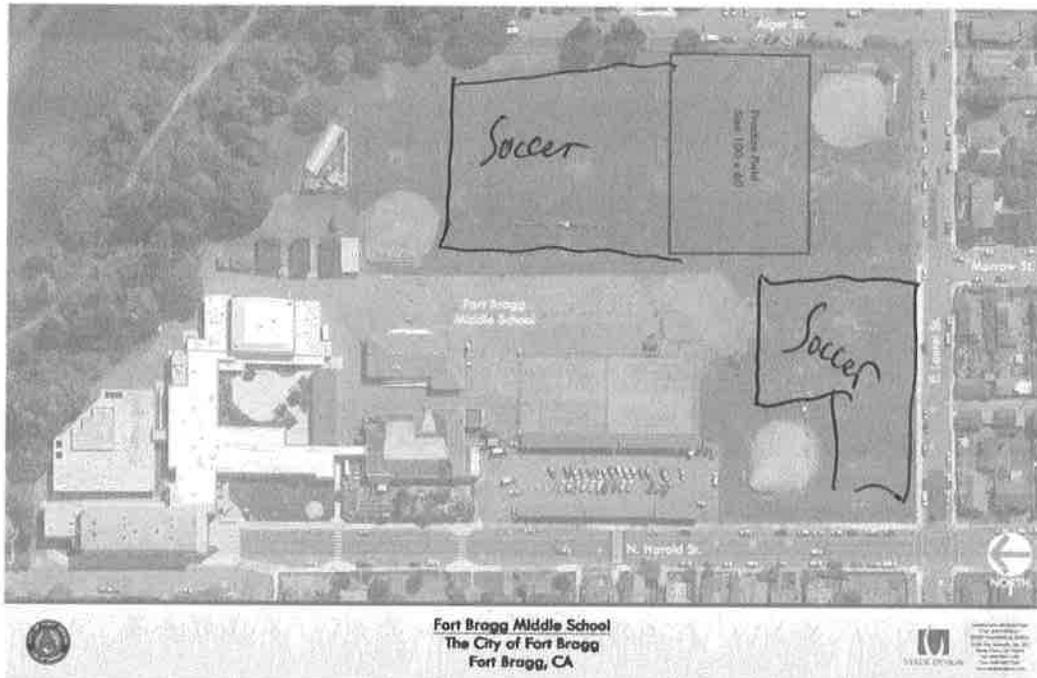
Again, we move around according to strength of fields & field conditions.



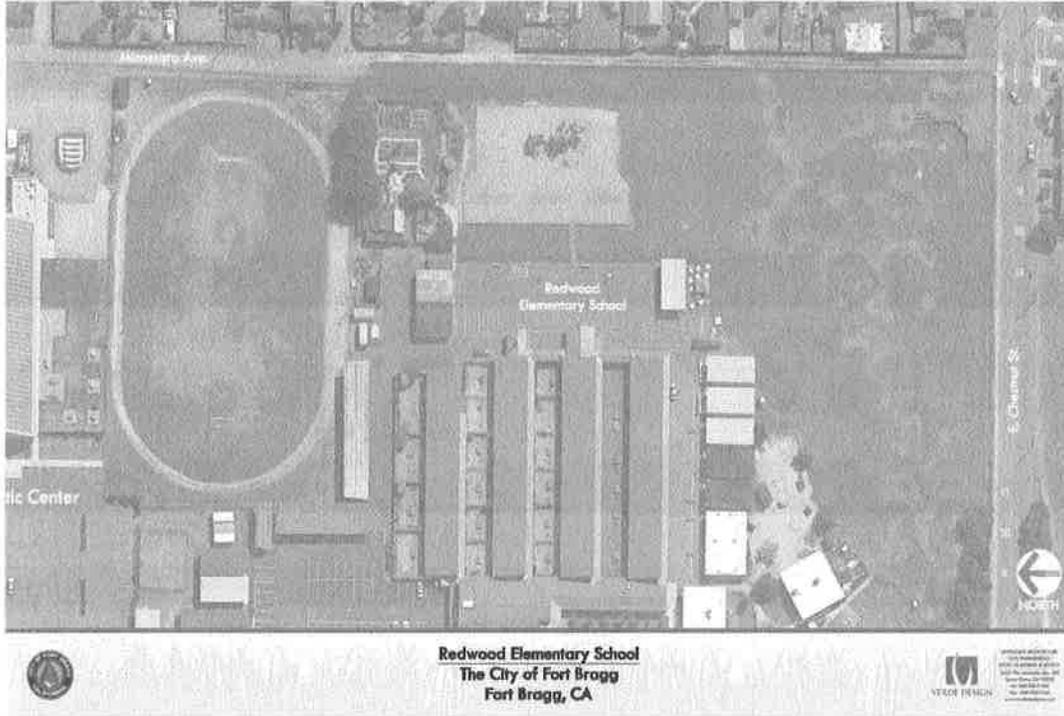
9. Please indicate on the attached aerials the locations of where you practice and play your games. You can show your location on the aerials by drawing in the field location (exact orientation) and writing down the size of the fields.

**Example**

At the middle school, we move training sessions according to the other sports & field conditions. This allows time for the field to recover & keeps us flexible, with other programs.



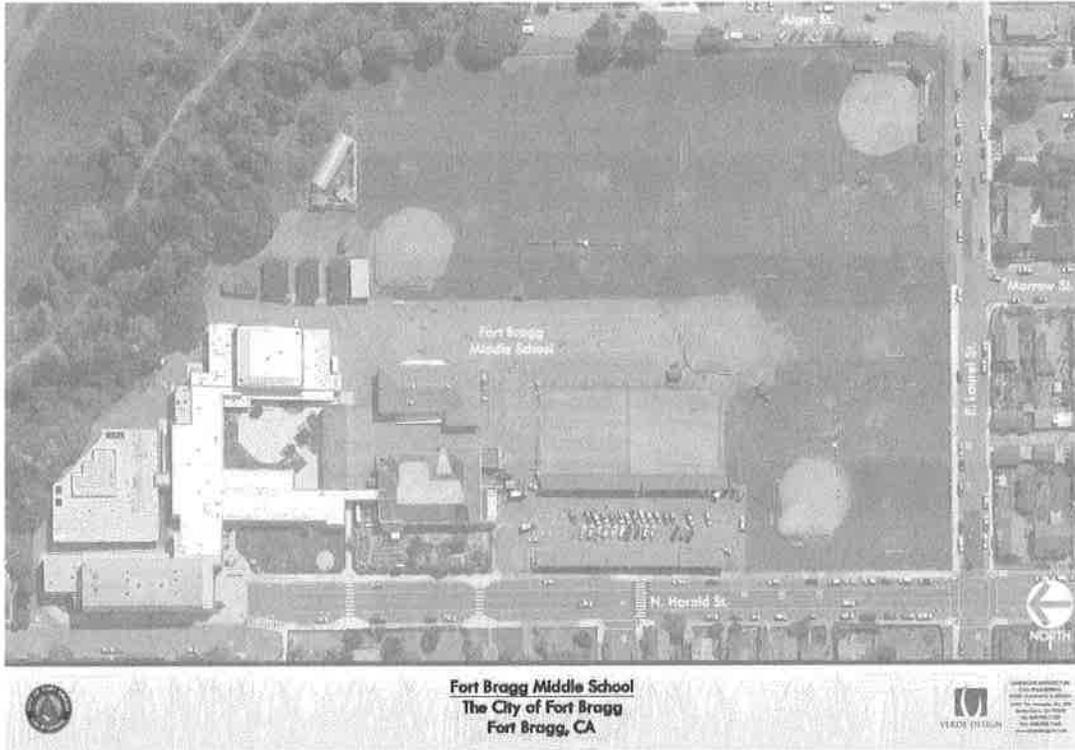
We don't really train here  
the track field would be a good  
location for our U9-U10/11.



**Fort Bragg School and Community Fields Master Plan**

**User Group - Field Usage Survey**

**September 4, 2015**





# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## QUESTIONNAIRE

The following questions will provide us with additional information to determine local field/play space requirements. Please be as specific as you can.

1. Please provide the following historical data regarding participation in your programs.

Number of participants in each activity indicated in each of the last 5 years:

	2015	2014	2013	2012	2011
Soccer:	115	80	60	50	30
Softball:					
Baseball:					
Football:					
Lacrosse:					
Field Hockey:					
Cheerleading:					
Track/Field					
Band:					
Other: (Identify)					

2. What is the desired or anticipated growth in your programs?

Estimate the growth in number of participants in each activity indicated in the next 1, 5 and 10 years. Also, please indicate the fastest growing age groups in each activity. (Example: Girls soccer, ages 10-15)

	2016	2020	2025	Age Group Growth
Soccer:	130-145	200	300	you <sup>th</sup> 410-413
Softball:				
Baseball:				
Football:				
Lacrosse:				
Field Hockey:				
Cheerleading:				
Track/Field				
Band:				
Other: (Identify)				

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

3. What do you estimate to be your current unmet demand? (How many participants are denied the opportunity to participate or do not try to participate due to perceived lack of opportunity? Provide a number estimate or percentage.) In what age groups do they fall?

Number: \_\_\_\_\_ Percentage: 20% Age Groups: U9 & U17  
 Please explain: In Soccer, a good field is the most important. For player safety & development. We lose players to field injuries and many parents choose not have their children play.

4. Are your games or "seasons" reduced in length to allow additional "seasons" to accommodate demand? (Example: Two 8-week seasons with 2 1-hour games per week (16 - 1-hour games) could be altered to provide three 5-week seasons with 3 45-minute games per week, (15 - 45-minute games) thus accommodating 33% more teams, but reducing game length and the number of games per "season".)

Yes \_\_\_ No \_\_\_

Please explain: Seeing as our program is year round, we don't really have seasons. We do lose the ability to host games which hurts our development & progress. Other Soccer clubs won't play on our fields.

5. Are your games or "seasons" reduced in length due to limited field/facility availability or poor condition?

Yes  No \_\_\_

Please explain: poor field conditions, limit or have completely taken away our ability to host games. Also it has crippled our tournaments & income to the community. Once hosting tournaments in 100's of teams. today our tournaments are being cancelled. taking an income of over \$200,000 from the community.

6. Ideally, what would your time requirements be for the following:

Games Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)  
U10-U12 - 1 hour per team, 4 teams = 4 hours  
U13-U17 - 90 minutes, 4 teams = 6 hours

Practice Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)  
U9-U11 - 1 hour, 3 times per week, 12 hours  
U12-U17 - 90 minutes 2-4 times per week, 4 teams, 60 hours

Season Length: (Example: April 1 - May 31)  
Spring - Fall = April - Nov

7. What is your perceived condition of the field(s) that you use?

Please list each field you use and rank each on a scale of "1" to "5" with "1" indicating Very Poor condition and "5" indicating Excellent condition.

Field: <u>Dana Gray</u>	Rank: <u>1</u>
Field: <u>Middle school</u>	Rank: <u>2</u>
Field: _____	Rank: _____
Field: _____	Rank: _____

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

8. What are the size of fields you utilize by age group or division:

Level: <u>U9</u>	Field Size: <u>30 yds x 20 yds</u>	Pitch Distance: _____
Level: <u>U10/11</u>	Field Size: <u>55 yds x 45 yds</u>	Pitch Distance: _____
Level: <u>U12</u>	Field Size: <u>65 yds x 55 yds</u>	Pitch Distance: _____
Level: <u>U13-U17</u>	Field Size: <u>85 yds x 75 yds</u>	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____

Additional comments are welcome.

The biggest impact for soccer & poor fields is player safety & development. It is also discouraging to play or train on poor fields, it creates a frustrating environment for players & coaches.

The poor fields have reduced tournament numbers or have helped cancel tournaments, once having attendance at home in the 100's. Our community has suffered great financial losses, mostly in the 100's at thousands of dollars.

Thank you for your assistance. The quality of the input will directly effect the quality of the study. Your attention to detail is greatly appreciated.

Thank you for your efforts, this is a great start and we're excited to be apart of this project.

Regards,

Coach Herin

Doc - Mendocino United

Head Coach - MCSA, U13 & U17  
Bragg

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

The purpose of this survey is to identify existing use patterns at each playing field at each site and to identify current and projected needs of each program. The following questions provide a "worksheet" for completing the attached graphic schedule(s). A sample schedule is provided for guidance. Please make additional copies as necessary and use one schedule per field per season (include pre-season and post-season play). Submit as many schedules as necessary to account for all of your programs/events, including practices.

1. Contact Information:

What group(s) or agency(s) do you represent? (Example: Fort Bragg Little League, District 35)

Name:

Mendocino Coast Recreation and Park District

Phone Number:

964-9672 Ex 203

Email:

ncottrell@mcrpd.us

2. Please identify the outdoor activities requiring fields or open play space that you offer or administer.

League/Programs: Mens Softball league, Coed Softball League

Baseball  Softball <sup>x2</sup>  Soccer  Band  Football  Cheerleading  
 Field Hockey  Lacrosse  Track/Field

Other:

Identify/describe any activities classes offered:

Recreational:

Schools:  Physical Ed  Intramural  Interscholastic

Other:

Identify/describe any Special Events: (Include all organizations, schools, etc.)

Tournaments <sup>x3</sup>  Field Days  
 Community Events (4th of July fireworks, community or school picnics, etc)  
 Other

Describe:

Jesse Ales memorial mens softball tournament  
Ricky Del Fiorentino memorial Coed Softball tournament  
Coast Cup Soccer tournament

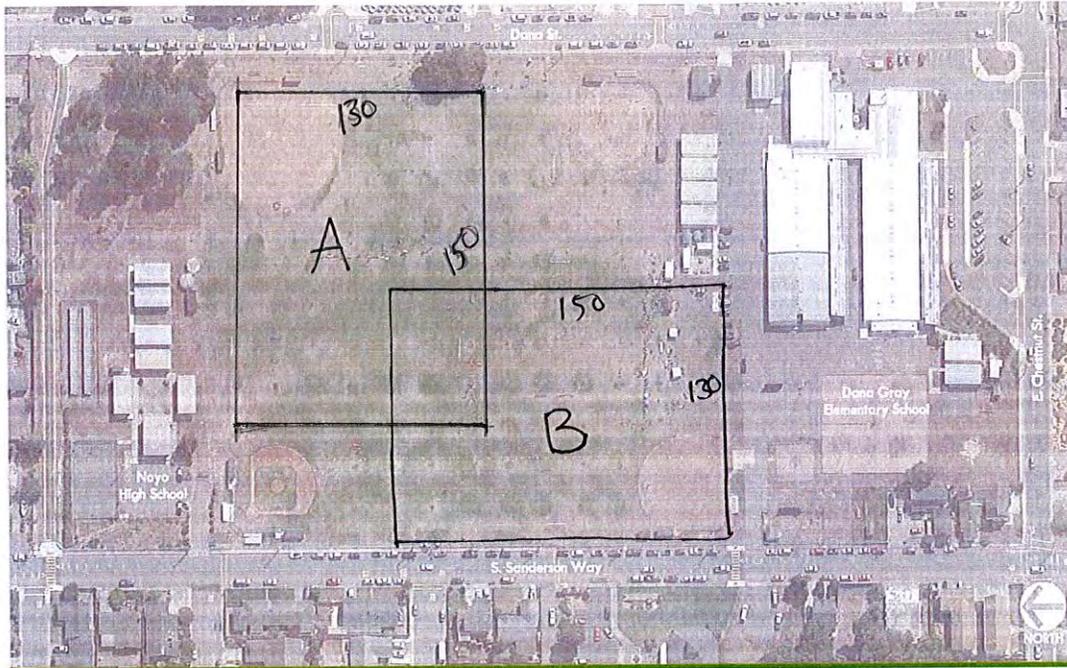




Dana Gray Elementary School  
The City of Fort Bragg  
Fort Bragg, CA



- Coast Cup Soccer Tournament  
3 fields



Dana Gray Elementary School  
The City of Fort Bragg  
Fort Bragg, CA



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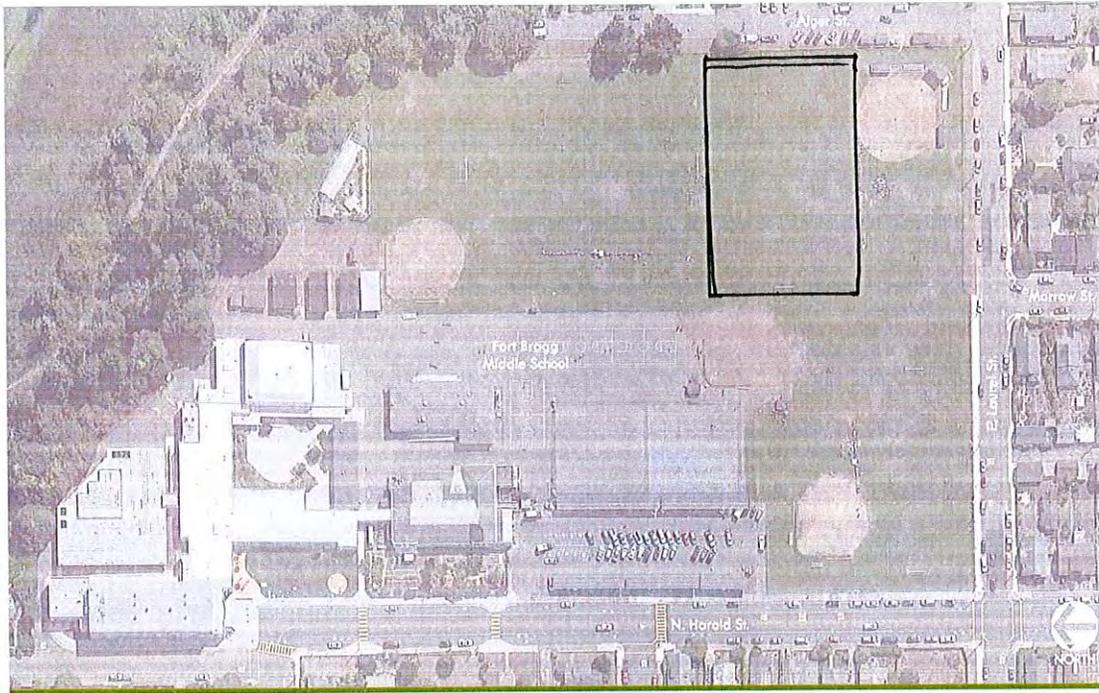
Softball A - Pavoni  
B - Whitman



Redwood Elementary School  
The City of Fort Bragg  
Fort Bragg, CA



*circus Day Camp Tent Footprint.*



Fort Bragg Middle School  
The City of Fort Bragg  
Fort Bragg, CA



Coast Cup Soccer Tourney



Fort Bragg High School  
The City of Fort Bragg  
Fort Bragg, CA



Coast Cup Soccer tournament

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## QUESTIONNAIRE

The following questions will provide us with additional information to determine local field/play space requirements. Please be as specific as you can.

1. Please provide the following historical data regarding participation in your programs.

*Circus Day Camp*

Number of participants in each activity indicated in each of the last 5 years:

	2015	2014	2013	2012	2011
Soccer:					
Softball:					
Baseball:					
Football:					
Lacrosse:					
Field Hockey:					
Cheerleading:					
Track/Field					
Band:					
Other: (Identify)	124	89	—	—	—

*See Above ↑*

2. What is the desired or anticipated growth in your programs?

Estimate the growth in number of participants in each activity indicated in the next 1, 5 and 10 years. Also, please indicate the fastest growing age groups in each activity. (Example: Girls soccer, ages 10-15)

	2016	2020	2025	Age Group Growth
Soccer:				
Softball:				
Baseball:				
Football:				
Lacrosse:				
Field Hockey:				
Cheerleading:				
Track/Field				
Band:				
Other: (Identify)				

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## QUESTIONNAIRE

The following questions will provide us with additional information to determine local field/play space requirements. Please be as specific as you can.

1. Please provide the following historical data regarding participation in your programs.

*Ricky Del Fiorentino Coed Softball tourney*

Number of participants in each activity indicated in each of the last 5 years:

	2015	2014	2013	2012	2011
Soccer:					
Softball:	112	—	—	—	—
Baseball:					
Football:					
Lacrosse:					
Field Hockey:					
Cheerleading:					
Track/Field					
Band:					
Other: (Identify)					

2. What is the desired or anticipated growth in your programs?

Estimate the growth in number of participants in each activity indicated in the next 1, 5 and 10 years. Also, please indicate the fastest growing age groups in each activity. (Example: Girls soccer, ages 10-15)

	2016	2020	2025	Age Group Growth
Soccer:				
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# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## QUESTIONNAIRE

The following questions will provide us with additional information to determine local field/play space requirements. Please be as specific as you can.

1. Please provide the following historical data regarding participation in your programs.

*Jesse Ales Mens Softball Tourney*  
 Number of participants in each activity indicated in each of the last 5 years:

	2015	2014	2013	2012	2011
Soccer:					
Softball:	208	208	208	208	180
Baseball:					
Football:					
Lacrosse:					
Field Hockey:					
Cheerleading:					
Track/Field					
Band:					
Other: (Identify)					

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Field Hockey:				
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User Group - Field Usage Survey

September 4, 2015

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*Coed Softball League*

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Lacrosse:					
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User Group - Field Usage Survey

September 4, 2015

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Lacrosse:					
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Softball:				
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Football:				
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Field Hockey:				
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Track/Field				
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# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

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1. Please provide the following historical data regarding participation in your programs.

*Coast Cup Soccer Tourney*

Number of participants in each activity indicated in each of the last 5 years:

	2015	2014	2013	2012	2011
Soccer:	28	200	220	240	220
Softball:					
Baseball:					
Football:					
Lacrosse:					
Field Hockey:					
Cheerleading:					
Track/Field					
Band:					
Other: (Identify)					

2. What is the desired or anticipated growth in your programs?

Estimate the growth in number of participants in each activity indicated in the next 1, 5 and 10 years. Also, please indicate the fastest growing age groups in each activity. (Example: Girls soccer, ages 10-15)

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Field Hockey:				
Cheerleading:				
Track/Field				
Band:				
Other: (Identify)				

# Fort Bragg School and Community Fields Master Plan

## User Group - Field Usage Survey

September 4, 2015

3. What do you estimate to be your current unmet demand? (How many participants are denied the opportunity to participate or do not try to participate due to perceived lack of opportunity? Provide a number estimate or percentage.) In what age groups do they fall?

Number: 440 Percentage: \_\_\_\_\_ Age Groups: High school to 65 yrs  
 Please explain: Our Coast Cup Soccer Tourney Used to Host 36 Teams of between 20 and 25 Players each. Because of poor field conditions, anyone over 30 fears injury.

4. Are your games or "seasons" reduced in length to allow additional "seasons" to accommodate demand? (Example: Two 8-week seasons with 2 1-hour games per week (16 - 1-hour games) could be altered to provide three 5-week seasons with 3 45-minute games per week, (15 - 45-minute games) thus accommodating 33% more teams, but reducing game length and the number of games per "season".)

Yes  No

Please explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

5. Are your games or "seasons" reduced in length due to limited field/facility availability or poor condition?

Yes  No

Please explain: We share these fields with the schools and local programs. We remain flexible and all meet together to plan out field use early in the year.

6. Ideally, what would your time requirements be for the following:

Games Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

Softball 70 minutes Per Game.  
Soccer U18 - 90 minutes per game.  
Soccer Over 18 - 90 minutes per game.

Practice Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

Season Length: (Example: April 1 - May 31)

2.5 months for Coed - April 12 - June 28, Mens June 7 - August 16

7. What is your perceived condition of the field(s) that you use?

Please list each field you use and rank each on a scale of "1" to "5" with "1" indicating Very Poor condition and "5" indicating Excellent condition.

Field: <u>Dana Gray Elementary</u>	Rank: <u>1</u>
Field: <u>Redwood Elem.</u>	Rank: <u>3</u>
Field: <u>Fort Bragg High School</u>	Rank: <u>4</u>
Field: <u>Fort Bragg Middle School</u>	Rank: <u>3</u>

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

8. What are the size of fields you utilize by age group or division:

Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____

Additional comments are welcome.

*We are a Rec. Department, our field sizes vary.*

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Thank you for your assistance. The quality of the input will directly effect the quality of the study. Your attention to detail is greatly appreciated.

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

The purpose of this survey is to identify existing use patterns at each playing field at each site and to identify current and projected needs of each program. The following questions provide a "worksheet" for completing the attached graphic schedule(s). A sample schedule is provided for guidance. Please make additional copies as necessary and use one schedule per field per season (include pre-season and post-season play). Submit as many schedules as necessary to account for all of your programs/events, including practices.

1. Contact Information:

What group(s) or agency(s) do you represent? (Example: Fort Bragg Little League, District 35)

Name:

Mendocino Coast Recreation and Park District

Phone Number:

964-9672 Ex 203

Email:

ncottrell@mcrpd.us

2. Please identify the outdoor activities requiring fields or open play space that you offer or administer.

League/Programs: Mens Softball league, Coed Softball League

Baseball  Softball <sup>x2</sup>  Soccer  Band  Football  Cheerleading  
 Field Hockey  Lacrosse  Track/Field

Other:

Identify/describe any activities classes offered:

Recreational:

Schools:  Physical Ed  Intramural  Interscholastic

Other:

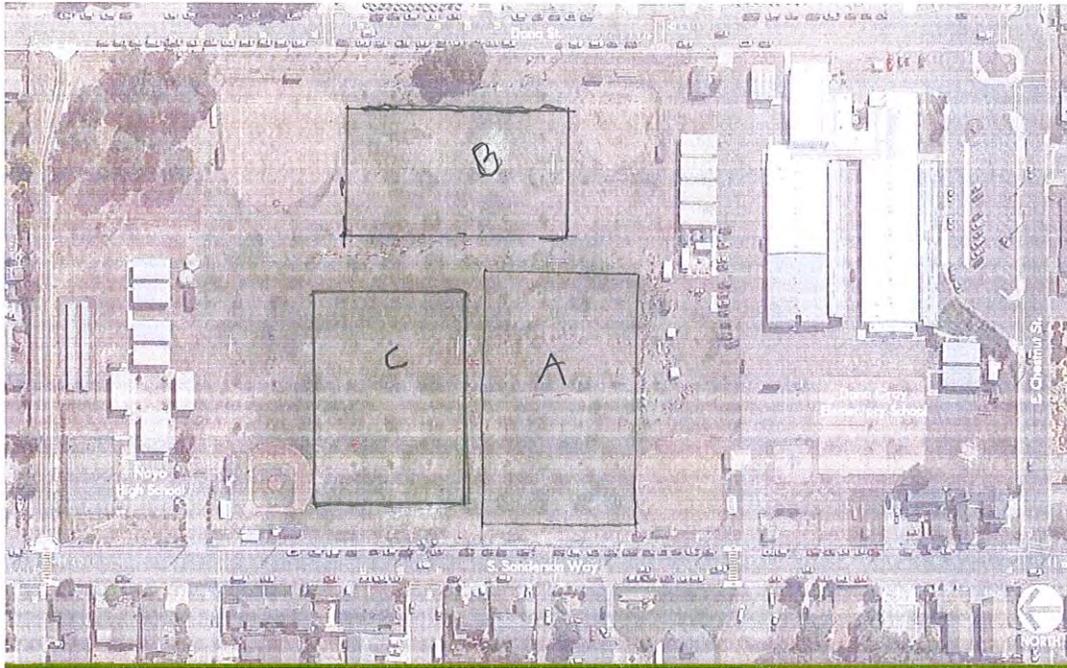
Identify/describe any Special Events: (Include all organizations, schools, etc.)

Tournaments <sup>x3</sup>  Field Days  
 Community Events (4th of July Fireworks, community or school picnics, etc)  
 Other

Describe:

Jesse Ales memorial mens softball tournament  
Ricky Del Fiorentino memorial Coed Softball tournament  
Coast Cup Soccer tournament

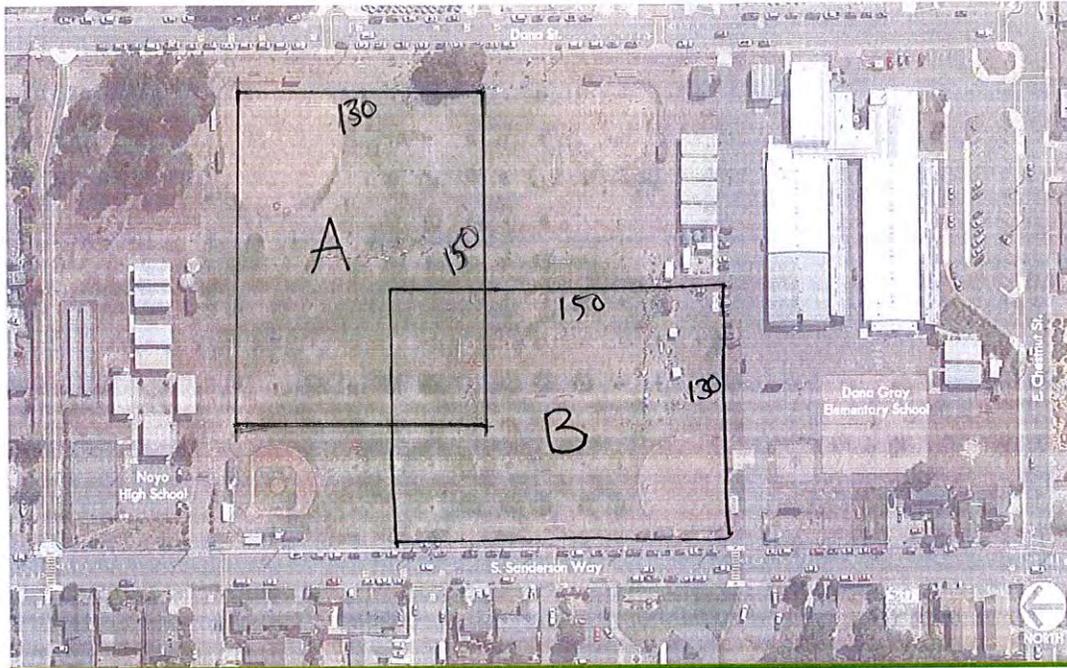




Dana Gray Elementary School  
The City of Fort Bragg  
Fort Bragg, CA



- Coast Cup Soccer Tournament  
3 fields



Dana Gray Elementary School  
The City of Fort Bragg  
Fort Bragg, CA



LANDSCAPE ARCHITECTURE  
PLANNING AND DESIGN  
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Santa Rosa, CA 95407  
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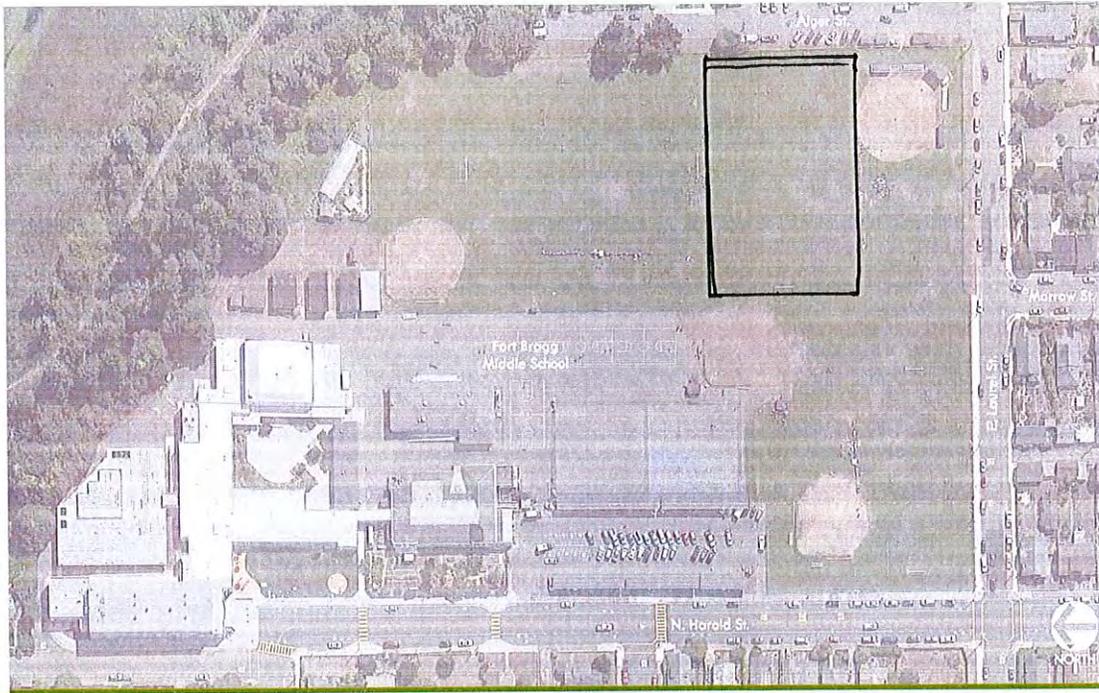
Softball A - Pavoni  
B - Whitman



**Redwood Elementary School**  
The City of Fort Bragg  
Fort Bragg, CA



*circus Day Camp Tent Footprint.*



Fort Bragg Middle School  
The City of Fort Bragg  
Fort Bragg, CA



Coast Cup Soccer Tourney



Fort Bragg High School  
The City of Fort Bragg  
Fort Bragg, CA



Coast Cup Soccer tournament

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## QUESTIONNAIRE

The following questions will provide us with additional information to determine local field/play space requirements. Please be as specific as you can.

1. Please provide the following historical data regarding participation in your programs.

*Circus Day Camp*

Number of participants in each activity indicated in each of the last 5 years:

	2015	2014	2013	2012	2011
Soccer:					
Softball:					
Baseball:					
Football:					
Lacrosse:					
Field Hockey:					
Cheerleading:					
Track/Field					
Band:					
Other: (Identify)	124	89	—	—	—

*See Above ↑*

2. What is the desired or anticipated growth in your programs?

Estimate the growth in number of participants in each activity indicated in the next 1, 5 and 10 years. Also, please indicate the fastest growing age groups in each activity. (Example: Girls soccer, ages 10-15)

	2016	2020	2025	Age Group Growth
Soccer:				
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# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

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User Group - Field Usage Survey

September 4, 2015

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User Group - Field Usage Survey

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User Group - Field Usage Survey

September 4, 2015

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# Fort Bragg School and Community Fields Master Plan

## User Group - Field Usage Survey

September 4, 2015

3. What do you estimate to be your current unmet demand? (How many participants are denied the opportunity to participate or do not try to participate due to perceived lack of opportunity? Provide a number estimate or percentage.) In what age groups do they fall?

Number: 440 Percentage: \_\_\_\_\_ Age Groups: High school to 65 yrs  
 Please explain: Our Coast Cup Soccer Tourney Used to Host 36 Teams of between 20 and 25 Players each. Because of poor field conditions, anyone over 30 fears injury.

4. Are your games or "seasons" reduced in length to allow additional "seasons" to accommodate demand? (Example: Two 8-week seasons with 2 1-hour games per week (16 - 1-hour games) could be altered to provide three 5-week seasons with 3 45-minute games per week, (15 - 45-minute games) thus accommodating 33% more teams, but reducing game length and the number of games per "season".)

Yes  No

Please explain: \_\_\_\_\_  
 \_\_\_\_\_  
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Please explain: We share these fields with the schools and local programs. We remain flexible and all meet together to plan out field use early in the year.

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# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

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Level: _____	Field Size: _____	Pitch Distance: _____
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# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

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Phone Number:

Email:

2. Please identify the outdoor activities requiring fields or open play space that you offer or administer.

League/Programs:

Baseball     Softball     Soccer     Band     Football     Cheerleading  
 Field Hockey     Lacrosse     Track/Field

Other:

Identify/describe any activities classes offered:

Recreational:

Schools:     Physical Ed     Intramural     Interscholastic

Other:

Identify/describe any Special Events: (Include all organizations, schools, etc.)

Tournaments     Field Days  
 Community Events (*4th of July Fireworks, community or school picnics, etc*)  
 Other

Describe:

# Fort Bragg School and Community Fields Master Plan

## User Group - Field Usage Survey

September 4, 2015

Camps:

Sports Camps:

Resident: \_\_\_\_\_

Day Camps: \_\_\_\_\_

Clinics: \_\_\_\_\_

Other: \_\_\_\_\_  
\_\_\_\_\_

Day Care:

Field Activities: \_\_\_\_\_  
\_\_\_\_\_

3. How many participants are enrolled in your activities at each level of play?

Level _____	#Players _____	#Teams _____	Level _____	#Players _____	#Teams _____
Level _____	#Players _____	#Teams _____	Level _____	#Players _____	#Teams _____
Level _____	#Players _____	#Teams _____	Level _____	#Players _____	#Teams _____
Level _____	#Players _____	#Teams _____	Level _____	#Players _____	#Teams _____
Level _____	#Players _____	#Teams _____	Level _____	#Players _____	#Teams _____

Total # Players Enrolled \_\_\_\_\_

Total #Teams \_\_\_\_\_

Total # Coaches \_\_\_\_\_

4. Identify the number of players that participate in the following:

Games \_\_\_\_\_ Practices \_\_\_\_\_ Events \_\_\_\_\_

5. Which field(s) or outdoor play space(s) does your group/event/program utilize for practice, and/or meetings?

(Example: Redwood Elementary School - track field area)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Which field(s) or outdoor play space(s) does your group/program/event utilize for games or performances?

\_\_\_\_\_  
\_\_\_\_\_

7. In which season(s) does your activity take place? (Example: Mid-August through October)

\_\_\_\_\_  
\_\_\_\_\_

8. What days/times do you use the field(s)? What is the approximate length of each practice/game/event?

\_\_\_\_\_  
\_\_\_\_\_

# Fort Bragg School and Community Fields Master Plan

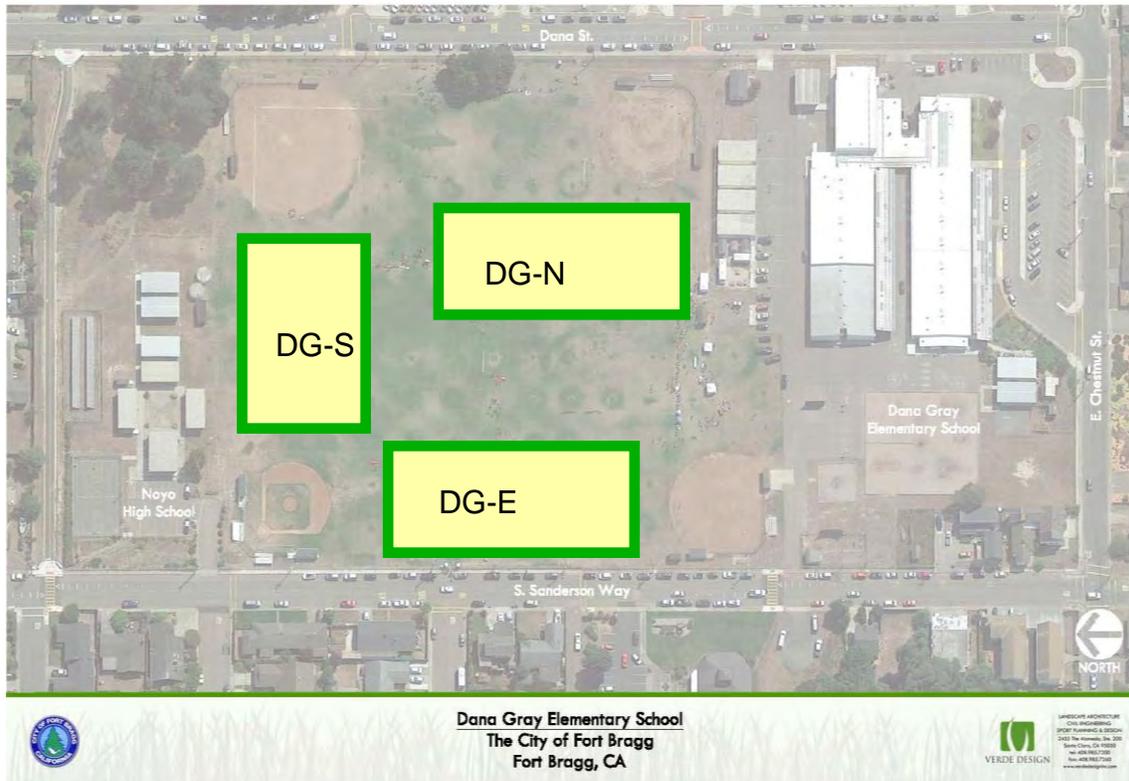
User Group - Field Usage Survey

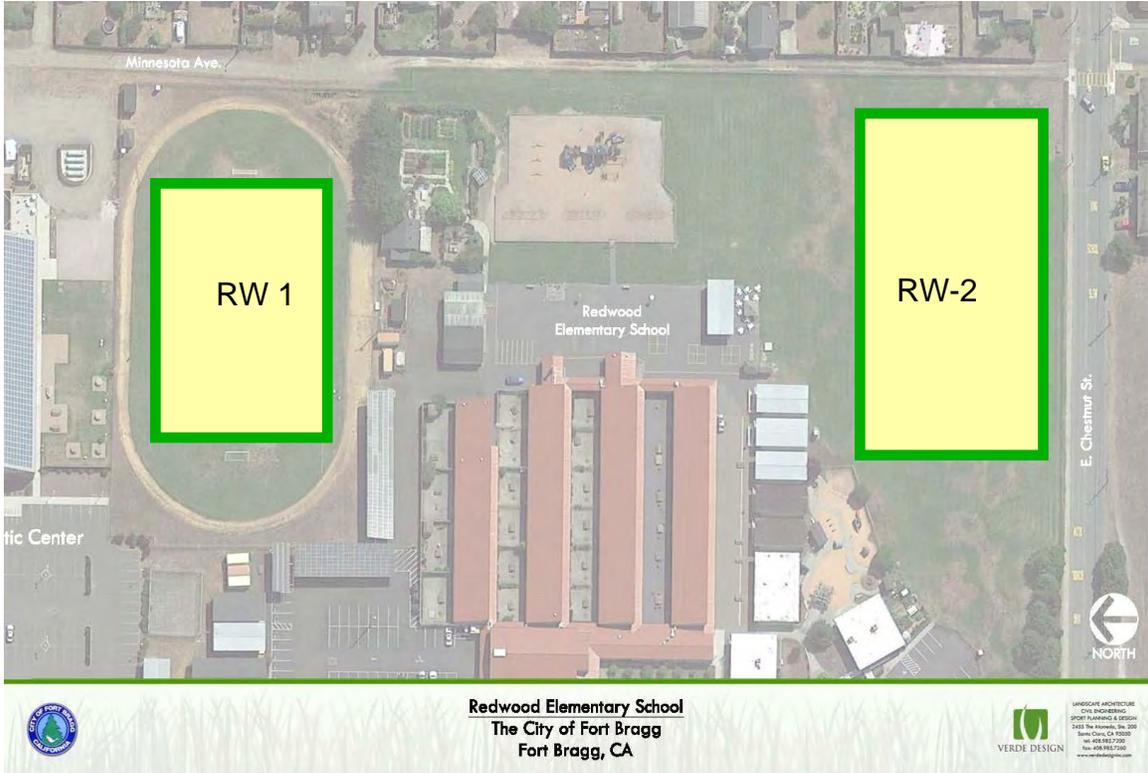
September 4, 2015

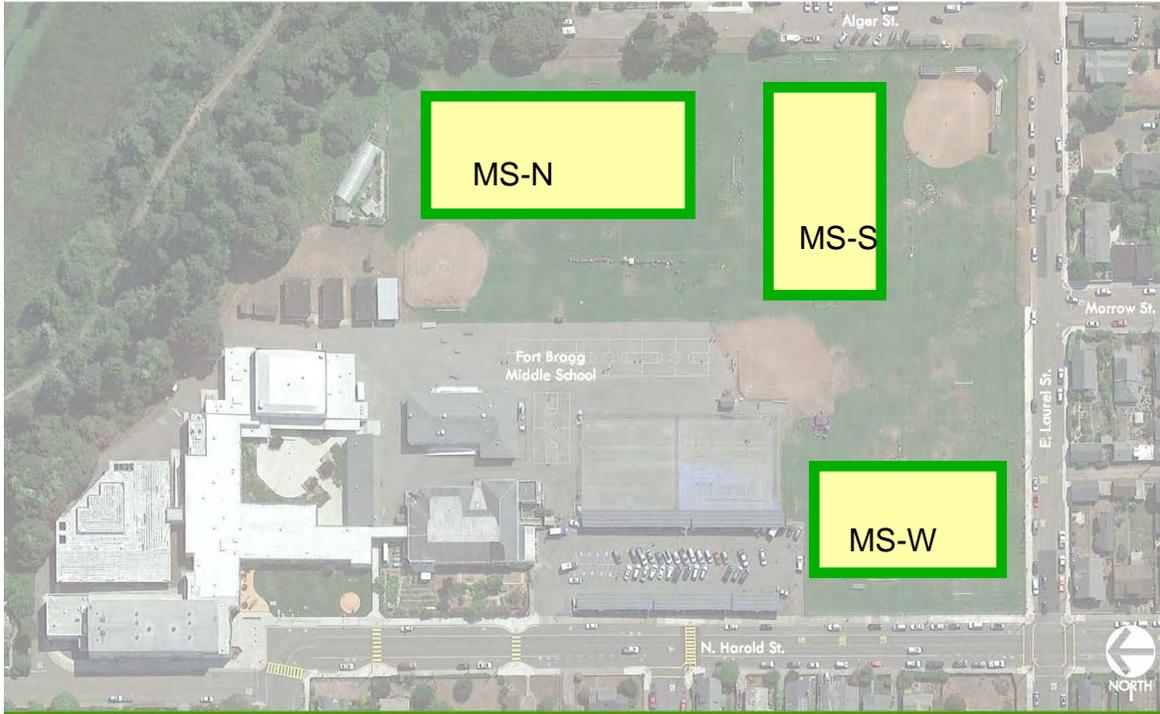
9. Please indicate on the attached aerials the locations of where you practice and play your games. You can show your location on the aerials by drawing in the field location (exact orientation) and writing down the size of the fields.

## Example









**Fort Bragg Middle School**  
**The City of Fort Bragg**  
**Fort Bragg, CA**





# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## QUESTIONNAIRE

The following questions will provide us with additional information to determine local field/play space requirements. Please be as specific as you can.

1. Please provide the following historical data regarding participation in your programs.

Number of participants in each activity indicated in each of the last 5 years:

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Soccer:					
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Lacrosse:					
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Track/Field					
Band:					
Other: (Identify)					

2. What is the desired or anticipated growth in your programs?

Estimate the growth in number of participants in each activity indicated in the next 1, 5 and 10 years. Also, please indicate the fastest growing age groups in each activity. (Example: Girls soccer, ages 10-15)

	2016	2020	2025	Age Group Growth
Soccer:				
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Lacrosse:				
Field Hockey:				
Cheerleading:				
Track/Field				
Band:				
Other: (Identify)				

# Fort Bragg School and Community Fields Master Plan

## User Group - Field Usage Survey

September 4, 2015

3. What do you estimate to be your current unmet demand? (How many participants are denied the opportunity to participate or do not try to participate due to perceived lack of opportunity? Provide a number estimate or percentage.) In what age groups do they fall?

Number: \_\_\_\_\_ Percentage: \_\_\_\_\_ Age Groups: \_\_\_\_\_

Please explain:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Are your games or "seasons" reduced in length to allow additional "seasons" to accommodate demand? (Example: Two 8-week seasons with 2 1-hour games per week (16 - 1-hour games) could be altered to provide three 5-week seasons with 3 45-minute games per week, ( 15 - 45-minute games) thus accommodating 33% more teams, but reducing game length and the number of games per "season".)

Yes \_\_\_\_ No \_\_\_\_

Please explain:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Are your games or "seasons" reduced in length due to limited field/facility availability or poor condition?

Yes \_\_\_\_ No \_\_\_\_

Please explain:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Ideally, what would your time requirements be for the following:

Games Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

\_\_\_\_\_  
\_\_\_\_\_

Practice Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

\_\_\_\_\_  
\_\_\_\_\_

Season Length: (Example: April 1 - May 31)

\_\_\_\_\_

7. What is your perceived condition of the field(s) that you use?

Please list each field you use and rank each on a scale of "1" to "5" with "1" indicating Very Poor condition and "5" indicating Excellent condition.

Field: \_\_\_\_\_ Rank: \_\_\_\_\_

Field: \_\_\_\_\_ Rank: \_\_\_\_\_

Field: \_\_\_\_\_ Rank: \_\_\_\_\_

Field: \_\_\_\_\_ Rank: \_\_\_\_\_

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

8. What are the size of fields you utilize by age group or division:

Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____

Additional comments are welcome.

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Thank you for your assistance. The quality of the input will directly effect the quality of the study. Your attention to detail is greatly appreciated.

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

The purpose of this survey is to identify existing use patterns at each playing field at each site and to identify current and projected needs of each program. The following questions provide a "worksheet" for completing the attached graphic schedule(s). A sample schedule is provided for guidance. Please make additional copies as necessary and use one schedule per field per season (include pre-season and post-season play). Submit as many schedules as necessary to account for all of your programs/events, including practices.

1. Contact Information:

What group(s) or agency(s) do you represent? (Example: Fort Bragg Little League, District 35)

Name: Jeff Landry Fort Bragg Middle School A.D.  
Phone Number: 707 223-3308 Email: jlandry@fbusd.us

2. Please identify the outdoor activities requiring fields or open play space that you offer or administer.

League/Programs:

Baseball  Softball  Soccer  Band  Football  Cheerleading  
 Field Hockey  Lacrosse  Track/Field   
Other: Physical Education class

Identify/describe any activities classes offered:

Recreational: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Schools:  Physical Ed  Intramural  Interscholastic  
\_\_\_\_\_  
\_\_\_\_\_  
Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Identify/describe any Special Events: (Include all organizations, schools, etc.)

Tournaments  Field Days  
 Community Events (4th of July fireworks, community or school picnics, etc)  
 Other \_\_\_\_\_  
Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Fort Bragg School and Community Fields Master Plan

## User Group - Field Usage Survey

September 4, 2015

Camps:

Sports Camps:

Resident: \_\_\_\_\_

Day Camps: \_\_\_\_\_

Clinics: \_\_\_\_\_

Other: \_\_\_\_\_

Day Care:

Field Activities: \_\_\_\_\_

3. How many participants are enrolled in your activities at each level of play?

Level <u>Softball</u>	#Players <u>2</u>	#Teams <u>2</u>	Level _____	#Players _____	#Teams _____
Level <u>Soccer</u>	#Players <u>2</u>	#Teams <u>1</u>	Level _____	#Players _____	#Teams _____
Level _____	#Players _____	#Teams _____	Level _____	#Players _____	#Teams _____
Level _____	#Players _____	#Teams _____	Level _____	#Players _____	#Teams _____
Level _____	#Players _____	#Teams _____	Level _____	#Players _____	#Teams _____

Total # Players Enrolled 40-50?      Total #Teams 2-3  
 Total # Coaches 2-3

4. Identify the number of players that participate in the following:

Games \_\_\_\_\_ Practices \_\_\_\_\_ Events \_\_\_\_\_

5. Which field(s) or outdoor play space(s) does your group/event/program utilize for practice, and/or meetings?

(Example: Redwood Elementary School - track field area)

Fort Bragg Middle school soccer & softball

6. Which field(s) or outdoor play space(s) does your group/program/event utilize for games or performances?

\_\_\_\_\_

7. In which season(s) does your activity take place? (Example: Mid-August through October)

Both on spring

8. What days/times do you use the field(s)? What is the approximate length of each practice/game/event?

afternoon weekends

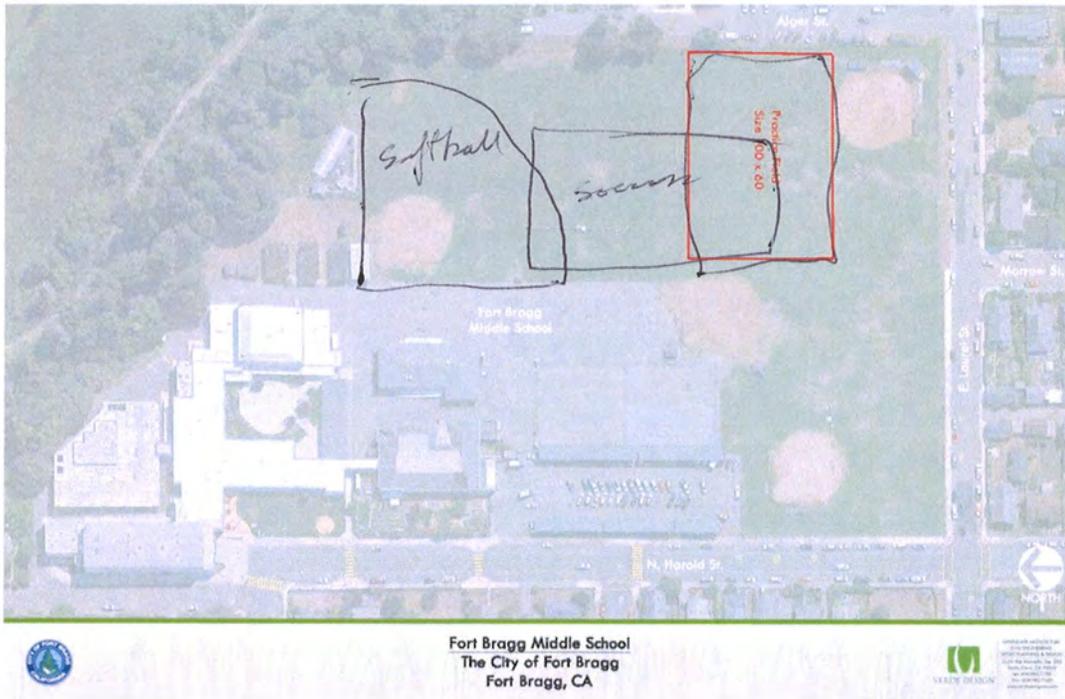
# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

9. Please indicate on the attached aerials the locations of where you practice and play your games. You can show your location on the aerials by drawing in the field location (exact orientation) and writing down the size of the fields.

## Example





Dana Gray Elementary School  
The City of Fort Bragg  
Fort Bragg, CA



LANDSCAPE ARCHITECTURE  
PLANNING  
DESIGN  
CONSTRUCTION  
MANAGEMENT  
1000 S. Sanderlin Way  
Fort Bragg, CA 95502  
707.462.1234  
www.yarddesign.com



 **Redwood Elementary School**  
The City of Fort Bragg  
Fort Bragg, CA  LANDSCAPE ARCHITECTURE  
PLANNING & DESIGN  
1001 S. GARDNER ST. SUITE 100  
FORT BRAGG, CA 95502  
TEL: 707.768.1111  
WWW.YERGEDESIGN.COM



Fort Bragg Middle School  
The City of Fort Bragg  
Fort Bragg, CA





Fort Bragg High School  
The City of Fort Bragg  
Fort Bragg, CA



VERUS DESIGN  
1000 S. G Street  
Fort Bragg, CA 95541  
Phone: 707.768.1111  
www.verusdesign.com

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## QUESTIONNAIRE

The following questions will provide us with additional information to determine local field/play space requirements. Please be as specific as you can.

1. Please provide the following historical data regarding participation in your programs.

Number of participants in each activity indicated in each of the last 5 years:

	2015	2014	2013	2012	2011
Soccer:	20	20	20	20	20
Softball:	20	20	20	20	20
Baseball:					
Football:					
Lacrosse:					
Field Hockey:					
Cheerleading:					
Track/Field					
Band:					
Other: (Identify)					

*Estimates*

2. What is the desired or anticipated growth in your programs?

Estimate the growth in number of participants in each activity indicated in the next 1, 5 and 10 years. Also, please indicate the fastest growing age groups in each activity. (Example: Girls soccer, ages 10-15)

	2016	2020	2025	Age Group Growth
Soccer:	↑	↑	↑	
Softball:	—	—	—	
Baseball:				
Football:				
Lacrosse:				
Field Hockey:				
Cheerleading:				
Track/Field				
Band:				
Other: (Identify)				

*Increase  
No Change*

# Fort Bragg School and Community Fields Master Plan

## User Group - Field Usage Survey

September 4, 2015

3. What do you estimate to be your current unmet demand? (How many participants are denied the opportunity to participate or do not try to participate due to perceived lack of opportunity? Provide a number estimate or percentage.) In what age groups do they fall?

Number: ? Percentage: ? Age Groups: 10-13

Please explain:

Other schools have no girls soccer so we  
one co-ed. I think some don't play because of this

4. Are your games or "seasons" reduced in length to allow additional "seasons" to accommodate demand? (Example: Two 8-week seasons with 2 1-hour games per week (16 - 1-hour games) could be altered to provide three 5-week seasons with 3 45-minute games per week, (15 - 45-minute games) thus accommodating 33% more teams, but reducing game length and the number of games per "season".)

Yes  No

Please explain:

5. Are your games or "seasons" reduced in length due to limited field/facility availability or poor condition?

Yes  No

Please explain:

Not that I know of

6. Ideally, what would your time requirements be for the following:

Games Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

Soccer 1 hr per team  
2 times per week  
1 team = 2 hours

Practice Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

2 hrs per team  
4 times per week  
1 team = 9 hours

Season Length: (Example: April 1 - May 31)

Spring

7. What is your perceived condition of the field(s) that you use?

Please list each field you use and rank each on a scale of "1" to "5" with "1" indicating Very Poor condition and "5" indicating Excellent condition.

Field: Middle School Soccer Rank: 3  
Field: Middle school softball Rank: 3  
Field: \_\_\_\_\_ Rank: \_\_\_\_\_  
Field: \_\_\_\_\_ Rank: \_\_\_\_\_

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

8. What are the size of fields you utilize by age group or division:

Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____

Additional comments are welcome.

Sorry I can not be more detailed.  
I am new as athletic director.

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Thank you for your assistance. The quality of the input will directly effect the quality of the study. Your attention to detail is greatly appreciated.

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

The purpose of this survey is to identify existing use patterns at each playing field at each site and to identify current and projected needs of each program. The following questions provide a "worksheet" for completing the attached graphic schedule(s). A sample schedule is provided for guidance. Please make additional copies as necessary and use one schedule per field per season (include pre-season and post-season play). Submit as many schedules as necessary to account for all of your programs/events, including practices.

1. Contact Information:

What group(s) or agency(s) do you represent? (Example: Fort Bragg Little League, District 35)

Name: FB High School

Phone Number: 961-3760 3701

Email: btriplett@fbusd.us

2. Please identify the outdoor activities requiring fields or open play space that you offer or administer.

League/Programs:

Baseball     Softball     Soccer     Band     Football     Cheerleading  
 Field Hockey     Lacrosse     Track/Field

Other: \_\_\_\_\_  
\_\_\_\_\_

Identify/describe any activities classes offered:

Recreational: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Schools:     Physical Ed     Intramural     Interscholastic

Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Identify/describe any Special Events: (Include all organizations, schools, etc.)

Tournaments     Field Days  
 Community Events (4th of July Fireworks, community or school picnics, etc )  
 Other \_\_\_\_\_

Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

Camps:

Sports Camps:

Resident: \_\_\_\_\_

Day Camps: \_\_\_\_\_

Clinics: \_\_\_\_\_

Other: \_\_\_\_\_

Day Care:

Field Activities: \_\_\_\_\_

3. How many participants are enrolled in your activities at each level of play?

Level <u>baseball</u>	#Players <u>24</u>	#Teams <u>2</u>	Level _____	#Players _____	#Teams _____
Level <u>softball</u>	#Players <u>24</u>	#Teams <u>2</u>	Level _____	#Players _____	#Teams _____
Level <u>soccer</u>	#Players <u>50</u>	#Teams <u>4</u>	Level _____	#Players _____	#Teams _____
Level <u>football</u>	#Players <u>50</u>	#Teams <u>2</u>	Level _____	#Players _____	#Teams _____
Level <u>track</u>	#Players <u>50</u>	#Teams <u>3</u>	Level _____	#Players _____	#Teams _____

Total # Players Enrolled 200+

Total #Teams 13

Total # Coaches 25+

4. Identify the number of players that participate in the following:

Games 200+ Practices 200+ Events \_\_\_\_\_

5. Which field(s) or outdoor play space(s) does your group/event/program utilize for practice, and/or meetings?

(Example: Redwood Elementary School - track field area)

FBHS stadium

dana gray fields

Patton field

6. Which field(s) or outdoor play space(s) does your group/program/event utilize for games or performances?

FBHS stadium

Patton Field

dana gray fields

7. In which season(s) does your activity take place? (Example: Mid-August through October)

all year

8. What days/times do you use the field(s)? What is the approximate length of each practice/game/event?

Mon - Sat

3:30 - 10:11:00

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

9. Please indicate on the attached aerials the locations of where you practice and play your games. You can show your location on the aerials by drawing in the field location (exact orientation) and writing down the size of the fields.

**Example**

N/A



Fort Bragg Middle School  
The City of Fort Bragg  
Fort Bragg, CA





Dana Gray Elementary School  
The City of Fort Bragg  
Fort Bragg, CA



N/A



**Redwood Elementary School**  
The City of Fort Bragg  
Fort Bragg, CA



N/A



**Fort Bragg Middle School**  
The City of Fort Bragg  
Fort Bragg, CA



ARCHITECTURAL  
CONSULTANTS  
2000 S. MARSH ST. #100  
FORT BRAGG, CA 95541  
TEL: 707.462.1111  
WWW.VERDEDESIGN.COM



Fort Bragg High School  
The City of Fort Bragg  
Fort Bragg, CA



# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## QUESTIONNAIRE

The following questions will provide us with additional information to determine local field/play space requirements. Please be as specific as you can.

1. Please provide the following historical data regarding participation in your programs.

Number of participants in each activity indicated in each of the last 5 years:

	2015 +/-	2014	2013	2012	2011
Soccer:	<del>40</del> 50				
Softball:	24				
Baseball:	24				
Football:	50				
Lacrosse:	—				
Field Hockey:	<del>50</del>				
Cheerleading:	20				
Track/Field	50				
Band:					
Other: (Identify)					

*close to same*

2. What is the desired or anticipated growth in your programs?

Estimate the growth in number of participants in each activity indicated in the next 1, 5 and 10 years. Also, please indicate the fastest growing age groups in each activity. (Example: Girls soccer, ages 10-15)

	2016	2020	2025	Age Group Growth
Soccer:				
Softball:				
Baseball:				
Football:				
Lacrosse:				
Field Hockey:				
Cheerleading:				
Track/Field				
Band:				
Other: (Identify)				

*close to same*

# Fort Bragg School and Community Fields Master Plan

## User Group - Field Usage Survey

September 4, 2015

3. What do you estimate to be your current unmet demand? (How many participants are denied the opportunity to participate or do not try to participate due to perceived lack of opportunity? Provide a number estimate or percentage.) In what age groups do they fall?

Number: \_\_\_\_\_ Percentage: 0 Age Groups: \_\_\_\_\_

Please explain:

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4. Are your games or "seasons" reduced in length to allow additional "seasons" to accommodate demand? (Example: Two 8-week seasons with 2 1-hour games per week (16 - 1-hour games) could be altered to provide three 5-week seasons with 3 45-minute games per week, ( 15 - 45-minute games) thus accommodating 33% more teams, but reducing game length and the number of games per "season".)

Yes \_\_\_\_\_ No

Please explain:

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5. Are your games or "seasons" reduced in length due to limited field/facility availability or poor condition?

Yes \_\_\_\_\_ No

Please explain:

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6. Ideally, what would your time requirements be for the following:

Games Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

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Practice Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

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Season Length: (Example: April 1 - May 31)

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No Change

7. What is your perceived condition of the field(s) that you use?

Please list each field you use and rank each on a scale of "1" to "5" with "1" indicating Very Poor condition and "5" indicating Excellent condition.

Field: <u>FBHS Stadium</u>	Rank: <u>3</u>
Field: <u>Dana Gray Fields</u>	Rank: <u>1</u>
Field: <u>Patton</u>	Rank: <u>3</u>
Field: _____	Rank: _____

# Fort Bragg School and Community Fields Master Plan

## User Group - Field Usage Survey

September 4, 2015

8. What are the size of fields you utilize by age group or division: <sup>?</sup>

Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____

Additional comments are welcome.

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Thank you for your assistance. The quality of the input will directly effect the quality of the study. Your attention to detail is greatly appreciated.

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

The purpose of this survey is to identify existing use patterns at each playing field at each site and to identify current and projected needs of each program. The following questions provide a "worksheet" for completing the attached graphic schedule(s). A sample schedule is provided for guidance. Please make additional copies as necessary and use one schedule per field per season (include pre-season and post-season play). Submit as many schedules as necessary to account for all of your programs/events, including practices.

## 1. Contact Information:

What group(s) or agency(s) do you represent? (Example: Fort Bragg Little League, District 35)

Fort Bragg Girls Softball Association

Name:

Mary Thompson

mjdt95@gmail.com

Phone Number:

707-972-7551

Email:

## 2. Please identify the outdoor activities requiring fields or open play space that you offer or administer.

League/Programs:

Baseball  Softball  Soccer  Band  Football  Cheerleading  
 Field Hockey  Lacrosse  Track/Field

Other:

Identify/describe any activities classes offered:

Recreational: Softball

Schools:  Physical Ed  Intramural  Interscholastic

Other:

Identify/describe any Special Events: (Include all organizations, schools, etc.)

Tournaments  Field Days  
 Community Events (4th of July Fireworks, community or school picnics, etc.)  
 Other

Describe:

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

Camps:

Sparks Camps:

Resident:     

Day Camps:

Clinics:

Other: \_\_\_\_\_

Day Care:

Field Activities: \_\_\_\_\_

3. How many participants are enrolled in your activities at each level of play?

Level <u>Inst.</u>	#Players <u>15</u>	#Teams <u>1</u>	Level <u>    </u>	#Players <u>    </u>	#Teams <u>    </u>
Level <u>F-ball</u>	#Players <u>45</u>	#Teams <u>4-5</u>	Level <u>    </u>	#Players <u>    </u>	#Teams <u>    </u>
Level <u>Minor</u>	#Players <u>52</u>	#Teams <u>4-5</u>	Level <u>    </u>	#Players <u>    </u>	#Teams <u>    </u>
Level <u>Varsity Juniors</u>	#Players <u>56</u>	#Teams <u>4-5</u>	Level <u>    </u>	#Players <u>    </u>	#Teams <u>    </u>
Level <u>    </u>	#Players <u>    </u>	#Teams <u>    </u>	Level <u>    </u>	#Players <u>    </u>	#Teams <u>    </u>

Total # Players Enrolled 168  
Total # Coaches 25

Total # Teams 13

4. Identify the number of players that participate in the following:

Games 168 Practices 168 Events 50-100

5. Which field(s) or outdoor play space(s) does your group/event/program utilize for practice, and/or meetings?

(Example: Redwood Elementary School - track field area)

Middle school softball fields (lower west field, Sipila field near tennis courts)

6. Which field(s) or outdoor play space(s) does your group/program/event utilize for games or performances?

same as above

7. In which season(s) does your activity take place? (Example: Mid-August through October)

March - beginning August

8. What days/times do you use the field(s)? What is the approximate length of each practice/game/event?

Mon-Fri 4pm - 8pm

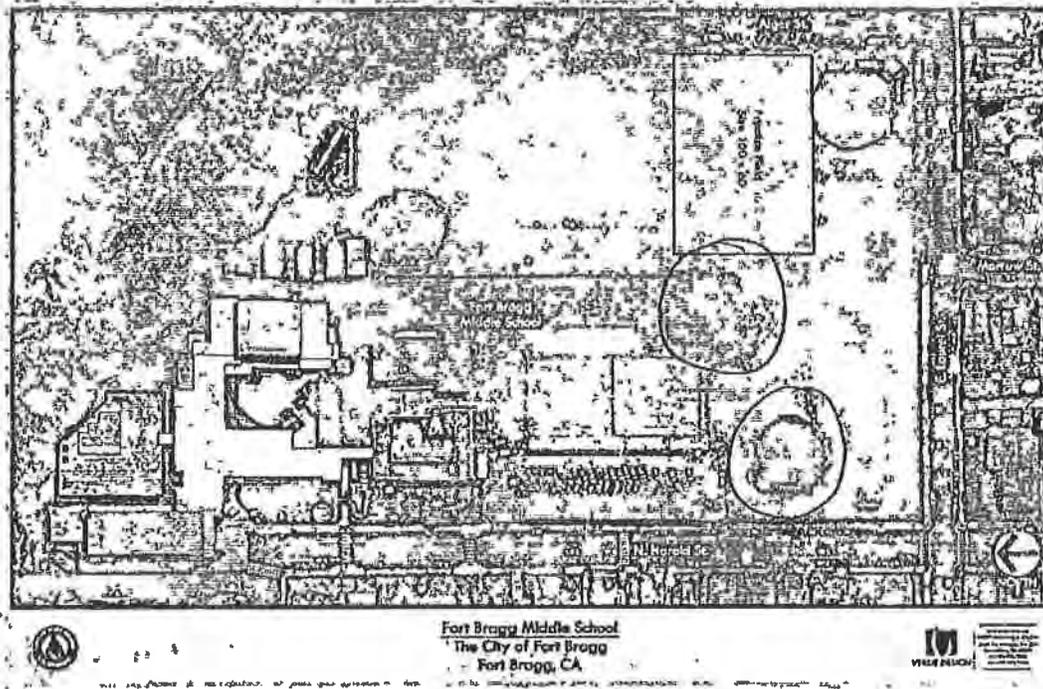
# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

9. Please indicate on the attached aerials the locations of where you practice and play your games. You can show your location on the aerials by drawing in the field location (exact orientation) and writing down the size of the fields.

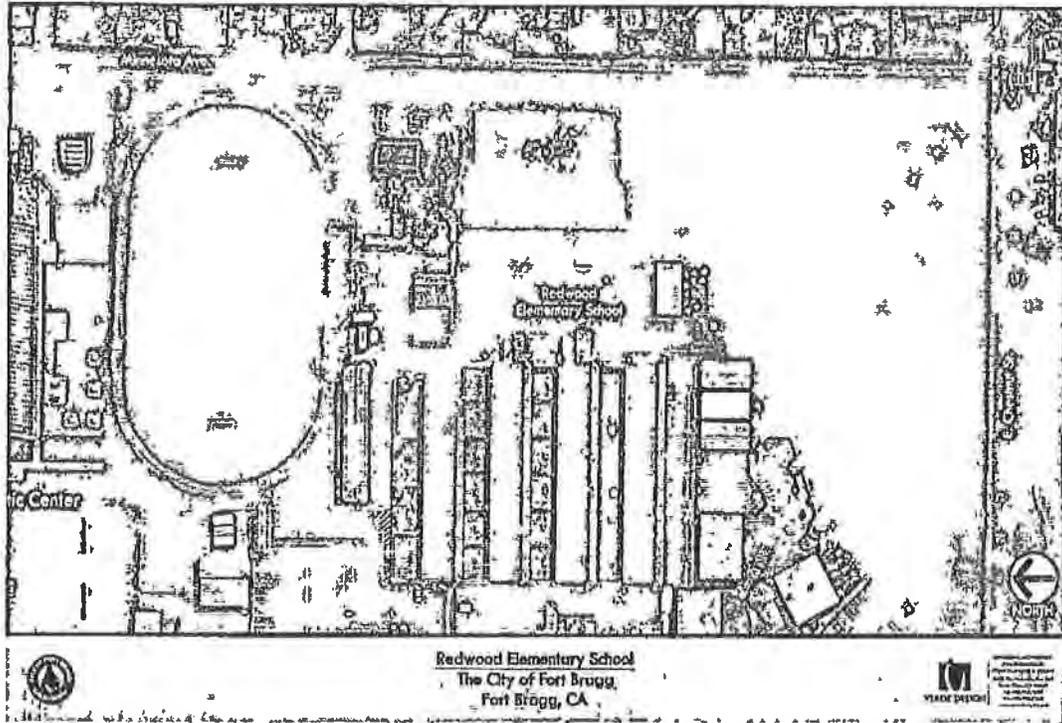
## Example



# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

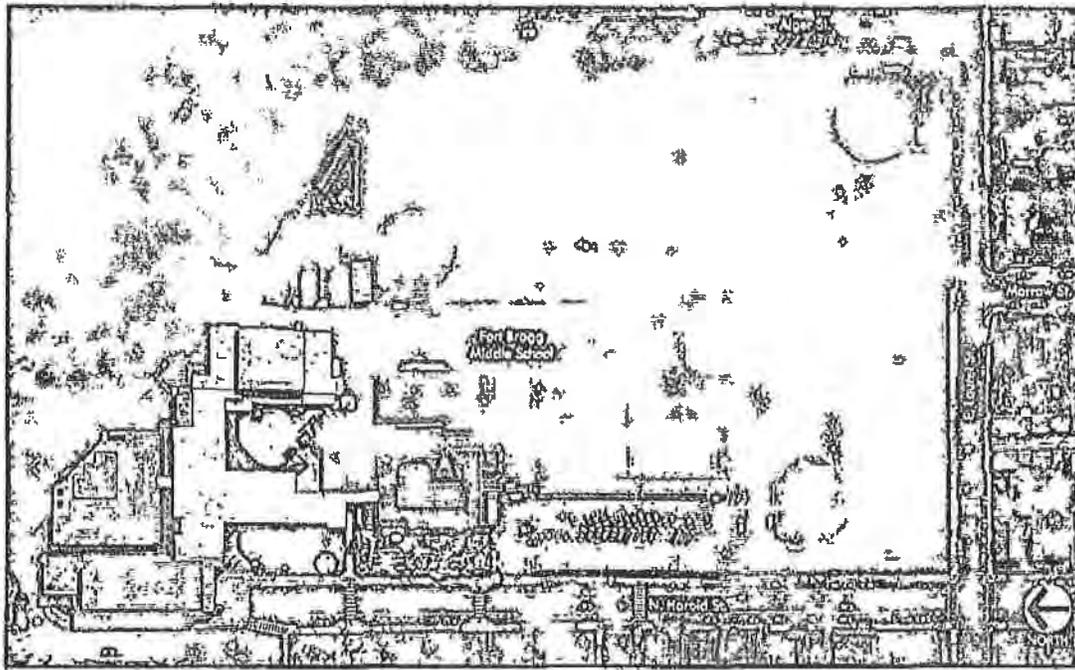
September 4, 2015



# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015



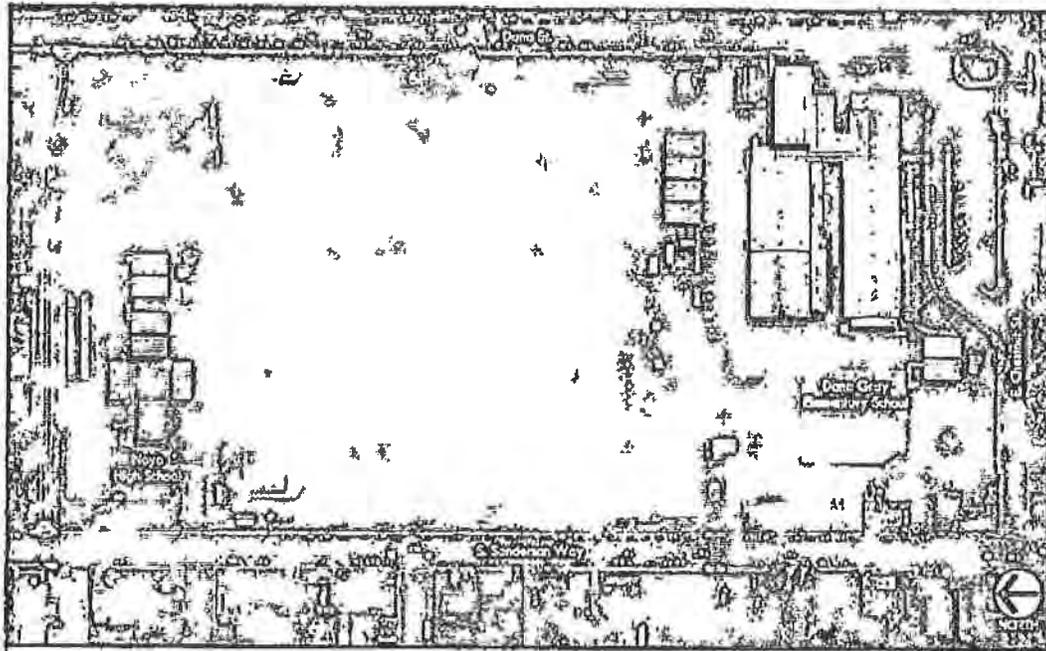
Fort Bragg Middle School  
The City of Fort Bragg  
Fort Bragg, CA



# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015



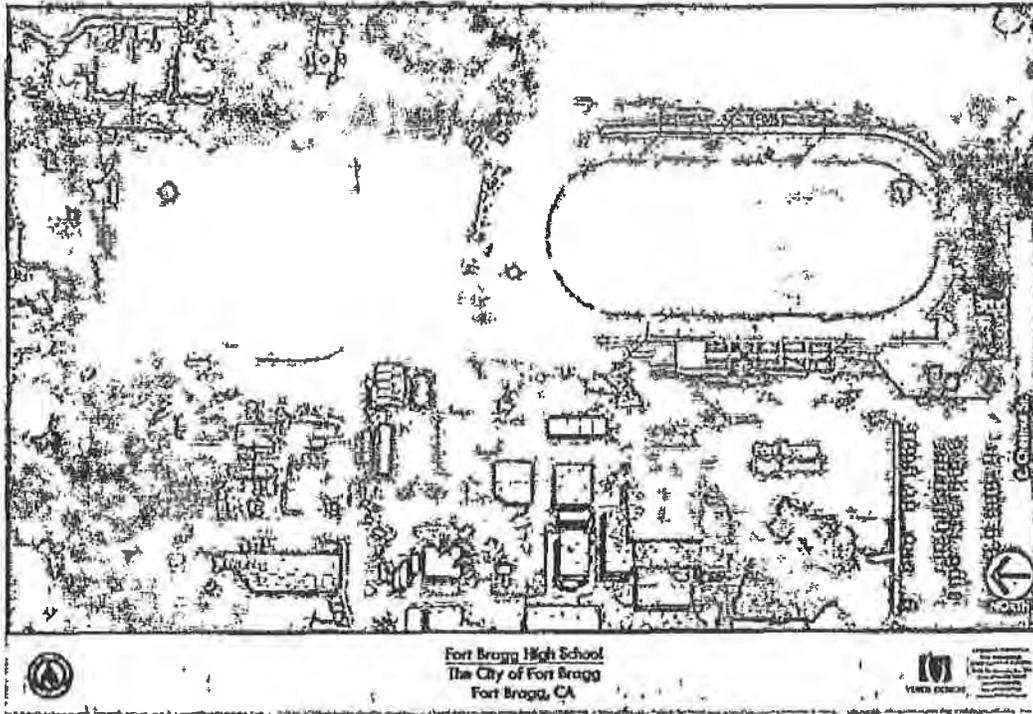
Dana Gray Elementary School  
The City of Fort Bragg  
Fort Bragg, CA



# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015



# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## QUESTIONNAIRE

The following questions will provide us with additional information to determine local field/play space requirements. Please be as specific as you can.

1. Please provide the following historical data regarding participation in your programs.

Number of participants in each activity indicated in each of the last 5 years:

	2015	2014	2013	2012	2011
Soccer:					
Softball:	168	175			
Baseball:					
Football:					
Lacrosse:					
Field Hockey:					
Cheerleading:					
Track/Field:					
Band:					
Other: (Identify)					

rough est. of participants

2. What is the desired or anticipated growth in your programs?

Estimate the growth in number of participants in each activity indicated in the next 1, 5 and 10 years. Also, please indicate the fastest growing age groups in each activity. (Example: Girls soccer, ages 10-15)

	2016	2020	2025	Age Group Growth
Soccer:				
Softball:	+ 10-15	+ 15-20	20+	Age 10-14 + Age 5-8
Baseball:				
Football:				
Lacrosse:				
Field Hockey:				
Cheerleading:				
Track/Field:				
Band:				
Other: (Identify)				

Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

3. What do you estimate to be your current unmet demand? (How many participants are denied the opportunity to participate or do not try to participate due to perceived lack of opportunity? Provide a number estimate or percentage.) In what age groups do they fall?

Number: \_\_\_\_\_ Percentage: \_\_\_\_\_ Age Groups: \_\_\_\_\_  
Please explain: Not denied but practice times are limited availability due to lack of fields. ~~But~~ We've had to extend our season into August to accommodate teams

4. Are your games or "seasons" reduced in length to allow additional "seasons" to accommodate demand? (Example: Two 8-week seasons with 2 1-hour games per week (16 · 1-hour games) could be altered to provide three 5-week seasons with 3 45-minute games per week, (15 · 45-minute games) thus accommodating 33% more teams, but reducing game length and the number of games per "season".)

Yes  No

Please explain: Our Junior division runs from June-August and we have to share fields with traveling soccer and CYSL.

5. Are your games or "seasons" reduced in length due to limited field/facility availability or poor condition?

Yes  No

Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Ideally, what would your time requirements be for the following:

Games Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)  
2 hour games per team, 23 days a week - 8-12 hours

Practice Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)  
1 hour practice per 12 teams - 5 days per week - 60hrs

Season Length: (Example: April 1 - May 31) march 1 - August 15

7. What is your perceived condition of the field(s) that you use?

Please list each field you use and rank each on a scale of "1" to "5" with "1" indicating Very Poor condition and "5" indicating Excellent condition.

Field: FBMS - lower west (off Harold St) Rank: 1  
Field: FBMS - Sipila field (near tennis courts) Rank: 1.5  
Field: \_\_\_\_\_ Rank: \_\_\_\_\_  
Field: \_\_\_\_\_ Rank: \_\_\_\_\_

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

8. What are the size of fields you utilize by age group or division:

Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____

Additional comments are welcome.

The two fields we are allowed for 180 approximate participants is difficult. FBGSA maintains our fields and as a non-profit we don't have the funds to make necessary repairs. Infield has poor drainage causing divits. Outfield is full of gopher holes causing player injuries. Fencing around field is unsafe as are player benches which are rusty and/or unfinished wood.

We have to schedule practices that almost overlap and our games held in late summer run into soccer and they have to relocate practices. No spectators benches on Sipler field.

Thank you for your assistance. The quality of the input will directly effect the quality of the study. Your attention to detail is greatly appreciated.

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

The purpose of this survey is to identify existing use patterns at each playing field at each site and to identify current and projected needs of each program. The following questions provide a "worksheet" for completing the attached graphic schedule(s). A sample schedule is provided for guidance. Please make additional copies as necessary and use one schedule per field per season (include pre-season and post-season play). Submit as many schedules as necessary to account for all of your programs/events, including practices.

1. Contact Information:

What group(s) or agency(s) do you represent? (Example: Fort Bragg Little League, District 35)

Name:

FORT BRAGG CUBS FOOTBALL AND CHEER

Phone Number:

707-813-9072

Email:

terrie@northcoastbrewing.com

2. Please identify the outdoor activities requiring fields or open play space that you offer or administer.

League/Programs:

Baseball    Softball    Soccer    Band    Football    Cheerleading  
 Field Hockey    Lacrosse    Track/Field

Other:

Identify/describe any activities classes offered:

Recreational: YOUTH FOOTBALL & CHEER PROGRAM

Schools:    Physical Ed    Intramural    Interscholastic

Other:

Identify/describe any Special Events: (Include all organizations, schools, etc.)

Tournaments    Field Days  
 Community Events (4th of July fireworks, community or school picnics, etc)

Other   JAMBOREE - SCRIMMAGE VS. WILLITS

Describe:

WE HOSTED OUR FIRST JAMBOREE WITH ALL 18 TEAMS DOING 20 MIN. SCRIMMAGES. WE HAD FOUR FIELDS GOING AT ONE TIME. PLUS EVERY OTHER YEAR WE HOST WILLITS IN A SCRIMMAGE ON OUR PRACTICE FIELD AT THE REDWOOD TRACK.

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

Camps:

Sports Camps:

Resident: \_\_\_\_\_

Day Camps: \_\_\_\_\_

Clinics: \_\_\_\_\_

Other: \_\_\_\_\_

Day Care:

Field Activities: \_\_\_\_\_

3. How many participants are enrolled in your activities at each level of play?

Level <u>MIGHTY MITES</u>	#Players <u>26</u>	#Teams <u>1</u>	Level _____	#Players _____	#Teams _____
Level <u>JR. CUBS</u>	#Players <u>28</u>	#Teams <u>1</u>	Level _____	#Players _____	#Teams _____
Level <u>CUBS</u>	#Players <u>26</u>	#Teams <u>1</u>	Level _____	#Players _____	#Teams _____
Level <u>CHEER MIGHTY</u>	#Players <u>13</u>	#Teams <u>1</u>	Level _____	#Players _____	#Teams _____
Level <u>JR. CHEER</u>	#Players <u>19</u>	#Teams <u>1</u>	Level _____	#Players _____	#Teams _____
<u>CUBS CHEER</u>	<u>14</u>	<u>1</u>			
Total # Players Enrolled <u>124</u>		Total #Teams <u>6</u>			
Total # Coaches <u>20</u>					

4. Identify the number of players that participate in the following:

Games X Practices X Events \_\_\_\_\_

5. Which field(s) or outdoor play space(s) does your group/event/program utilize for practice, and/or meetings?

(Example: Redwood Elementary School - track field area)

REDWOOD TRACK FOR JR. CUBS & CUBS PRACTICE  
SOUTH SIDE OF REDWOOD SCHOOL FOR MIGHTY MITES PRACTICE  
DANA GRAY FOR ALL CHEER PRACTICES  
STADIUM FOR JAMBOREE AND GAMES

6. Which field(s) or outdoor play space(s) does your group/program/event utilize for games or performances?

FOOTBALL STADIUM FOR GAMES & JAMBOREE

7. In which season(s) does your activity take place? (Example: Mid-August through October)

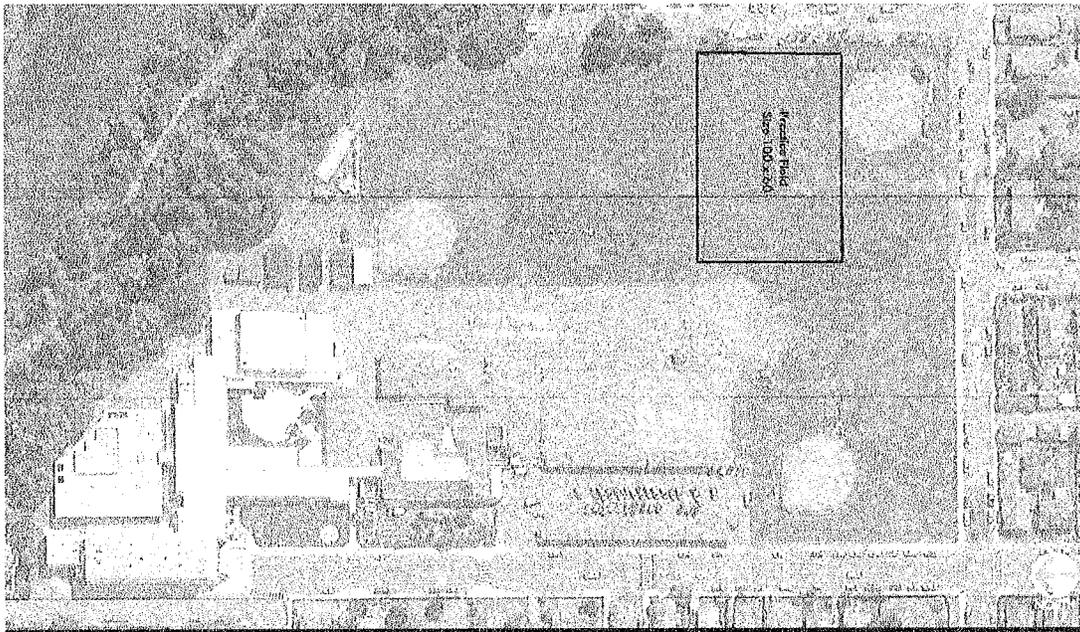
AUGUST 1ST - MID NOVEMBER EACH YEAR.  
PRACTICE FIVE DAYS A WEEK UNTIL SCHOOL STARTS.  
THEN TUESDAY THURSDAY & GAMES ON SAT.

8. What days/times do you use the field(s)? What is the approximate length of each practice/game/event?

MONDAY-SATURDAYS - 5 DAYS A WEEK UNTIL SCHOOL STARTS  
THEN TUES-THURS. GAMES ON SATURDAYS. TWO HOUR PRACTICE  
AND THREE GAMES ON SATURDAYS

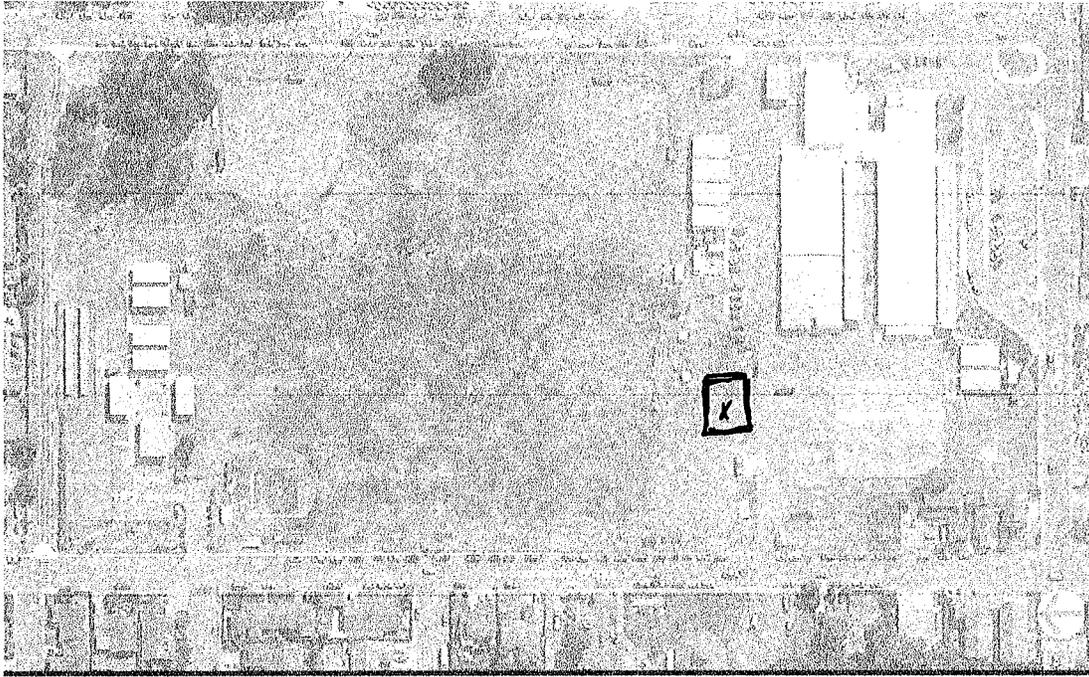
9. Please indicate on the attached aerials the locations of where you practice and play your games. You can show your location on the aerials by drawing in the field location (exact orientation) and writing down the size of the fields.

**Example**



Fort Bragg Middle School  
The City of Fort Bragg  
Fort Bragg, CA

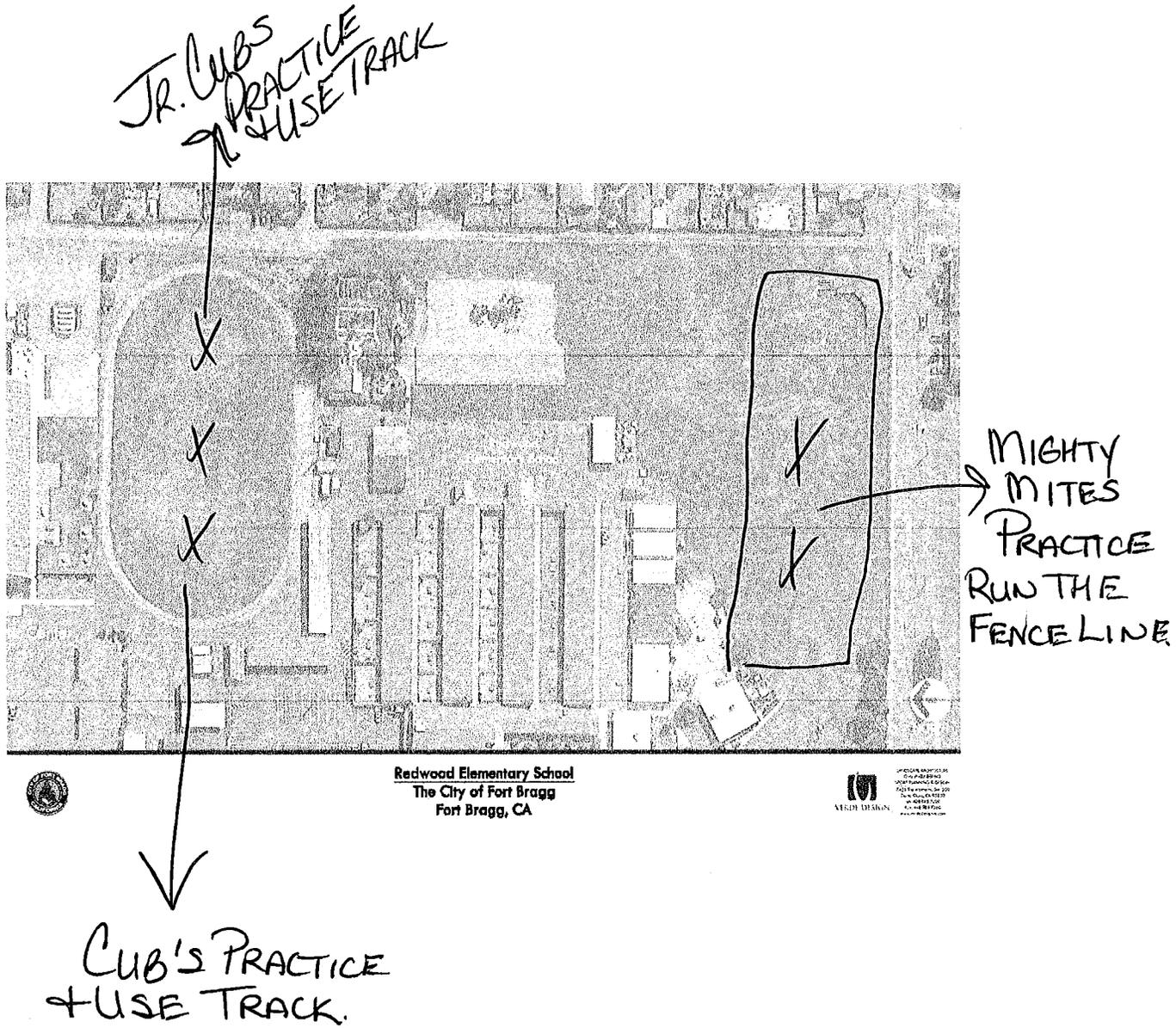




Dana Gray Elementary School  
The City of Fort Bragg  
Fort Bragg, CA

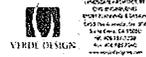


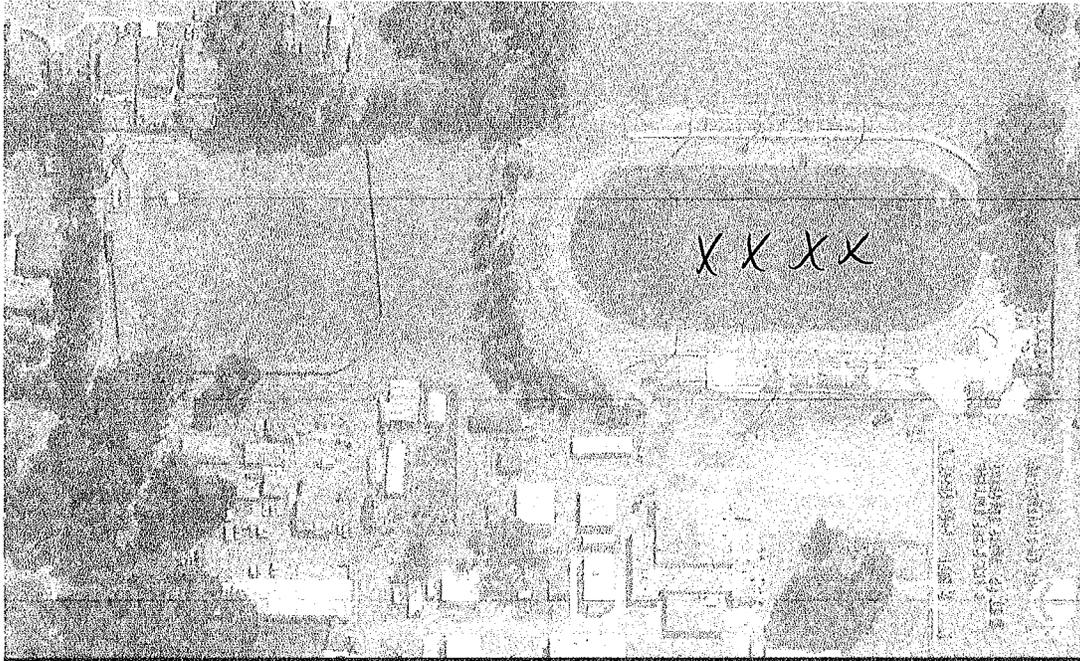
CHEER PRACTICE.





**Fort Bragg Middle School**  
**The City of Fort Bragg**  
**Fort Bragg, CA**





Fort Bragg High School  
The City of Fort Bragg  
Fort Bragg, CA



ALL TEAMS USE FIELD FOR  
JAMBOREE AND GAMES. ALL ON SAT.  
FOOTBALL ON FIELD - CHEER ON  
TRACK EXCEPT FOR HALF TIME ROUTINES.  
GAMES - 4:00 - 5:30 + 7:30

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## QUESTIONNAIRE

The following questions will provide us with additional information to determine local field/play space requirements. Please be as specific as you can.

1. Please provide the following historical data regarding participation in your programs.

Number of participants in each activity indicated in each of the last 5 years:

	2015	2014	2013	2012	2011
Soccer:					
Softball:					
Baseball:					
Football:	75	71	75	75	75
Lacrosse:					
Field Hockey:					
Cheerleading:	49	49	51	45	45
Track/Field					
Band:					
Other: (Identify)					

2. What is the desired or anticipated growth in your programs?

Estimate the growth in number of participants in each activity indicated in the next 1, 5 and 10 years. Also, please indicate the fastest growing age groups in each activity. (Example: Girls soccer, ages 10-15)

	2016	2020	2025	Age Group Growth
Soccer:				
Softball:				
Baseball:				
Football:	10%	15%	20%	11-13
Lacrosse:				
Field Hockey:				
Cheerleading:	10%	15%	20%	11-13
Track/Field				
Band:				
Other: (Identify)				

# Fort Bragg School and Community Fields Master Plan

## User Group - Field Usage Survey

September 4, 2015

3. What do you estimate to be your current unmet demand? (How many participants are denied the opportunity to participate or do not try to participate due to perceived lack of opportunity? Provide a number estimate or percentage.) In what age groups do they fall?

Number: 20

Percentage: 10%

Age Groups: 7-13

Please explain:

4. Are your games or "seasons" reduced in length to allow additional "seasons" to accommodate demand? (Example: Two 8-week seasons with 2 1-hour games per week (16 - 1-hour games) could be altered to provide three 5-week seasons with 3 45-minute games per week, ( 15 - 45-minute games) thus accommodating 33% more teams, but reducing game length and the number of games per "season".)

Yes  No

Please explain: WE HAVE ONLY HAD A PROBLEM SHARING OUR FIELDS WITH A CIRCUS TENT ON REDWOOD TRACK + SOCCER TOURNAMENTS FOR SAT. PRACTICE IF NEEDED OR MISSED DURING THE WEEK

5. Are your games or "seasons" reduced in length due to limited field/facility availability or poor condition?

Yes  No

Please explain:

NOT YET HAVE WE BEEN LIMITED. WE OCCASIONALLY GET JUMPED FOR SOCCER PLAYOFF GAMES ON SAT. BUT NORMALLY WORK AROUND HIGH SCHOOL SCHEDULES.

6. Ideally, what would your time requirements be for the following:

Games Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

SAT. GAMES = 3 TEAMS - 4:00 - 5:30 + 7:30

Practice Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

AUG 1ST - AUG. 16 = FIVE DAYS A WEEK - 2HRS A DAY = 10HRS  
AUG 17 - NOV. 20 = THREE DAYS A WEEK - 2HRS A DAY = 6HRS

Season Length: (Example: April 1 - May 31)

AUG. 1ST - NOV. 20TH.

7. What is your perceived condition of the field(s) that you use?

Please list each field you use and rank each on a scale of "1" to "5" with "1" indicating Very Poor condition and "5" indicating Excellent condition.

Field: <u>REDWOOD TRACK FIELD</u>	Rank: <u>1</u>
Field: <u>REDWOOD SOUTH FIELD</u>	Rank: <u>1</u>
Field: <u>DANA GRAY FIELD</u>	Rank: <u>1</u>
Field: <u>TIMBERWOLVES STADIUM</u>	Rank: <u>4</u>

Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

8. What are the size of fields you utilize by age group or division:

Level: <u>7-9</u>	Field Size: <u>HALF SOUTH REDWOOD FIELD</u>	Pitch Distance: _____
Level: <u>10-11</u>	Field Size: <u>HALF REDWOOD TRACK</u>	Pitch Distance: _____
Level: <u>12-13</u>	Field Size: <u>HALF REDWOOD TRACK</u>	Pitch Distance: _____
Level: <u>7-9</u>	Field Size: <u>SMALL SIDE DANAGRAY</u>	Pitch Distance: _____
Level: <u>10-11</u>	Field Size: <u>SMALL SIDE DANAGRAY</u>	Pitch Distance: _____
Level: <u>12-13</u>	Field Size: <u>SMALL SIDE DANAGRAY</u>	Pitch Distance: _____

Additional comments are welcome.

- MIGHTY MITES AGES 7-9 USE THE SOUTH FIELD AT REDWOOD.  
 HAD TO MOVE JR. CUBS & SHARE TRACK FIELD WITH  
 CUBS DUE TO KUDOS PROGRAM AT REDWOOD.

- CHEER USES GRASSY AREA NOT BEING USED BY  
 SOCCER OR SOFTBALL.

ON SAT. ALL TEAMS USE THE STADIUM.

Thank you for your assistance. The quality of the input will directly effect the quality of the study. Your attention to detail is greatly appreciated.

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

The purpose of this survey is to identify existing use patterns at each playing field at each site and to identify current and projected needs of each program. The following questions provide a "worksheet" for completing the attached graphic schedule(s). A sample schedule is provided for guidance. Please make additional copies as necessary and use one schedule per field per season (include pre-season and post-season play). Submit as many schedules as necessary to account for all of your programs/events, including practices.

1. Contact Information:

What group(s) or agency(s) do you represent? (Example: Fort Bragg Little League, District 35)

FORT BRAGG LL DISTRICT 35

Name:

SCOTT MAYBERRY

Phone Number:

707-272-1233

Email:

SMAYBERRY175@GMAIL.COM

2. Please identify the outdoor activities requiring fields or open play space that you offer or administer.

League/Programs:

Baseball  Softball  Soccer  Band  Football  Cheerleading  
 Field Hockey  Lacrosse  Track/Field

Other: \_\_\_\_\_  
\_\_\_\_\_

Identify/describe any activities classes offered:

Recreational: \_\_\_\_\_  
\_\_\_\_\_

Schools:  Physical Ed  Intramural  Interscholastic

Other: \_\_\_\_\_  
\_\_\_\_\_

Identify/describe any Special Events: (Include all organizations, schools, etc.)

Tournaments  Field Days  
 Community Events (4th of July Fireworks, community or school picnics, etc)

Other

Describe: ALL STARS / PRACTICE DAYS  
\_\_\_\_\_  
\_\_\_\_\_

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

Camps:

Sports Camps:

Resident: \_\_\_\_\_

Day Camps: \_\_\_\_\_

Clinics: \_\_\_\_\_

Other: \_\_\_\_\_

Day Care:

Field Activities: \_\_\_\_\_

3. How many participants are enrolled in your activities at each level of play?

Level <u>T-BALL</u>	#Players <u>35</u>	#Teams <u>3</u>	Level _____	#Players _____	#Teams _____
Level <u>MINORS</u>	#Players <u>60</u>	#Teams <u>6</u>	Level _____	#Players _____	#Teams _____
Level <u>MAJORS</u>	#Players <u>45</u>	#Teams <u>3</u>	Level _____	#Players _____	#Teams _____
Level <u>FARM</u>	#Players <u>50</u>	#Teams <u>4</u>	Level _____	#Players _____	#Teams _____
Level <u>JNS</u>	#Players <u>30</u>	#Teams <u>2</u>	Level _____	#Players _____	#Teams _____

Total # Players Enrolled 220

Total #Teams 18

Total # Coaches 18

4. Identify the number of players that participate in the following:

Games 15 Practices 45 Events 100

5. Which field(s) or outdoor play space(s) does your group/event/program utilize for practice, and/or meetings?

(Example: Redwood Elementary School - track field area)

REDWOOD ELEMENTARY, WANA CONAY (WHITMAN - PAVONI  
RIVER + JR VARSITY SOFTBALL FIELD)  
FB JR HIGH LL FIELD  
PATON FIELD)

6. Which field(s) or outdoor play space(s) does your group/program/event utilize for games or performances?

ALL ABOVE

7. In which season(s) does your activity take place? (Example: Mid-August through October)

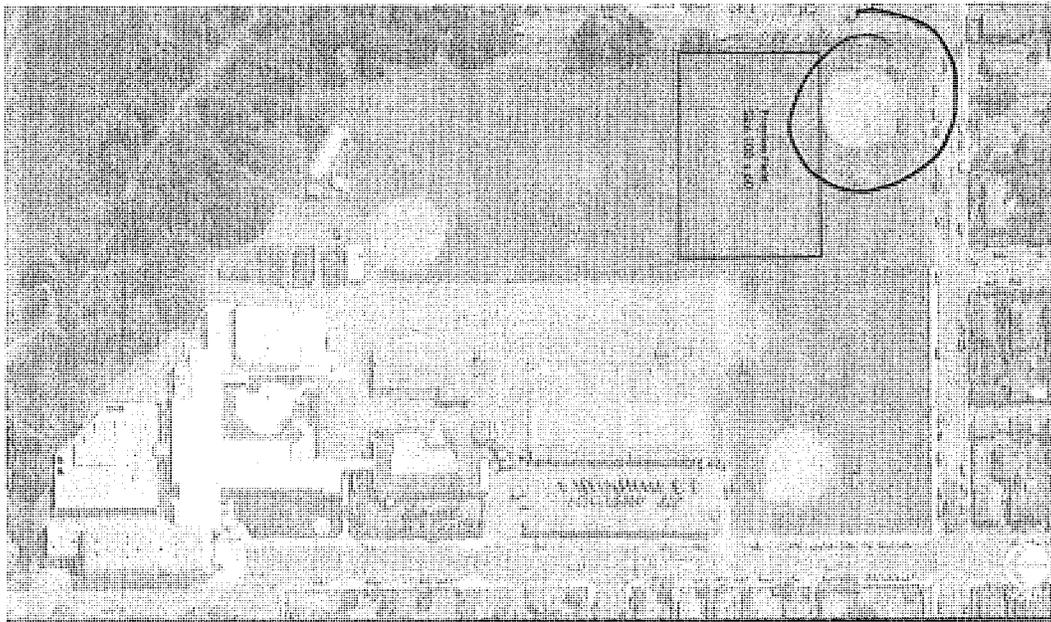
MARCH THROUGH JULY

8. What days/times do you use the field(s)? What is the approximate length of each practice/game/event?

MON - FRIDAY 1.5 Hours

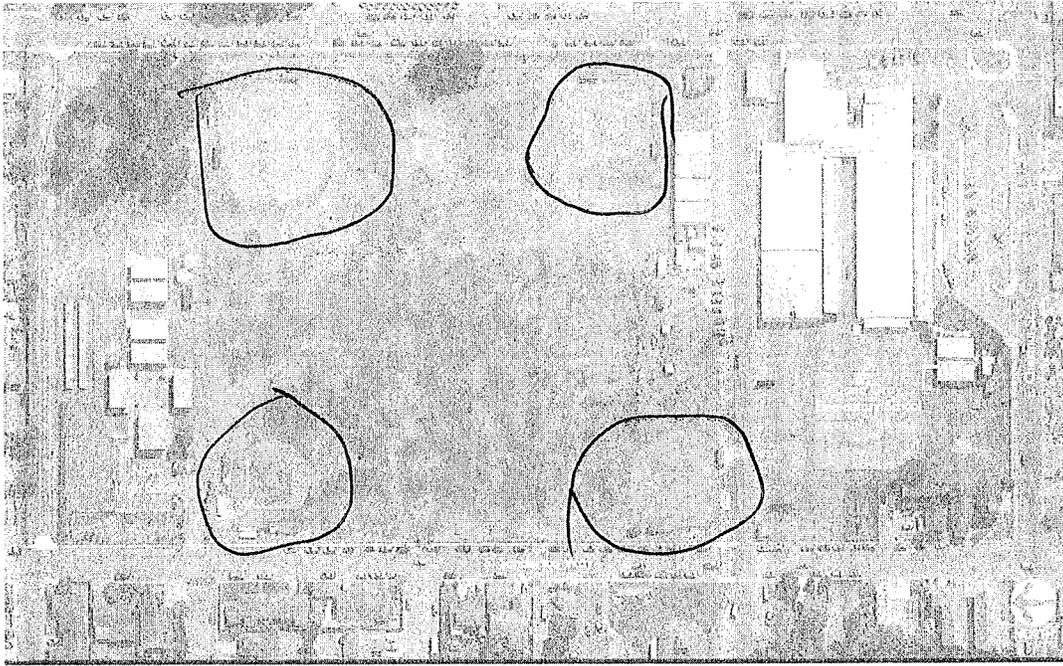
9. Please indicate on the attached aerials the locations of where you practice and play your games. You can show your location on the aerials by drawing in the field location (exact orientation) and writing down the size of the fields.

Example



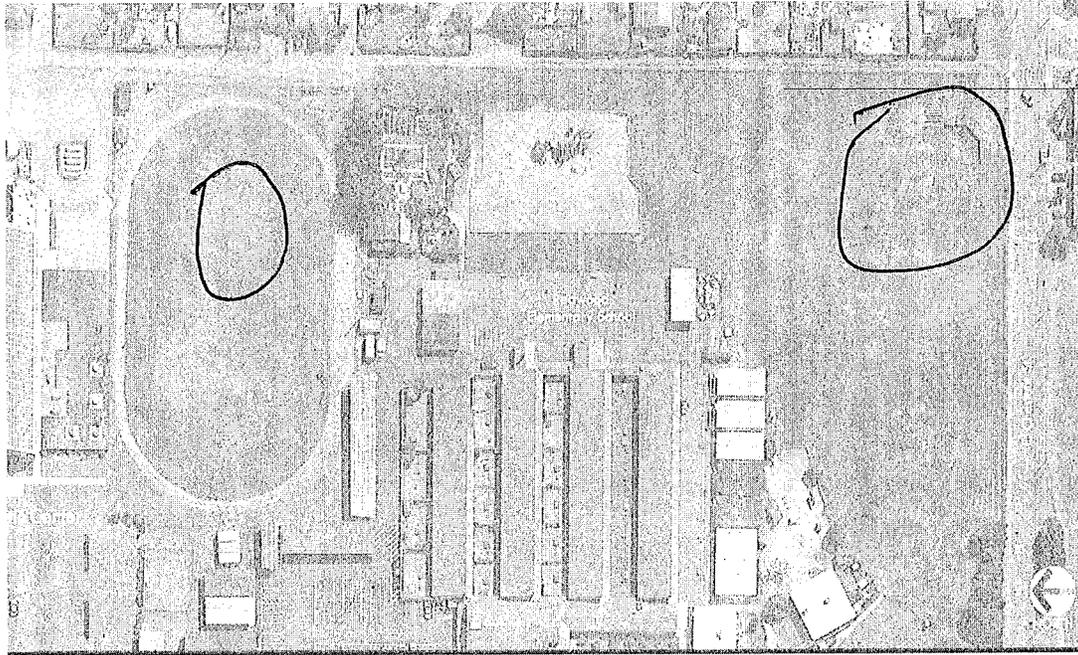
Fort Bragg Middle School  
The City of Fort Bragg  
Fort Bragg, CA





Dana Gray Elementary School  
The City of Fort Bragg  
Fort Bragg, CA





**Redwood Elementary School**  
The City of Fort Bragg  
Fort Bragg, CA

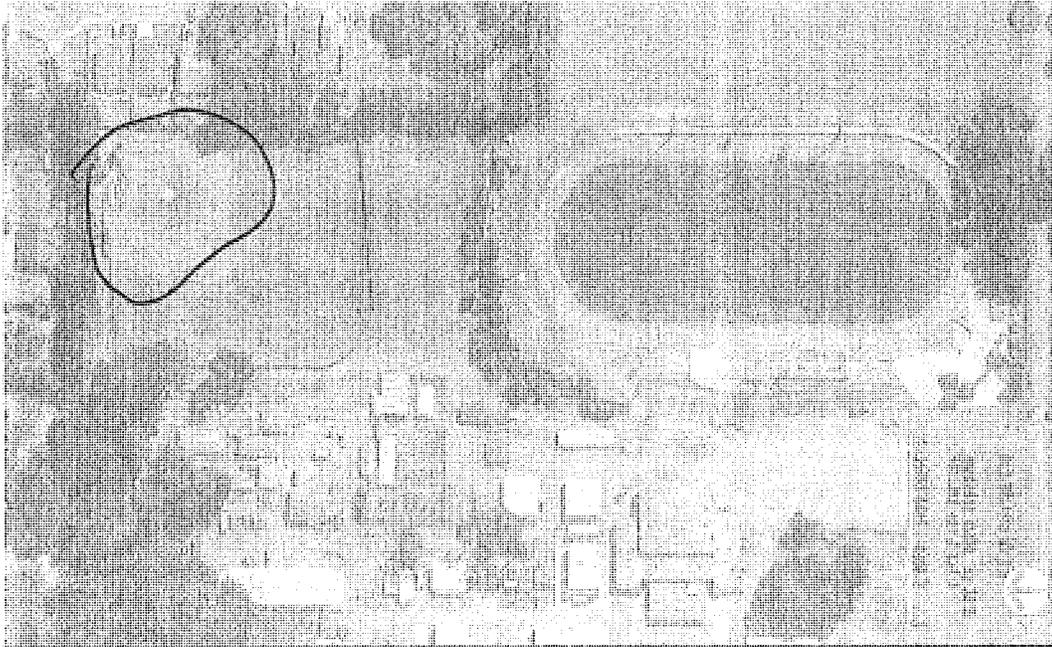


LANDSCAPE ARCHITECTURE  
PLANNING AND DESIGN  
2013 Redwood Ave. 2015  
Fort Bragg, CA 95502  
TEL: 707.765.1234  
WWW.VEHLEDESIGN.COM



**Fort Bragg Middle School**  
The City of Fort Bragg  
Fort Bragg, CA





Fort Bragg High School  
The City of Fort Bragg  
Fort Bragg, CA



# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## QUESTIONNAIRE

The following questions will provide us with additional information to determine local field/play space requirements. Please be as specific as you can.

1. Please provide the following historical data regarding participation in your programs.

Number of participants in each activity indicated in each of the last 5 years:

	2015	2014	2013	2012	2011
Soccer:					
Softball:					
Baseball:	286	266	265	UNK	UNK
Football:					
Lacrosse:					
Field Hockey:					
Cheerleading:					
Track/Field					
Band:					
Other: (Identify)					

2. What is the desired or anticipated growth in your programs?

Estimate the growth in number of participants in each activity indicated in the next 1, 5 and 10 years. Also, please indicate the fastest growing age groups in each activity. (Example: Girls soccer, ages 10-15)

	2016	2020	2025	Age Group Growth
Soccer:				
Softball:				
Baseball:	290	300	320	
Football:				
Lacrosse:				
Field Hockey:				
Cheerleading:				
Track/Field				
Band:				
Other: (Identify)				

# Fort Bragg School and Community Fields Master Plan

## User Group - Field Usage Survey

September 4, 2015

3. What do you estimate to be your current unmet demand? (How many participants are denied the opportunity to participate or do not try to participate due to perceived lack of opportunity? Provide a number estimate or percentage.) In what age groups do they fall?

Number: \_\_\_\_\_ Percentage: \_\_\_\_\_ Age Groups: \_\_\_\_\_

Please explain:  
\_\_\_\_\_  
\_\_\_\_\_

4. Are your games or "seasons" reduced in length to allow additional "seasons" to accommodate demand? (Example: Two 8-week seasons with 2 1-hour games per week (16 - 1-hour games) could be altered to provide three 5-week seasons with 3 45-minute games per week, ( 15 - 45-minute games) thus accommodating 33% more teams, but reducing game length and the number of games per "season".)

Yes \_\_\_\_\_ No

Please explain:  
\_\_\_\_\_  
\_\_\_\_\_

5. Are your games or "seasons" reduced in length due to limited field/facility availability or poor condition?

Yes \_\_\_\_\_ No

Please explain:  
\_\_\_\_\_  
\_\_\_\_\_

6. Ideally, what would your time requirements be for the following:

Games Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

1.5 hours 5 times a week 5 teams = 35 hours

Practice Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

1 hour 5 " " " " " = 25 hours

Season Length: (Example: April 1 - May 31)

7. What is your perceived condition of the field(s) that you use?

Please list each field you use and rank each on a scale of "1" to "5" with "1" indicating Very Poor condition and "5" indicating Excellent condition.

Field: REDWOOD	2	Rank: 6
Field: PIVEN	4	Rank: 2
Field: WHITMAN	4	Rank: 3
Field: JU. BASEBALL	3	Rank: 4
PATON FIELD	4	1
MAJOR'S FIELD (FIS MEADE SCHOOL)	3	5
REDWOOD TRACK	2	7

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

8. What are the size of fields you utilize by age group or division:

Level: <u>T-BALL</u>	Field Size: <u>B-BALL DIAMOND</u>	Pitch Distance: <u>N/A</u>
Level: <u>FANN</u>	Field Size: <u>" "</u>	Pitch Distance: <u>N/A</u>
Level: <u>MINORS</u>	Field Size: <u>BASE BALL DIAMOND 200'</u>	Pitch Distance: <u>35</u>
Level: <u>MAJORS</u>	Field Size: <u>" " 200'</u>	Pitch Distance: <u>35</u>
Level: <u>JN'S</u>	Field Size: <u>" " 300'</u>	Pitch Distance: <u>65</u>
Level: <u>          </u>	Field Size: <u>          </u>	Pitch Distance: <u>          </u>

Additional comments are welcome.

① BIGGEST PROBLEM ~~IS~~ IS WORKERS NEEDED TO STAY ON TOP OF FIELD REPAIRS

② AMOUNT OF GOOFER/MULE HOLES IN OUTFIELDS.

Thank you for your assistance. The quality of the input will directly effect the quality of the study. Your attention to detail is greatly appreciated.

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

The purpose of this survey is to identify existing use patterns at each playing field at each site and to identify current and projected needs of each program. The following questions provide a "worksheet" for completing the attached graphic schedule(s). A sample schedule is provided for guidance. Please make additional copies as necessary and use one schedule per field per season (include pre-season and post-season play). Submit as many schedules as necessary to account for all of your programs/events, including practices.

## 1. Contact Information:

What group(s) or agency(s) do you represent? (Example: Fort Bragg Little League, District 35)

FBHS Girls JV Soccer

Name:

Jane Bermudez

Phone Number:

707-228-8234

Email:

jane@anneandjane.com

## 2. Please identify the outdoor activities requiring fields or open play space that you offer or administer.

League/Programs:

Baseball

Softball

Soccer

Band

Football

Cheerleading

Field Hockey

Lacrosse

Track/Field

Other:

Identify/describe any activities classes offered:

Recreational:

Schools:  Physical Ed

Intramural

Interscholastic

Other:

Identify/describe any Special Events: (Include all organizations, schools, etc.)

Tournaments

Field Days

Community Events (4th of July fireworks, community or school picnics, etc.)

Other

Describe:

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## Camps:

Sports Camps:

Resident: \_\_\_\_\_

Day Camps: \_\_\_\_\_

Clinics: \_\_\_\_\_

Other: \_\_\_\_\_  
\_\_\_\_\_

## Day Care:

Field Activities: \_\_\_\_\_  
\_\_\_\_\_

### 3. How many participants are enrolled in your activities at each level of play?

Level <u>JV</u>	#Players <u>12</u>	#Teams _____	Level _____	#Players _____	#Teams _____
Level _____	#Players _____	#Teams _____	Level _____	#Players _____	#Teams _____
Level _____	#Players _____	#Teams _____	Level _____	#Players _____	#Teams _____
Level _____	#Players _____	#Teams _____	Level _____	#Players _____	#Teams _____
Level _____	#Players _____	#Teams _____	Level _____	#Players _____	#Teams _____

Total # Players Enrolled 12

Total #Teams 1

Total # Coaches 1

### 4. Identify the number of players that participate in the following:

Games  Practices  Events \_\_\_\_\_

### 5. Which field(s) or outdoor play space(s) does your group/event/program utilize for practice, and/or meetings?

(Example: Redwood Elementary School - track field area)

Dana Gray  
\_\_\_\_\_  
\_\_\_\_\_

### 6. Which field(s) or outdoor play space(s) does your group/program/event utilize for games or performances?

TWS  
\_\_\_\_\_  
\_\_\_\_\_

### 7. In which season(s) does your activity take place? (Example: Mid-August through October)

Fall - mid-August through October  
\_\_\_\_\_  
\_\_\_\_\_

### 8. What days/times do you use the field(s)? What is the approximate length of each practice/game/event?

M-F 4:30-6  
\_\_\_\_\_  
\_\_\_\_\_

# Fort Bragg School and Community Fields Master Plan

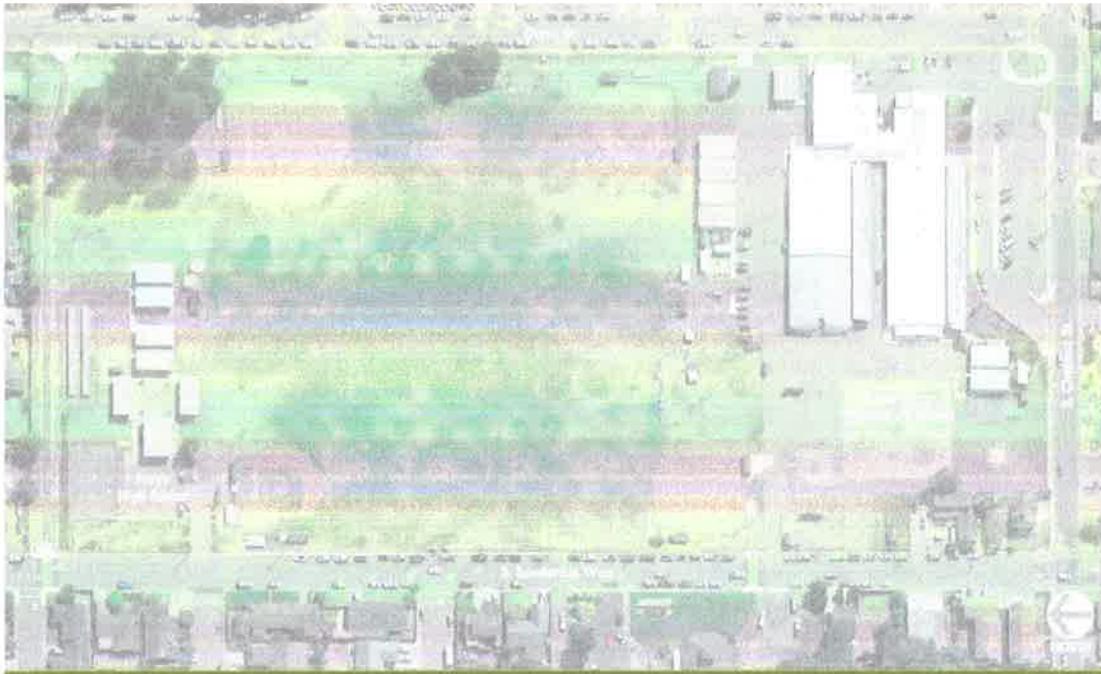
User Group - Field Usage Survey

September 4, 2015

9. Please indicate on the attached aerials the locations of where you practice and play your games. You can show your location on the aerials by drawing in the field location (exact orientation) and writing down the size of the fields.

## Example





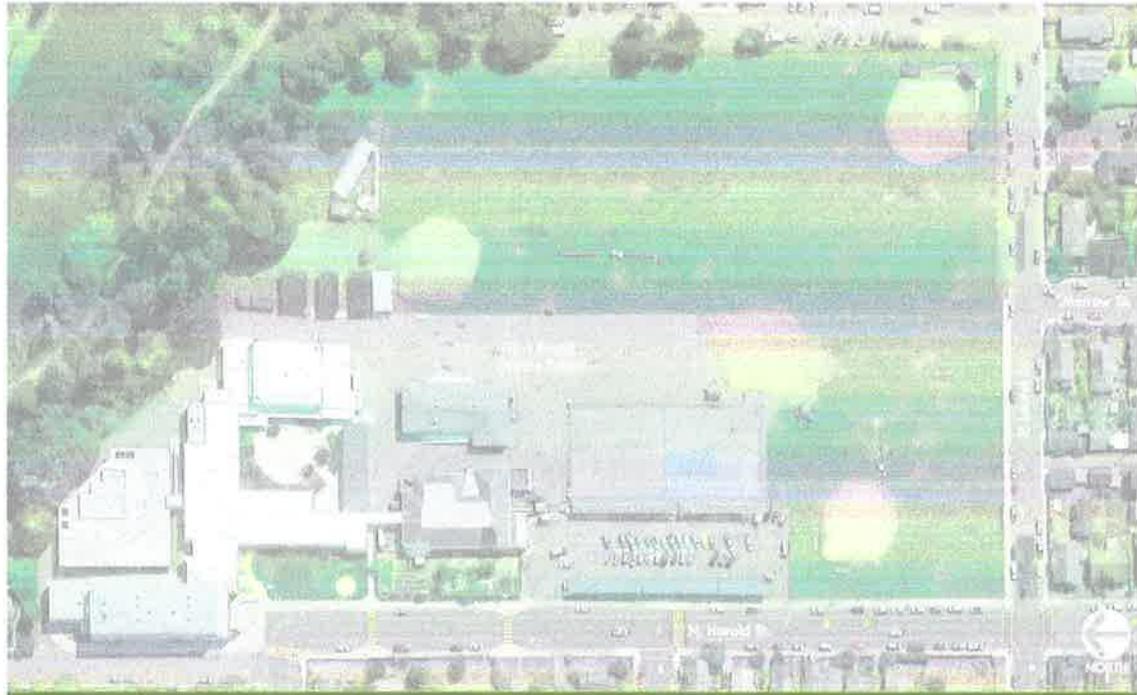
**Dana Gray Elementary School**  
**The City of Fort Bragg**  
**Fort Bragg, CA**





**Redwood Elementary School**  
The City of Fort Bragg  
Fort Bragg, CA





Fort Bragg Middle School  
The City of Fort Bragg  
Fort Bragg, CA



WHD DESIGN  
1000 S. Highway 101  
Fort Bragg, CA 95522  
707.462.1111  
www.wdhdesign.com



**Fort Bragg High School**  
**The City of Fort Bragg**  
**Fort Bragg, CA**



# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## QUESTIONNAIRE

The following questions will provide us with additional information to determine local field/play space requirements. Please be as specific as you can.

1. Please provide the following historical data regarding participation in your programs.

Number of participants in each activity indicated in each of the last 5 years:

	2015	2014	2013	2012	2011
Soccer:	0	12	15	15	15
Softball:					
Baseball:					
Football:					
Lacrosse:					
Field Hockey:					
Cheerleading:					
Track/Field					
Band:					
Other: (Identify)					

2. What is the desired or anticipated growth in your programs?

Estimate the growth in number of participants in each activity indicated in the next 1, 5 and 10 years. Also, please indicate the fastest growing age groups in each activity. (Example: Girls soccer, ages 10-15)

	2016	2020	2025	Age Group Growth
Soccer:	14	14	14	not expected
Softball:				
Baseball:				
Football:				
Lacrosse:				
Field Hockey:				
Cheerleading:				
Track/Field				
Band:				
Other: (Identify)				

# Fort Bragg School and Community Fields Master Plan

## User Group - Field Usage Survey

September 4, 2015

3. What do you estimate to be your current unmet demand? (How many participants are denied the opportunity to participate or do not try to participate due to perceived lack of opportunity? Provide a number estimate or percentage.) In what age groups do they fall?

Number: 0 Percentage: \_\_\_\_\_ Age Groups: \_\_\_\_\_

Please explain:  
\_\_\_\_\_  
\_\_\_\_\_

4. Are your games or "seasons" reduced in length to allow additional "seasons" to accommodate demand? (Example: Two 8-week seasons with 2 1-hour games per week (16 - 1-hour games) could be altered to provide three 5-week seasons with 3 45-minute games per week, ( 15 - 45-minute games) thus accommodating 33% more teams, but reducing game length and the number of games per "season".)

Yes \_\_\_\_\_ No

Please explain:  
\_\_\_\_\_  
\_\_\_\_\_

5. Are your games or "seasons" reduced in length due to limited field/facility availability or poor condition?

Yes \_\_\_\_\_ No

Please explain:  
\_\_\_\_\_  
\_\_\_\_\_

6. Ideally, what would your time requirements be for the following:

Games Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

2 hrs 2 times a week

Practice Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

1 1/2 hrs 5 times a week

Season Length: (Example: April 1 - May 31)

mid aug - Oct

7. What is your perceived condition of the field(s) that you use?

Please list each field you use and rank each on a scale of "1" to "5" with "1" indicating Very Poor condition and "5" indicating Excellent condition.

Field: <u>DG</u>	Rank: <u>1</u>
Field: <u>TWS</u>	Rank: <u>4</u>
Field: _____	Rank: _____
Field: _____	Rank: _____

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

8. What are the size of fields you utilize by age group or division:

Level: <u>JV HS</u>	Field Size: <u>Full regulation</u>	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____

Additional comments are welcome.

Unfortunately it is a shortage and drop off of  
eligible players, as well as the poor practice  
field conditions at DG.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Thank you for your assistance. The quality of the input will directly effect the quality of the study. Your attention to detail is greatly appreciated.

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

The purpose of this survey is to identify existing use patterns at each playing field at each site and to identify current and projected needs of each program. The following questions provide a "worksheet" for completing the attached graphic schedule(s). A sample schedule is provided for guidance. Please make additional copies as necessary and use one schedule per field per season (include pre-season and post-season play). Submit as many schedules as necessary to account for all of your programs/events, including practices.

## 1. Contact Information:

What group(s) or agency(s) do you represent? (Example: Fort Bragg Little League, District 35)

Coast Youth Soccer League - President

Name: Coast Youth Soccer League - Jane Bermudez

Phone Number: 707-228-8234 Email: jane@anneandjane.com

## 2. Please identify the outdoor activities requiring fields or open play space that you offer or administer.

League/Programs:

Baseball    Softball    Soccer    Band    Football    Cheerleading  
 Field Hockey    Lacrosse    Track/Field

Other:

Identify/describe any activities classes offered:

Recreational: League

Schools:    Physical Ed    Intramural    Interscholastic

Other:

Identify/describe any Special Events: (Include all organizations, schools, etc.)

Tournaments    Field Days  
 Community Events (4th of July fireworks, community or school picnics, etc)

Other

Describe:

Opening League Day Jamboree - games, kick a thon, bounce house, bbq hot dogs, face painting, music

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

**Camps:**

**Sports Camps:**

Resident: \_\_\_\_\_

Day Camps: \_\_\_\_\_

Clinics: \_\_\_\_\_

Other: \_\_\_\_\_

**Day Care:**

Field Activities: \_\_\_\_\_

**3. How many participants are enrolled in your activities at each level of play?**

Level <u>U6</u>	#Players <u>72</u>	#Teams _____	Level _____	#Players _____	#Teams _____
Level <u>U8</u>	#Players <u>93</u>	#Teams _____	Level _____	#Players _____	#Teams _____
Level <u>U11</u>	#Players <u>107</u>	#Teams _____	Level _____	#Players _____	#Teams _____
Level <u>U14</u>	#Players <u>70</u>	#Teams _____	Level _____	#Players _____	#Teams _____
Level _____	#Players _____	#Teams _____	Level _____	#Players _____	#Teams _____

Total # Players Enrolled 342  
Total # Coaches 66

Total #Teams 33

**4. Identify the number of players that participate in the following:**

Games 342 Practices 342 Events 1

**5. Which field(s) or outdoor play space(s) does your group/event/program utilize for practice, and/or meetings?**

(Example: Redwood Elementary School - track field area)

Fort Bragg Middle School

**6. Which field(s) or outdoor play space(s) does your group/program/event utilize for games or performances?**

Fort Bragg Middle School

**7. In which season(s) does your activity take place? (Example: Mid-August through October)**

Aug 1 - Nov 15

**8. What days/times do you use the field(s)? What is the approximate length of each practice/game/event?**

Aug 1 - Sept 11 342 kids practice 2 days a week.  
Sept 14 - Nov 7 342 kids practice 2 days a week  
and 342 kids play soccer games 2 days a week.

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

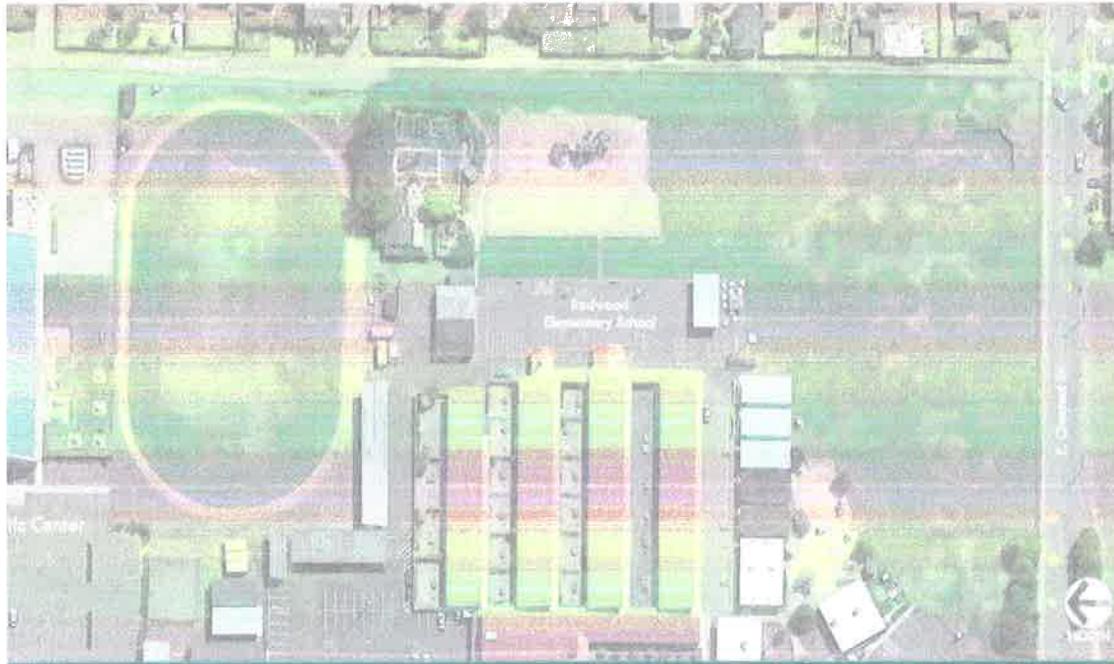
September 4, 2015

9. Please indicate on the attached aerials the locations of where you practice and play your games. You can show your location on the aerials by drawing in the field location (exact orientation) and writing down the size of the fields.

## Example







Redwood Elementary School  
The City of Fort Bragg  
Fort Bragg, CA



Redwood Elementary School  
1000 Redwood Blvd  
Fort Bragg, CA 95502  
Phone: 707.768.2100  
www.fortbragg.k12.ca.us





Fort Bragg High School  
The City of Fort Bragg  
Fort Bragg, CA



THE CITY OF FORT BRAGG  
1000 W. 10TH ST.  
FORT BRAGG, CA 95501  
707.431.1234  
WWW.FORTBRAGG.CA

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

## QUESTIONNAIRE

The following questions will provide us with additional information to determine local field/play space requirements. Please be as specific as you can.

1. Please provide the following historical data regarding participation in your programs.

Number of participants in each activity indicated in each of the last 5 years:

	2015	2014	2013	2012	2011
Soccer:	342	300	300	320	340
Softball:					
Baseball:					
Football:					
Lacrosse:					
Field Hockey:					
Cheerleading:					
Track/Field					
Band:					
Other: (Identify)					

2. What is the desired or anticipated growth in your programs?

Estimate the growth in number of participants in each activity indicated in the next 1, 5 and 10 years. Also, please indicate the fastest growing age groups in each activity. (Example: Girls soccer, ages 10-15)

	2016	2020	2025	Age Group Growth
Soccer:	360-350	300-350	300-350	✓
Softball:				
Baseball:				
Football:				
Lacrosse:				
Field Hockey:				
Cheerleading:				
Track/Field				
Band:				
Other: (Identify)				

# Fort Bragg School and Community Fields Master Plan

## User Group - Field Usage Survey

September 4, 2015

3. What do you estimate to be your current unmet demand? (How many participants are denied the opportunity to participate or do not try to participate due to perceived lack of opportunity? Provide a number estimate or percentage.) In what age groups do they fall?

Number: 8 Percentage: 8 Age Groups: 8

Please explain:

meeting demands

4. Are your games or "seasons" reduced in length to allow additional "seasons" to accommodate demand? (Example: Two 8-week seasons with 2 1-hour games per week (16 - 1-hour games) could be altered to provide three 5-week seasons with 3 45-minute games per week, ( 15 - 45-minute games) thus accommodating 33% more teams, but reducing game length and the number of games per "season".)

Yes  No

Please explain:

5. Are your games or "seasons" reduced in length due to limited field/facility availability or poor condition?

Yes  No

Please explain:

6. Ideally, what would your time requirements be for the following:

Games Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

between 45 min - 1 hrs depending on age - 1 time per week =  
1 hr x 33 teams = 33 hours

Practice Length: (Example: 1 hour per team, 3 times per week, 4 teams = 12 hours.)

1-1/2 hrs. 2 times per week, 33 teams =  
80 hrs per week

Season Length: (Example: April 1 - May 31)

Sept 12 - Nov. 5 - games,  
Aug 1 - Sept 11 practice

7. What is your perceived condition of the field(s) that you use?

Please list each field you use and rank each on a scale of "1" to "5" with "1" indicating Very Poor condition and "5" indicating Excellent condition.

Field: <u>FB MS</u>	Rank: <u>1</u>
Field: <u>FBDG</u>	Rank: <u>1</u>
Field: <u>Redwood</u>	Rank: <u>1</u>
Field: _____	Rank: _____

# Fort Bragg School and Community Fields Master Plan

User Group - Field Usage Survey

September 4, 2015

8. What are the size of fields you utilize by age group or division:

Level: <u>U6</u>	Field Size: <u>25 X 35 (2 Fields)</u>	Pitch Distance: _____
Level: <u>U8</u>	Field Size: <u>25 X 40 (2 Fields)</u>	Pitch Distance: _____
Level: <u>U11G</u>	Field Size: <u>25 X 40</u>	Pitch Distance: _____
Level: <u>U11B</u>	Field Size: <u>60 X 80</u>	Pitch Distance: _____
Level: <u>U14B+1B</u>	Field Size: <u>80 X 100</u>	Pitch Distance: _____
Level: _____	Field Size: _____	Pitch Distance: _____

Additional comments are welcome.

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Thank you for your assistance. The quality of the input will directly effect the quality of the study. Your attention to detail is greatly appreciated.



# City of Fort Bragg

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

## Text File

File Number: 16-022

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**Agenda Date:** 1/25/2016

**Version:** 2

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** 7D.

Adopt City Council Resolution Increasing Compensation for Seasonal Laborer Classification to \$15.00 per Hour

The City's Public Works Department relies on seasonal workers in the summer and fall for various tasks. This past year, the City experienced difficulties in recruiting qualified candidates, in part due to the low hourly wage. City staff recommend that the wage be increased from \$12.00/hour to \$15.00/hour to make these temporary positions attractive to a wider set of applicants. If approved, the new wage scale will be effective the first full pay period in February, 2016. There are no incumbents in the Seasonal Laborer classification.

**RESOLUTION NO. \_\_\_\_-2016**

**RESOLUTION OF THE FORT BRAGG CITY COUNCIL APPROVING AN INCREASE IN COMPENSATION FOR SEASONAL LABORER CLASSIFICATION FROM \$12.00 PER HOUR TO \$15.00 PER HOUR**

**WHEREAS**, the City’s Public Works Department relies on seasonal workers in the summer and fall for various tasks; and

**WHEREAS**, the City’s Public Works Director and Administrative Services Director both recommend that the hourly wage of the Seasonal Laborer classification be increased from \$12.00/hour to \$15.00/hour in order to successfully recruit qualified and experienced individuals for these temporary positions; and

**WHEREAS**, the increase in the hourly rate for the seasonal laborer classification will be effective the first full pay period in February, 2016 which will allow for advertising of the 2016 seasonal positions at the new rate of pay; and

**WHEREAS**, funds sufficient to provide for the increased compensation have been appropriated in a FY 2015-16 Budget; and

**WHEREAS**, based on all of the evidence presented, the City Council finds as follows:

1. The proposed hourly wage increase is consistent with the City-wide Compensation Plan, and
2. The proposed hourly wage increase for the seasonal labor classification will provide for critical operational support necessary to carry out the mission and organizational goals of the City.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Fort Bragg does hereby approve the increase compensation for seasonal labor classification from \$12.00 per hour to \$15.00 per hour, to be effective the first full pay period in February, 2016.

**The above and foregoing Resolution was introduced by Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg held on the 25<sup>th</sup> day of January, 2016, by the following vote:**

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAIN:**

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**DAVE TURNER,**  
**Mayor**

**ATTEST:**

---

**June L. Lemos**  
**City Clerk**



# City of Fort Bragg

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

## Text File

File Number: 16-029

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**Agenda Date:** 1/25/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Certificate of  
Completion

**Agenda Number:** 7E.

Accept Certificate of Completion for the Summers Lane Timber Harvest Project, City Project 2015-02, and Direct City Clerk to File Notice of Completion

On August 10, 2015, City Council awarded a contract to Wylatti Resource Management, Inc. for the Summers Lane Timber Harvest Project, City Project 2015-02. The project involved clearing and harvesting eight (8) acres of timberland at the north end of Summers Lane. The work has been completed and Director of Public Works Tom Varga signed the Certificate of Completion on January 19, 2016, certifying that all work has been performed to the specifications in the bid documents.

Following acceptance of the Certificate of Completion by the City Council, the City Clerk will file the Notice of Completion with the County Recorder.



## CITY OF FORT BRAGG

*Incorporated August 5, 1889*

416 N. Franklin Street, Fort Bragg, CA 95437

Phone: (707) 961-2823 Fax: (707) 961-2802

[www.FortBragg.com](http://www.FortBragg.com)

### CERTIFICATE OF COMPLETION

All items of work and the provisions of the contract executed with Wylatti Resource Management, Inc. for labor, materials, equipment, and supervision for the Summers Lane Timber Harvest, as shown in the Plans and Specifications for the Summers Lane Timber Harvest Project, City Project 2015-02, dated July 2015 have been completed.

This project as described above was awarded by the Fort Bragg City Council by resolution at their meeting of August 10, 2015.

It is recommended that the completed project be accepted by the City Council.

A handwritten signature in green ink, appearing to read "Tom Varga", is written over a horizontal line.

Tom Varga, P.E.  
Public Works Director

DATED: January 19, 2016

EXHIBIT "A"



# City of Fort Bragg

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

## Text File

File Number: 16-036

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**Agenda Date:** 1/25/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Consent Calendar

**Agenda Number:** 7F.

Accept Municipal Improvement District No. 1 Basic Financial Statements for FY14-15

**MUNICIPAL IMPROVEMENT DISTRICT NO.1**

**BASIC FINANCIAL STATEMENTS**

**JUNE 30, 2015**

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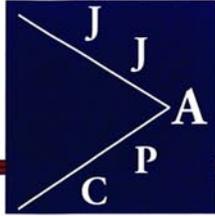
**Municipal Improvement District No.1**  
**Basic Financial Statements**  
**For the year ended June 30, 2015**

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JJACPA, Inc.

A Professional Accounting Services Corp.

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## INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and City Council  
of the City of Fort Bragg  
Fort Bragg, California

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the Municipal Improvement District No.1 (Utility) as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Utility's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risk of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinions.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Utility as of June 30, 2015, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## ***Other Matters***

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis (MD&A) on pages 3-9, the Utility's Schedules of Contributions on pages 32-33, and the Schedules of the Utility's Proportionate Share of the Net Pension Liability on pages 34-35, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Utility's basic financial statements. The Schedule of Debt Service Coverage is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The Schedule of Debt Service Coverage is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Debt Service Coverage is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### *Implementation of New Accounting Standards*

As disclosed in the Note 1(G) to the financial statements, the Utility implemented GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*, and GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68*, during the fiscal year 2015.

## **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated December 31, 2015 on our consideration of the Utility's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Utility's internal control over financial reporting and compliance.

December 31, 2015

*JJACPA, Inc.*  
**JJACPA, Inc.**  
**Dublin, CA**

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Management's Discussion and Analysis**

---

This section of Municipal Improvement District No.1's (Utility) basic financial statements presents management's discussion and analysis of the Utility's financial performance during the fiscal year ended June 30, 2015. Since this management's discussion and analysis is designed to focus on current activities, resulting change and current known facts, please read it in conjunction with the Utility's basic financial statements (pages 12 - 14) and the footnotes (pages 15 - 29).

**Financial Highlights**

- At June 30, 2015, the Utility's net position increased to \$7,687,401 from \$7,238,935 in 2014 or \$448,466 (6.2%) as can be seen on page 4. It should be noted however that FY2014 net position has been revised down \$690,158 due to new GASB requirements for reporting pension liabilities (GASB 68).
- Operating revenues increased year over year by \$202,943 (6.7 %) as expected according to budget and the rate structure implemented in FY2014. Non-operating revenues increased by \$32,851 primarily due to billing and receipt of leachate disposal fees.
- Operating expenses decreased year over year by \$195,258 (-4.9 %) as expected according to budget and due to a delay in project work which did not get way until after year end.

**Using This Report**

In December 1998, the Governmental Accounting Standards Board (GASB) released statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*, which revised the reporting of property tax revenue. In June 1999, GASB released statement No. 34, *Basic Financial Statements -- and Management's Discussion and Analysis -- for State and Local Governments*. Changes in Statement No. 34 require a comprehensive one-line look at the entity as a whole and capitalization of assets and depreciation for agencies not reporting on the accrual basis of accounting. Since the Utility has historically reported all activities in enterprise funds in a manner similar to business activities and followed the accrual basis of accounting, the Utility merely has been required to reclassify certain balances to utilize the new Statement No. 34 terminology. There were no major reconciling items necessary or elimination of balances due to the implementation of Statement No. 34.

The annual financial statements include the Independent Auditors' Report, this management's discussion and analysis, the basic financial statements, and notes to basic financial statements.

**Proprietary Fund Financial Statements**

Proprietary funds generally account for services for which customer fees are intended to finance the costs of operations. There are two types of proprietary funds: enterprise and internal service funds. Internal service funds accumulate and allocate costs for services provided internally among the functions of an entity. Enterprise funds provide goods or services to customers outside of the entity. The Fort Bragg Municipal Improvement District provides services to the citizens of the District, therefore it is considered to be an enterprise fund. The financial statements of the District report information using accounting methods similar to those used by private-sector companies. The following required financial statements provide both short-term and long-term information about the District's overall financial status.

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Management’s Discussion and Analysis, Continued**

**Financial Analysis of the Utility as a Whole**

	Net Position		Increase (Decrease)
	As of June 30, 2015 and 2014		
	<u>2015</u>	<u>2014</u>	
<b>Assets:</b>			
Current assets	\$1,776,321	\$1,128,647	\$647,674
Non-current assets	7,000,089	7,190,650	(190,561)
<b>Total assets</b>	<u>8,776,410</u>	<u>8,319,297</u>	<u>457,113</u>
<b>Deferred outflows</b>	<u>58,599</u>	<u>-</u>	<u>58,599</u>
<b>Liabilities:</b>			
Current liabilities	192,272	130,728	61,544
Non-current liabilities	801,756	259,475	542,281
<b>Total liabilities</b>	<u>994,028</u>	<u>390,203</u>	<u>603,825</u>
<b>Deferred inflows</b>	<u>153,580</u>	<u>-</u>	<u>153,580</u>
<b>Net position:</b>			
Net investment in capital assets	6,840,089	6,935,650	(95,561)
Unrestricted	847,312	993,444	(146,132)
<b>Total net position</b>	<u><u>\$7,687,401</u></u>	<u><u>\$7,929,094</u></u>	<u><u>\$(241,693)</u></u>

This schedule is prepared from the Utility’s Statement of Net Position (page 12), which is presented on the accrual basis of accounting whereby assets are capitalized and depreciated.

Net position may serve over time as one useful indicator of an entity’s financial condition. The District’s assets exceeded liabilities by \$7.7 million at June 30, 2015. As can be seen from the table above, Net position at June 30, 2015, decreased \$241,693 (- 3 %) over the prior year. This was a result of new GASB requirements for reporting pension liabilities (GASB 68).

Beginning FY2015 net position has been revised down \$690,158 due to new GASB requirements for reporting pension liabilities (GASB 68). FY2014 net position prior to GASB 68 adjustments was reported at \$7,929,094. The revised beginning Net Position as of July 1, 2014 was \$7,238,936.

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Management's Discussion and Analysis, Continued**

**Financial Analysis of the Utility as a Whole, Continued**

**Statement of Revenues, Expenses and Changes in Net Position**  
**For the years ended June 30, 2015 and 2014**

	<u>2015</u>	<u>2014</u>	<u>Increase (Decrease)</u>
<b>Operating revenues</b>	\$3,194,149	\$2,991,206	\$202,943
<b>Operating expenses</b>	<u>2,784,045</u>	<u>2,979,303</u>	<u>(195,258)</u>
<b>Operating income</b>	410,104	11,903	398,201
<b>Non-operating revenues</b>	64,467	31,616	32,851
<b>Non-operating expenses</b>	<u>(16,456)</u>	<u>(16,841)</u>	<u>385</u>
<b>Net income before transfers</b>	458,115	26,678	431,437
<b>Transfers</b>	<u>(9,650)</u>	<u>(21,260)</u>	<u>11,610</u>
<b>Net income</b>	448,465	5,418	443,047
<b>Net position:</b>			
Beginning	7,929,094	7,923,676	5,418
Prior period adjustment	(690,158)	-	(690,158)
Beginning, as adjusted	<u>7,238,936</u>	<u>-</u>	<u>7,238,936</u>
End of year	<u><u>\$7,687,401</u></u>	<u><u>\$7,929,094</u></u>	<u><u>\$(241,693)</u></u>

While the Statement of Net Position shows the change in financial net position, the operating results are reflected in the Statement of Revenues, Expenses, and Changes in Net position (page 13). This statement provides answers to the nature and source of the change in financial net position over the course of the fiscal year.

Sewer user service charges increased \$204,337 or 6.7% over the previous year. Sewer service rates and fees are set by the Board of Directors to recover actual costs of operating and maintaining the system. The District's charges for residential wastewater service are tied to the amount of measured water usage during the winter months (November through February). Multi-family residential and nonresidential rates are proportionate to the single-family charge and are based on water consumption and strength of discharge. The rate structure implemented in 2012 and updated in 2014 appears to be generating revenues substantially as designed.

**Municipal Improvement District No.1  
Financial Statements  
For the year ended June 30, 2015**

**Management’s Discussion and Analysis, Continued**

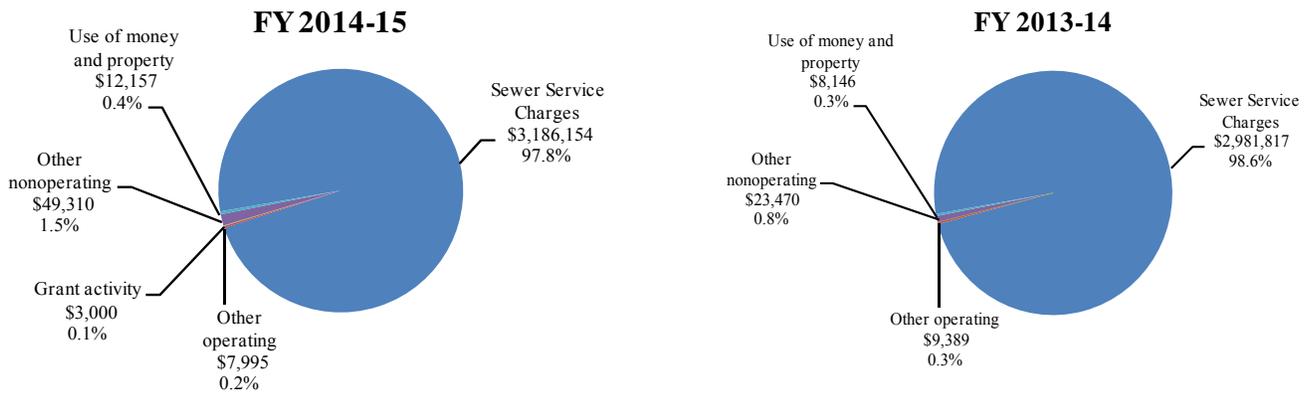
**Financial Analysis of the Utility as a Whole, Continued**

Use of Money and Property increased by \$4,011 due to interest received on higher cash balances. Other non-operating revenue increased by \$25,840 primarily due to billing and receipt of leachate disposal fees.

<b>FY 2014-2015</b>			<b>FY 2013-2014</b>		<b>Increase (Decrease)</b>
\$ 3,186,154	97.8%	<b>Sewer Service Charges</b>	\$ 2,981,817	98.6%	\$ 204,337
7,995	0.2%	<b>Other Operating</b>	9,389	0.3%	(1,394)
3,000	0.1%	<b>Grant Activity</b>	-	0.0%	3,000
49,310	1.5%	<b>Other nonoperating</b>	23,470	0.8%	25,840
12,157	0.4%	<b>Use of Money and Property</b>	8,146	1.3%	4,011
<u>\$ 3,258,616</u>	<u>100.0%</u>	<b>Totals</b>	<u>\$ 3,022,822</u>	<u>100.0%</u>	<u>\$ 235,794</u>

The following is a graphic illustration of revenues by source:

**Revenues By Source  
Both Operating & Non-Operating**



**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Management’s Discussion and Analysis, Continued**

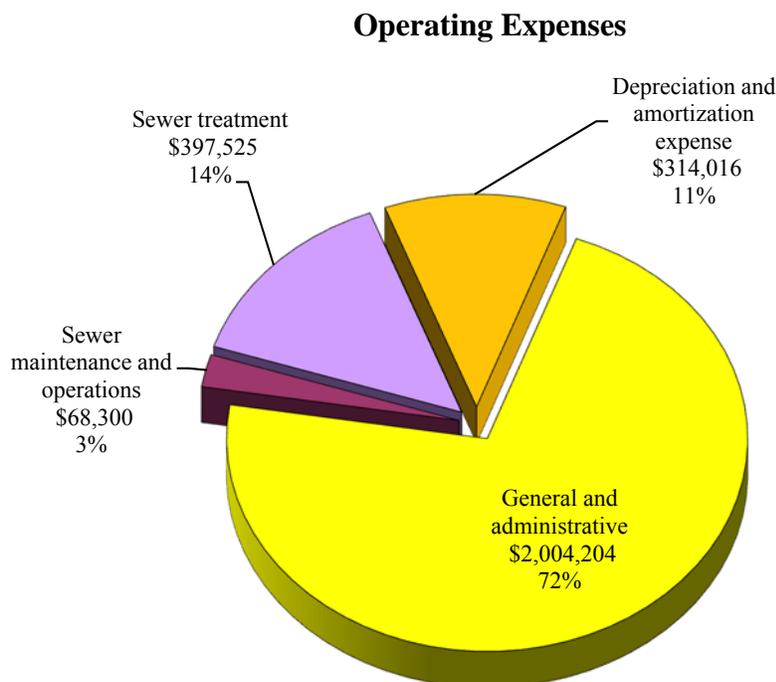
**Financial Analysis of the Utility as a Whole, Continued**

Operating expenses (not including depreciation) continued to decrease year over year. FY 2014-2015 saw a decrease of \$195,258 or 6.6%. Decreases were significantly due to a decreased allocation to the IT Internal Service Fund (\$47K), a decreased allocation to the Facilities Maintenance Internal Service Fund (\$51K), reduced purchases of machinery and equipment (\$49K) and lower than expected sewage treatment laboratory costs (\$12K).

**Operating Expenses**  
**For the years ended June 30, 2015 and 2014**

	<u>2015</u>	<u>2014</u>	<u>Increase (Decrease)</u>	<u>Percent Change</u>
<b>Operating expenses:</b>				
General and administrative	\$ 2,004,204	\$ 2,092,492	\$ (88,288)	(4.2)%
Sewer maintenance and operations	68,300	168,820	(100,520)	(59.5)%
Sewer treatment	397,525	409,140	(11,615)	(2.8)%
Depreciation and amortization expense	314,016	308,851	5,165	1.7%
<b>Total</b>	<b>\$ 2,784,045</b>	<b>\$ 2,979,303</b>	<b>\$ (195,258)</b>	<b>(6.6)%</b>

The following is a graphic illustration of operating expenses:



**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Management’s Discussion and Analysis, Continued**

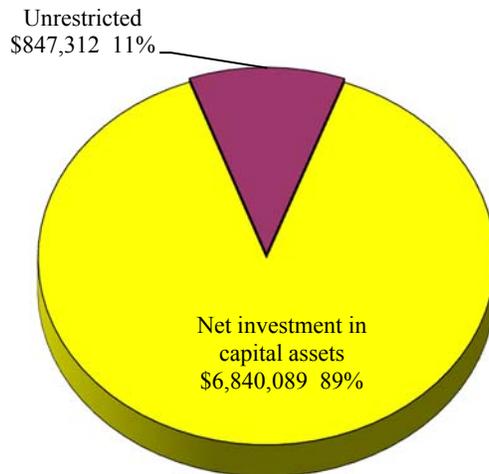
**Financial Analysis of the Utility as a Whole, Continued**

	Analysis of Net Position As of June 30, 2015 and 2014		
	<u>2015</u>	<u>2014</u>	<u>Increase (Decrease)</u>
<b>Net position:</b>			
Net investment in capital assets	\$6,840,089	\$6,935,650	\$(95,561)
Unrestricted	<u>847,312</u>	<u>993,444</u>	<u>(146,132)</u>
<b>Total</b>	<u><u>\$7,687,401</u></u>	<u><u>\$7,929,094</u></u>	<u><u>\$(241,693)</u></u>

The annual change in Net position is an increase of \$448,465 primarily the result of increased operating revenue, which was higher than operating expenses by \$410,104. Operating Income was further supplemented by non-operating revenues over non-operating expenses of \$48,011. Current charges for service and non-operating revenue continue to be sufficient to fund operations, excluding depreciation and amortization, which are considered non-cash expenses. Beginning FY2015 net position has been revised down however by \$690,158 as previously discussed. The Utility reported a net cash increase in FY2015 of \$629,543.

The following is a graphic illustration of Net Position:

**Analysis of \$7,687,401 in Net Position**



**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Management's Discussion and Analysis, Continued**

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**Economic Factors and Potential Future Results**

The primary economic challenge facing the District is the need for major capital expenditures necessary to maintain the current level of service and ensure compliance with regulatory requirements. The District's Wastewater Treatment Plant was constructed nearly 40 years ago and is in need of both upgrades and repairs. The capital improvements projects that are needed over the next 10 years in order to keep the City's wastewater treatment and collection system functional total over \$8 million. The District is exploring various funding sources including grants, bond issues, and low or no interest loan programs.

The District's FY 2015/16 adopted budget for operating expenses, excluding depreciation, is \$3.2 million.

**Contacting the Utility's Financial Management**

This financial report is designed to provide our citizens, taxpayers, creditors and government regulators with a general overview of the District's finances. Additional budgetary information may be found on our website at [www.fortbragg.com](http://www.fortbragg.com).

For questions about this report or requests for additional financial information, please contact City's Finance Department at 416 N. Franklin St, Fort Bragg, CA 95437 or call the Finance Department at 707-961-2825.

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## **BASIC FINANCIAL STATEMENTS**

# Municipal Improvement District No. 1

## Statement of Net Position

June 30, 2015

	<u>2015</u>
<b>ASSETS</b>	
Current assets:	
Cash equivalents and investments - pooled	\$ 1,429,065
Accounts receivable	339,436
Prepaid items	222
Inventory	7,598
Total current assets	<u>1,776,321</u>
Non-current assets:	
Property, plant and equipment:	
Non-depreciable	345,051
Depreciable (net of accumulated depreciation)	6,655,038
Net property, plant and equipment	<u>7,000,089</u>
<b>Total assets</b>	<u>8,776,410</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Pension plan	58,599
<b>Total assets and deferred outflows of resources</b>	<u>8,835,009</u>
<b>LIABILITIES</b>	
Current liabilities:	
Accounts payable	\$ 51,380
Accrued payroll and benefits	30,643
Due to Successor Agency trust fund	15,533
Interest payable	2,782
Unearned revenue	36,249
Compensated absences - current portion	5,685
Current portion of long-term liabilities	50,000
Total current liabilities	<u>192,272</u>
Non-current liabilities:	
Compensated absences	51,160
Due after one year	160,000
Net pension liability	590,596
Total non-current liabilities	<u>801,756</u>
<b>Total liabilities</b>	<u>994,028</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Pension plan	153,580
<b>Total deferred outflows of resources</b>	<u>153,580</u>
Net position:	
Net investment in capital assets	6,840,089
Unrestricted (deficit)	847,312
<b>Total net position</b>	<u>7,687,401</u>
<b>Total liabilities, deferred inflows and net position</b>	<u>\$ 8,835,009</u>

The accompanying notes are an integral part of these basic financial statements.

**Municipal Improvement District No. 1**  
**Statement of Revenues, Expenses, and Changes in Net Position**  
**For the year ended June 30, 2015**

	<u>2015</u>
<b>OPERATING REVENUES:</b>	
Charges for services:	
Sewer service charges	\$ 3,186,154
Other	7,995
<b>Total operating revenues</b>	<u>3,194,149</u>
<b>OPERATING EXPENSES:</b>	
General and administrative	2,004,204
Sewer maintenance and operations	68,300
Sewer treatment	397,525
Depreciation and amortization expense	314,016
<b>Total operating expenses</b>	<u>2,784,045</u>
<b>OPERATING INCOME</b>	<u>410,104</u>
<b>NON-OPERATING REVENUES (EXPENSES):</b>	
Grant activity	3,000
Other nonoperating revenues	49,310
Use of money and property	12,157
Interest and debt service expenses	(16,456)
<b>Total non-operating revenues (expenses)</b>	<u>48,011</u>
Transfers from(to) City of Fort Bragg	<u>(9,650)</u>
<b>Net income</b>	448,465
<b>NET POSITION:</b>	
Net position - beginning	7,929,094
Prior period adjustment	(690,158)
Net Position - beginning, as adjusted	<u>7,238,936</u>
Net Position - ending	<u>\$ 7,687,401</u>

The accompanying notes are an integral part of these basic financial statements.

# Municipal Improvement District No. 1

## Statement of Cash Flows

For the year ended June 30, 2015

	<u>2015</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>	
Receipts from customers	\$ 3,176,081
Payments to vendors for services and supplies	(1,300,657)
Payments to City of Fort Bragg employees for salaries and benefits	(1,110,609)
<b>Net cash provided(used) by operating activities</b>	<u>764,815</u>
<b>CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES:</b>	
Loans (Payments) from (to) the City of Fort Bragg	(9,650)
Changes in pet pension obligations	(4,581)
Receipts from grant activity	3,000
Nonoperating revenue received	49,310
<b>Net cash provided by non-capital financing activities</b>	<u>38,079</u>
<b>CASH FLOW FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>	
Acquisition and construction of capital assets	(123,455)
Principal payments on long-term debt	(45,000)
Interest and fees paid on long-term financing	(17,053)
<b>Net cash used by capital and related financing activities</b>	<u>(185,508)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>	
Investment income received	12,157
<b>Net increase(decrease) in cash</b>	<u>629,543</u>
<b>CASH AND INVESTMENTS:</b>	
Beginning of year	799,522
End of year	<u>\$ 1,429,065</u>
<b>PRESENTATION IN STATEMENT OF NET POSITION:</b>	
Cash equivalents and investments-pooled	\$ 1,429,065
<b>Total</b>	<u>\$ 1,429,065</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>	
Reconciliation of operating income (loss) to net cash provided (used) by operating activities:	
Operating income	\$ 410,104
Adjustments to reconcile operating income (loss) to net cash provided by operating activities	
Depreciation and amortization	314,016
Changes in current assets and liabilities:	
Accounts receivable	(18,068)
Prepaid items	(222)
Inventory	159
Accounts payable	5,189
Accrued payroll and benefits	10,018
Unearned revenue	36,249
Compensated absences	7,370
<b>Net cash provided(used) by operating activities</b>	<u>\$ 764,815</u>

The accompanying notes are an integral part of these basic financial statements.

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of Municipal Improvement District No.1 (Utility) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental enterprises classified as proprietary fund types. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The reports are based on all applicable GASB pronouncements as well as applicable Financial Accounting Standards Board (FASB) Statements and Interpretations, Accounting Principles Board Opinions, and Accounting Review Boards of the Committee on Accounting Procedure issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements. The more significant of the Utility's accounting policies are described below.

**A. Description of the Reporting Entity**

Municipal Improvement District No.1 is a fund of the City of Fort Bragg. The Utility provides sewage collection services for the City. The Utility is an integral part of the City and is included in the City's June 30, 2015, and 2014, basic financial statements. City personnel provide all engineering, management, and operational services to the wastewater collection system, including management and operational services for sewage collection pump station maintenance. The funding of the Utility's sewage facilities was funded by the Utility's users.

**B. Fund Accounting Classification and Basis of Accounting**

On the Statement of Net Position and the Statement of Revenues, Expenses, and Changes in Net Position, business-like activities are presented using the economic resources measurement focus. The accounting objectives of this measurement focus are the determination of net income, financial position, and cash flows. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Fund equity is classified as Net position.

Enterprise funds account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The acquisition and capital improvement of the physical plant facilities required to provide these goods and services are financed from existing cash resources, the issuance of bonds, and cash flow from operations.

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements, Continued**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued**

**B. Fund Accounting Classification and Basis of Accounting, continued**

The Utility's operations are funded almost entirely by user fees imposed as a rate based on type of usage (e.g. commercial, residential, etc.). The bulk of that rate is an amount charged primarily to residential users. Since July 2009, the residential rates have been based on average water used in the winter quarter.

**C. Cash Equivalents and Investments**

For the purposes of the Statement of Net Position and Statement of Cash Flows, "cash equivalents and investments" includes all demand, savings accounts, and certificates of deposits or short-term investments with an original maturity of three months or less.

The Utility, through the City of Fort Bragg, pools cash and investments from all funds for the purpose of increasing income through investment activities. Highly liquid money market investments with maturities of one year or less at time of purchase are stated at amortized cost. All other investments are stated at fair value in accordance with GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*. Market value is used as fair value for those securities for which market quotations are readily available.

The Utility indirectly, through the City of Fort Bragg, participates in an investment pool managed by the State of California titled Local Agency Investment Fund (LAIF) which has invested a portion of the pool funds in Structured Notes and Asset-Backed Securities. LAIF's investments are subject to credit risk with the full faith and credit of the State of California collateralizing these investments. In addition, these Structured Notes and Asset-Backed Securities are subject to market risk as to changes in interest rates.

**D. Fixed Assets**

Purchased fixed assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated fixed assets are valued at their estimated fair value on the date received.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized. Depreciation is provided on a straight-line basis over estimated useful lives ranging from 5 to 40 years.

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements, Continued**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued**

**E. Compensated Absences**

The liability for vested vacation pay is recorded as an expense when the vacation is taken. Unused balances of vacation and sick time are accrued by employees when earned and may be subject to maximum accrual limits. Sick time accrued is paid based on the number of years of service to the employee when employment is terminated. There is no maximum accrual amount for sick time. Vacation time has a maximum accrual of 2 times the employee's annual accrual, dependent on the accrual rate of that employee, which is based on years of service. Upon termination of employment, sick time is paid out at a maximum of 50% and vacation is paid out at 100% of the accrued time available, depending on years of service. Compensatory time accrued is paid in full at the end of employment.

**F. Deferred outflows/inflows of resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/ expenditure) until then. The Utility has only has one item that qualifies for reporting in this category. It is the deferred charge on pension plan contributions on the statement of net position.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Utility has one item reported as a deferred inflow of resources. The deferred inflow our resources is the net difference between projected and actual earnings on pension plan investments and is reported on the statement of net position.

**G. Implementation of GASB Statements 68 and 71 related to Pensions**

The GASB issued Statement No. 68, "Accounting and Financial Reporting for Pensions – An Amendment of GASB Statement No. 27" The primary objective of this Statement is to improve accounting and financial reporting by state and local governments for pensions. It also improves information provided by state and local governmental employers about financial support for pensions that is provided by other entities. This Statement establishes accounting and financial reporting requirements related to pensions for governments whose employees are provided with pensions through pension plans that are covered by the scope of this Statement, as well as for nonemployer governments that have a legal obligation to contribute to those plans.

In addition, the GASB issued Statement No. 71, "Pension Transition for Contributions Made Subsequent to the Measurement Date" The objective of this Statement is to address an issue regarding application of the transition provisions of Statement No. 68, "Accounting and Financial Reporting for Pensions". The issue relates to amounts associated with contributions, if any, made by a state or local government employer or nonemployer contributing entity to a defined benefit pension plan after the measurement date of the government's beginning net pension liability.

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements, Continued**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued**

**G. Implementation of GASB Statements 68 and 71 related to Pensions, Continued**

In implementing these Statements, the Utility recognizes a net pension liability, which represents the Utility's proportionate share of the excess of the total pension liability over the fiduciary net position of the Plan reflected in an actuarial report provided by the California Public Employees' Retirement System (CalPERS). The net pension liability is measured as of the Utility's prior Plan year-end. Changes in the net pension liability are recorded, in the period incurred, as pension expense or as deferred inflows of resources or deferred outflows of resources depending on the nature of the change in the liability. The changes in net pension liability that are recorded as deferred inflows of resources or deferred outflows of resources (that arise from changes in actuarial assumptions or other inputs and differences between expected or actual experience) are amortized over the weighted average remaining service life of all participants in the respective pension plan and are recorded as a component of pension expense beginning with the period in which they are incurred.

For purposes of measuring the net pension liability and deferred outflows/inflows or resources relating to pensions and pension expense, information about the fiduciary net position of the Utility's pension plan with CalPERS and additions to/deductions from the plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefits terms. Investments are reported at fair value.

**H. Prior Period Adjustment**

Due to the Utility's adoption of GASB 65 and 68, net position was adjusted at June 30, 2015. The following is a reconciliation of the total net position as previously reported at June 30, 2014, to the restated net position.

Net Position at June 30, 2014	\$ 7,929,094
Adjustment:	
Adoption of GASB 68, pensions	<u>(690,158)</u>
Total Adjustments	<u>(690,158)</u>
Net Position at July 1, 2014, as adjusted	<u><u>\$ 7,238,936</u></u>

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements, Continued**

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**2. CASH AND INVESTMENTS**

**A. Cash Deposits**

The Utility pools cash from all sources. The Utility invests excess cash in the City of Fort Bragg, an unrated investment pool, which at June 30, 2015, approximated fair value of \$1,429,065.

The California Government Code requires California banks and savings and loan associations to secure government cash deposits by pledging securities as collateral. This Code states that collateral pledged in this manner shall have the effect of perfecting a security interest in such collateral superior to those of a general creditor. Thus, collateral is considered to be held in the government's name.

According to California law, the market value of pledged securities with banking institutions must equal at least 110% of the government's cash deposits. California law also allows institutions to secure government deposits by pledging first trust deed mortgage notes having a value of 150% of the government's total cash deposits. The government can waive collateral requirements for cash deposits, which are fully insured up to \$250,000 by the Federal Deposit Insurance Corporation.

The City Treasurer maintains the cash and investment pool, on behalf of the Utility, as their custodian, which includes cash balances and authorized investments for all Utility funds, which is invested to enhance interest earnings. The pooled interest earned is allocated monthly to the Utility based on average daily cash and investment balance.

**B. Authorized Investments**

Under provisions of the Utility/City's Investment Policy and in accordance with California Government Code Section 53601 & 53635 (a-n), the Utility/City may invest or deposit in the following types of investments:

- Local Utility Bonds
- US Treasury Obligations
- US Agencies
- Time Deposits
- Negotiable Certificates of Deposit
- Bankers' Acceptances
- Commercial Paper
- Local Agency Investment Funds (LAIF) of California State Treasurer's Office (State Pool)
- State of California Obligations
- CA Local Utility Obligations
- Repurchase Agreements (Repos)
- Reverse Repurchase Agreements
- Medium-Term Notes (Corporate Debt Investment Grade)
- Mutual Funds
- Money Market Funds
- Collateralized Bank Deposits

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements, Continued**

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**2. CASH AND INVESTMENTS, Continued**

Criteria for selecting investments and the order of priority are:

- *Safety* - The safety and risk associated with an investment refers to the potential loss of principal, interest, or a combination of these amounts. The Utility/City only invests in those investments that they consider very safe.
- *Liquidity* - This refers to the ability to "cash in" at any moment in time with a minimal possibility of losing some portion of principal or interest. Liquidity is an important investment quality especially when the need for unexpected funds occurs occasionally.
- *Yield* - This refers to the rate of return and is the least important of the criteria. Safe, liquid investments do not enjoy the yields of investments not having those characteristics.

**C. Safekeeping**

Securities purchased from broker-dealers are held in third party safekeeping by the trust department of the broker-dealer or other designated third party trust in the Utility/City's name and control, whenever possible.

**D. Investments in External Investment Pools**

The Utility's investments with the City at June 30, 2015, included a portion of the pool funds invested in structured notes and asset backed securities and similar transactions through the Local Agency Investment Fund (LAIF). These investments may include the following:

*Structured Notes* are debt securities (other than asset-backed securities) whose cash-flow characteristics (coupon rate, redemption amount, or stated maturity) depends on one or more indices and/or that have embedded forwards or options.

*Asset-backed Securities*, the bulk of which are mortgage-backed securities, entitle their purchaser to receive a share of the cash flows from a pool of assets such as principal and interest repayments from a pool of mortgages (such as CMOs) or credit card receivables.

As of June 30, 2015, LAIF had invested 1.11% of its pooled assets in structured notes and asset-backed securities and similar transactions.

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements, Continued**

**3. CAPITAL ASSETS**

The following is a summary of changes in property, plant and equipment during the fiscal year:

	Balance June 30, 2014	Additions	Deletions	Balance June 30, 2015
Land	\$ 69,000	\$ -	\$ -	\$ 69,000
Construction in progress	167,659	108,392	-	276,051
Total nondepreciable assets	<u>236,659</u>	<u>108,392</u>	<u>-</u>	<u>345,051</u>
Buildings	3,453,693	-	-	3,453,693
Machinery, equipment and vehicles	1,769,424	15,063	-	1,784,487
Infrastructure	8,805,628	-	-	8,805,628
Total depreciable property, at cost	<u>14,028,745</u>	<u>15,063</u>	<u>-</u>	<u>14,043,808</u>
Less accumulated depreciation				
Buildings	(1,715,786)	(51,920)	-	(1,767,706)
Machinery, equipment and vehicles	(1,295,617)	(61,469)	-	(1,357,086)
Infrastructure	(4,063,351)	(200,627)	-	(4,263,978)
Total accumulated depreciation	<u>(7,074,754)</u>	<u>(314,016)</u>	<u>-</u>	<u>(7,388,770)</u>
Total depreciable property, net	<u>6,953,991</u>	<u>(185,564)</u>	<u>-</u>	<u>6,655,038</u>
Total capital assets, net	<u>\$ 7,190,650</u>	<u>\$ (77,172)</u>	<u>\$ -</u>	<u>\$ 7,000,089</u>

These assets are being depreciated on a straight-line basis over their estimated useful lives ranging from 5 to 40 years.

**4. NON-CURRENT LIABILITIES**

The Utility generally incurs debt to finance projects or purchase assets, which will have useful lives equal to or greater than the related debt. The Utility's debt issues and transactions related to Utility activities are summarized below and discussed in detail subsequently:

	Balance July 1, 2014	Additions	Retirements	Balance June 30, 2015	Due Within One Year
Bonds payable:					
1998 Revenue Bond	\$ 255,000	\$ -	\$ (45,000)	\$ 210,000	\$ 50,000
Compensated absences	49,475	56,845	(49,475)	56,845	5,685
Net pension liability	-	590,596	-	590,596	-
Total	<u>\$ 304,475</u>	<u>\$ 647,441</u>	<u>\$ (94,475)</u>	<u>\$ 857,441</u>	<u>\$ 55,685</u>

**1998 Wastewater Revenue Bonds**

In 1998, the City on behalf of the Utility entered into an agreement with the Association of Bay Area Governments (ABAG) whereby ABAG issued \$770,000 in revenue bonds to provide resources for the Utility to acquire and construct capital improvements to the Utility's wastewater system. The bonds are an obligation of ABAG and are payable solely from and secured by revenues that consist primarily of payments on an installment obligation of the Utility.

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements, Continued**

**4. NON-CURRENT LIABILITIES, Continued**

For the purposes of this report, the Utility has reported its liability under the terms of the installment agreement as 1998 Wastewater Revenue Bonds. Annual interest accrues at varying rates between 3.75% and 5.30%. Interest became payable commencing October 1, 1998, and semi-annually thereafter each October 1st and April 1st. Principal is paid in annual installments commencing October 1, 1998, through the year 2018 in amounts ranging from \$25,000 to \$55,000.

Debt service requirements to maturity for bonds payable by the Fort Bragg Municipal Improvement District No. 1 are presented on the following schedule.

Fiscal Year Ended June 30,	Principal	Interest	Total
2016	\$ 50,000	\$ 9,805	\$ 59,805
2017	50,000	7,155	57,155
2018	55,000	4,372	59,372
2019	55,000	1,418	56,418
	<u>\$ 210,000</u>	<u>\$ 22,750</u>	<u>\$ 232,750</u>

**5. ADVANCES FROM GOVERNMENTAL AGENCIES**

On June 30, 2010, the former City of Fort Bragg Redevelopment Agency (Agency) advanced \$76,800 from the Agency to the District. The term of the advance is five years with payments of interest due at 0.56%. Any and all unencumbered Wastewater enterprise capital fees and revenue available each fiscal year shall be paid quarterly, commencing September 30, 2011. Principal repayments of \$15,445 and interest of \$141 were made by the District during the fiscal year ended June 30, 2014. As of June 30, 2015 the balance of the advance was \$15,533 and was payable to the Fort Bragg Redevelopment Successor Agency Private-Purpose Trust Fund due to the dissolution of the Agency as of February 1, 2012.

**6. RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disaster. The District provides for property and liability insurance as a component unit of the City of Fort Bragg, which is a member of the Redwood Empire Municipal Insurance Fund (REMIF), a public entity risk pool currently operating as a common risk management and insurance program for several Northern California municipalities. The joint powers formation agreement of REMIF provides that REMIF will be self-sustaining through member premiums for liability insurance and will reinsure through commercial companies for other coverage.

The District's deductible is \$5,000 for property and liability loss, all per occurrence. Settled claims resulting from these risks have not exceeded insurance coverage in any of the past three fiscal years.

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements, Continued**

**7. PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS)**

**A. General Information about the Pension Plans**

**Plan Descriptions** - All qualified full-time employees are eligible to participate in the Utility's Miscellaneous Plan and PEPRA Miscellaneous Plan (The Plans), agent multiple-employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS), which acts as a common investment and administrative agent for its participating member employers. Benefit provisions under the Plans are established by State statute and Local Government resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

**Benefits Provided** - CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

The Plan's provisions and benefits in effect at June 30, 2015, are summarized as follows:

	Miscellaneous	PEPRA Miscellaneous
	Prior to January 1, 2013	On or after January 1, 2013
Hire date		
Benefit formula	2 @ 55	2% @ 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	55	52 - 67
Monthly benefits, as a % of eligible compensation	2%	1.0% to 2.5%
Required employee contribution rates	7%	6.50%
Required employer contribution rates	8.84%	6.73%

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements, Continued**

**7. PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS), Continued**

**A. General Information about the Pension Plans, Continued**

*Contributions* - Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan is determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is based on the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Utility is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2015, the contributions recognized as part of pension expense for the Plan were as follows:

	<u>Miscellaneous</u>	<u>PEPRA Miscellaneous</u>
Contributions - employer	\$ 56,176	\$ 4,025
Contributions - employee (paid employer)	32,396	3,904

The Utility's average required contribution rate was 8.844% of annual payroll, actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Contributions to the pension plan from the Utility were \$60,201 for the year ended June 30, 2015.

***Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions***

As of June 30, 2015, the City reported a net pension liability for its proportionate shares of the net pension liability of the Plans as follows:

	<u>Proportionate Share of Net Pension Liability</u>
Miscellaneous	\$ 2,782,487
PEPRA Miscellaneous	51
Total Net Pension Liability	<u>\$ 2,782,538</u>

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements, Continued**

**7. PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS), Continued**

The Utility's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2014, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2013 rolled forward to June 30, 2014 using standard update procedures. The Utility's proportion of the net pension liability was based on a projection of the Utility's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The Utility's proportionate share of the net pension liability for the Plan as of June 30, 2014 was as follows:

	<u>Miscellaneous</u>	<u>PEPRA Miscellaneous</u>
Proportion - June 30, 2014	0.04472%	0.00000%

For the year ended June 30, 2015, the Utility recognized pension expense of \$55,620. At June 30, 2015, the Utility reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Pension contributions paid to CalPERS subsequent to measurement date	\$ 60,201	\$ -
Differences between actual and expected economic experience	-	-
Changes in assumptions	-	-
Change in employer's proportion and differences between the employer's contributions and the employer's proportionate share of the contributions	-	-
Net differences between projected and actual earnings on plan investments	-	153,580
Adjustments due to differences in proportions	(1,602)	-
Total	<u>\$ 58,599</u>	<u>\$ 153,580</u>

\$60,201 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2015.

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements, Continued**

**7. PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS), Continued**

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ended June 30	
2015	\$ (22,253)
2016	(22,253)
2017	(22,296)
2018	(22,465)
2019	-
Thereafter	-

**Actuarial Assumptions** -The total pension liabilities in the June 30, 2013 actuarial valuations were determined using the following actuarial assumptions:

Actuarial Assumptions	
Valuation date	June 30, 2013
Measurement date	June 30, 2014
Actuarial cost method	Entry-age normal cost method
Actuarial assumptions:	
Discount rate	7.5%
Inflation	2.75%
Salary increases	Varies by entry age and service
Investment Rate of Return	7.50% net pension plan investment and administrative expenses; includes inflation
Post-retirement benefit increase	Contract COLA up to 2.75% until purchasing power protection allowance floor on purchasing power applies, 2.75% thereafter.

The underlying mortality table used was developed based on CalPERS' specific data. The table includes 20 years of mortality improvements using Society of Actuaries Scale BB. For more details, please refer to the 2014 experience study report.

All other actuarial assumptions used in the June 30, 2013 valuation were based on the results of an actuarial experience study for the fiscal years 1997 to 2011, including updates to salary increase, mortality and retirement rates. The Experience Study can be obtained at CalPERS' website under Forms and Publications.

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements, Continued**

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**7. PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS), Continued**

**Discount Rate** - The discount rate used to measure the total pension liability was 7.50 percent for the Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for the plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.50 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.50 percent will be applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report that can be obtained from the CalPERS website.

According to Paragraph 30 of Statement 68, the long-term discount rate should be determined without reduction for pension plan administrative expense. The 7.50 percent investment return assumption used in this accounting valuation is net of administrative expenses. Administrative expenses are assumed to be 15 basis points. An investment return excluding administrative expenses would have been 7.65 percent. Using this lower discount rate has resulted in a slightly higher total pension liability and net pension liability. CalPERS checked the materiality threshold for the difference in calculation and did not find it to be a material difference.

CalPERS is scheduled to review all actuarial assumptions as part of its regular Asset Liability Management (ALM) review cycle that is scheduled to be completed in February 2018. Any changes to the discount rate will require Board action and proper stakeholder outreach. For these reasons, CalPERS expects to continue using a discount rate net of administrative expenses for GASB 67 and 68 calculations through at least the 2017-18 fiscal year. CalPERS will continue to check the materiality of the difference in calculation until such time as we have changed our methodology.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements, Continued**

**7. PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS), Continued**

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	New Strategic Allocation	Real Return Years 1 - 10 <sup>1</sup>	Real Return Year 11+ <sup>2</sup>
Global Equity	47%	5.25%	5.71%
Global Fixed Income	19%	0.99%	2.43%
Inflation Sensitive	6%	0.45%	3.36%
Private Equity	12%	6.83%	6.95%
Real Estate	11%	4.50%	5.13%
Infrastructure and Forestland	3%	4.50%	5.09%
Liquidity	2%	-0.55%	-1.05%

(1) An expected inflation of 2.5% used for this period.

(2) An expected inflation of 3.0% used for this period.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate The following presents the District's proportionate share of the net pension liability for the Plan, calculated using the discount rate for Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Miscellaneous	\$ 1,042,335	\$ 590,585	\$ 215,676
PEPRA Miscellaneous	19	11	4
Net Pension Liability as of June 30, 2015	<u>\$ 1,042,354</u>	<u>\$ 590,596</u>	<u>\$ 215,680</u>

**Pension Plan Fiduciary Net Position** -Detailed information about the pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

**Municipal Improvement District No.1**  
**Financial Statements**  
**For the year ended June 30, 2015**

**Notes to Basic Financial Statements, Continued**

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**8. COMMITMENTS AND CONTINGENCIES**

The District is subject to litigation arising in the normal course of business. In the opinion of the District's management and legal counsel, there is no pending litigation that is likely to have a material adverse effect on the financial position of the District.

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**REQUIRED SUPPLEMENTARY INFORMATION**

**Municipal Improvement District No. 1**  
**Required Supplementary Information - Schedule of Contributions**  
**Miscellaneous Plan**  
Last 10 Fiscal Years\*

	<u>2014</u>
Actuarially determined contribution	\$ 263,429
Contributions in relation to the actuarially determined contributions	<u>(263,429)</u>
Contribution deficiency (excess)	<u>\$ -</u>
Covered-employee payroll	\$ 2,389,021
Contribution as a percentage of covered-employee payroll	11.03%

**Notes to Schedule**

1) Covered employee payroll represents compensation earnable and pensionable compensation. Only compensation earnable and pensionable compensation that would possibly go into the determination of retirement benefits are included.

\* - Fiscal year 2015 was the first year of implementation, therefore only the first two years were available.

**Municipal Improvement District No. 1**  
**Required Supplementary Information - Schedule of Contributions**  
**PEPRA Miscellaneous Plan**  
 Last 10 Fiscal Years\*

	<u>2014</u>
Actuarially determined contribution	\$ 10,052
Contributions in relation to the actuarially determined contributions	<u>(10,052)</u>
Contribution deficiency (excess)	<u>\$ -</u>
Covered-employee payroll	\$ 37,212
Contribution as a percentage of covered-employee payroll	27.01%

**Notes to Schedule**

1) Covered employee payroll represents compensation earnable and pensionable compensation. Only compensation earnable and pensionable compensation that would possibly go into the determination of retirement benefits are included.

\* - Fiscal year 2015 was the first year of implementation, therefore only the first two years were available.

**Municipal Improvement District No. 1**  
**Required Supplementary Information - Schedule of the Utility's Proportionate**  
**Share of the Net Pension Liability**

**Miscellaneous Plan**  
 Last 10 Fiscal Years\*

	<b>2014</b>
Plan's Proportion of the Net Pension Liability/(Asset)	0.04472%
Plan's Proportionate Share of the Net Pension Liability/(Asset)	\$ 2,782,487
Plan's Covered-Employee Payroll	\$ 2,389,021
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered-Employee Payroll	116.47%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	82.66%
Plan's Proportionate Share of Aggregate Employer Contribution	\$ 358,600

**Notes to Schedule**

1) Covered employee payroll represents compensation earnable and pensionable compensation. Only compensation earnable and pensionable compensation that would possibly go into the determination of retirement benefits are included.

\* - Fiscal year 2015 was the first year of implementation, therefore only the first year was available.

**Municipal Improvement District No. 1**  
**Required Supplementary Information - Schedule of the Utility's Proportionate**  
**Share of the Net Pension Liability**  
**PEPRA Miscellaneous Plan**  
Last 10 Fiscal Years\*

	<b>2014</b>
Plan's Proportion of the Net Pension Liability/(Asset)	0.00000%
Plan's Proportionate Share of the Net Pension Liability/(Asset)	\$ 51
Plan's Covered-Employee Payroll	\$ 37,212
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered-Employee Payroll	0.14%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	82.89%
Plan's Proportionate Share of Aggregate Employer Contribution	\$ 7

**Notes to Schedule**

1) Covered employee payroll represents compensation earnable and pensionable compensation. Only compensation earnable and pensionable compensation that would possibly go into the determination of retirement benefits are included.

\* - Fiscal year 2015 was the first year of implementation, therefore only the first year was available.

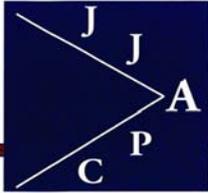
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**SUPPLEMENTARY SCHEDULES**

**Municipal Improvement District No. 1**  
**Schedule of Debt Service Coverage**  
**June 30, 2015 and 2014**

In conjunction with the State of California Water Resources Control Board Loan, the Utility has covenanted to fix, prescribe and collect rates and charges for the MID service which will be sufficient to yield during the year net revenues equal to 110% of the debt service paid during the year. For purposes of this calculation, net revenues equals net income plus depreciation and amortization expenses. The debt service requirement for 2015 and 2014 is as follows:

	2015	2014
Operating income	\$ 410,104	\$ 11,903
Add:		
Depreciation and amortization expense	314,016	308,851
MID connection fees	49,310	-
Use of money and property	12,157	8,146
Net revenue	<u>\$ 785,587</u>	<u>\$ 328,900</u>
Debt service:		
Principal	\$ 45,000	\$ 45,000
Interest	17,053	17,437
Total debt service	<u>\$ 62,053</u>	<u>\$ 62,437</u>
Calculated coverage	<u>12.66</u>	<u>5.27</u>
<b>Note: Restricted cash and investments consist of the following amounts:</b>		
Cash with fiscal agents	\$ (116,508)	\$ -
Amounts set aside for future debt repayment	116,508	-
<b>Total restricted cash and investments</b>	<u>\$ -</u>	<u>\$ -</u>



JJACPA, Inc.

A Professional Accounting Services Corp.

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Honorable Mayor and City Council  
of the City of Fort Bragg  
Fort Bragg, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the accompanying financial statements of the Municipal Improvement District No.1 (Utility), as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Utility's basic financial statements, and have issued our report thereon dated December 31, 2015.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Utility's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Utility's internal control. Accordingly, we do not express an opinion on the effectiveness of the Utility's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Utility's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Utility's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Utility's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Utility's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

December 31, 2015

*JJACPA, Inc.*

**JJACPA, Inc.**  
**Dublin, CA**

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# City of Fort Bragg

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

## Text File

**File Number: 16-033**

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**Agenda Date:** 1/25/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Committee Minutes

**Agenda Number:** 7G.

Receive and File Minutes from the November 4, 2015 Finance and Administration Committee Meeting



# City of Fort Bragg

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

## Meeting Minutes - Draft Finance and Administration Committee

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Wednesday, November 4, 2015

3:00 PM

City Hall Conference Room, 416 N. Franklin Street

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### MEETING CALLED TO ORDER

Meeting called to order by Chair Turner at 3:02pm

### ROLL CALL

Staff Present: Crystal Prairie, Tom Varga, Victor Damiani, Fabian Lizarraga,  
Debbie Desmond, John Smith

Present: 2 - Doug Hammerstrom and Dave Turner

### APPROVAL OF MINUTES

1. Approve Minutes from August 12, 2015 Special Meeting  
**These Committee Minutes were approved for council review**
2. Approve Minutes from September 9, 2015 Special Meeting  
**These Committee Minutes were approved as amended for council review**

### PUBLIC COMMENTS ON NON-AGENDA ITEMS

### CONDUCT OF BUSINESS

1. Receive FY 2014-15 Year-End Report Regarding Asset Forfeiture Discretionary and Education Fund Expenditures

Chief Lizarraga gave a brief overview of the content of the year-end Asset Forfeiture, Discretionary, and Education Fund Expenditures report. He mentioned next year's training expenses may be higher but will stay within budgeted amounts. He stated clarification is needed regarding budgeting under State Asset Forfeiture guidelines. The police department has been funding a task force officer (\$99K) by transferring funds from Asset Forfeiture to General Fund to cover the expense. Some of the rules and verbiage were changed for State Asset Forfeiture last year and this may not be an acceptable use of funds. Generally, Asset Forfeiture funds are not being used by other agencies to fund an officer on a task force.

There was some discussion of researching possible use of Asset Forfeiture funds for safety concerns in neighborhoods for crime prevention, such as lighting.

There was discussion of the general use of Asset Forfeiture such as ATVs, drones, or a K-9 officer. Currently supplies are being purchased with the funds. A vehicle was purchased as well as Tasers, and rifle plates within the last year. These are things that the Police Department would not be able to have otherwise.

This item was for discussion only.

2. Receive Update on Progress on Facilities & Equipment Internal Service Fund Reserve Analysis

Public Works Director Varga gave a brief overview of the progress on Facilities & Equipment Internal Service Fund reserve analysis. A recommendation was made that there be a \$5,000 threshold for capital expenses to be tracked. It was mentioned that items under \$5,000 need to be in the operating budget for maintenance. Also, the items over \$5,000 will need to be replaced, or require substantial maintenance or upgrades, and money needs to be put away for these future costs. There was discussion of the structure of the Information Technology (IT) Internal Service Fund (ISF) and the detail included. Ideally the Maintenance ISF would be structured a similar way. A 10 year horizon was mentioned to start with. Items will be added as they come up, even if it's more, or less, than 10 years in the future in order to keep track of all items as needed.

There was discussion of assets in the public right of way, which are generally accounted for in the Capital Improvement Plan so won't need to be in the ISF. There are IT assets that were included on the list that will be removed because they are already in the IT ISF.

Committee Member Hammerstrom mentioned a presentation on the California Municipal Financial Health Diagnostic Tool that he attended. The amount of time it takes to set it up was discussed. It was suggested that Arcata be contacted since they are using the Municipal Financial Tool. Further discussion of this tool will occur during a future Committee meeting.

Once the structure of the ISF is in place, prior to being used for mid-year budget, this item will come back to Committee for final review.

**Committee Directed Staff to set up structure of Internal Service Fund and bring item back to Committee prior to use during the mid-year budget review.**

## **MATTERS FROM COMMITTEE / STAFF**

## **ADJOURNMENT**

**Meeting adjourned by Chair Turner at 3:56pm.**

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# City of Fort Bragg

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

## Text File

File Number: 16-018

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**Agenda Date:** 1/25/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Minutes

**Agenda Number:** 7H.

Approve Minutes of Special Meeting of January 5, 2016



# 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, January 5, 2016

6:00 PM

Town Hall, 363 N Main Street

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### Water Supply Workshop

#### MEETING CALLED TO ORDER

Mayor Turner called the meeting to order at 6:00 PM.

#### ROLL CALL

**Present:** 5 - Vice Mayor Lindy Peters, Councilmember Michael Cimolino, Councilmember Scott Deitz, Councilmember Doug Hammerstrom and Mayor Dave Turner

#### 1. CONDUCT OF BUSINESS

**1A. [15-539](#)** Conduct City Council Workshop to Receive Reports and Discuss Various Topics Related to the City of Fort Bragg's Water Supply

City Manager Ruffing explained that the purpose of this meeting was to explore a variety of issues surrounding the City's water supply. The Council was not asked to take action or provide direction but to receive information from the following staff members: City Manager Ruffing, Public Works Director Varga, Community Development Director Jones, Operations Manager Smith, Lead Operator Daniels, and Engineering Technician Fuentes.

Public comment on this agenda item was received from:

- Susan Kelley of Home Energy Link Program said the public has a lot of interest in grey water and rainwater catchment systems. She requested that the City Council put a high priority on those water conservation methods.
- Ann Marie Weibel hopes the Council has met with Fish & Wildlife to be sure the City is in total compliance with their regulations. She is concerned that new development projects, especially breweries, waste water.
- Jeff Wright asked the Councilmembers to prepare for the possibility of high tides in November 2016 and asked that they read statistics about tides.
- George Reinhardt said rising sea levels and earthquakes should be considered.

Discussion: The following was noted during discussion of this item:

- Although it is hard to predict the weather more than two weeks ahead, things seem to be on track for an average to wet year all the way through April.
- The City received a tremendous amount of governmental assistance during the Stage 3 water emergency.
- Completion of the Summers Lane Reservoir may prevent future Stage 3 emergencies, as a full reservoir would give 75 days of additional water.
- The City is in compliance regarding taking water from Noyo River.
- When looking for alternate water sources, Council and staff should be mindful about stream

diversions and bypassing riverbeds.

- Capital improvements include completion of the Summers Lane Reservoir, the addition of a third water tank, wastewater treatment facility update/rehab, and raw water line replacement from Waterfall Gulch to the water treatment plant.
- Alternate water sources to be explored further include groundwater wells, a desalination plant, and use of Pudding Creek reservoir.
- Test wells will be drilled on City property at the CV Starr Center and water plant.

**Mayor Turner recessed the meeting at 7:51 PM; the meeting reconvened at 8:00 PM.**

Discussion: The following was noted during continued discussion of this item:

- The overall trend in water use is down due to user conservation, water improvements, leak detection and repair, all of which reduce water demand.
- Grey water and rainwater catchment for irrigation is a good idea, as it does not make sense to apply potable water to landscaping.
- The Council viewed a water model, with staff plugging in different values to get various outcomes. Such a water model may help staff predict when different stages of water emergency are needed.

A followup water workshop will be scheduled for March 2016.

**This water workshop was for discussion purposes only; no action was taken.**

## ADJOURNMENT

**Mayor Turner adjourned the meeting at 8:58 PM.**

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DAVE TURNER, MAYOR

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June Lemos, City Clerk

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# City of Fort Bragg

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

## Text File

File Number: 16-020

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**Agenda Date:** 1/25/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Minutes

**Agenda Number:** 7I.

Approve Minutes of January 11, 2016



# City of Fort Bragg

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

## Meeting Minutes City Council

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Monday, January 11, 2016

6:00 PM

Town Hall, 363 N. Main Street

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### MEETING CALLED TO ORDER

Mayor Turner called the meeting to order at 6:02 PM.

### PLEDGE OF ALLEGIANCE

### ROLL CALL

**Present:** 5 - Vice Mayor Lindy Peters, Councilmember Michael Cimolino, Councilmember Scott Deitz, Councilmember Doug Hammerstrom and Mayor Dave Turner

### AGENDA REVIEW

#### 1. MAYOR'S RECOGNITIONS AND ANNOUNCEMENTS

#### 2. STAFF COMMENTS

City Manager Ruffing recommended that Agenda Item 7C regarding the City's telephone system be pulled from the Consent Calendar for further discussion.

Police Chief Lizarraga gave a status update on the investigation of the January 2 death of homicide victim Dennis Boardman.

#### 3. MATTERS FROM COUNCILMEMBERS

Mayor Turner reported on recent workshops he attended concerning the CV Starr gymnasium, school playing fields, Bainbridge Park and water supply. The Mayor visited the site of the future Noyo Center for Marine Science visitors center. He reported on the Otsuchi sister city welcome ceremony.

Vice Mayor Peters spoke about the Japanese student exchange program. He reported on the recent Public Safety Committee meeting and asked that Councilmembers sign a letter in support of Assembly Bill 21 concerning local control over medical marijuana cultivation regulations. He reported that the Mendocino Transit Authority general manager was terminated and the MTA board is seeking a new GM. Peters requested that the City Council receive an oral progress report on the Mendocino Coast Hospitality Center at a future Council meeting.

Councilmember Hammerstrom reported that the Otsuchi Cultural Exchange Association will soon be planning a visit to Fort Bragg's sister city, Otsuchi. He asked that any junior high school or early high school students interested in making the trip contact City Hall.

#### 4A. PUBLIC COMMENTS ON NON-AGENDA, CONSENT CALENDAR & CLOSED SESSION ITEMS (30 Minutes)

- Irene Malone invited the public to attend a gathering on January 18 to celebrate the life of Martin Luther King.
- Alice Chouteau spoke about the Old Coast Hotel and the problems with homeless people and transients in Fort Bragg.
- Judy Valadao said that mental health problems are the number one public health safety concern in this county. She stated that Sheriff Tom Allman is organizing a meeting regarding a mental health facility for Mendocino County.
- Douglas Chouteau expressed support for the comments of the previous speakers.

## **5. PUBLIC HEARING**

## **6. CONDUCT OF BUSINESS**

- 6A. [16-012](#)** Receive Presentation from JJACPA, Inc. on the Comprehensive Annual Financial Report (CAFR) for FY 2014-15 for the City of Fort Bragg and Fort Bragg Municipal Improvement District No. 1 and Consider Accepting the CAFR as Presented

Finance Director Damiani presented the FY 2014-15 Comprehensive Annual Financial Report (CAFR). He explained that the stand-alone Municipal Improvement District report was not included but will be brought back as a Consent Calendar item at the next City Council meeting. Joe Arch of independent audit firm JJACPA summarized portions of the CAFR and responded to questions from Councilmembers. Damiani gave an explanation of the findings contained in the report and concluded that the outlook for the City continues to be stable, with revenues exceeding budget projections and expenditures lower than projected. City Manager Ruffing said that the financial statements show no problems, no material misstatements, and no material weaknesses. Every Councilmember expressed thanks to Damiani for his efforts in putting together such a large, comprehensive and understandable financial document.

**A motion was made by Vice Mayor Peters, seconded by Councilmember Deitz, that the Comprehensive Annual Financial Report be accepted. The motion carried by the following vote:**

**Aye:** 5 - Vice Mayor Peters, Councilmember Cimolino, Councilmember Deitz, Councilmember Hammerstrom and Mayor Turner

- 6B. [16-004](#)** Receive FY 2015-16 First Quarter Financial Report

Finance Director Damiani provided the Councilmembers with a brief FY 2015-16 First Quarter Financial report, focusing on revenues and expenses.

**This Staff Report was informational only; no action was taken.**

- 6C. [16-546](#)** Receive Report and Consider Adoption of City Council Resolution Approving Updated City of Fort Bragg Emergency Plan

Chief Lizarraga summarized the updated Emergency Plan and appendices. The plan provides action procedures for emergencies such as earthquakes, tsunamis, fire, etc.

Public comment on this agenda item was received from: Malcolm MacDonald remarked that following the 1906 earthquake, there were no shipments into Mendocino or Fort Bragg for three weeks.

Discussion: Councilmember Hammerstrom requested that the concept of an organized citizen emergency response team be discussed at a future Public Safety Committee agenda.

Councilmember Cimolino offered to provide City Manager Ruffing with his information and knowledge concerning emergency procedures. Councilmember Deitz requested that the Community Development Committee research state-of-the-art fire detection methods to provide downtown business owners with a less expensive method of fire prevention than sprinklering their buildings.

**A motion was made by Vice Mayor Peters, seconded by Councilmember Deitz, that this Resolution be adopted. The motion carried by the following vote:**

**Aye:** 5 - Vice Mayor Peters, Councilmember Cimolino, Councilmember Deitz, Councilmember Hammerstrom and Mayor Turner

Enactment No: RES 3881-2016

**6D. [16-545](#)** Receive Report and Consider Introduction, by Title Only, and Waive Further Reading of Ordinance No. 923-2016 Amending Chapter 14.06 (Water Conservation) of Title 14 of the Fort Bragg Municipal Code

**Mayor Turner recessed the meeting at 7:51 PM; the meeting was reconvened at 7:59 PM.**

Public Works Director Varga gave a history of this water conservation ordinance and brought the Council up to date on regulation changes contained in the ordinance.

Discussion: A brief discussion was held regarding notice procedures for a Stage 4 water emergency. It was generally agreed by the Councilmembers that this version of the ordinance contained all the revisions and additions discussed at previous Council meetings on the matter.

**A motion was made by Councilmember Deitz, seconded by Councilmember Hammerstrom, that this Ordinance be introduced. The motion carried by the following vote:**

**Aye:** 5 - Vice Mayor Peters, Councilmember Cimolino, Councilmember Deitz, Councilmember Hammerstrom and Mayor Turner

#### **4B. PUBLIC COMMENTS ON NON-AGENDA, CONSENT CALENDAR & CLOSED SESSION ITEMS (30 Minutes, If Necessary)**

##### **7. CONSENT CALENDAR**

Mayor Turner requested that Item 7C be removed from the Consent Calendar; Councilmember Deitz requested that Item 7E be removed from the Consent Calendar.

##### **Approval of the Consent Calendar**

**A motion was made by Councilmember Deitz, seconded by Vice Mayor Peters, to approve the Consent Calendar, with the exception of Items 7C and 7E. The motion carried by the following vote:**

**Aye:** 5 - Vice Mayor Peters, Councilmember Cimolino, Councilmember Deitz, Councilmember Hammerstrom and Mayor Turner

**7A. [16-542](#)** Adopt City Council Resolution Amending the City of Fort Bragg Conflict of Interest Code

**This Resolution was adopted on the Consent Calendar.**

Enactment No: RES 3882-2016

- 7B. [16-001](#)** Adopt City Council Resolution Confirming the Continued Existence of a Local Drought Emergency in the City of Fort Bragg.  
**This Resolution was adopted on the Consent Calendar.**  
Enactment No: RES 3883-2016
- 7D. [15-525](#)** Receive and File Minutes from November 12, 2015 Special Public Safety Committee Meeting  
**These Committee Minutes were received and filed on the Consent Calendar.**
- 7F. [15-534](#)** Approve Minutes of Special Meeting of December 16, 2015  
**These Minutes were approved on the Consent Calendar.**
- 7G. [16-007](#)** Approve Minutes of Special Meeting of January 6, 2016  
**These Minutes were approved on the Consent Calendar.**

### **ITEMS REMOVED FROM CONSENT CALENDAR**

- 7C. [16-002](#)** Approve Scope of Work for Purchase and Installation of an Updated Citywide Telephone System

**A motion was made by Councilmember Hammerstrom, seconded by Councilmember Cimolino, that the agenda be amended on an emergency basis to include this matter as a Conduct of Business item. The motion carried by a unanimous vote.**

City Manager Ruffing explained that a mid-December lightning storm disabled the telephone system at the Police Department. Although temporary repairs are in place, staff estimates that approximately 50 percent of calls are being dropped, which poses a public safety issue. The City was in the process of replacing the City Hall and Police Department telephone system and had prepared this Scope of Work for a Request for Proposals on the installation of an updated citywide phone system. In light of the immediate need for working phones at the Police Department, Ruffing requested that the normal procurement procedures regarding bid negotiation be waived so that the City could move more quickly to obtain a replacement telephone system. She pointed out that a four-fifths vote to suspend the purchasing regulations is required so the City can use a sole source instead of obtaining three separate proposals.

Discussion: Mayor Turner said the City staff should be given authority to enter into a contract for a new telephone system without first obtaining three bids and Council approval. Councilmembers generally agreed that the usual bidding procedures could be suspended and that the City Manager be given authority to enter into a contract with a phone system vendor as soon as possible and obtain City Council approval after installation. Vice Mayor Peters encouraged staff to negotiate the lowest price possible for the contract.

**A motion was made by Councilmember Deitz, seconded by Councilmember Cimolino, that this Scope of Work be approved, that the normal procurement procedures for replacing the City's telephone system be suspended, and the City Manager be given authority to enter into a contract with a telephone system vendor as soon as possible without the need for prior Council approval. The motion carried by the following vote:**

**Aye:** 5 - Vice Mayor Peters, Councilmember Cimolino, Councilmember Deitz, Councilmember Hammerstrom and Mayor Turner

**7E. [15-533](#)** Approve Minutes of December 14, 2015

Councilmember Deitz requested that the last sentence of the "Discussion" paragraph of Item 6B on page 4 be deleted.

**A motion was made by Councilmember Deitz, seconded by Councilmember Hammerstrom, that these Minutes be approved as amended. The motion carried by the following vote:**

**Aye:** 4 - Councilmember Cimolino, Councilmember Deitz, Councilmember Hammerstrom and Mayor Turner

**Abstain:** 1 - Vice Mayor Peters

**8. CLOSED SESSION**

**Mayor Turner recessed the meeting at 8:45 PM; the meeting was reconvened to closed session at 8:53 PM.**

**8A. [16-008](#)**

**CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION:**  
Pursuant to Paragraph (1) of Subdivision (d) of California Government Code Section 54956.9: *California River Watch v. County of Mendocino, Solid Waste of Willits, Inc. and City of Fort Bragg*, United States District Court, Northern District of California, Case No. 3-15-C-03263-YGR

**Mayor Turner reconvened the meeting to open session at 9:10 PM and reported that a settlement has been reached in the California River Watch litigation. While denying all of River Watch's allegations, in order to resolve the dispute without going to trial, the City agreed to pay River Watch \$8,300.**

**ADJOURNMENT**

**Mayor Turner adjourned the meeting at 9:10 PM.**

\_\_\_\_\_  
DAVE TURNER, MAYOR

\_\_\_\_\_  
June Lemos, City Clerk

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