

CITY OF FORT BRAGG PUBLIC FACILITIES MASTER PLAN



Grossmann Design Group

March 6, 2007

**CITY OF FORT BRAGG
PUBLIC FACILITIES MASTER PLAN**

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EXECUTIVE SUMMARY

Summary of Methodology

Objectives:

- ▶ Identify life and safety facility deficiencies that may result in injury or death of persons, total and irreparable loss of a facility, and/or City of Fort Bragg staff not being capable of providing essential and emergency services, and estimate repair costs.
- ▶ Identify deferred maintenance deficiencies, prioritize the deficiencies, and estimate repair costs.
- ▶ Identify facility deficiencies that impede the ability to provide municipal services commensurate with municipal services provided by similar municipalities, and estimate mitigation costs.
- ▶ Identify continuing maintenance needs and costs; replacement of exterior and interior finishes that have surpassed their useful service life.
- ▶ Identify potential future facility needs as a function of changing demographics.

Method of analysis: The primary methods that were used to identify deficiencies include estimating the useful remaining service life of facility components through facility condition surveys, and comparing City of Fort Bragg facilities with other facilities in demographically similar localities.

Summary of Recommendations

Policy Recommendations:

- ▶ Implement financing mechanisms to fund highest and high priority repairs, recommended improvements, and identify potential funding sources to fund lower priority projects and future facility maintenance.
- ▶ Implement immediately highest priority repairs; life and safety facility deficiencies that may cause one or more of the following as the result of a significant seismic event: injury or death to persons, total or irreparable loss of a facility, and City of Fort Bragg staff not being capable of providing essential and emergency services.
 1. City Hall life and safety deficiencies may result in loss of use or loss of the building as a result of a seismic event or a fire.
 - a. Structural deficiencies: Retain an architect and structural engineer to develop a design to mitigate life and safety deficiencies and execute construction of the design.
 - b. Exiting and fire protection deficiencies: Retain an architect and fire protection engineer to develop a design to mitigate life and safety deficiencies and execute construction of the design.
 2. Life and safety deficiencies in the existing Main Fire Station structure may result in partial collapse of portions of the main fire station and/or result in substantial damage to equipment as a result of a seismic event. Providing emergency services after a seismic event is critical to protecting the life and safety of the residents of the City of Fort Bragg and if fire equipment is not available it will not be possible to provide the required fire fighting services.

- a. Retain a specialty consultant to prepare a transition plan to temporarily relocate fire equipment at a suitable alternate site until such time as new facilities are constructed; as an alternative retain an architect and engineer to design temporary repairs to mitigate life and safety deficiencies and execute construction of the design of the recommended temporary repairs. Temporary repairs may not be financially feasible nor a prudent long-term strategy.
 - b. Retain a specialty fire protection consultant to review the best means for the fire department to provide services to the public, and to develop corresponding requirements for facilities.
- ▶ Implement periodic inspections of municipal facilities to verify their condition and to identify areas where deterioration previously identified requires remedial work. The frequency of periodic inspections is a function of the specific facility element but a visual review should be undertaken yearly by a trained professional. Essential facilities should be inspected twice a year.

Summary of Facility Conditions

General:

- ▶ The following table describes the relative physical condition of each building included in the facilities master plan. A facility condition index [FCI] has been assigned to each building to assist representatives of the City of Fort Bragg in making informed and prudent decisions regarding repairing, rehabilitating, or replacing existing facilities.
1. A facility condition index [FCI] is a measure of the estimated cost of correcting facility deficiencies compared to the cost of replacing a facility. The total cost of correcting facility deficiencies is divided by the cost of replacing a facility. The higher the FCI the poorer the overall condition of the facility. A FCI higher than 50 indicates that the building cannot be economically repaired or rehabilitated. A FCI of 35 to 50 suggests a careful review is necessary before an owner proceeds with correcting facility deficiencies or replacing the building. Buildings with an FCI between 35-50 may be repaired or rehabilitated for reasons that include non-economic considerations.
 2. A FCI has not been prepared for any historically significant building as it is assumed that replacing a historically significant building is not an option. Historically significant buildings are defined in Title 36 Part 67 of the Code of Federal Regulations [36CFR67], and are a part of the local landscape, a part of the cultural memory, and are intended to be preserved without regard to the cost benefit analysis implied in a FCI.
 3. A FCI does not include the cost of recurring maintenance costs for replacing items such as exterior or interior finishes. These items wear-out due to continual use and need to be replaced whether the building is old or new.
 4. If facility deficiencies are not corrected in a timely manner a building with a FCI between 0 - 50 may deteriorate further resulting in an FCI exceeding 50 and corresponding deficiencies that cannot be economically repaired or rehabilitated.
 5. A FCI does not include any consideration of issues related to security or technology. Many buildings become obsolete due the high costs of retrofitting a building to meet current

security standards, or to meet current and future technological needs such as communications and computer cabling, or HVAC needs generated by computer equipment.

6. See the applicable appendix for further information regarding FCI.

BUILDING	YEAR BUILT	LAST RENOVATED	SQUARE FEET	COST TO REPLACE	COST TO REPAIR	FCI
City Hall	1921	n/a	8,017	\$2,204,675	\$999,163	45.32%
Corp. Yd.	n/a	n/a	10,569	\$1,853,647	\$1,061,190	57.25%
Police Station	1995	n/a	8,465	\$2,285,550	\$42,325	1.85%
Town Hall	n/a	1990	3,128	\$860,200	\$15,640	1.82%
Guest House	1885	n/a	4,062	n/a	n/a	n/a
Fort Building	1860's	n/a	794	n/a	n/a	n/a
Main FS	1947	1997	13,062	\$3,265,500	\$1,530,860	46.88%
FS Hwy./20	n/a	n/a	n/a	\$3,000,000	n/a	n/a

Notes:

1. The FCI is calculated by dividing the estimated cost of correcting current deficiencies by the current replacement value of the facility. The COST TO REPAIR is the cost of correcting current deficiencies to reduce the FCI to 2.5% or less.
2. The City Hall area [square feet] does not include the adjacent aquatics/recreation center.
3. The cost to replace the corporation yard facilities includes a 6,000 square foot shop and maintenance building with offices, and a 6,000 square foot warehouse.
3. The cost to repair the corporation yard facilities is provided only as a means of developing an order of magnitude for the FCI.
4. The cost to repair or replace the fire station at Highway 20 has been provided only as guideline or order of magnitude; the costs are not based on a development program.

Summary of Facility Improvement Priorities and Recommendations

Priorities:

Highest priority repairs [life and safety deficiencies] are described in the Policy Recommendations paragraph. The following summarizes the consultants improvement recommendations. The sections devoted to each facility include a paragraph that summarizes priorities.

Summary of Improvement Recommendations:

1. City Hall: Remodel the building to reduce the FCI to less than 2.5. As part of the remodel reconfigure interior spaces to use the space more efficiently.
2. Corporation Yard: Replace the existing facility with a new facility.
3. Police Station: Correct minor deficiencies with regard to the existing mechanical system, and

- undertake other minor repairs to reduce the FCI to 0.
4. Town Hall: Undertake minor repairs to reduce the FCI to 0.
 5. Guest House: Although an FCI was not developed for this building, which is historically significant, the building exteriors require rehabilitation, including repairs and replacement of exterior materials, to preserve the building from damage due to water intrusion. All work shall comply with applicable guidelines including *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings*, and with State of California Office of Historic Preservation guidelines and standards for the preservation of historical resources including but not limited to the *2001 California Historical Building Code*.
 6. Fort Building: Although an FCI was not developed for this building, which is historically significant, the building exteriors require repairs and replacement of exterior materials to preserve the building from damage due to water intrusion. All work shall comply with applicable guidelines including *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings*, and with State of California Office of Historic Preservation guidelines and standards for the preservation of historical resources including but not limited to the *2001 California Historical Building Code*.
 7. Fire Station at Highway 20: The building is scheduled for demolition.

Summary of Recommended Repair and Maintenance Costs

Building	Year			
	2007	2008 - 2012	2013 - 2017	2018 - 2022
City Hall	\$999,163	\$296,234	\$109,759	\$296,234
Corporation Yard	\$1,061,190	\$119,299	\$26,519	\$119,299
Police Station	\$42,325	\$324,591	\$90,016	\$324,591
Town Hall	\$15,640	\$174,045	\$39,450	\$174,045
Guest House	n/a	\$158,968	\$21,450	\$127,174
Fort Building	n/a	\$92,682	\$12,334	\$55,609
Total	\$2,118,318	\$1,165,819	\$299,528	\$1,096,952

Notes:

1. See the recommendations section for alternatives related to repairs or replacement.
2. 2008 - 2012 and 2018 - 2022 costs include new roofing systems.
3. The consultant does not recommend repairs to the corporation yard facilities but replacement at a future time at a cost of \$1,853,647.
4. Guest House and Fort Building costs include only exterior rehabilitation in the 2008 - 2012 budget and exterior maintenance in subsequent budgets.

SCOPE AND LIMITATIONS

Scope

At the request of the City of Fort Bragg the following buildings are included in the Public Facilities Master Plan:

- ▶ City Hall
- ▶ Corporation Yard
- ▶ Police Station
- ▶ Town Hall
- ▶ Guest House
- ▶ Fort Building
- ▶ Fire Station at Highway 20 [to be demolished]; not included with the exception of photos
- ▶ Main Fire Station; structural evaluation only

Limitations

- ▶ As noted in other sections of the report, building conditions were developed using visual analysis only. The consultant did not undertake any physical or invasive investigations.
- ▶ Costs have been developed from data developed by R.S. Means and adjusted for the geographic location. The consultant is not an expert in construction costs consulting. It is customary practice when developing repair and maintenance costs to use the referenced data.
- ▶ The useful service life of various finishes has been developed based on BOMA recommendations.
- ▶ Where plans are provided they are intended to be illustrative only. The plans are based on exit drawings or other material provided by the City of Fort Bragg and may not be an accurate description of the current facility layout. Where dimensions are provided they are approximate.

Exclusions

- ▶ Municipal infrastructure facilities including but not limited to:
 - ▶ Water collection, treatment, and distribution systems
 - ▶ Streets and Transportation
 - ▶ Parks
 - ▶ Solid Waste and Recyclables
 - ▶ Storm Drainage
- ▶ Hazardous materials including but not limited to asbestos, lead, and PCBs.
- ▶ ADA compliance; it has been assumed that the City of Fort Bragg has developed an ADA transition plan. An ADA Transition Plan was developed by Sally Swanson Architects and adopted by the City Council in 2004.
- ▶ Code and Regulatory compliance except as could be identified as part of visual analysis.
- ▶ Updating the Municipal Service Review (MSR). The review of site improvements in the vicinity of the buildings was limited in scope at the request of representatives of the City of Fort Bragg.

INTRODUCTION

The Grossmann Design Group was retained by the City of Fort Bragg to prepare a Public Facilities Master Plan. The intent of a public facilities master plan is to develop recommendations that can be used by municipal staff in the development of policies and budgets. A Public Facilities Master Plan assesses the condition of existing facilities, to assesses whether with repairs, the facilities meet current and future needs, and develops a budget for the repairs and future maintenance. The consultant's findings and recommendations are described in the Executive Summary. Subsequent sections of the report and the appendices are intended to lend support to the findings and recommendations.

General

All of the buildings with the exception of the

Methodology

Method of analysis: The primary methods that were used to identify deficiencies include estimating the useful remaining service life of facility components through facility condition surveys, and comparing City of Fort Bragg facilities with other facilities in demographically similar localities.

▶ Condition surveys:

1. The primary objective was to visually inspect each facility and note physical deficiencies and service deficiencies. For each building component a remaining useful service life was estimated based on available information. If available information was limited the consultant made a conservative estimate of the remaining useful service life to ensure that repair or replacement costs represented an accurate estimate of funding needs.
2. Although many facility deficiencies are identified in this report, it should not be construed that the consultant has identified all facility deficiencies. The consultant evaluated deficiencies that could either be clearly identified while undertaking a visual inspection, or that could be researched and identified as a function of a building code, or other applicable standards and guidelines.
3. The consultant has made every effort to identify current facility life and safety deficiencies, but since the field inspections were limited to visual reviews, the consultant does not warrant that there may be additional deterioration of hidden building components that may result in additional life and safety deficiencies.
4. A facility deficiency implies that a building component either requires repair or replacement. Repair or replacement may be a function of the relative age of a building component compared to its USEFUL SERVICE LIFE or failure to maintain the building component. In addition it can be assumed that some percentage of building components require repair or replacement prior to completing their USEFUL SERVICE LIFE.
5. Each facility deficiency has been assigned a priority. A priority has been assigned to each deficiency to assist in developing funding mechanisms over a period of time. The fact that a lower priority has been assigned to a facility deficiency does not imply that the deficiency does not need to be corrected.

6. With regard to exterior and interior finishes, the consultant has made assumptions about their **USEFUL SERVICE LIFE** consistent with good practice as noted in an appendix, and has assigned a facility deficiency and replacement cost to each exterior and interior finish at the end of its **USEFUL SERVICE LIFE**.
7. The condition surveys were used to develop a facility condition index [FCI] which is a measure of the estimated cost of correcting facility deficiencies compared to the cost of replacing a facility.
 - ▶ Comparative services analysis: The consultant reviewed similar facilities in Willits and Yreka as a means of providing information regarding similar facilities in other demographically similar municipalities. The emphasis was placed on comparing city halls and corporation yards.
 - ▶ Future facility needs are a function of changes in the demographics of the service area, and of changing demands for services from residents in the service area. The primary change in the demographics of the City of Fort Bragg service area will be the development of the Georgia Pacific Mill Site. The master plan has assumed that any increases in the demand for services due to development of residential and commercial buildings on the Georgia Pacific Mill Site would have a minor impact on the facilities that were included in the Public Facilities Master Plan with the exception of the Corporation Yard. For purposes of long range planning with regard to renovating City Hall it has been assumed that at least one new staff position will be required at a future time. The impact of development of the Georgia Pacific Mill Site on other facilities that were reviewed should be minimal with the exception of any facilities related to police and fire services. It has been assumed that if new police or fire facilities are required to meet the needs of the Georgia Pacific Mill Site development that the costs would be borne by the developer, and future owners, and that there would be no direct impact on current facility needs except as noted.

Priorities

The consultant has chosen not to devote a separate section to priorities. The **EXECUTIVE SUMMARY** notes the highest priority repairs. Other repairs that were identified as a function of the facility condition surveys are noted in individual sections that describe the condition of each facility. The following priority standards were used and, as applicable, are noted with regard to each facility. This prioritization standard, or a similar guideline, with regard to building deficiencies is commonly accepted practice.

Priorities:

- ▶ Priority 1; Highest Priority: Life/safety; requires immediate correction
 - ▶ Priority 2; High Priority: Severe deterioration; requires immediate correction. Failure to correct this deficiency may result in further deterioration of the component and a potential life and safety deficiency.
 - ▶ Priority 3; High Priority: Current service deficiency; to be incorporated into CIP plan.
 - ▶ Priority 4; Medium Priority: Future service deficiency; to be incorporated into long range CIP plan. This category includes conditions where moderate deterioration was observed requiring maintenance work to preclude predictable deterioration.
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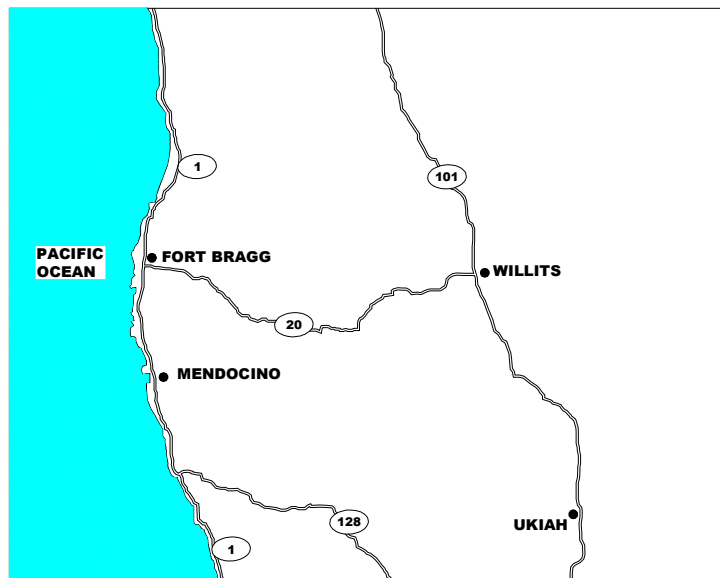
- ▶ **Priority 5; Lower priority:** This category includes conditions where minimal deterioration was observed and includes components whose **USEFUL SERVICE LIFE** can be quantified. Periodic inspections of these components is required as described in the applicable appendix.

SERVICE AREA AND DEMAND FOR SERVICES

Summary of Fort Bragg Setting and Service Area

Location:

The City of Fort Bragg is located in Mendocino County. It is located on the Northern California coast adjacent to the Pacific Ocean. The major roadway servicing Fort Bragg is the Pacific Coast Highway, California Route 1, which is the major north-south highway along the Pacific coast. The other major road servicing Fort Bragg from the interior of California is California Route 20.



VICINITY MAP

Economic activity:

The town has undergone significant economic changes over the last several decades. During the majority of the 20th century forest related industries and commercial fishing were the major economic activities. With the closing of the Georgia Pacific mill and reduced commercial fishing due to restrictions by regulatory agencies and resources management, the economy has shifted to a more service-oriented industry with an emphasis on visitor related services.

Changes in Economic Activity Impacting the Service Area: Future economic development will be largely a function of how the Georgia Pacific Mill Site is developed. With the exception of the Georgia Pacific Mill Site it is assumed that demographic and economic growth potential is limited and a function of service area population projections, and that although Fort Bragg is not a built-out municipality, that demographic and economic growth will be small scale unless large scale development on the Georgia Pacific Mill Site occurs. This implies that the demand the service area and

corresponding demand for municipal services should not change substantially unless there are changes in the public’s demand and corresponding willingness to pay, or substantial development occurs on the Georgia Pacific Mill Site. It is assumed that if substantial development occurs on the Georgia Pacific Mill Site that the City of Fort Bragg would require a developer to provide a means for recompensing the costs of the required additional services.

Climate:

The local climate has a significant impact on the USEFUL SERVICE LIFE of exterior building components. In drier climates exterior building components may not be stressed by periodic winter rains, prevalent fog, and spray from a body of water. The Fort Bragg climate is considered a coastal climate and depending on the proximity of the building to the ocean a building may be in a marine environment.

- ▶ Coastal climates, particularly along the Northern California Coast, receive several strong winter storms with heavy rain and winds. These storms can result in water intrusion, and corresponding accelerated deterioration, if the exterior building components are not well maintained.
- ▶ A marine environment implies that the building may be, depending on wind conditions, sprayed with salt water in the form of small particles of salt water transported in the air. This reduces the USEFUL SERVICE LIFE of exterior building components.

Demand for municipal services as a function of demographics and size of the service area:

Facility needs are a function of the demand for services to be provided by a municipality and the local demographics. There is a direct correlation between the types of services the residents expect and are willing and able to pay for, and the corresponding staff and facilities required to meet those expectations.

When developing a public facilities master plan it is customarily more difficult to estimate variations in the level of service that may be required over a 15 year period than to estimate changes in the local demographics. Changes in attitude or unanticipated events that may impact the demand for municipal services are more difficult to quantify. The following table taken from the referenced memorandum and reports indicates moderate economic growth is expected in the form of a population increase, and increase in commercial and industrial space.

Use	Existing - 2006			Near Term - 2011			
	City	SOI	Existing Total	City--Add 2006 to 2011	SOI--Add 1994 to 2011	Total Added by 2011	Total by 2011
Residential [units]	2,767	200	2,967	633	141	774	3741
Commercial/Office [Square Feet]	1,556,735	0	1,556,735	100,265	16,335	116,600	1,673,335

Use	Existing - 2006			Near Term - 2011			
	City	SOI	Existing Total	City--Add 2006 to 2011	SOI--Add 1994 to 2011	Total Added by 2011	Total by 2011
Industrial [Square Feet]	n/a ^c	3,000	3,000	100,000	375,115	475,115	478,115
Lodging [Rooms]	1,400	15	1,415	300	0	300	1,715

Reference:

- ▶ Appendix B, LSA Associates memorandum dated May 16, 2006, for a description of how the land use data in this table was developed.
- ▶ Existing industrial area in SOI taken from 2001 General Plan *Land Use Data Base and Build Out Projections* study.
- ▶ Existing industrial area on Georgia-Pacific [G-P] site not included in this table.
- ▶ Sources:
 1. City of Fort Bragg, 2006; Fort Bragg General Plan, Land Use Element Tables LU-1 and LU-2, 2002; Leonard Charles and Associates, 2001. *Land Use Data Base and Build Out*
 2. Projections for 2001 Draft City of Fort Bragg General Plan, September; LSA Associates, Inc., 2006.

The projected growth does not include any development of the Georgia Pacific Mill Site. It is assumed that any additional facilities related to either police or fire services would be paid for by the developer or owners. Representatives of the City of Fort Bragg did not indicate that they envisioned the need for expanded facilities due to near term growth. It was indicated that depending on final development plans for the Georgia Pacific Mill Site that there may be a need for additional police and fire services and corresponding facilities.

Based on a review of comparable facilities as described in another section and a review of staffing levels, the existing facilities with the exception of the corporation yard, if upgraded as noted in applicable sections, should meet the current needs of the City of Fort Bragg, and the future needs for a period of at least fifteen [15] years. Potential improvement concepts to meet future facility needs are described in another section.

COMPARABLE OPERATIONS

Summary

Jointly with representatives of the City of Fort Bragg the consultant selected two other municipalities located in California to compare services and facilities. Willits was selected because it is located in Mendocino County and the demographics of both cities are similar although Willits has a smaller population. The principal difference between the two [2] cities is geographic; Fort Bragg is located on the Pacific Ocean while Willits is located inland on Highway 101, a major north-south highway. The local economies have many similarities although Willits is growing more rapidly. With the exception of the potential for development of the Georgia Pacific Mill Site the population of Fort Bragg is not projected to grow substantially over the next ten [10] years. Yreka was selected because of the demographic similarities. The principal difference between the two [2] cities is geographic; Fort Bragg is located on the Pacific Ocean, while Yreka is located inland on Interstate 5, a major north-south highway. Yreka is also the County seat of Siskiyou County.

Due to the wide variation in geographic area serviced by municipalities that are located outside of larger urban areas, a direct comparison may be misleading. The accompanying table clearly shows the differences between the service areas for the three [3] municipalities being compared. In addition, services provided by municipalities located in rural areas vary depending on which services the County provides and which services the municipality provides. Notwithstanding the geographic differences, the local economies have similarities; decreasing dependence on natural resource based industries and an increased dependence on visitor related industries.

Comparable Service Area Demographic Analysis

CITY	POPULATION	HOUSEHOLDS	FAMILIES	MEDIAN INCOME HOUSEHOLDS	MEDIAN INCOME FAMILIES
FORT BRAGG	7,026	2,840	1,644	\$28,539	\$36,000
WILLITS	5,073	1,935	1,230	\$26,283	\$36,193
YREKA	7,290	3,114	1,880	\$27,398	\$37,448

Notes: 1. Data take from 2000 census.

CITY	LAND AREA	POPULATION DENSITY	HOUSING UNITS DENSITY
FORT BRAGG	2.7 <i>sm</i>	2,577/ <i>sm</i>	1,119/ <i>sm</i>
WILLITS	2.7 <i>sm</i>	1,813/ <i>sm</i>	719/ <i>sm</i>
YREKA	10.0 <i>sm</i>	730/ <i>sm</i>	331/ <i>sm</i>

Notes: 1. The unit *sm* is square mile. 2. Calculation based on data taken from 2000 census and land areas from municipal data.

Comparable Space Summary

BUILDING SF	CITY HALL	COUNCIL	CORP. YARD	POLICE DEPT.
FORT BRAGG	8,017	3,128	10,569	8,465
WILLITS	3,170	1,975	6,382	n/a
YREKA	3,550	1,200	17,848	3,650

A comparative analysis did not identify specific reasons as to why there is a large difference in the size, type, and condition of comparable facilities. The facility size does not appear to be function of specific demographic or geographic factors. It is probable that trying to compare facilities in rural settings as a function of specific demographic or geographic factors is misleading, unlike larger urban areas where there is a better correlation between demographic and geographic factors, and services and corresponding facilities.

The comparative analysis focused on city halls and corporation yards. The police stations in Willits and Yreka do not provide useful comparative data. The Willits police station is located in spaced leased from the County and is inadequate to meet the current needs of the department. The Yreka police station is an older building that is historically significant and has been renovated, but does not meet the current needs of the department. The department is seeking to lease adjacent space to meet its needs for additional space. Staffing levels for both police departments are similar to Fort Bragg if one makes an adjustment for the smaller population of Willits.

CITY	APPROXIMATE STAFF POSITIONS
FORT BRAGG	57
WILLITS	43
YREKA	32

Notes: Data is based on conversations with staff from each city, and does not include temporary or seasonal staff.

Both the Willits and Yreka city halls are smaller than the Fort Bragg City Hall, and are a function of smaller staffs. It is assumed that the smaller staffs are a function of varying objectives with regard to the services provided by each municipality. Representatives from Yreka indicated that the emphasis of the staff is on providing services and not on economic development. Economic development is assumed to be undertaken by County of Siskiyou staff.

Specifically the Fort Bragg Planning Department is much larger than either the Willits or Yreka planning departments. In addition, neither Willits nor Yreka stress economic development in the same manner that Fort Bragg does. Whether the larger Fort Bragg planning staff is a function of development of the Georgia Pacific Mill Site or a longer term municipal management strategy is unknown. The Willits Planning Department does get involved in economic planning but only in a limited manner. The Yreka Planning Department has one [1] staff position and the Willits Planning Department has two [2] staff

positions. Both Willits and Yreka have a building official with an office at City Hall. Fort Bragg contracts building official services to Mendocino County.

Both Willits and Yreka have newer and better equipped corporation yards than Fort Bragg. The Willits public works staff has offices at the corporation yard in a newly constructed modular building. The Yreka public works staff has offices at the corporation yard with the exception of the Director who has an office at City Hall. Both the Willits and Yreka corporation yards have more and better equipped vehicle maintenance facilities and shop areas; more bays, and mechanical systems and equipment consistent with the type of maintenance activities performed.

Deviations and Conclusions

The Fort Bragg City Hall compares favorably with the other municipalities reviewed. It has a more distinctive appearance and is integrated into the urban fabric. Neither Willits nor Yreka have city halls that are an integral part of each city although the location of the City Hall in Willits and the inclusion of a multi-purpose space provides some integration with the community. The Fort Bragg City Hall is the largest and the easiest to upgrade. Both the Willits and Yreka city halls would be difficult to expand.

The Fort Bragg Corporation Yard does not compare favorably with the corporations yards at Willits and Yreka. Fort Bragg may wish to review the corporation yards at these municipalities prior to developing a plan for development of its corporation yard.

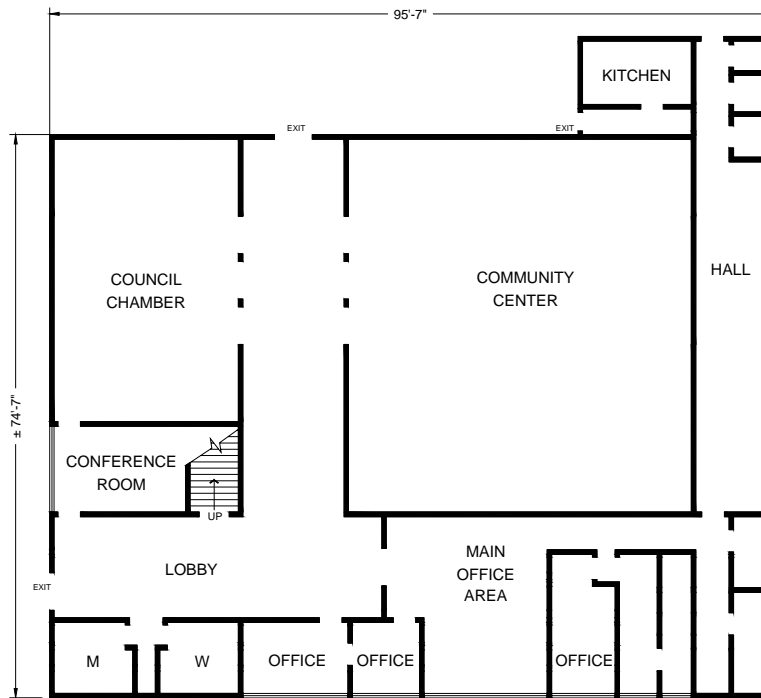
Willits Facilities

Willits City Hall:

The Willits City Hall is located close to the downtown area in an older grocery store that has been converted into a City Hall. In addition to offices for 11 - 12 staff, the building includes a council chamber and large multi-use space that is used for community events and rented to the public. The office portion of the building is two [2] story with the majority of staff having work space on the 1st floor. The Planning Department and Building Department are located on the 2nd floor.

The building is in relatively good condition and appears to meet the needs of staff. The 1st floor staff area appears to be somewhat cramped and storage space is very limited. Records are kept at the corporation yard in large metal containers. In a manner similar to most older buildings, the building does not accommodate new technologies, such as computer and communications wiring, and equipment very well.





1ST FLOOR PLAN - WILLITS CITY HALL

Willits Corporation Yard:

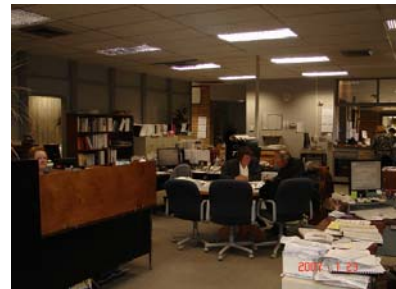
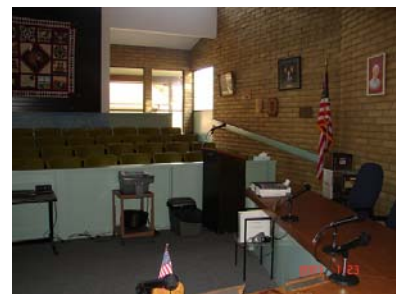
The corporation yard comprises several buildings including a new office building, a maintenance building that was completed around 1985, and several other buildings. The buildings are in good condition, and the shops are well equipped for maintenance activities consistent with current standards and practices for a municipality of the size of Willits.

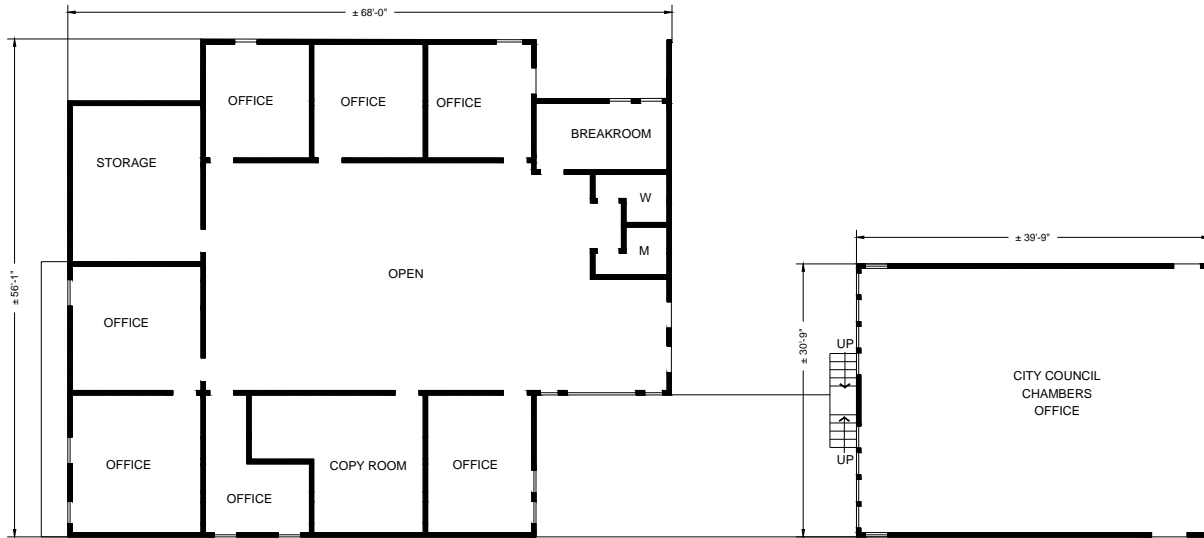


Yreka Facilities

Yreka City Hall:

The Yreka City Hall is located some distance from downtown and is adjacent to several county buildings. The Yreka City Hall was built around 1970. It accommodates approximately eleven [11] staff positions in both offices and in work stations. In addition the building exteriors are masonry block and not insulated which creates an uncomfortable interior environment in the winter months. Staff indicated that mechanical systems required repairs. Council Chambers are located in a small building adjacent to City Hall. The City Hall and Council Building appear to be in fair - good condition.





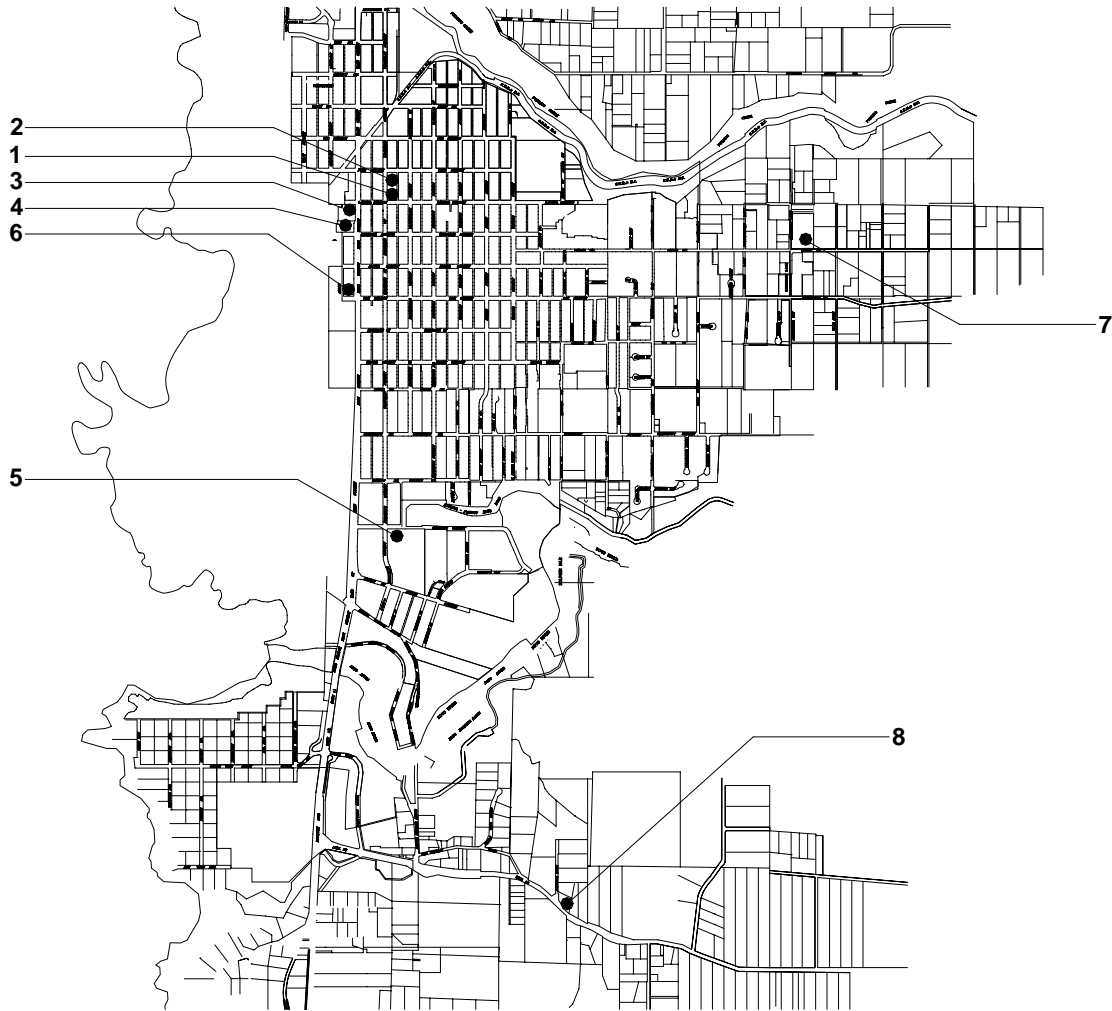
FLOOR PLAN - YREKA CITY HALL

Yreka Corporation Yard:

The corporation yard is the largest of the three [3] municipalities. It is also has the most modern shops and equipment. This is probably due to the emphasis on providing services. Yreka has approximately the same population as Fort Bragg; its service area is larger.



FACILITY CONDITION



FORT BRAGG PUBLIC FACILITY LOCATIONS

1. CITY HALL - 416 NORTH FRANKLIN STREET, FORT BRAGG, CA
2. FORT BUILDING - 430 NORTH FRANKLIN STREET, FORT BRAGG, CA
3. TOWN HALL - 363 NORTH MAIN STREET, FORT BRAGG, CA
4. GUEST HOUSE - 343 NORTH MAIN STREET, FORT BRAGG, CA
5. POLICE STATION - 250 CYPRESS STREET, FORT BRAGG, CA
6. FIRE DEPARTMENT - 141 NORTH MAIN STREET, FORT BRAGG, CA
7. CORPORATION YARD - 31301 CEDAR STREET, FORT BRAGG, CA
8. FORT BRAGG FIRE DEPARTMENT STATION 20 - HWY. 20, FORT BRAGG, CA

CITY HALL

Facility Description:

Architectural:

City Hall is located at 416 N. Franklin Street in downtown Fort Bragg. The building was built in 1921. It is a two [2] story building with wood siding and large windows. Access to the building is through a pleasant entry that is clearly identifiable. The building provides offices for various municipal departments.

The building's appearance is attractive, compliments the local setting, and appears to be in good condition. In discussions with users, aside from some minor functional problems, the building is liked as a place to work. Unfortunately upon a more detailed review there are several life and safety deficiencies that require immediate mitigation. In addition there are many building code deficiencies that may not be considered life and safety deficiencies that need to be corrected as soon as possible.

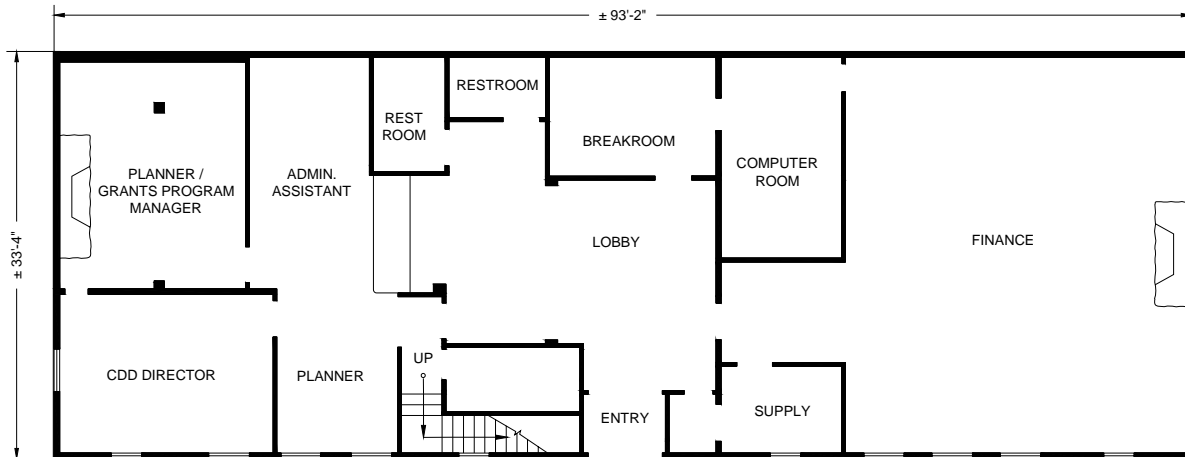
A thoughtful consideration of the alternatives and a consideration of the setting with respect to both its historical character and the potential needs of the users suggests that rehabilitating the existing building is more consistent with the City of Fort Bragg's objectives and financial resources than constructing a new building. In addition, the adjacent recreation center is being replaced by a new aquatic center at another site, and the demolition of these facilities provides an opportunity for expanding City Hall at a future time in the form of a new building that would meet needs that cannot be economically accommodated in the existing building.

A City Hall remodel is currently in the design phase. The consultant has assumed that this remodel is

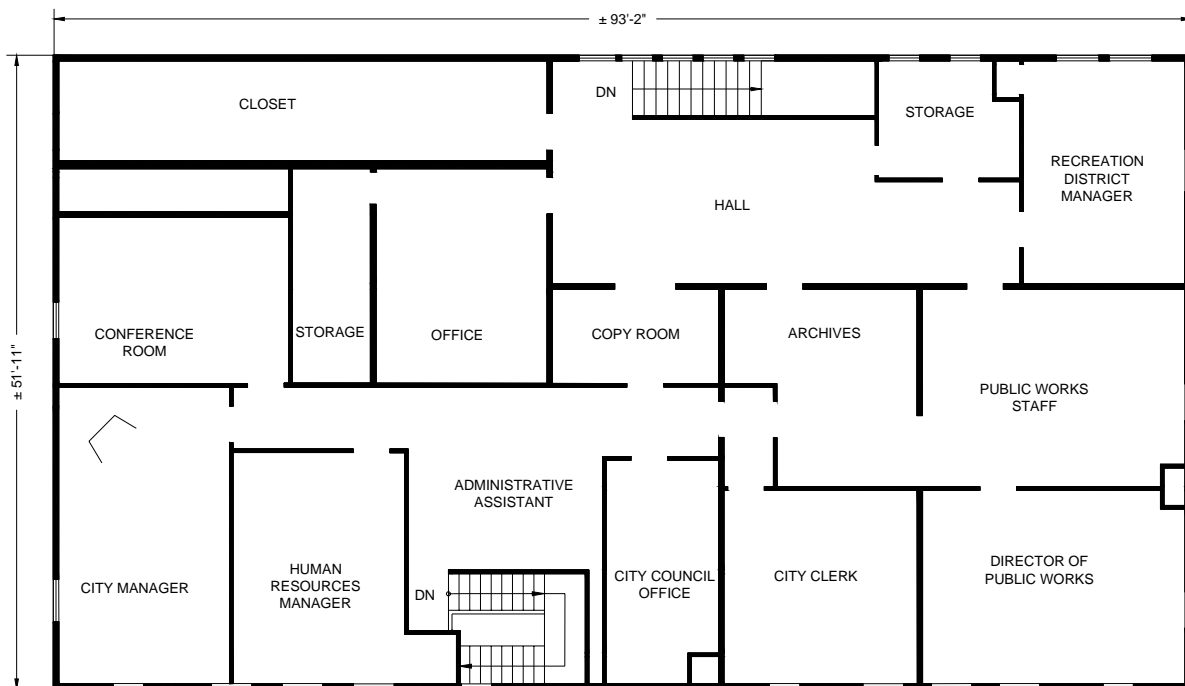


an interim solution to space planning needs.

1ST FLOOR PLAN



2ND FLOOR PLAN



Departmental Space Needs Analysis and User Comments:

A Space Planning Questionnaire was sent to all employees of the City of Fort Bragg. The intent was to solicit input regarding employee satisfaction with regard to their work space. Comments were reviewed and a summary follows:

The general impression is that employees are satisfied with their work space. The primary concerns expressed relate to noise, confidentiality, and some minor problems with the phone and computer network. The comments generally followed typical comments one would expect in a work space environment with largely open offices [1st floor only]. Typical comments included the following:

- ▶ Desk area is not big enough; frequent comment.
- ▶ Lack of storage space; shelving and files.
- ▶ Implied lack of meeting space.
- ▶ Noise is disturbing: typical complaint in open offices without proper acoustical treatment.
- ▶ Confidentiality is mentioned as a problem both with regard to conversations and with regard to file cabinets.
- ▶ Some comments regarding better furnishings; probably related to prolonged use of computer terminals.

The consultant developed typical space needs for all employees of the City of Fort Bragg who work at City Hall using typical public agency space standards. The space needs analysis indicates that the current City Hall should be able to accommodate current and future staff space needs assuming that staff growth is limited to one [1] or two [2] positions. Unfortunately, the current layout of City Hall is not an optimal use of the available square footage. To optimally meet current and future user needs will require reconfiguring the existing space to more efficiently use the available space. For a typical space needs analysis for all employees of the City of Fort Bragg who work at City Hall see the applicable appendix.

Recommendations:

- ▶ The Finance Department needs spatial reorganization; it was the most vocal regarding its dissatisfaction with its current space. The proposed City Hall remodel may address some of the concerns expressed by the Finance Department.
- ▶ Add a separate lunch/break room that does not also serve a meeting room.
- ▶ Add an additional conference room suitable for meetings for 4 - 8 persons.
- ▶ Add acoustical treatment in open office areas.

Structural [from Rutherford & Chekene seismic review; see complete report included in an appendix]:

The City Hall is a two-story, wood framed building, regular in shape, with several interior walls and with exterior walls that are continuous to continuous concrete strip foundations. The Recreation Center is a part of the same building, located to the east of City Hall. The building was constructed in 1921 and is in generally good condition. The building is not an essential facility as defined by ASCE-31 "Seismic Evaluation of Existing Buildings". Based on our review, we consider there to be an appreciable risk of major structural damage to the City Hall in the event of a major earthquake, and that the building will

not meet the Life Safety criteria as defined by ASCE-31. In our professional opinion, there is an appreciable risk that the building will move off of its foundations, and/or rack below the first floor, such that repair is not economically justified. Seismic deficiencies include:

- ▶ Foundation cripple walls lack plywood shear panels.
- ▶ Foundation mud sills are not bolted to foundations.
- ▶ Brick masonry fireplace chimneys that extend above the roof appear to be unreinforced.
- ▶ The City Hall is not seismically separated from the Recreation Center.

Exteriors/Roof:

The exterior siding is wood with wood windows. The wood siding is in good condition. The wood windows that provide natural ventilation are fair - good condition and require some repairs.

The existing roof is a built-up roofing system with a mineral surfaced cap sheet. Drainage is provided by down spouts. The roof is in fair condition and requires some maintenance repairs.

Interiors:

The 1st floor building interiors are in good condition and have a pleasant appearance. The 2nd floor interiors are in fair condition, with the exception of some private offices whose interior condition is good. The wood paneling on the 2nd floor could use some repairs and refinishing.

Mechanical/Plumbing:

Heating is provided by several forced air furnaces. The forced air furnaces are older models. Some are located in spaces that are difficult to access for purposes of maintenance. There is no HVAC system. Ventilation is accomplished by opening operable windows. Plumbing fixtures in the restrooms on the 1st floor are in good condition.

The COST TO REPAIR assumes that all mechanical and plumbing systems either do not meet current standards or have deteriorated such that repair is not feasible, and that all mechanical and plumbing systems require replacement.

Electrical:

The existing service is 200AMP 125-250 single phase and is inadequate. Existing light fixtures are older fluorescent. The COST TO REPAIR assumes that all electrical systems either do not meet current standards or have deteriorated such that repair is not feasible, and that all electrical systems require replacement. See recommendations in the report prepared by F. W. Associates, Inc. included in an appendix.

Fire Protection/Life Safety Systems:

The following summarizes the existing systems.

- ▶ The building is not equipped with an automatic wet pipe fire protection sprinkler system.
- ▶ Fire alarm pull stations are installed.
- ▶ Emergency lighting is installed.
- ▶ Exit signs are not installed.
- ▶ Fire extinguishers are installed.

The COST TO REPAIR assumes a new automatic wet pipe fire protection sprinkler system, and new code complying alarm, detection, and emergency lighting/exiting systems.

Adequacy of Technological Infrastructure:

As IT advances continue to permeate all facets of execution of job related work tasks, the influx of data that is an inherent byproduct of technology needs to be stored and secured. City Hall does not meet current standards for the distribution and storage of network computer and communications systems. A study to determine long terms needs and how they can be integrated into a future building remodel is recommended.

Building Security:

The building is equipped with a surveillance system but there is no intruder alarm system. Upgrades to the security system are recommended to meet current standards.

Site Improvements

Parking for City Hall is provided in an adjacent parking lot. There is also street parking available. The parking lot is paved and appears to serviceable. The parking lot needs a slurry surfacing and/or a seal coat. There is some surrounding landscaping that compliments the setting. There appears to be sufficient parking for daily visitors to City Hall.

The consultants work did not include a detailed review of site improvements. General recommendations include trimming landscaping at areas around the building, repairing cracks in adjacent sidewalks before they become a tripping hazard, and sealing the parking lot surfacing as recommended by good practice to prevent the propagation of dust and maintaining the surfacing in good condition.

Repair Priorities:

- ▶ Priority 1; Highest Priority: Life/Safety; requires immediate correction:
 1. See structural report from Rutherford & Chekene seismic review [see complete report included in an appendix]: there is an appreciable risk that the building will move off of its foundations, and/or rack below the first floor, such that repair is not economically justified in the event of a major earthquake.
 2. Exiting and the stair between the 1st and 2nd floors do not meet current building code requirements. This may result in injury or death resulting from not correcting building deficiencies related to protecting the life and safety of building occupants.
 3. There may be other life/safety defects that a more detailed survey would identify but the

- Priority 1 repairs [Highest Priority: Life/Safety] that require immediate correction should focus on structural and exiting. The addition of a wet pipe fire protection sprinkler system would significantly reduce the likelihood of injury in case of a fire, and would reduce the potential for property damage due to a fire.
- ▶ Priority 2; High Priority: Severe deterioration; requires immediate correction. Failure to correct this deficiency may result in further deterioration of the component and a potential life and safety deficiency.
 1. Undertake all repairs required to reduce the FCI to 2.5 or less. The COST TO REPAIR includes but is not limited to the following:
 - a. Structural repairs.
 - b. Adding an elevator.
 - c. New exit stairs.
 - d. New mechanical, plumbing, fire protection, and electrical systems.
 - ▶ Priority 3; High Priority: Current service deficiency.
 1. Remodel to use the existing space more efficiently.
 - ▶ Priority 4; Medium Priority: Future service deficiency. This category also includes conditions where moderate deterioration was observed requiring maintenance work to preclude predictable deterioration.
 1. Unknown and a function of development of the Georgia Pacific millsite.
 - ▶ Priority 5; Lower priority: This category includes conditions where minimal deterioration was observed and includes components whose USEFUL SERVICE LIFE can be quantified. Periodic inspections of these components is required as described in an appendix.
 1. Undertake routine maintenance and continued maintenance.

Estimate of repair and maintenance costs:

ESTIMATE OF REPAIR AND MAINTENANCE COSTS			
COST TO REPAIR [2007] [in 2006 dollars]			\$999,163
MAINTENANCE COSTS	2008 - 2012	2013 - 2017	2018 - 2022
[in 2006 dollars]	\$296,234	\$109,759	\$296,234

CORPORATION YARD

Facility Description:

Architectural:

The Corporation Yard is located at 31301 Cedar Street. The building is an older 1 story wood frame building with a mezzanine of an industrial type with minimal mechanical support systems. The building provides offices for public works department staff, automotive and industrial shop space, and storage space for trucks, vehicles, equipment, and archival records.

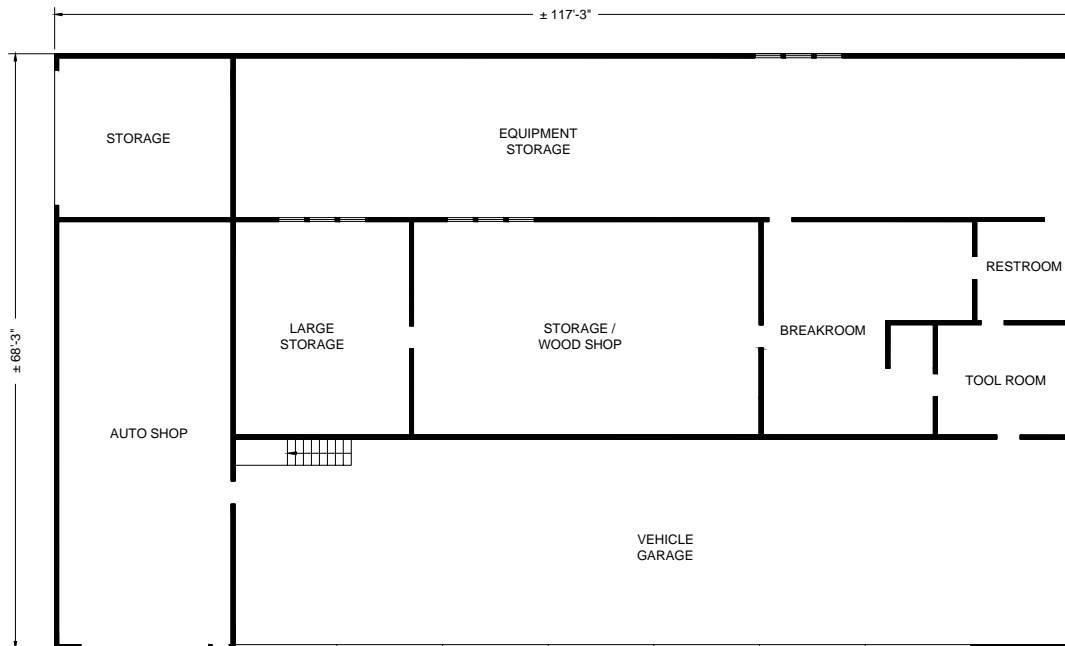
The existing building meets the minimal needs of staff and provides storage place, but there are numerous life and safety deficiencies. Identifying the full scope of life and safety deficiencies are beyond the scope of a master plan.

The cost of correcting the existing building deficiencies is not commensurate with the value of the building. Replacing the existing building with a new pre-engineered steel frame building with interior improvements as required by the users would serve the long term interests of the City of Fort Bragg rather than renovating the building. Renovations would require either strengthening or the replacement of the majority of the existing wood frame structure, and the addition of new architectural elements such as overhead garage doors and siding, and new mechanical and electrical systems. The actual salvageable building elements are minimal. A cost benefit analysis, although not a part of a facilities master plan, would probably substantiate replacement.

In addition, a new weatherproof parking structure with eight [8] oversized parking spaces for trucks and equipment is required; the current size of the corporation yard building is not large enough to park a



grader, a backhoe, trucks, and lifts owned by the City of Fort Bragg. Currently a grader, a backhoe, trucks, and lifts are not parked in a weatherproof enclosure which results in premature deterioration of their components. The Fort Bragg climate is considered a coastal climate, and the failure to protect vehicles and equipment from moisture as described in the SERVICE AREA AND DEMAND FOR SERVICES section customarily reduces the Useful Service Life of vehicles and equipment.



FLOOR PLAN

The facilities master plan includes a schedule of exterior and interior maintenance work, but replacement of the corporation yard building is recommended. Facility maintenance should be limited to repairs and maintenance deemed essential to operate the corporation facilities for a short period of time until the construction of new corporation yard facilities is complete. If the corporation yard facilities are not replaced as recommended by the consultant, life and safety facility deficiencies require the immediate attention of the City of Fort Bragg.

Structural [from Rutherford & Chekene seismic review; see complete report included in an appendix]:

The Corporation Yard Building is a single story wood framed building, rectangular in shape, and essentially open on one side due to a large number of "garage" type doors. Based on our review of the photographs and our discussion with staff, it is our professional opinion that the Corporation Yard will not meet the Life Safety Performance Objective as defined by the ASCE-31 "Seismic Evaluation of Existing Buildings".

Exteriors/Roof: The exterior siding is wood. The wood siding is in fair condition.

Interiors: Only a portion of the interiors are finished. The condition of the interior finishes is fair.

Mechanical/Plumbing: The mechanical and plumbing systems are inadequate.

Electrical: The existing service is 200AMP 120-240 single phase and is inadequate. See recommendations in the report prepared by F. W. Associates, Inc. included in an appendix.

Site Improvements

The general appearance is fair. There are several smaller storage sheds on the site. The general condition of the site paving adjacent to the facility is fair - poor and requires either replacement or extensive repairs.

Repair Priorities:

Repair priorities have not been provided as the consultant does not recommend repairs to the corporation yard building but replacement at a future time. Priority 1 structural deficiencies are identified.

- ▶ Priority 1; Highest Priority: Life/safety; requires immediate correction:
 1. See structural report from Rutherford & Chekene seismic review [see complete report included in an appendix]: the Corporation Yard will not meet the Life Safety Performance Objective as defined by the ASCE-31 “Seismic Evaluation of Existing Buildings”.

Estimate of repair and maintenance costs:

ESTIMATE OF REPAIR AND MAINTENANCE COSTS			
COST TO REPAIR [2007] [in 2006 dollars]			\$1,061,190
MAINTENANCE COSTS	2008 - 2012	2013 - 2017	2018 - 2022
[in 2006 dollars]	\$119,299	\$26,519	\$119,299

Notes:

1. The consultant does not recommend repairs to the corporation yard facilities but replacement at a future time at a cost of \$1,853,647.
2. The estimated costs of a new weatherproof parking structure with eight [8] oversized parking spaces for trucks and equipment is \$550,000 [in 2006 dollars], and is additional to any repair or replacement costs.

POLICE STATION

Facility Description:

Architectural:

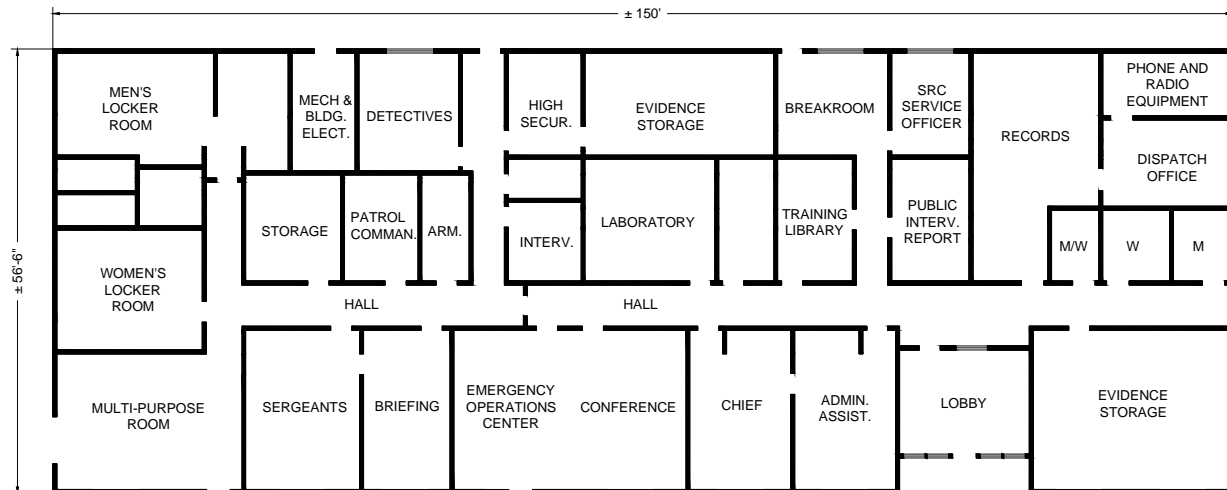
The building is located at 250 Cypress Street, Fort Bragg. The building is approximately 12 years old and appears to be in good condition. It is a one [1] story building with wood siding and a shed roof. In discussions with the users there were numerous complaints about the mechanical systems, which should be modified as soon as possible, but otherwise the building appears to meet the needs of the police department.

The Municipal Service Review prepared by LSA noted that expanded police facilities may be needed depending on the manner in which the Georgia Pacific millsite is developed. New residential developments create a demand for additional municipal services, and the principal municipal services provided by Fort Bragg that would be impacted by new residential development are the police and fire departments. Additional law enforcement staff would probably be needed. Whether corresponding expansion of the police station would be required is a function of how law enforcement staff operate, or whether a police substation is included as part of the new residential development.

Structural:

The building is approximately 12 years old and an essential facility, and it is assumed that it meets the Life Safety Performance Objective as defined by the ASCE-31 "Seismic Evaluation of Existing Buildings".





FLOOR PLAN

Exteriors/Roof:

The building is approximately 12 years and the exteriors appear to be in good condition. Some minor repairs to areas where there is visible signs of staining on the exterior wood are required. Some of the planters located along the exterior walls have deteriorated.

Interiors:

The building interiors are in good condition, have a pleasant appearance, and appear to meet the needs of staff.

Mechanical/Plumbing:

Recommendations for correcting problems with the mechanical system are included in a report prepared by Arthur L. Zigas & Associates and are included in an appendix.

Electrical: The building is approximately 12 years and it appears that the electrical system meet the needs of the users.

Site improvements

There is a paved parking lot in front of the building that appears to be in good condition. The building is surrounded by a concrete walkway. There are some drainage issues and the wood planters need either repair or replacement. At the rear of the building there is a walkway with a small patio and some landscaping that appears to be in good condition.

Repair Priorities:

Detailed repairs were not identified as the building is approximately 12 years old and appears to be in good condition

Estimate of repair and maintenance costs:

ESTIMATE OF REPAIR AND MAINTENANCE COSTS			
COST TO REPAIR [2007] [in 2006 dollars]			\$42,325
MAINTENANCE COSTS	2008 - 2012	2013 - 2017	2018 - 2022
[in 2006 dollars]	\$324,591	\$90,016	\$324,591

TOWN HALL

Facility Description:

Architectural:

The building is located at 363 North Main Street, Fort Bragg. It is a one [1] story building with a cementitious exterior and a flat roof. The building mass fronting on North Main Street is an assembly space. There is a rear annex that contains restrooms and support service spaces. The building was rehabilitated in 1990 and appears to be in good condition.

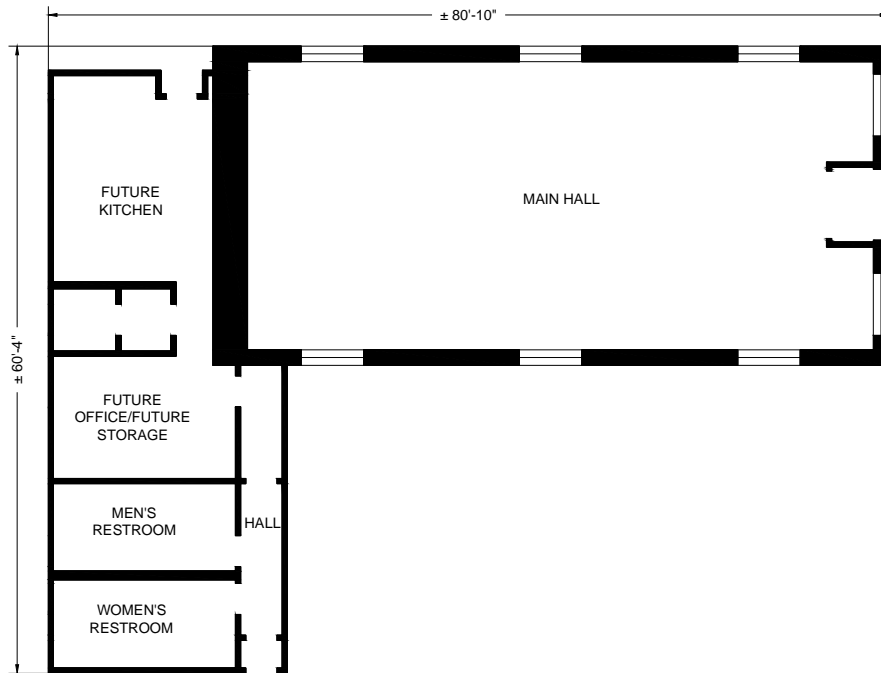
The building is used very intermittently and largely for assembly meetings related to the City Council and commissions. It is available for use by the public for a fee, and is used by for a variety of events. Its prime location in downtown suggests that this may not be the best use of the site for City Council meetings. Since in the future some land adjacent to the existing City Hall may become available for a new building after demolition of the recreation facilities, some consideration of whether an addition to City Hall with a council chamber and disposal of the Town Hall site might not be in the best interests of the City of Fort Bragg.

Structural [from Rutherford & Chekene seismic review; see complete report included in an appendix]:

The Town Hall is a one story concrete bearing wall building, rectangular in shape. In 1990 it was renovated; renovation work is documented in architectural, structural, electrical, and fire protection drawings titled “Renovation for Former Ten Mile Justice Building, Fort Bragg Town Hall”. Based on our review of the 1990 construction drawings and observations during our site visit, it is our professional opinion that the Town Hall will meet the Life Safety Performance Objective as defined by the ASCE-31



“Seismic Evaluation of Existing Buildings”.



FLOOR PLAN

Exteriors/Roof:

The exterior is cement plaster or concrete with metal windows and doors. The insulated glass at several of the windows has failed.

The existing roof is a built-up roofing system. The roof is in fair condition and requires some maintenance repairs.

Interiors:

The building interiors are in good condition and have a pleasant appearance. Some of the flooring and wall panels require minor repairs or may require replacement. Changing the type of pendant light fixture or the lamp type would result in softer light; the existing lamps produce bright and harsh illumination. The addition of accent lighting would provide an option for more varied illumination levels.

Mechanical/Plumbing:

The adjacent restrooms are in good condition, but require some minor repairs to finishes.

Electrical:

The electrical system appears adequate to meet the building uses.

Site Improvements

There is no parking area directly connected with the building. There is public parking on adjoining streets. There is a small park located to the south of the building, and grounds of the Guest House surround the building on the south and west sides. The consultant’s work did not include an evaluation of the condition of any of the adjacent site improvements.

Repair Priorities:

- ▶ **Priority 1; Highest Priority: Life/safety; requires immediate correction:**
 1. None.
- ▶ **Priority 2; High Priority: Severe deterioration; requires immediate correction. Failure to correct this deficiency may result in further deterioration of the component and a potential life and safety deficiency.**
 1. None.
- ▶ **Priority 3; High Priority: Current service deficiency; to be incorporated into CIP plan.**
 1. None
- ▶ **Priority 4; Medium Priority: Future service deficiency; to be incorporated into long range CIP plan. This category includes conditions where moderate deterioration was observed requiring maintenance work to preclude predictable deterioration.**
 1. Replace failed insulating glass in the windows.
 2. Provide an improved lighting system.
- ▶ **Priority 5; Lower priority: This category includes conditions where minimal deterioration was observed and includes components whose USEFUL SERVICE LIFE can be quantified. Periodic inspections of these components is required as described in an appendix.**
 1. Undertake routine maintenance and continued maintenance.

Estimate of repair and maintenance costs:

ESTIMATE OF REPAIR AND MAINTENANCE COSTS			
COST TO REPAIR [2007] [in 2006 dollars]			\$15,640
MAINTENANCE COSTS	2008 - 2012	2013 - 2017	2018 - 2022
[in 2006 dollars]	\$174,045	\$39,450	\$174,045

GUEST HOUSE

Facility Description:

Architectural:

The building was built in 1892 on the site of Fort Bragg as a home for Charles Russell Johnson who founded the Union Lumber Company and served as Fort Bragg's first Mayor. In 1912, the building became a guest house for Union Lumber, and it is currently the Guest House Museum which documents the 150 year history of the lumber and fishing industries on the Mendocino coast.

The building is three [3] story wood frame building with masonry foundations. The interiors have been refurbished several times in an attempt to faithfully portray the original period decor. There have been several upgrades that have modified portions of the building interiors but none of the upgrades have significantly damaged the historical character of the building.

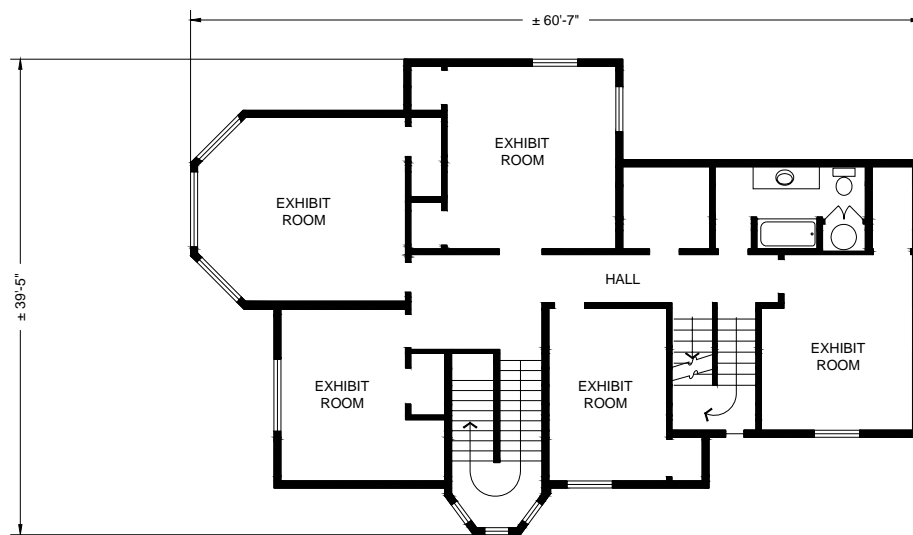
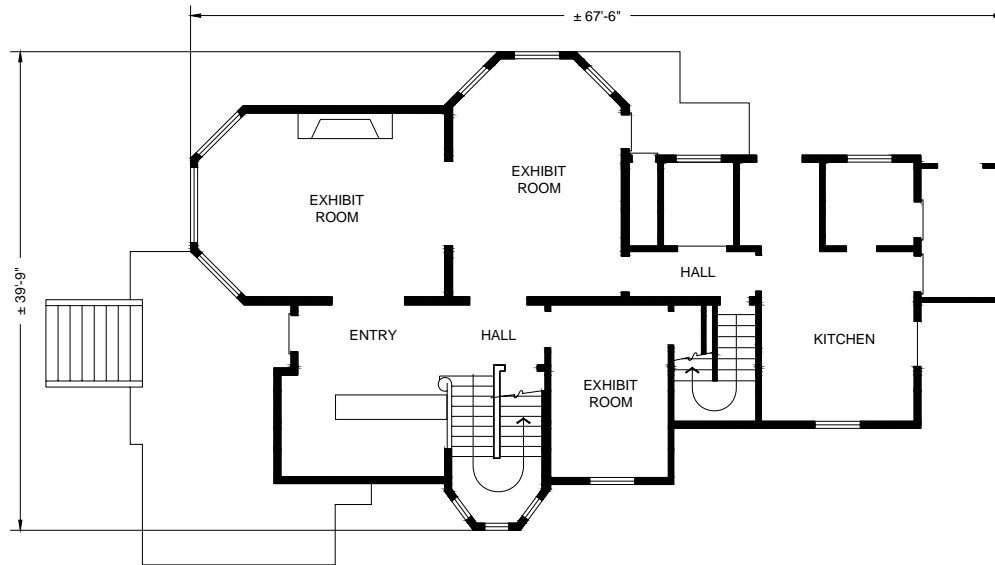
The building is not currently listed in the *National Register of Historic Places* nor is it listed as a California Landmark. It is probably eligible for listing in the *National Register of Historic Places* as the criteria for eligibility includes recognition that a property is of significance to the community. The building represents a historically significant type and period. It would be in the interest's of the City of Fort Bragg to have the Guest house listed in the *National Register of Historic Places* as the building would become eligible for grants from public agencies related to preservation, conservation, and rehabilitation.

If an historic building structures report has not been prepared it would be prudent to have a specialty consultant prepare one. The building exteriors need repair and rehabilitation. It is recommended that



all work be undertaken in accordance with *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings*, and with State of California Office of Historic Preservation guidelines and standards for the preservation of historical resources including but not limited to the *2001 California Historical Building Code*. Primary emphasis should be placed on preservation.

1ST FLOOR PLAN



2ND FLOOR PLAN

Exteriors/Roof:

The building exteriors are wood and require either repair or replacement to protect the interiors from damage due to water intrusion. All work shall comply with the referenced standards.

Interiors:

The building interiors vary with regard to their condition. It is assumed the intent is to restore the interiors. All work shall comply with the referenced standards.

Estimate of repair and maintenance costs:

ESTIMATE OF EXTERIOR MAINTENANCE COSTS			
EXTERIOR MAINTENANCE COSTS	2008 - 2012	2013 - 2017	2018 - 2022
[in 2006 dollars]	\$158,968	\$21,450	\$127,174

FORT BUILDING

Facility Description:

Architectural:

The building is a single story wood frame building built in the middle of the 19th century. The building is the last remaining building of the Fort Bragg military post. It was the quarter-master's storehouse commissary. It is located adjacent to the City Hall. It is currently used as offices. The building is not currently listed in the National Register of Historic Places but is California Landmark 615. The exterior of the building is in fair to poor condition. The interior of the building is in fair to good condition. Interior wood paneling is distinctive.

The building exteriors need repair and rehabilitation. It is recommended that all work be undertaken in accordance with the *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings*, and with State of California Office of Historic Preservation guidelines and standards for the preservation of historical resources including but not limited to the *2001 California Historical Building Code*.

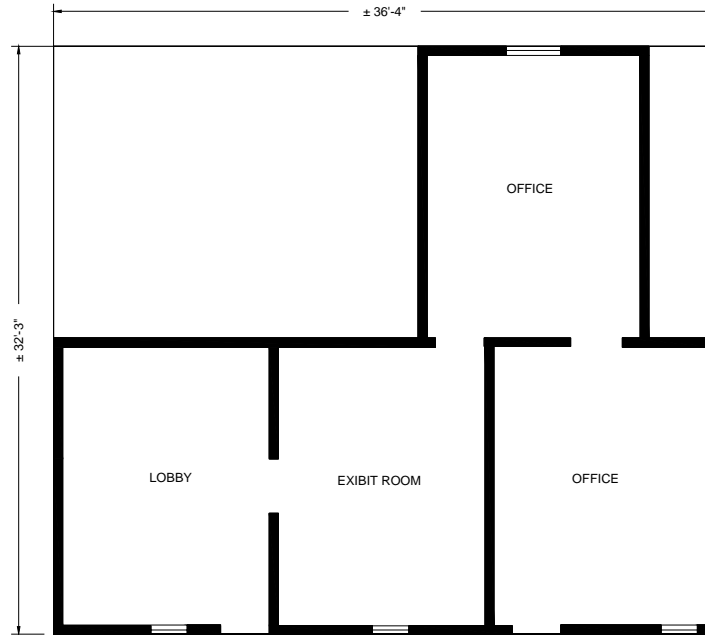
Exteriors/Roof:

The building exteriors are wood and in poor condition. The building exteriors require immediate repair or replacement to protect the interiors from damage due to water intrusion. All work shall comply with the referenced standards.



Interiors:

The building interiors are in fair to good condition. The wood interior paneling should be preserved. It is assumed the intent is to restore the interiors. All work shall comply with the referenced standards.



FLOOR PLAN

Estimate of repair and maintenance costs:

ESTIMATE OF EXTERIOR MAINTENANCE COSTS			
EXTERIOR MAINTENANCE COSTS	2008 - 2012	2013 - 2017	2018 - 2022
[in 2006 dollars]	\$92,682	\$12,334	\$55,609

FIRE STATION AT HIGHWAY 20

Not reviewed as it is to be demolished.

Estimate of repair and maintenance costs:

ESTIMATE OF REPAIR AND MAINTENANCE COSTS	
COST TO REPLACE [in 2006 dollars]	\$3,000,000

Note: The cost to repair or replace the fire station at Highway 20 has been provided only as guideline or order of magnitude; the costs are not based on a development program.



MAIN FIRE STATION [limited to a seismic review]**Structural [from Rutherford & Chekene seismic review; see complete report included in an appendix]:**

The Fire Station is a compilation of three buildings built in three different phases; the North Wing that houses the North Apparatus Room, the South Wing that houses the South Apparatus Room, and a central portion that includes Offices and Crews Rooms. It is an essential facility as defined by ASCE-31 "Seismic Evaluation of Existing Buildings". Construction is as follows:

North Wing:

- ▶ Combined CMU bearing walls, concrete columns and beams, and steel beams, wood framed roof. Regular in shape, single story. Constructed in 1947, generally in good condition. Based on our review, we consider there to be an appreciable risk of major structural damage to the Fire Station North Wing in the event of a major earthquake, and that the building will not meet the Immediate Occupancy or Life Safety Performance criteria as defined by ASCE-31 "Seismic Evaluation of Existing Buildings". In our professional opinion, there is an appreciable risk of partial collapse due to failure of the non-ductile moment frame and/or out-of-plane failure of the CMU walls. Seismic deficiencies include:
 - ▶ Inadequate in-plane shear capacity in CMU walls.
 - ▶ Inadequate in-plane shear transfer capacity between the roof diaphragm and CMU walls and concrete moment frame.
 - ▶ Inadequate out-of-plane ties between CMU walls and the roof.
 - ▶ Inadequate shear strength in roof diaphragm.
 - ▶ Non-ductile concrete moment frame at east (front) elevation.
 - ▶ No seismic separation with adjacent construction.

South Wing:

Steel frames with wood framed infill roof and infill walls. Regular in shape, single story. Constructed in 1977, generally in good condition. Based on our review, we consider there to be a risk of structural damage to the Fire Station South Wing in the event of a major earthquake, and that the building will not meet the Immediate Occupancy criteria as defined by ASCE-31 "Seismic Evaluation of Existing Buildings". Seismic deficiencies include:

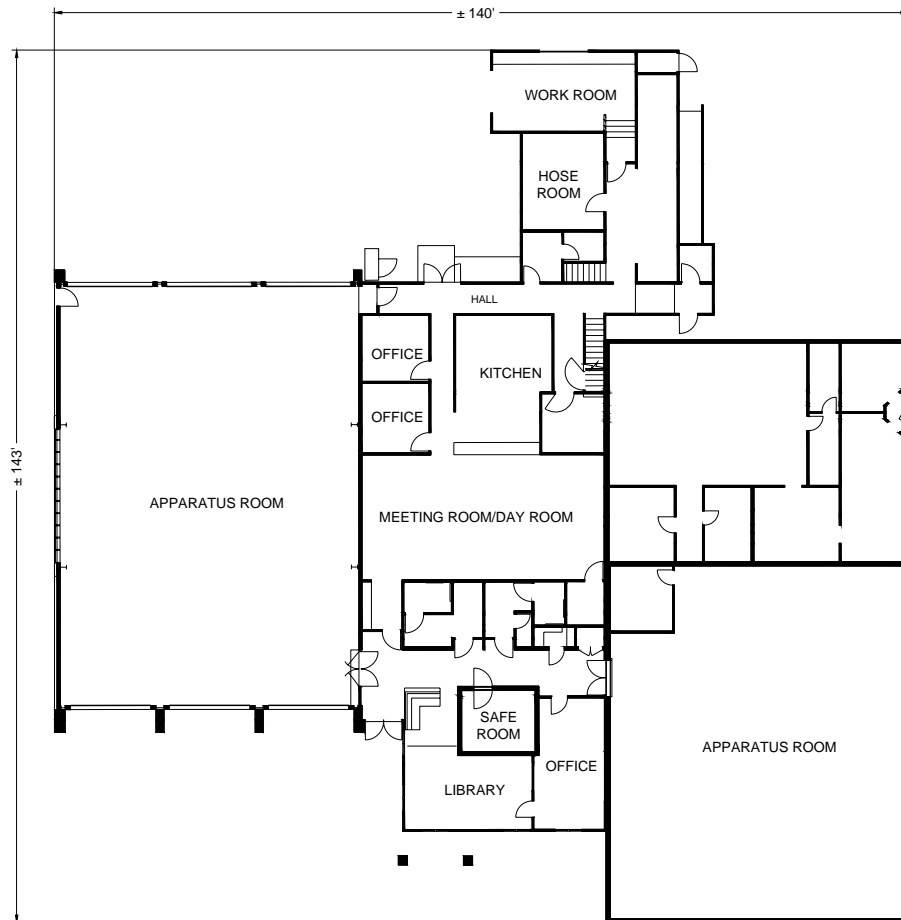
- ▶ Steel gravity frames at the east and west (front and rear) elevations that may permanently deform and block egress from the South Apparatus Room.
- ▶ Inadequate moment frame to foundation connections.
- ▶ No seismic separation with adjacent construction.

Office and Crews Rooms:

Wood framed, regular in shape, one and two stories. Constructed in 1977 and 1997, generally in good condition. Based on our review we consider there to be a risk of structural damage to the Fire Station Offices and Crew's Rooms in the event of a major earthquake, and that the building will not meet the

Immediate Occupancy criteria as defined by ASCE-31 “Seismic Evaluation of Existing Buildings”. Both constructions meet the ASCE-31 “Seismic Evaluation of Existing Buildings” Benchmark Buildings criteria for Immediate Occupancy Performance Level, with the following exceptions:

- ▶ The 1977 construction likely lacks foundation hold-downs at the ends of shear walls.
- ▶ The 1977 construction likely lacks sufficient anchor bolts at shear walls.
- ▶ There are no seismic separations between either construction and the North and South Wings.



FLOOR PLAN

IMPROVEMENT CONCEPTS

The consultant has developed several facility development options that address correcting facility deficiencies. The emphasis is on City Hall and the Corporation Yard with a consideration of Town Hall. City Hall and the Corporation Yard have a high FCI and the following options are intended to illustrate possible scenarios to correct the deficiencies. The scenarios are illustrative only and a detailed study would result in either more or better definitions of each scenario. The consultant does not endorse any of the suggested scenarios as the intent is to indicate that there are several possible development options and prior to selecting a specific development option more detailed studies, and discussions with staff and representatives of the community are required. In addition, each scenario has a cost associated with its development, which cannot be quantified without additional studies, but the selection of a preferred development option may be a function of available monies. The preference of the local community with regard to development of the municipal framework may result in a strong preference for a specific development option.

Option #1:

- ▶ Renovate City Hall
- ▶ Continue to use Town Hall as meeting space [council and commission meetings]
- ▶ Demolish the adjacent recreation facilities and either dispose of the surplus property or retain the property to meet future facility needs.
- ▶ Replace existing Corporation Yard facilities with new facilities that meet current standards and future needs

Option #2:

- ▶ Renovate City Hall and demolish the adjacent recreation facilities
- ▶ Build a new City Hall with an adjacent annex with a multi-use space; either two different size spaces with different uses [council chamber and multi-purpose gym] and smaller meeting space, or one multi-purpose space that can be easily reconfigured
- ▶ Dispose of Town Hall as surplus property
- ▶ Replace existing Corporation Yard facilities with new facilities that meet current standards and future needs

Option #3:

- ▶ Demolish the recreation facilities adjacent to City Hall
- ▶ Build a new multi-use annex to City Hall on the site of demolished recreation facilities; either two different size spaces with different uses [council chamber and multi-purpose gym] and smaller meeting space, or one multi-purpose space that can be easily reconfigured
- ▶ Dispose of Town Hall as surplus property
- ▶ Replace existing Corporation Yard facilities with new facilities that meet current standards and future needs

Option #4:

- ▶ Purchase a property in the downtown area and build a new City Hall complex.

- ▶ Dispose of the existing City Hall and the adjacent recreation facilities as surplus property
- ▶ Dispose of Town Hall as surplus property
- ▶ Replace existing Corporation Yard facilities with new facilities that meet current standards and future needs

Development alternatives for the following facilities were not developed for the following reasons:

Police Station: The building was built in 1995, has a low FCI, and meets current needs. It should meet future needs except that development of the Georgia Pacific Mill Site may create a need for additional police services. It has been assumed that any development would specifically address this need.

Guest House: The building is historically significant and is a museum. It does not provide space for City of Fort Bragg staff. As noted in other sections of this report the focus should be on conservation and preservation.

Fort Building: The building is historically significant and currently is used as office space. It does not provide space for City of Fort Bragg staff. With rehabilitation it could continue to serve as office space. As noted in other sections of this report the focus should be on conservation and preservation.

SUSTAINABLE IMPROVEMENTS/DEVELOPMENT GUIDELINES

The majority of facilities owned by the City of Fort Bragg were built prior to the recent emphasis on incorporating sustainable development strategies into the development of building projects. The only building that is less than fifteen [15] years old is the Police Station. Although the retrofitting of existing buildings to meet current sustainable environmental practices customarily has a lower priority than correcting other building deficiencies, the long term health of the environment is dependent on reducing the consumption of non-renewable resources and selecting building materials for incorporation into future construction projects that comply with best demonstrated practices regarding sustainable design practices. There are a variety of different standards related to sustainable design practices that should be considered, but the intent of all the standards is to reduce the impact of the development of buildings on the environment.

A facilities master plan is not intended to provide guidelines for the development of future facilities, nor is it intended to provide design guidelines related to building repairs or rehabilitation, or the development of new facilities. It is intended to provide policy and fiscal guidelines related to the repair or rehabilitation, or development of new facilities. In addition, it is intended to provide guidelines related to future facility needs. The consultant recommends the incorporation of smaller energy saving projects into future facility improvement projects. In addition, for new design projects, the consultant recommends that Fort Bragg encourage its consultants to use materials that meet the intent of “Sustainable Design”; the design of the built environment in an environmentally and energy-efficient manner. Sustainable buildings reduce energy and water consumption, and minimize the impact on the local environment.

- ▶ In addition, the City of Fort Bragg may want to mandate that any public facility comply with the standards the State of California has established for its own buildings with regard to energy usage.

There are many organizations that have either developed guidelines for sustainable building practices. Fort Bragg may wish to develop a policy referencing one or more guidelines with regard to the design and construction of future building projects.

FUNDING RESOURCES

Funding sources for the required facility improvements are not readily apparent with the exception of the Main Fire Station. With the exception of bond issues that finance upgrades to educational facilities [schools and libraries] voters have been reluctant to pass bonds for other public facility upgrades. Some possible sources of funding include the following:

- ▶ **Community Development Block Grant [CDBG] funds:** Usually only applicable to smaller community development projects.
- ▶ **Redevelopment District:** Probably not applicable.
- ▶ **Parcel taxes:** Primarily applicable to upgrading services and facilities provided by the local fire department. A parcel tax to finance fire station improvements would directly benefit local property owners and justify an increase in the current parcel tax.
- ▶ **Development impact fees:** Applicable to development of the Georgia Pacific millsite. The majority of any developer impact fees would probably be directed to upgrading roads and utilities. It may be that as a part of the upgrade of roads and utilities upgrades of the corporation yard which is an integral part of the municipal maintenance program could be justified.
- ▶ **Franchise fees:** The revenues that might be generated would be small.

The consultant is not in a position to evaluate whether the development of the Georgia Pacific millsite might generate sufficient future revenues to justify some form of creative financing. In addition, it appears unlikely that State of California funds, with the exception of CDBG funding, would be available.