



City of Fort Bragg

416 N Franklin Street
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Meeting Agenda 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**

Monday, February 13, 2023

6:00 PM

Town Hall, 363 N. Main Street
and Via Video Conference

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

COUNCILMEMBERS PLEASE TAKE NOTICE

Councilmembers are reminded that pursuant to the Council policy regarding use of electronic devices during public meetings adopted on November 28, 2022, all cell phones are to be turned off and there shall be no electronic communications during the meeting. All e-communications such as texts or emails from members of the public received during a meeting are to be forwarded to the City Clerk after the meeting is adjourned.

ZOOM WEBINAR INVITATION

This meeting is being presented in a hybrid format, both in person at Town Hall and via Zoom.

You are invited to a Zoom webinar.

When: Feb 13, 2023 06:00 PM Pacific Time (US and Canada)

Topic: City Council Meeting

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/88312271344>

*Or Telephone: US: +1 669 444 9171 or +1 253 215 8782 (*6 mute/unmute; *9 raise hand)*

Webinar ID: 883 1227 1344

To speak during public comment portions of the agenda via zoom, please join the meeting and use the raise hand feature when the Mayor or Acting Mayor calls for public comment on the item you wish to address.

AGENDA REVIEW

1. MAYOR'S RECOGNITIONS AND ANNOUNCEMENTS

1A. [23-032](#) Presentation of Proclamation Declaring February 2023 as Black History Month

Attachments: [02-Black History Month](#)

1B. [23-033](#) Presentation of Proclamation Declaring February as Teen Dating Violence Awareness and Prevention Month

Attachments: [03-Teen Violence Awareness Month](#)

2. PUBLIC COMMENTS ON: (1) NON-AGENDA, (2) CONSENT CALENDAR & (3) CLOSED SESSION ITEMS

MANNER OF ADDRESSING THE CITY COUNCIL: All remarks and questions shall be addressed to the City Council; no discussion or action will be taken pursuant to the Brown Act. No person shall speak without being recognized by the Mayor or Acting Mayor. Public comments are restricted to three (3) minutes per speaker.

TIME ALLOTMENT FOR PUBLIC COMMENT ON NON-AGENDA ITEMS: Thirty (30) minutes shall be allotted to receiving public comments. If necessary, the Mayor or Acting Mayor may allot an additional 30 minutes to public comments after Conduct of Business to allow those who have not yet spoken to do so. 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 number of persons wishing to speak 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: The Brown Act does not allow action or discussion on items not on the agenda (subject to narrow exceptions). This will limit the Council's response to questions and requests made during this comment period.

WRITTEN PUBLIC COMMENTS: Written public comments received after agenda publication are forwarded to the Councilmembers as soon as possible after receipt and are available for inspection at City Hall, 416 N. Franklin Street, Fort Bragg, during normal business hours. All comments will become a permanent part of the agenda packet on the day after the meeting or as soon thereafter as possible, except comments that are in an unrecognized file type or too large to be uploaded to the City's agenda software application. Public comments may be submitted to City Clerk June Lemos, jlomos@fortbragg.com.

3. STAFF COMMENTS

4. MATTERS FROM COUNCILMEMBERS

5. 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.

- 5A.** [23-016](#) Approve Scope of Work for Request for Proposals from Qualified Consulting Firms for On-Call Grant Writing Services

Attachments: [On-Call Grant Writing RFP](#)

- 5B.** [23-018](#) Adopt City Council Resolution Adding Administrative Assistant (Confidential) and Manager-Special Projects (Mid-Management) Classifications, Establishing a City of Fort Bragg Master Salary Rate Plan, and Confirming the Pay Rate/Ranges for City of Fort Bragg Classifications

Attachments: [RESO AAsstntConf & Mgr-SpecProj](#)

[Exhibit A](#)

[Public Comment 5B](#)

- 5C.** [23-024](#) Adopt City Council Resolution Approving Amendment of Professional Services Agreement with Engineering Solutions Services, Inc. for Grant Writing

Services and Authorizing City Manager to Execute Contract (Total Contract Amount Not To Exceed \$24,900)

Attachments: [Reso ESS Contract Amendment](#)
[Engineering Solutions 1st Amd](#)
[Exhibit A Scope of Work](#)

- 5D. [23-025](#) Adopt City Council Resolution Making the Legally Required Findings to Continue to Authorize the Conduct of Remote "Telephonic" Meetings During the State of Emergency

Attachments: [RESO Authorize Remote Meetings](#)
[Public Comment 5D & 5E](#)

- 5E. [23-026](#) Adopt City Council Resolution Confirming the Continued Existence of a Local Emergency in the City of Fort Bragg

Attachments: [RESO Declaring Continuing Local Emergency](#)
[Public Comment 5D & 5E](#)

- 5F. [23-028](#) Accept Certificate of Completion for School Zone Radar Speed Sign Replacement Project and Direct City Clerk to File Notice of Completion

Attachments: [Certificate of Completion](#)
[Notice of Completion - Radar Signs](#)

- 5G. [23-021](#) Accept the Revised Public Comments Policy

Attachments: [Public Comment Policy - Revised](#)
[Att A - Nine Tools of Civility](#)
[Redlined Public Comment Policy](#)
[Public Comment 5G](#)

- 5H. [23-037](#) Approve Letter in Support of Larry Spring Museum's Redwood Time Project Grant Submittal

Attachments: [02132023 Redwood Time Support Letter](#)

- 5I. [23-023](#) Receive and File Minutes of the September 27, 2022 Community Development Committee Meeting

Attachments: [09272022 CDC Minutes](#)

- 5J. [23-022](#) Approve Minutes of January 23, 2023

Attachments: [CCM20230123](#)

6. DISCLOSURE OF EX PARTE COMMUNICATIONS ON AGENDA ITEMS

7. 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.

8. CONDUCT OF BUSINESS

- 8A.** [23-044](#) Receive Brown Act Update Regarding Continued Remote Meetings

Attachments: [02132023 Brown Act Update](#)

- 8B.** [23-029](#) Receive Report and Consider Adoption of City Council Resolution Approving the Purchase of ChargePoint Electric Vehicle Charging Stations for the EV Fleet Charging Station Project, City Project No. PWP-00126, Finding the Project Exempt from CEQA, Adopting Budget Amendment No. 2022/23-13, and Authorizing City Manager to Execute Contract (Amount Not to Exceed \$146,453; Account No. 522-4550-0742)

Attachments: [02132023 ChargePoint Contract Award](#)

[Att 1 - RESO ChargePoint Purchase Award](#)

[Att 2 - RESO Ex A Budget Amendment 2022/23-13](#)

[Att 3 - ChargePoint Contract 042221](#)

[Att 4 - ChargePoint Quote](#)

- 8C.** [23-009](#) Receive Report and Consider Approving the OMNIA Partners Cooperative Purchasing Agreement for the Bainbridge Park Playground Improvements Project, City Project PWP-00096; Authorizing Construction Agreement with Akeff Construction, Inc.; Approving Budget Amendment No. 2022/23-14; Authorizing City Manager to Execute Contract (Amount Not to Exceed \$341,279.48, Account No. 419-5031-0731); and Finding the Project Exempt from CEQA under 14 CCR 15301

Attachments: [02132023 Playground Contract Award](#)

[Att 1 - RESO Playground Project Award](#)

[Att 2 - RESO Exhibit A - Budget Amendment](#)

[Att 3 - RESO Exhibit B - Project Site Design](#)

[Att 4 - OMNIA Partners Gametime Contract](#)

[Att 5 - GameTime ontract Quote](#)

[Att 6 - Construction Contract](#)

[Public Comment 8C](#)

- 8D.** [23-035](#) Receive Presentation on the Annual Comprehensive Financial Report (ACFR) for the Year Ended June 30, 2022 for the City of Fort Bragg and Consider Accepting the ACFR as Presented

Attachments: [02132023 ACFR FY21-22 Staff Report](#)

[Att 1 - ACFR Including Auditor's Report FY 2021-22](#)

[Att 2 - Announcement of Award FY 2020-21 - GFOA](#)

[Att 3 - Representation Letter FY 2021-22](#)

[Att 4 - Communications Letter FY 2021-22](#)

9. 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 27, 2023**

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 February 8, 2023.

June Lemos, MMC
City Clerk

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 upon making reasonable arrangements with the City Clerk for viewing same during normal business hours.*
- *Such documents are also available on the City of Fort Bragg’s website at <https://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.

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