

RESOLUTION NO. ____-2021

**RESOLUTION OF THE FORT BRAGG CITY COUNCIL
APPROVING A FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT
WITH BURLINGTON ASSOCIATES IN COMMUNITY DEVELOPMENT, LLC TO
ASSESS FEASIBILITY OF ESTABLISHING A COMMUNITY LAND TRUST AND
AUTHORIZING CITY MANAGER TO EXECUTE SAME
(AMOUNT NOT TO EXCEED \$60,000: \$40,000 ACCOUNT FROM NO. 329-4873-
0755; AND \$20,000 FROM ACCOUNT NO. 329-5078-0630)**

WHEREAS, the City of Fort Bragg (“City”) received an SB-2 grant allocation of \$160,000 from the State of California to implement several pro-housing policies and programs included in the 2019 Housing Element; and

WHEREAS, one of the programs identified as a grant involves taking steps to establish a Community Land Trust; and

WHEREAS, on July 13, 2020, the City Council approved a scope of work for solicitation of proposals for a Community Land Trust feasibility study; and

WHEREAS, on July 15, 2020, the City issued a Request for Proposals (RFP) for assistance with assessing the feasibility of establishing and operating a Community Land Trust in Fort Bragg (the “Project”); and

WHEREAS, based on the review of proposals and interview with Burlington Associates in Community Development LLC (the “Consultant”), staff determined that the Consultant is qualified to provide the desired services for the Project; and

WHEREAS, City Council approved a Professional Services Agreement with the Consultant on August 31, 2020 in an amount not to exceed \$40,000 of SB-2 funds; and

WHEREAS, the Consultant has proven to provide excellent technical assistance services and expertise over the term of contract; and

WHEREAS, Mendocino Council of Governments (MCOG) sub-allocated Regional Early Action Planning (REAP) grant funds for pro-housing policies and programs in the region: MCOG (\$177,228); City of Ukiah (\$69,536); City of Willits (\$35,365); City of Point Arena (\$16,381); and City of Fort Bragg (\$46,410).

WHEREAS, the City identified a portion of REAP funds to expand the geographic area of the community land trust model to encompass the coast from Westport to Gualala; and

WHEREAS, the Consultant revised scope of work to include this regional focus and extend professional services for an additional year; and

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

1. The revised scope of work of Burlington Associates in Community Development, LLC meets the requirements of the Request for Proposals and is considered responsive.
2. Sufficient funds are available through the funding sources to cover the needed tasks of the Project.
3. Burlington Associates in Community Development, LLC has the experience in completing similar projects, and is a responsible bidder.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Fort Bragg does hereby approve a Professional Services Agreement with Burlington Associates in Community Development, LLC to assess the feasibility of establishing a Community Land Trust serving the coast from Westport to Gualala and authorizes the City Manager to execute same (amount not to exceed \$60,000: \$40,000 from Account No. 329-4873-0755 and \$20,000 from Account No. 329-5078-0630).

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 October, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSED:

BERNIE NORVELL
Mayor

ATTEST:

June Lemos, CMC
City Clerk