

**RESOLUTION NO. \_\_\_\_-2020**

**RESOLUTION OF THE FORT BRAGG CITY COUNCIL  
APPROVING 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 \$40,000; ACCOUNT  
NO. 329-4873-0755)**

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

**WHEREAS**, one of the programs identified in the City’s Housing Element as a grant activity 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**, (“Consultant”); and

**WHEREAS**, based on the review of the proposal and interviews with Consultant, staff has determined that Consultant is qualified to provide the desired services for the Project; and on August 4, 2020, one timely response to the RFP was received, from Burlington Associates in Community Development, LLC

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

1. The bid of Burlington Associates in Community Development, LLC meets the requirements of the RFP 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 in Fort Bragg and authorizes the City Manager to execute same (amount not to exceed \$40,000.00; Account No. 329-4873-0755).

**The above and foregoing Resolution was introduced by Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and passed**

and adopted at a special meeting of the City Council of the City of Fort Bragg held on the 31<sup>st</sup> day of August, 2020, by the following vote:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**  
**RECUSED:**

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**WILLIAM V. LEE**  
**Mayor**

**ATTEST:**

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**June Lemos, CMC**  
**City Clerk**