



# City of Fort Bragg

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

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Monday, August 14, 2023

6:00 PM

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

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### 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: Aug 14, 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/86739618937>*

*Or Telephone: +1 669 444 9171 or +1 719 359 4580 (\*6 mute/unmute, \*9 raise hand)*

*Webinar ID: 867 3961 8937*

*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. [23-243](#) Receive Presentation from Redwood Waste Solutions

**Attachments:** [Redwood Waste Solutions Presentation](#)

## **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 Administrative Analyst Diana Sanchez, [dsanchez@fortbragg.com](mailto:dsanchez@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. [023-235](#)** Adopt City Council Resolution Approving an Update to the City of Fort Bragg Personnel Rules and Regulations Regarding Catastrophic Leave Program

**Attachments:** [RESO Personnel Rules Update-Catastrophic Leave](#)  
[Exhibit A - Catastrophic Leave Program Redline](#)  
[Att 1 - Personnel Rules-Catastrophic Leave Update Redline](#)  
[Public Comment -- 8\\_14\\_23 CC Mtg., Item No. 5A](#)

- 5B. [23-239](#)** Adopt City Council Resolution Approving Community Development Block Grant Coronavirus Relief (CDBG-CV) Business Assistance Loan Program Guidelines

**Attachments:** [RESO BALP CV PG Update 08142023](#)  
[Fort Bragg BALP PGs 2020-CV FINAL DRAFT 08142023](#)  
[Fort Bragg BALP PGs 2020-CV FINAL DRAFT REDLINE 08142023](#)

- 5C. [23-240](#) Receive Report Regarding Update to 2023 Community Development Block Grant (CDBG) Funding Schedule  
**Attachments:** [08142023 Report CDBG Design Phase](#)  
[Public Comment 8 14 23 CC mtg., Item No. 5C](#)
- 5D. [23-267](#) Adopt Joint City Council/Improvement District/Redevelopment Successor Agency Resolution Approving a Professional Services Agreement with JJACPA, Inc. for Auditing Services and Authorizing City/District Manager/Executive Director to Execute Same (Amount Not to Exceed \$49,550; Split Among the Agencies)  
**Attachments:** [JJACPA Auditing Services](#)  
[RESO JJACPA Contract](#)
- 5E. [23-272](#) Accept Certificate of Facilities Lighting Improvement Project, City Project No. PWP-00125, and Direct City Clerk to File Notice of Completion  
**Attachments:** [Notice of Completion - 00125](#)  
[Att 1 - Exhibit A - Certificate of Completion](#)  
[Att 2 - PWP-00125 Price Comparison](#)
- 5F. [23-270](#) Approve Scope of Work for a Request for Proposals for a Comprehensive Review of the City's Cost Allocation Plan and Develop an Indirect Administration Cost Rate for Federal, State Grants and Reimbursements From Other Governmental Agencies  
**Attachments:** [RFP Overhead Cost Allocation Study](#)  
[Public Comment -- 8 14 23 CC mtg. Item No. 5F](#)
- 5G. [23-269](#) Approve Minutes of July 10, 2023  
**Attachments:** [CCM20230710](#)
- 5H. [23-273](#) Approve Minutes of July 24, 2023  
**Attachments:** [CCM20230724](#)

## **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. [23-250](#) Receive Report and Consider Adoption of City Council Resolution Approving First Amendment to Existing Professional Services Agreement with Creative Thinking, Inc., DBA The Idea Cooperative, for Authorizing the City Manager to Execute Contract Amendment (for \$180,000 Account No. 110-4321-0319 Total Contract Amount Not to Exceed \$205,000)

*Attachments:* [08142023 Marketing & Promotions](#)  
[RESO The Idea Cooperative](#)  
[1st Amendment The Idea Coop](#)  
[Idea Cooperative Contract](#)  
[Exhibit A - Scope of Work](#)

**9. CLOSED SESSION**

- 9A. [23-266](#) Conference With Legal Counsel--Anticipated Litigation Initiation of Litigation Pursuant to Paragraph (4) of Subdivision (d) of Government Code Section 54956.9: (three cases)

**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, September 11, 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 August 11, 2023.

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 Diana Sanchez  
 Administrative Analyst

**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).*