



# 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, November 13, 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: Nov 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/89509534233>*

*Or Telephone: 1 669 444 9171 US (\*6 mute/unmute, \*9 raise hand)*

*Webinar ID: 895 0953 4233*

*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. [23-375](#) Presentation of Proclamation Recognizing November as Native American Heritage Month

**Attachments:** [18- Native American Heritage Month](#)

## **2. PUBLIC COMMENTS ON: (1) NON-AGENDA, (2) CONSENT CALENDAR**

*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](mailto: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. [23-385](#) Approve Scope of Work for a Request for Proposals for Professional Services for Preparation of a Biosolids Treatment and Disposal Feasibility Study

**Attachments:** [RFP Scope of Work - Biosolids Feasibility Study](#)

- 5B. [23-368](#) Receive and File Minutes of the Public Safety Committee Meeting for June 21, 2023

**Attachments:** [Public Safety Committee Minutes](#)

- 5C. [23-389](#) Receive and File Minutes of the April 12, 2023 Finance and Administration Committee Meeting

**Attachments:** [FAC 04122023](#)

- 5D. [23-382](#) Receive and File Minutes of the Finance and Administration Committee Meeting of June 14, 2023

**Attachments:** [FAC 06142023](#)

- 5E. [23-383](#) Receive and File Minutes of the Finance and Administration Committee Meeting of August 24, 2023

**Attachments:** [FAC 08242023](#)

- 5F. [23-384](#) Receive and File Minutes of the Finance and Administration Committee Meeting of October 11, 2023

**Attachments:** [FAC 10112023](#)

- 5G. [23-391](#) Approve Minutes of October 23, 2023 City Council meeting

**Attachments:** [CCM20231023](#)

## **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. [23-399](#) Approve an Update to the City of Fort Bragg Personnel Rules and Regulations Regarding Catastrophic Leave Program

**Attachments:** [11132023 Staff Report Catastrophic Leave Program](#)  
[Redline Catastrophic Leave Program](#)

- 8B. [23-374](#) Receive Report and Consider Adoption of Fort Bragg Municipal Improvement District Resolution Approving Professional Services Agreement with HDR Engineering, Inc to Prepare the WasteWater Collection System Master Plan, City Project No. WWP-00021, and Authorizing City Manager to Execute Contract (Amount Not To Exceed \$725,000; Account No. 716-7009-0731)

**Attachments:** [11132023 Collection Systems Master Plan PSA Report](#)  
[Att 1 - Reso ID HDR WW Collection Systems Master Plan PSA](#)  
[Att 2 - Collection System RFP 09182023](#)  
[Att 3 - HDR Scope of Work Excerpt](#)  
[Att 4 - Budget and Scope of Costs Before and After](#)

- 8C. [23-387](#) Approval of Agreement with the County of Mendocino to Terminate Leasehold and Cooperative Agreement Pertaining to the Operation of the Animal Control Facility Located at 19701 Summers Lane, Fort Bragg, CA

**Attachments:** [11132023 Staff Report Animal Control Facility](#)  
[Att 1 - Animal Shelter Agreement 23-181](#)

- 8D. [23-390](#) Resolution of the Fort Bragg City Council Approving Professional Services Agreement with City Management Advisors, LLC, dba Peckham & Mckenney to Provide Executive Recruitment Services for the Position of City Manager and Direct Staff to Agendize a Professional Service Agreement for Action by City Council (Not To Exceed \$27,000; Account # 110-4110-0319 for \$10,000; Account # 110-4130-0319 For \$17,000)  
 (Amount Not To Exceed \$27,000; Account No. 110-4110-0319 For \$10,000; Account No. 110-4130-0319 For \$17,000)

**Attachments:** [RESO CM Recruitment](#)  
[CM Recruitment Proposal](#)

**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, DECEMBER 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 November 9, 2023.

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Diana Sanchez  
 Administrative Analyst