



City of Fort Bragg

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Meeting Minutes 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, July 13, 2020

6:00 PM

Via Video Conference

CALL TO ORDER

Mayor Lee called the meeting to order at 6:00 PM, all Councilmembers appearing by video conference.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: 5 - Mayor Will Lee, Vice Mayor Bernie Norvell, Councilmember Tess Albin-Smith, Councilmember Jessica Morsell-Haye and Councilmember Lindy Peters

AGENDA REVIEW

1. MAYOR'S RECOGNITIONS AND ANNOUNCEMENTS

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

(1) Non-Agenda Items: The City Clerk read comments into the record as follows:

- Jay McMartin Rosenquist commented on Zoom virtual backgrounds used by Councilmembers.
- Karen Deitz stated her support for the wearing of masks and social distancing as a matter of public health.
- Rebecca Jarrett urged the Council to remove the 24-hour waiting period on masking enforcement and to use the County's protocols on enforcement.
- Jenny Shattuck provided comments regarding mask-wearing enforcement.
- Jason Moore said he is in support of mask enforcement orders.

The following public comments were received from Zoom participants:

- Julie Parker spoke about events to promote cultural awareness and diversity.

(2) Consent Calendar Items: The City Clerk read comments into the record as follows:

- Item 5C, Jacob Patterson asked a question about the funding source for the feasibility study.
- Item 5C, Scott Menzies encouraged the Council to research the possibility of a commercial space community land trust.
- Item 5D, Jacob Patterson asked a question about the review of Accessory Dwelling Unit (ADU) designs.
- Item 5G, Jacob Patterson commented on the new projected budget deficit.

(3) Closed Session Items: None.

3. STAFF COMMENTS

City Manager Miller relayed Chief Naulty's report regarding an influx of homeless problems, including public intoxication, sleeping in front of businesses and in parks, etc. The Chief noted that Colin McHugh is doing well at the police academy. Chief Naulty also wanted to express appreciation and thanks to members of the community who have gifted a lot of things to the Police Department recently. City Manager Miller said the City entered into a contract with a different COVID-19 sewage testing company, Pace Analytical, that is less expensive than Biobot and does not require a specific term commitment. The first test kit will arrive from Pace on Wednesday, sampling is anticipated to occur next Tuesday, July 21, with results expected five days thereafter. Miller gave a report on current water levels, stating it is comparable to 2014. She noted that the reservoir and storage added since then has helped with the City's ability to provide water during dry spells, but encouraged the community to be mindful of water usage. A virtual public meeting will be held on July 16 regarding the proposed Pudding Creek bridge widening project. Generators and backup equipment are being installed today at the PG&E substation. The City Manager reported that the Governor closed down a number of businesses effective today. Dine-in restaurants, wineries, tasting rooms, family entertainment, bars, and brew pubs (indoor and outdoor), have been closed down statewide. Mendocino County is not on a monitoring list. Lodging has not been impacted at this point in time. She reported that Senior Planner Scott Perkins has given his notice and his last day will be July 17. County planner Tia Sar will fill the position of Senior Planner effective July 27. Miller noted that the City's eviction moratorium will expire on July 31 and can be extended to the end of September if Council is interested in bringing the ordinance back for consideration at the next meeting. City Hall has been closed to the public until further notice due to the latest County health orders. City Manager Miller provided Council with a financial update on the state of City revenues and expenditures as well as anticipated projections.

4. MATTERS FROM COUNCILMEMBERS

Councilmember Albin-Smith said the City Manager's full salary should be reinstated as she is performing both her own job and that of Finance Director/City Treasurer. Vice Mayor Norvell and Councilmember Peters agreed. Peters said he would like to include a discussion on extending the eviction moratorium on the next agenda. He noted that the Finance and Administration Committee Members would like to have staff put together a report regarding the Capital Improvement Projects for consideration by the Committee at the end of July or in early August. Councilmember Peters also wants to agendaize an item regarding mask enforcement. Councilmember Morsell-Haye noted that the Council adopted an urgency ordinance on May 11 allowing police to cite people for not adhering to health orders. She supports having it come back for discussion, including using ambassadors to encourage the use of masks rather than enforcement. Morsell-Haye also outlined the new Chamber of Commerce Mask-Up Mendocino Campaign and thanked staff for increased mask signage on City streets and trails. She stated her support for further discussion on an extension to the eviction moratorium and reinstatement of the City Manager's full salary. Councilmember Morsell-Haye said there is a need for consideration of commercial community land trust. She reported that the City Renaming Ad Hoc Committee has met with a lot of people in the community asking for feedback on the size, structure and makeup of a citizen's commission.

The ad hoc committee will continue to meet with interested parties before coming to the Council with a proposal. Mayor Lee asked that the ad hoc committee provide regular updates on the name change so the community knows the matter is moving forward. The Mayor reported that Fort Bragg's nursing home has an outbreak of COVID-19; the hospital is working with Sherwood Oaks and the County Public Health Department to quarantine several patients who tested positive. Mayor Lee supports having the issue of mask enforcement return to Council on the July 27 agenda. He also supports restoring the City Manager to full salary due to the extra work she is performing. The Mayor thanked Scott Perkins for his professionalism and work during his time at the City. He remarked on the diesel generators in place at the substation and thanked John Redding for leadership in working on the Microgrid project, both of which will be of great assistance to the community. Direction: Staff was directed to add two items to the July 27, 2020 City Council regular meeting agenda: (1) The issue of mask-wearing enforcement; and (2) An extension of the Urgency Ordinance establishing a temporary moratorium on evictions.

5. CONSENT CALENDAR

City Manager Miller noted that the exhibit to the Budget Amendment resolution needs to have a minor revision to change the account description on the CIP item to replace "water tank installation" with "water plant." She recommended removal of Item 5F for further discussion. Councilmember Peters removed Item 5F from the Consent Calendar for further discussion.

Approval of the Consent Calendar

A motion was made by Vice Mayor Norvell, seconded by Councilmember Morsell-Haye, to approve the Consent Calendar as amended, with the exception of Item 5F. The motion carried by the following vote:

Aye: 5 - Mayor Lee, Vice Mayor Norvell, Councilmember Albin-Smith, Councilmember Morsell-Haye and Councilmember Peters

5A. [20-782](#) Adopt City Council Resolution Authorizing Cancellation of the August 24, 2020 City Council Meeting to Accommodate Summer Vacation Schedules

This Resolution was adopted on the Consent Calendar.

Enactment No: RES 4280-2020

5B. [20-784](#) Adopt City Council Resolution Approving the Purchase of Motorola Handheld Rechargeable Two-Way Radios

This Resolution was adopted on the Consent Calendar.

Enactment No: RES 4281-2020

5C. [20-788](#) Approve Scope of Work for the Request for Proposals for a Feasibility Study and Establishment of a Community Land Trust Serving the City of Fort Bragg

This Scope of Work was approved on the Consent Calendar.

5D. [20-789](#) Approve Scope of Work for the Request for Proposals for Conceptual

Designs, Final Designs, and Construction Drawings for the City of Fort Bragg's Pre-Approved Accessory Dwelling Unit Program

This Scope of Work was approved on the Consent Calendar.

- 5E.** [20-790](#) Adopt Joint City Council/Improvement District/Redevelopment Successor Agency Resolution Authorizing the City/District Manager to Execute Contract Amendment for Financial Auditing Services, Increasing the Amount of the Contract with JJACPA, Inc. by a Not To Exceed Amount of \$5,400.00 (Split Among the Agencies)

This Resolution was adopted on the Consent Calendar.

Enactment No: RES 4282-2020 / RES ID 431-2020

- 5G.** [20-796](#) Adopt Joint City Council/Municipal Improvement District Resolution Approving Budget Adjustment No. 2021-01 Amending the FY 2020-21 Adopted Budget

This Resolution was adopted on the Consent Calendar.

Enactment No: RES 4283-2020 / RES ID 432-2020

- 5H.** [20-797](#) Adopt City Council Resolution Confirming the Continued Existence of a Local Emergency in the City of Fort Bragg

This Resolution was adopted on the Consent Calendar.

Enactment No: RES 4284-2020

- 5I.** [20-798](#) Adopt City Council Resolution Appointing Representatives to Represent and Vote on Behalf of the City at the League of California Cities Redwood Empire Division Business Meeting and Legislative Committee Meetings

This Resolution was adopted on the Consent Calendar.

Enactment No: RES 4285-2020

- 5J.** [20-799](#) Adopt Amended City Council Resolution No. 4264-2020 Amending the City of Fort Bragg Conflict of Interest Code

This Resolution was Amended on the Consent Calendar.

Enactment No: RES 4264-2020 AMENDED

- 5K.** [20-795](#) Approve Minutes of June 22, 2020

These Minutes were approved on the Consent Calendar.

- 5L.** [20-794](#) Approve Minutes of Special Meeting of June 29, 2020

These Minutes were approved on the Consent Calendar.

- 5M.** [20-793](#) Approve Minutes of Special Meeting of June 30, 2020

These Minutes were approved on the Consent Calendar.

ITEMS REMOVED FROM CONSENT CALENDAR

- 5F. [20-791](#) Adopt City Council Resolution Approving Program Guidelines for HOME COVID Tenant Based Rental Assistance Program

City Manager Miller explained that the California Department of Housing and Community Development (HCD) had requested changes be made to the program guidelines, and therefore a simple modification to the resolution is being requested that would give staff the authority to modify guidelines consistent with guidance from the HCD.

Public Comment: None.

A motion was made by Vice Mayor Norvell, seconded by Councilmember Peters, that this Resolution be adopted as amended. The motion carried by the following vote:

Aye: 5 - Mayor Lee, Vice Mayor Norvell, Councilmember Albin-Smith, Councilmember Morsell-Haye and Councilmember Peters

Enactment No: RES 4286-2020

6. DISCLOSURE OF EX PARTE COMMUNICATIONS ON AGENDA ITEMS

None.

7. PUBLIC HEARING

8. CONDUCT OF BUSINESS

- 8A. [20-792](#) Receive Report and Provide Direction to Staff Regarding Community Development Block Grant Coronavirus Response Round 1 (CDBG-CV1) Program Applications

Special Projects Assistant McLaughlin presented the staff report on this agenda item and responded to questions from Councilmembers.

Public Comment from Jacob Patterson was read into the record by the City Clerk.

Discussion: After a brief discussion, Council consensus was in support of the program and staff was directed to bring a resolution back on a future Consent Calendar.

This Staff Report was referred to staff with direction to bring forward a Resolution for consideration on a future Consent Calendar.

9. CLOSED SESSION

ADJOURNMENT

Mayor Lee adjourned the meeting at 7:28 PM.

WILLIAM V. LEE, MAYOR

June Lemos, CMC, City Clerk

IMAGED (_____)