

RESOLUTION NO. ____-2015

RESOLUTION OF THE FORT BRAGG CITY COUNCIL APPROVING SECOND ADDENDUM TO PROFESSIONAL SERVICES AGREEMENT WITH PARKER LEWIS ASSOCIATES (DBA COMMUNITY DEVELOPMENT SERVICES) FOR BUSINESS ASSISTANCE LOAN SERVICING AND CONSULTING SERVICES AND AUTHORIZING CITY MANAGER TO EXECUTE SAME UPON EXECUTION BY CONSULTANT (AMOUNT NTE: \$60,000; ACCOUNT 315-5021-0631 AND 315-5021-0632)

WHEREAS, the City of Fort Bragg wishes to be pro-active in the creation of economic development opportunities for the community; and

WHEREAS, each year the City is eligible to apply for CDBG Over-the-Counter (OTC) business loan funding, and periodically, the City is also able to apply for CDBG Business Assistance Program loan funding; and

WHEREAS, development of applications as well as post-funding tasks for OTC and Business Assistance loans requires specialized knowledge, and City staff lacks capacity to properly develop and administer such loans; and

WHEREAS, a contract with CDS for provision of general CDBG business loan services was approved by City Council on March 25, 2013, with a term of three years; and

WHEREAS, a First Addendum to the March 25, 2013, contract was also approved by City Council on March 25, 2013, to direct CDS to develop an Over-the-Counter grant application for Sport Investments, Inc., and that scope of work has been completed and implemented with funding of the City's CDBG grant #14-CDBG-9731; and

WHEREAS, a Second Addendum will allow the City to engage CDS to investigate financial needs of City businesses and to pursue new CDBG loan applications, and adequate funding not to exceed \$40,000 is available from grant #14-CDBG-9731 Activity Delivery funds for this purpose; and

WHEREAS, a Second Addendum will also allow CDS to provide loan performance monitoring for existing City CDBG business loans, and adequate funding not to exceed \$20,000 is available for this task from grant #14-CDBG-9731 General Administration funds; and

WHEREAS, the Project does not require environmental review and clearance until or unless specific new loan proposals proceed to a full loan application; and

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

1. Securing services from Parker Lewis Associates DBA Community Development Services (CDS) will ensure that the City is prepared to engage in economic development opportunities funded through the CDBG program.
2. Securing CDS loan monitoring services will ensure that the City remains compliant with CDBG loan monitoring requirements and ensures that loan performance is timely reviewed for compliance with loan approval terms.

3. There is sufficient funding available from CDBG #14-CDBG-9731 to pay for loan monitoring from grant General Administration funds and for other business loan tasks from grant Activity Delivery funds.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Fort Bragg does hereby Approve a Second Addendum to Professional Services Agreement with Parker Lewis Associates (DBA Community Development Services) for Business Assistance Loan Servicing and Consulting Services and Authorizes City Manager to Execute Same Upon Execution By Consultant (Amount NTE: \$60,000; Account 315-5021-0631 and 315-5021-0632)

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 27th day of April, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DAVE TURNER,
Mayor

ATTEST:

Cynthia M. VanWormer, MMC
City Clerk