



# City of Fort Bragg

416 N Franklin Street  
Fort Bragg, CA 95437  
Phone: (707) 961-2823  
Fax: (707) 961-2802

## 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*

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Tuesday, May 26, 2020

6:00 PM

Town Hall, 363 N. Main Street

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### CALL TO ORDER

Mayor Lee called the meeting to order at 6:03 PM, all Councilmembers appearing via 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**

Mayor Lee read a plaque and proclamation honoring Byron and Helen Haverfield for their donation of \$10,000 to refurbish the Guest House Museum in December 1988.

**Councilmember Peters joined the meeting at 6:10 PM.**

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

Public Comment was read into the record by the City Clerk as follows:

(1) Non-Agenda Items:

- Marianne McGee submitted comments regarding garbage on the Coastal Trail.

(2) Consent Calendar Items:

- None.

(3) Closed Session Items:

- None.

#### **3. STAFF COMMENTS**

City Manager Miller reported on the following:

- The skate park, dog park and petanque courts at the CV Starr Center were all opened today.
- City Hall will be open to the public on a limited basis beginning June 1, subject to certain requirements.
- The Police Department responded to complaints about violations of Shelter-in-Place orders over the weekend. The PD will continue to respond to all calls, but criminal complaints take priority.

- An arrest has been made in the recent gang incident in Noyo Harbor.
- Diversion Strategies has submitted a draft of their evaluation report on the Central Coast Transfer Station. The final draft will be available in July.
- The City is preparing for wildfire season and Public Safety Power Shutoff events in coordination with PG&E.
- The Grocery Outlet project is out for review.
- The Danco housing project is underway with construction to begin in mid-October.
- The Governor's executive orders allow every voter in California to vote by mail in November.

#### **4. MATTERS FROM COUNCILMEMBERS**

Councilmember Albin-Smith reported on recent communications with the Food Bank operations manager regarding grants, donations and volunteers. Councilmember Morsell-Haye said that there is a public desire to hold open meetings so members of the public can participate, and she asked when that might be possible. After a brief discussion, the Mayor and other members of the Council suggested that a reasonable date would be the second meeting in June, on June 22, 2020. Councilmember Morsell-Haye asked the Council to consider an extension of the temporary moratorium on evictions which expires at the end of May. A special meeting was set for this Thursday, May 28, 2020 to consider an extension of the Urgency Ordinance. Councilmember Peters mentioned that the dog park and skate park are open. He complimented Vice Mayor Norvell for putting the flags up for Memorial Day. The Vice Mayor noted that Nancy Bennett of Cowlick's and Sergeant Lee also participated in putting up flags. Mayor Lee announced the Class of 2020 graduation parade will begin at 5PM on June 5. He noted that the hospital is working with the County and partner hospitals to increase COVID-19 testing capabilities on the coast. Fort Bragg area has tested nearly 600 citizens so far, all negative, no hospitalizations.

#### **5. CONSENT CALENDAR**

##### **Approval of the Consent Calendar**

**A motion was made by Councilmember Peters, seconded by Councilmember Morsell-Haye, to approve the Consent Calendar. The motion carried by the following vote:**

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

- 5A. [20-730](#)** Accept Certificate of Completion for the 2019 Sewer Lift Station Project, City Project No. WWP-00017, and Direct City Clerk to File Notice of Completion

**This Certificate of Completion was accepted on the Consent Calendar.**

- 5B. [20-732](#)** 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 4253-2020

- 5C. [20-733](#)** Adopt City Council Resolution Modifying the City's Compensation Plan and Confirming the Pay/Rates/Ranges for All City of Fort Bragg Established Classifications Effective May 10, 2020
- This Resolution was adopted on the Consent Calendar.**
- Enactment No: RES 4254-2020
- 5D. [20-734](#)** Adopt City Council Resolution Modifying the City's Compensation Plan and Confirming the Pay/Rates/Ranges for All City of Fort Bragg Established Classifications Effective May 24, 2020
- This Resolution was adopted on the Consent Calendar.**
- Enactment No: RES 4255-2020
- 5E. [20-736](#)** Adopt City Council Resolution Approving Application for Funding and the Execution of Grant Agreements and Amendments from the 2019-20 Funding Year of the State CDBG Program
- This Resolution was adopted on the Consent Calendar.**
- Enactment No: RES 4256-2020
- 5F. [20-738](#)** Adopt Joint City Council/Improvement District Resolution Authorizing the Execution of First Amendment to the July 1, 2019 Employment Agreement for City Manager with Tabatha Miller
- This Resolution was adopted on the Consent Calendar.**
- Enactment No: RES 4257-2020 / RES ID 426-2020
- 5G. [20-744](#)** Approve Scope of Work for the Request for Proposals to Provide Economic Development Business Loan Development, Project Underwriting, Over-the-Counter Application Preparation, Loan Servicing, and Related Services for the City of Fort Bragg
- This Scope of Work was approved on the Consent Calendar.**
- 5H. [20-746](#)** Adopt City Council Resolution Ratifying the City Manager's Approval of a Three-Month Business Loan Forbearance for Overtime Brewing, Inc. Due to the COVID-19 Pandemic
- This Resolution was adopted on the Consent Calendar.**
- Enactment No: RES 4258-2020
- 5I. [20-731](#)** Approve Minutes of May 11, 2020
- These Minutes were approved on the Consent Calendar.**
- 5J. [20-748](#)** Approve Minutes of Special Closed Session of May 19, 2020
- These Minutes were approved on the Consent Calendar.**

- 5K.** [20-750](#) Adopt Resolution Approving the Side Letter Agreement with the Fort Bragg Police Association and Authorizing City Manager to Execute

**This Resolution was adopted on the Consent Calendar.**

Enactment No: RES 4259-2020

## **6. DISCLOSURE OF EX PARTE COMMUNICATIONS ON AGENDA ITEMS**

None.

## **7. PUBLIC HEARING**

## **8. CONDUCT OF BUSINESS**

- 8A.** [20-735](#) Receive Report and Consider Adoption of City Council Resolution Authorizing Amendment of #16-HOME-11373 Standard Agreement to Include Tenant Based Rental Assistance Program

City Manager Miller presented the staff report on this agenda item and responded to questions from Councilmembers regarding program guidelines, compliance, and using in-house staff whose hours have been reduced for administration of the program.

Public Comment was read into the record by the Clerk as follows:

- Jacob Patterson commented in support of the resolution.

Discussion: The Council thanked Special Projects Assistant McLaughlin for finding this opportunity to provide more hours for workers who have been furloughed.

**A motion was made by Councilmember Albin-Smith, seconded by Councilmember Peters, that this Resolution be adopted. 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 4260-2020

- 8B.** [20-742](#) Receive Report and Consider Adoption of Urgency Ordinance No. 962-2020 Waiving Zoning Requirements and/or Standards to Facilitate Business Operations Affected by Public Health Orders

Housing & Economic Development Coordinator McCormick presented the report on this agenda item.

Public Comment was read into the record by the Clerk as follows:

- Jacob Patterson commented in support of the resolution.

Discussion: The Council discussed an appeal process, agreeing that appeals could be brought forward to the Community Development Committee, with a final appeal to the City Council. City Manager Miller said that the appeal process can be handled administratively without having to include the particulars of the process in the Urgency Ordinance.

**A motion was made by Vice Mayor Norvell, seconded by Councilmember Morsell-Haye, that this Ordinance be adopted. 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: ORD 962-2020

**8C.** [20-739](#) Receive Report and Consider Adoption of City Council Resolution Authorizing City Manager to Execute PG&E Loan Documents (Amount Not To Exceed \$112,921.46) Associated with the CV Starr LED Lighting Project

City Manager Miller summarized the staff report on this agenda item.

Public Comment: None.

**A motion was made by Councilmember Peters, seconded by Councilmember Albin-Smith, that this Resolution be adopted. 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 4261-2020

**9. CLOSED SESSION**

**ADJOURNMENT**

**Mayor Lee adjourned the meeting at 7:13 PM.**

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WILLIAM V. LEE, MAYOR

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June Lemos, CMC, City Clerk

IMAGED ( \_\_\_\_\_ )