



# 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, September 9, 2024

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: Sep 9, 2024 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/86595801499>*

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

*Webinar ID: 865 9580 1499*

*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.*

### CLOSED SESSION REPORT

### AGENDA REVIEW

### 1. MAYOR'S RECOGNITIONS AND ANNOUNCEMENTS

**1A. [24-939](#)** Proclamation Latino Heritage Month

**Attachments:** [LATINO HERITAGE](#)

**1B. [24-912](#)** Nature Conservancy Presentation

**Attachments:** [09092024 TNC 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 City Clerk 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. [24-909](#)** Adopt by Title Only, and Waive Further Reading of Ordinance 996-2024 an Ordinance of the City of Fort Bragg Amending Chapter 3.20 (Purchasing, Procurement, and Leasing) of the Fort Bragg Municipal Code

**Attachments:** [Ordinance 996-2024 Credit Card Use Policy](#)  
[Muni Code Chapter 3.20.50 update](#)  
[Ordinance 996-2024 Credit Card Use Policy](#)

- 5B. [24-895](#) Resolution of the Fort Bragg City Council Accepting the Results of the Ordinance 672 Salary Survey and Approving Changes to the City of Fort Bragg Salary Rate Compensation Plan
- Attachments:** [Staff Report.docx](#)  
[Reso Accptg Ord672 Salary Survey.docx](#)  
[Exhibit A](#)  
[Exhibit B](#)  
[Exhibit C](#)  
[Exhibit D](#)  
[Public Comment](#)
- 5C. [24-911](#) Adopt City Council Resolution Approving Budget Amendment 2024/25-1 for the Facilities Solar Project and Amending Fiscal Year 2024-25 Budget (Amount Not To Exceed \$7,955,000)
- Attachments:** [RESO Facilities Solar Budget Amendment](#)  
[EX A - Budget Amendment 2024/25-01](#)
- 5D. [24-921](#) Adopt City Council Resolution Confirming the City of Fort Bragg Conflict of Interest Code
- Attachments:** [Reso Confirming Conflict of Interest Code 2024](#)  
[Conflict of Interest-Local Agency Biennial Notice](#)
- 5E. [24-922](#) Adopt City Council Resolution Approving Professional Services Agreement with Creative Thinking, Inc., DBA The Idea Cooperative for Strategic and Creative Marketing Services for Visit Fort Bragg and Authorizing the City Manager to Execute Contract (Amount Not to Exceed \$180,000.00; Account No. 110-4321-0319)
- Attachments:** [The Idea Coop Contract](#)  
[Scope of Work-Creative Thinking, Inc. DBA The Idea Coop](#)  
[RESO Idea Coop Contract](#)  
[Fort Bragg - WeUsThem](#)  
[Fort Bragg Proposal by Verdin](#)  
[Fort Bragg RFP - Strategic and Creative Marketing Services GCMG](#)  
[GOOD KIDS FOR FORT BRAGG](#)  
[IDC\\_proposal\\_FB24](#)  
[Proposal Response for City of Fort Bragg RFP-2 Round Agencies](#)  
[TheNewBusiness RFP](#)

- 5F. [24-928](#) Adopt City Council Resolution Authorizing the City Manager to Execute the Acceptance of Offers of Public Water Line Easements for the Raw Water Line Replacement Project (WTR-00016)
- Attachments:** [Reso Public Water Line Easements](#)  
[Exhibit A Parcels with Easements](#)  
[Sample Certificate of Acceptance](#)
- 5G. [24-934](#) Resolution of the Fort Bragg City Council Approving and Authorizing the City Manager to Execute a Contract with the City of Ukiah, for Public Safety Dispatch Services.
- Attachments:** [RESO XXX PD Dispatch Contract](#)  
[Staff Report Public Safety Dispatch Contract](#)  
[2024 FB Dispatch Contract](#)
- 5H. [24-935](#) Resolution of the Fort Bragg City Council in Support of Proposition 36: The Homelessness, Drug Addiction, and Theft Reduction Act
- Attachments:** [RESO XXX Prop 36 Support](#)
- 5I. [24-932](#) Resolution of the Fort Bragg City Council Approving a Professional Services Agreement with Mendocino Coast Humane Society for Provision of Animal Care and Shelter Services and Dog Licensing Program and Authorizing City Manager to Execute Same (Amount Not to Exceed \$63,000 in FY 2024-2025)
- Attachments:** [RESO Humane Society](#)  
[Exhibit A Humane Society Contract](#)  
[Scope of Work](#)
- 5J. [24-938](#) Approve Purchase from GovConnections, Inc. of Servers for Network Security Monitoring and Read-Only Domain Controllers (amount not to exceed \$33,488.46)
- Attachments:** [GovConnection, Inc.](#)
- 5K. [24-941](#) Approve First Amendment with NHA Advisors, LLC. for Consulting, Disclosure Reporting, and Annual Debt Reporting Services
- Attachments:** [NHA Advisors LLC- First Amendment](#)
- 5L. [24-937](#) Approval of Final Strategic Planning Report 2024-2028
- Attachments:** [Strategic Planning Report 2024-2028](#)
- 5M. [24-910](#) Approve Minutes of City Council - Special Closed Session of August 15, 2024
- Attachments:** [CC2024-08-15 Special Closed Session](#)

## **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.*

- 7A. [24-908](#) Conduct a Public Hearing and (1) Adopt Resolution xxx-2024 Submitting a Local Coastal Plan Amendment Application (LCP 1-24) to the Coastal Commission to a) Amend Map LU-4 of the Coastal General Plan to add a Third Plan Area; and b) Amend Table 2-10 of the CLUDC to Allow a Science Center with a Use Permit in the Public Facilities Zoning District; and c) Amend the General Plan Land Use Map and the Zoning Map to: i) Rezone the Noyo Center Parcel to Public Facilities Zoning District, and ii) Rezone the Coastal Trail Parcels to Parks & Recreation Zoning District and iii) Rezone the Sherwood Valley Band of Pomo (SVBP) Parcels as Low or Medium Density Residential Zoning; and (2) Adopt Resolution XXX-2024 Approving Design Review 3-24 (DR 3-24), Use Permit 7-24 (UP 7-24), Coastal Development Permit 4-24 (CDP 4-24), and Sign Permit 12-24 (SP 12-24) to Construct a 2,400-Square-Foot Warehouse/Workshop, and Associated Access Road, Sewer and Water Lines, and Parking at 331 Jere Melo Road; Categorically Exempt 15303 and 15265.

**Attachments:** [Laboneatory Staff Report Final 9-2024](#)

[Attachment 1 - Resolution Adopting LCP Amendment 1-24](#)

[Attachment 2 - LCP Coastal Act Consistency Analysis](#)

[Attachment 3 - LCP Land Use and Transportation Analysis](#)

[Attachment 4 - LCP Amendment General Plan and CLUDC Consistency Analysis](#)

[Attachment 5 - Summary of Community-Based Planning Process](#)

[Attachment 6 - Prior Land Use Plans](#)

[Attachment 7 - PC Resolution Adopting LCP Amendment 1-24](#)

[Attachment 8 - CC 4848 Resolution La-bone-atory](#)

[Attachment 9 - Site Plan](#)

[Attachment 10 - Elevations and Floor Plan](#)

[Attachment 11 - Landscaping Plan](#)

[Attachment 12 - La-bone-atory Sign](#)

[Attachment 13 - Paint and Roofing Color Swatches](#)

[Attachment 14 - Lighting Plan and Fixtures](#)

[Attachment 15 - Noyo Marine Center Bio Report Final](#)

[Attachment 16 - PC Resolution La-bone-atory](#)

[9-9-24 Presentation to City Council](#)

[Public Comment](#)

[Public Comment](#)

[Public Comment](#)

[Public Comment](#)

[Public Comment](#)

[Public Comment](#)

[Public Comment](#)

**8. CONDUCT OF BUSINESS**

- 8A. [24-923](#) Receive Report and Provide Direction Regarding Preferred Method for Collecting Business License Gross Receipts Tax from Contractors.

*Attachments:* [Business License Staff Report 9-9-2024](#)  
[Attachment 1 - Business License Code Alternatives](#)

- 8B. [24-931](#) Receive, Approve, and File the 2024 Local Road Safety/Action Plan (LRSAP) Report from TJKM

*Attachments:* [Fort Bragg LRSAP Report](#)

**9. CLOSED SESSION****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 23, 2024**

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BERNIE NORVELL, MAYOR

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Diana Sanchez, City Clerk

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

**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).*