



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
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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**

Monday, January 25, 2021

6:00 PM

Via Video Conference

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PLEASE TAKE NOTICE

DUE TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20 WHICH SUSPEND CERTAIN REQUIREMENTS OF THE BROWN ACT, AND THE ORDER OF THE HEALTH OFFICER OF THE COUNTY OF MENDOCINO TO SHELTER IN PLACE TO MINIMIZE THE SPREAD OF COVID-19, CITY COUNCIL MEMBERS AND STAFF WILL BE PARTICIPATING BY VIDEO CONFERENCE IN THE CITY COUNCIL MEETING OF MONDAY, JANUARY 25, 2021.

In compliance with the Shelter-in-Place Orders of the County and State, the Town Hall Council Chamber will be closed to the public. The meeting will be live-streamed on the City's website at <https://city.fortbragg.com/> and on Channel 3. Public Comment regarding matters on the agenda may be made in any of the following ways: (1) By joining the Zoom video conference and using the Raise Hand feature during Public Comment, (2) Through the City's online eComment agenda feature, (3) By emailing comments to City Clerk June Lemos, jlemos@fortbragg.com, (4) By delivering written comments through the drop-box for utility payments to the right of the front door at City Hall, 416 N. Franklin Street, or (5) By leaving a voice mail comment at (707) 961-1694 by 5:00 PM on the day of the meeting.

Comments can be made at any time prior to the meeting, in real-time while the item is being considered by the Council and up to 12:00 PM on Tuesday, January 26, 2021. The Clerk will read aloud all eComments or emails received before or during the meeting that have not been published with the agenda packet. Public comments are restricted to three minutes. Written comments on agenda items and those exceeding three minutes will be included in the public record as part of the agenda packet the next business day after the meeting.

We appreciate your patience and willingness to protect the health and wellness of our community and staff. If you have any questions regarding this meeting, please contact the City Clerk at (707) 961-1694 or jlemos@fortbragg.com.

ZOOM WEBINAR INVITATION

You are invited to a Zoom webinar.

When: Jan 25, 2021 06:00 PM Pacific Time (US and Canada)

Topic: City Council Meeting

Please click the link below to join the webinar:

<https://zoom.us/j/97904048428>

Or iPhone one-tap :

US: +16699009128,,97904048428# or +12532158782,,97904048428#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 646 558 8656 or +1 301 715 8592
or +1 312 626 6799

Webinar ID: 979 0404 8428

International numbers available: <https://zoom.us/u/abncJOQLAt>

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. [21-005](#) Introduction of New Employees: Heather Gurewitz, Associate Planner, George Leinen, Police Services Transporter, Maxwell (Max) Sallas, Maintenance Worker II, and John Smelser, Part-Time Laborer
- 1B. [21-004](#) Presentation of Proclamation Declaring February 2021 as Black History Month
- Attachments:** [02-Black History Month](#)
- 1C. [21-019](#) Presentation by Diann Simmons of the Economic Development & Financing Corporation (EDFC) Regarding EDFC's Fiscal Year 2019-2020 Report
- Attachments:** [EDFC Fort Bragg-FY19-20](#)

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.

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.

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. [21-011](#) Adopt City Council Resolution Adopting an Electronic Records and Signature Use Policy and Authorizing the Use of Electronic Records and Signatures

Attachments: [RESO Digital Signatures](#)

- 5B. [21-012](#) Adopt City Council Resolution Confirming the Continued Existence of a Local Emergency in the City of Fort Bragg

Attachments: [RESO Declaring Continuing Local Emergency](#)

- 5C. [21-013](#) 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

Attachments: [RESO Redwood Division Representatives 2021](#)

- 5D. [21-015](#) Receive and File Minutes of the February 19, 2020 Public Safety Committee Meeting

Attachments: [PSCM2020-02-19](#)

- 5E. [21-016](#) Receive and File Minutes of the March 25, 2020 Public Safety Committee Special Meeting

Attachments: [PSCM2020-03-25_Special](#)

- 5F. [21-014](#) Approve Minutes of January 11, 2021

Attachments: [CCM2021-01-11](#)

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. [21-009](#) Receive Report, Conduct Public Hearing on Appeal of Brandy Moulton of the Fort Bragg Planning Commission Denial of Minor Use Permit 4-20 (MUP 4-20) for the Proposed Sunshine Holistic Microbusiness at 144 N. Franklin Street (APN 008-164-39), and Consider Adoption of City Council Resolution Upholding or Overturning the Planning Commission Decision

Attachments: [01132021 MUP 4-20 Cannabis Business Appeal Report](#)
[ATT 1 - Appeal Letter MUP 4-20](#)
[ATT 2 - Planning Commission Agenda Packet](#)
[ATT 3 - APPROVE Resolution](#)
[ATT 4 - DENY Resolution](#)
[ATT 5 - Exhibit A Findings and Conditons](#)
[ATT 6 - PH Notice - Sunshine Holistic Appeal](#)
[Public Comment 7A](#)

8. CONDUCT OF BUSINESS

- 8A. [20-980](#)** Receive Report and Consider Adoption of City Council Resolution Approving Contract Amendment with Metropolitan Planning Group, DBA M-Group for Adjunct Planning Services for Multiple Planning Projects and Authorizing City Manager to Execute Contract (Amount Not to Exceed \$46,146.00; Multiple Account Numbers)

Attachments: [01252021 Adjunct Planning Contract Amendment -M-Group](#)
[Att 1 - M-Group Initial Proposal](#)
[Att 2 - Dollar General Scope of Work- Planning](#)
[Att 3 - Dollar General Scope of Work - Env](#)
[Att 4 - CalTrans Scope of Work](#)
[Att 5 - Parents & Friends Scope of Work](#)
[Att 6 - RESO M-Group Contract Amendment](#)
[Att 7 - M-Group 1st Amended Contract](#)
[Public Comment 8A](#)

- 8B. [20-981](#)** Receive Report and Consider Adoption of City Council Resolution Approving Professional Services Agreement with Fehr & Peers for the Preparation of a Transportation Impact Assessment (TIA) for the Dollar General Project and Authorizing City Manager to Execute Contract (Amount Not to Exceed \$ 49,935; Account No. 119-0000-2691)

Attachments: [01252021 Fehr & Peers Contract](#)
[Att 1- Fehr & Peers Transportation Study Proposal](#)
[Att 2 - RESO for Fehr & Peers Contract](#)
[Att 3 - Fehr & Peers Contract](#)
[Public Comment 8B](#)

- 8C. [21-021](#)** Receive Report and Consider Adoption of the FY 20/21 Water and Wastewater Rate Increase

Attachments: [01252021 Utility Rate Increase Staff Report](#)
[Public Comment 8C](#)

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, FEBRUARY 8, 2021**

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 January 20, 2021.

June Lemos, CMC
City Clerk

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).