



City of Fort Bragg

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Meeting Minutes Special 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*

Friday, May 24, 2019

9:00 AM

Town Hall, 363 N Main Street

Special City Council - Budget Workshop

CALL TO ORDER

Mayor Lee called the meeting to order at 9:00 AM.

ROLL CALL

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

1. PUBLIC COMMENTS ON THIS SPECIAL MEETING AGENDA

The Mayor allowed public comment throughout the workshop.

2. CONDUCT OF BUSINESS

[19-263](#)

Conduct City Council Workshop to Review Draft Fiscal Year 2019/20 Budget Including General Fund Operating Budget, Water Enterprise Budget, Wastewater Enterprise (Municipal Improvement District No. 1) Budget, and Capital Projects Budget and Provide Direction to Staff

Introduction and Economic Overview

CM Miller presented an overview and economic outlook for the US, State and Local economies.

Public Comments

Public Comment was received from:

- Robert Pinoli encouraged the Council to continue to fund Visit Fort Bragg efforts because tourism is vitally important to the town's economy.

Budget Guidelines & Fiscal Policies

Finance Director Damiani explained the budget process, guidelines, fiscal policies, and highlights.

Budget Summary

Finance Director Damiani summarized the City's new Cost Allocation Plan and all other items as outlined in the agenda.

Mayor Lee recessed the meeting at 10:37 AM; the meeting reconvened at 10:49 PM.

City Manager Miller spoke about Open Gov software, noting that the City will not follow up on the \$57K purchase because that would throw the general fund out of balance. Council Concerns/Priorities were discussed. Council directed that the Council's travel/training budget be increased to \$13K and that \$25K be set aside in a priorities/goals fund for the Council. The City Manager has the authority to approve transfers within any departmental budget but interfund and inter-departmental transfers require Council/District approval.

Public Comment was received from:

- Jacob Patterson recommended creating another reserve out of unfunded balance for Council priorities of \$100K for one-time projects.

Operating Budget Detail

City Manager Miller summarized the City Council, Administration and Fort Bragg Tourism Marketing and Promotions budgets. Council directed that the general fund be increased by \$15K for the Chamber and Fort Bragg welcome sign. Government Accountant I Bianchi Limbird summarized the Finance Department budget; Finance Director Damiani gave the report on Non-Departmental budget. Chief Lizarraga reported on the Police Department budget. Discussion was held regarding a School Resource Officer (SRO) position for Fort Bragg Unified School District. Chief Lizarraga will reach out to Ukiah Probation to make inquiries regarding an SRO. Community Development Director Jones gave the report on Community Development budget; \$12K of Housing Trust Funds were budgeted for second unit plans.

Public Comment was received from Jacob Patterson.

Mayor Lee recessed the meeting at 12:22 PM; the meeting reconvened at 12:30 PM.

Public Works Assistant Director Smith gave an overview of the Public Works budget, including facilities repair and maintenance. City Manager Miller reported on the IT Department budget. Assistant Director Smith reported on the Fleet & Equipment Services budget. Much discussion was held regarding the police vehicles. Direction was given to replace the Escape and do a full build-out on the Chief's car. Next year's replacement of the Crown Vic was eliminated.

Public Comment was received from Rex Gressett.

Finance Director Damiani reported on Debt Service.

Enterprise Funds

Smith and Damiani summarized the Water Enterprise Fund and Wastewater Enterprise Fund information. Smith gave an update on the Wastewater Treatment Plant Upgrade project, noting that it is under budget and ahead of schedule.

Special Revenues

Director Jones presented information on the CDD portion of special revenue funds, and Public Works Manager Perkins provided a brief overview of CDBG and other grant projects.

Capital Improvement Program

Public Works Director Varga gave this report.

Public Comment was received from Rex Gressett.

Wrap-Up

City Manager Miller provided a workshop wrap-up. The budget is currently scheduled to be presented to the Council for approval on June 10.

ADJOURNMENT

Mayor Lee adjourned the meeting at 2:21 PM.

WILLIAM V. LEE, MAYOR

June Lemos, CMC, City Clerk

IMAGED (_____)