



City of Fort Bragg

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

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, September 14, 2020

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, SEPTEMBER 14, 2020.

In compliance with the Shelter-in-Place Orders of the County and State, this meeting 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, (2) Through the City's online eComment agenda feature, (3) Emailed to City Clerk June Lemos, jlemos@fortbragg.com, (4) Written comments delivered through the drop-box for utility payments to the right of the front door at City Hall, 416 N. Franklin Street, or (5) Voice mail comments called in to (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, September 15, 2020. 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: Sep 14, 2020 06:00 PM Pacific Time (US and Canada)
Topic: City Council*

Please click the link below to join the webinar:

<https://zoom.us/j/97104201405>

Or iPhone one-tap :

US: +16699009128,,97104201405# or +13462487799,,97104201405#

Or Telephone:

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

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

Webinar ID: 971 0420 1405

International numbers available: <https://zoom.us/u/adB6w27kCy>

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. [20-841](#) Receive Presentation from Mendocino County Homeless Services Continuum of Care Regarding a Strategic Plan for Addressing Homelessness

Attachments: [L.CoC Strategic Plan Presentation Fort Bragg 081720](#)
[Presentation CoC Strategic Plan 081820](#)
[Strategic Plan to Address Homeless in Mendocino County FINAL 4 27 2020 \(1\)](#)

- 1B. [20-844](#) Receive Update from the Garden Friendly Community Committee of Fort Bragg on a Community Garden at the CV Starr Community Center Grounds

Attachments: [CV Starr Presentation](#)
[CV Starr Proposal and Budget](#)
[Public Comment 1B](#)

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. [20-845](#) Receive and File Minutes of Finance and Administration Committee Meeting of February 12, 2020

Attachments: [FACM20200212](#)

- 5B. [20-846](#) Receive and File Minutes of April 23, 2020 Community Development Committee Meeting

Attachments: [04132020 CDC Minutes](#)

- 5C. [20-840](#) Approve Minutes of Special Meeting of August 31, 2020

Attachments: [CCM2020-08-31 Special](#)

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.

8. CONDUCT OF BUSINESS

- 8A. [20-849](#) Receive Report and Consider Adoption of City Council Resolution Adopting Budget Amendment 2021-03 Revising Revenue Projections, Increasing Furloughed Staff to Full-time, Restoring Police Department Premiums and Adjusting Selected Expenditure Budgets

Attachments: [09142020 FY 20-21 Budget Amendment 3](#)

[Att 1 - Resolution](#)

[Resolution Exhibit A](#)

[Financial Update 09142020](#)

[Public Comment 8A](#)

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 28, 2020**

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 September 11, 2020.

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).



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Text File

File Number: 20-841

Agenda Date: 9/14/2020

Version: 1

Status: Mayor's Office

In Control: City Council

File Type: Report

Agenda Number: 1A.

Receive Presentation from Mendocino County Homeless Services Continuum of Care Regarding
a Strategic Plan for Addressing Homelessness



**Mendocino County
Homeless Services Continuum of Care**

August 17, 2020

Fort Bragg City Council
416 N. Franklin Street
Fort Bragg, California 95437

Re: Mendocino County Homeless Services Continuum of Care's Strategic Plan for Addressing Homelessness in Mendocino County

To Mayor Lee,

In August of 2019, a subcommittee of the Mendocino County Homeless Services Continuum of Care (MCHSCOC) began developing a strategic plan for addressing homelessness in our county. The Continuum of Care is a collaborative of over 31 public agencies and private non-profits organizations throughout the County that serve the unsheltered population; admittedly, it is a fragmented system. A key focus of the new strategic plan is to deal with the fragmented approach to serving the unsheltered population in the county.

The development of this strategic plan is long overdue, and its implementation is particularly urgent in light of the fact that significant funding is now being allocated directly to Continuums of Care. Therefore, this document fulfills Federal and State requirements that local jurisdictions have a community plan for addressing homelessness. However, equally important, an effective strategic plan provides a shared vision and transparency of decision making related to this important community crisis; further, it provides the framework necessary to effectively prioritize projects and to efficiently and fairly allocate funding.

The Plan recognizes that transforming our County's homeless service system will also require close collaboration with community members and key stakeholders, elected officials, agency staff, service and housing providers, and people with lived experience of homelessness. Thus, the Plan includes goals related to strengthening collaboration both between the CoC and the broader community and within the CoC governing body itself.

On April 27, 2020, the MCHSCOC governing board reviewed and formally adopted the attached strategic plan. However, no one entity alone can solve homelessness. Therefore, we are respectfully submitting this plan for your jurisdiction's review and endorsement, and would like to request the opportunity to do a brief presentation for the full Council at one of your regularly scheduled meetings. Please contact Shannon Riley at sriley@cityofukiah.com to coordinate a date and time that works for your agency.

Sincerely,

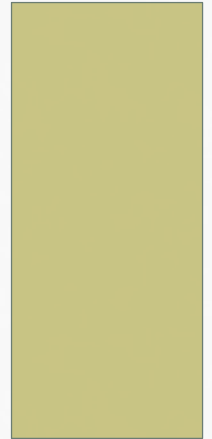
Daniel McIntire
Chair, Strategic Planning Committee

Shannon Riley
Co-Chair, Strategic Planning Committee

Cc: June Lemos, City Clerk; Tabatha Miller, City Manager; Sarah McCormick

STRATEGIC PLAN
TO ADDRESS HOMELESSNESS IN
MENDOCINO COUNTY

MENDOCINO COUNTY CONTINUUM OF CARE



BACKGROUND

Mendocino County Homeless Services Homeless Continuum of Care (MCHSCoC):

A collaborative of over 31 public agencies and private non-profit organizations throughout the County that serve the unsheltered population

Project monitoring and fiduciary oversight provided by the County of Mendocino

STRATEGIC PLAN IS NEEDED FOR:

- Addressing the fragmentation that currently exists in the system
- Improving coordination between service providers, the community, and the governing agencies
- Maintaining eligibility for funding from the US Dept. of Housing and Urban Development, which requires a community plan for addressing homelessness.

THE COMMITTEE

- **Dan McIntire, Chair** Rural Communities Housing Dev. Corp.
- **Shannon Riley** City of Ukiah
- **Lisa Judd** Community Dev. Commission of Mendocino Co.
- **Angelica Millan** Legal Services of Northern California
- **Wynd Novotny** Manzanita Services
- **Carla Harris** Mendocino Coast Hospitality Center
- **Blythe Post** Mendocino County Office of Education
- **Que B. Anthony** Individual—formerly unsheltered
- **Judy Albert** Project Sanctuary
- **Sage Wolf** Redwood Community Services
- **Diana Clark** Ukiah Senior Center
- **Veronica Wilson/Megan Van Sant/Heather Criss** Mendocino County Health and Human Services (non-voting)

DEVELOPMENT OF THE PLAN

- Analysis of Marbut Study
- Guidance from Technical Assistance Collaborative
- Facilitation by Mari Rodin
- Over 50 hours of committee meetings

STRUCTURE OF PLAN

- Four overarching goals
 - Strategies for implementation
 - Action Steps
 - Person/Organization Responsible
 - Timeline
 - How we'll know it worked

GOAL #1

Make homelessness rare.

- Source new housing opportunities of all types whenever possible
- Identify and support programs within the County provide effective homelessness prevention services
- Identify and support programs within the County that provide effective homelessness diversion services
- Provide expansion of meaningful mental health and substance abuse treatment options to address housing barriers
- Review and evaluate overall system volume needs on a regular basis for continuous program improvement

GOAL #2

Make homelessness brief and one-time

- Identify the most effective homelessness programs within the County, particularly those that provide emergency, transitional, and permanent housing to individuals experiencing homelessness, and provide support to expand services.
- Increase utilization of resources already available in the system.
- Create quicker and seamless movement through the homelessness system for all individuals and families experiencing homelessness (e.g., operating at maximum capacity by increasing utilization of the overall system).

GOAL #2, CONT.

- Fully build out and robustly use HMIS.
- Establish low barrier and no-barrier shelter(s)—with uniform eligibility criteria across agencies—for families with children.

GOAL #3

Improve community and policy-maker engagement around homelessness

- Gain buy-in and agreement for one overarching strategic plan—with action steps.
- Improve strategic coordination between the CoC, the County and cities.
- Develop a community understanding of the scope, scale, and structure of the homelessness problem and need to use common nomenclature to improve decision making.
- Increase engagement of persons experiencing homelessness in planning, implementation and decision making for the CoC.

GOAL #4

Improve the CoC's capacity to govern itself.

- Cultivate a culture of understanding and support across all agencies while establishing a system of accountability for actions of membership.
- Ensure governance charter, strategic plan, and board committees stay active, current and relative to the mission of the organization.
- Incorporate performance measures related to all four goals of the Strategic Plan and all contracts initiated by the CoC, including those between the County (as CoC Administrative Entity), its Contractors, and Subcontractors.
- Continue the establishment of a diverse board that fills perspective, skills and knowledge gaps in dealing with the mission of the CoC.

NEXT STEPS

- Plan was formally adopted by CoC on 4/27/20
- Presentations to County and each of the Cities, seeking endorsement
- Continual improvement and reinforcement of goals

THANK YOU

Questions?

STRATEGIC PLAN TO ADDRESS HOMELESSNESS IN MENDOCINO COUNTY

**Adopted by the Mendocino County Homeless Services Continuum of Care on
April 27, 2020**

ACKNOWLEDGEMENTS

Mendocino County Homeless Services of Continuum of Care—Strategic Planning Committee

Shannon Riley	City of Ukiah
Lisa Judd	Community Development Commission of Mendocino Co.
Angelica Millan	Legal Services of Northern California
Wynd Novotny	Manzanita Services
Carla Harris/Lynelle Johnson	Mendocino Coast Hospitality Center
Veronica Wilson/Megan Van Sant/Heather Criss	Mendocino County Health and Human Services (non-voting)
Blythe Post/Brady Nord	Mendocino County Office of Education
Que B. Anthnoy	Individual—formerly unsheltered
Judy Albert	Project Sanctuary
Sage Wolf	Redwood Community Services
Dan McIntire/Ryan LaRue	Rural Communities Housing Development Corporation

Mendocino County Board of Supervisors Ad Hoc Committee on Homelessness

Dan Gjerde
John McCowen

Technical Assistance Collaborative

Lisa Sloan
Jenna Espinosa

Mendocino County Homeless Services Continuum of Care Governing Board

Dan McIntire, RCHDC (Co-Chair)	Organization representing a housing developer
Jacque Williams, Ford Street Project (Co-Chair)	Organization addressing needs of persons w/chronic substance abuse
Veronica Wilson, HHSA (CoC Secretary, non-voting)	Collaborative Applicant/Administrative Entity
Lisa Judd, Community Development Commission	Public Housing Authority
Diana Clarke, Ukiah Senior Center	Organization addressing needs of seniors
Judy Albert, Project Sanctuary	Organization addressing needs of victims of domestic violence
Grace Peeler-Stankiewicz, MCAVHN	Organization addressing needs of persons with HIV/AIDS
Zenia Leyva Chou, Mendocino Community Health Clinics	Organization providing health care services to the homeless
Wynd Novotny, Manzanita Services	Organization addressing needs of persons with serious mental illness
Karen Lovato, HHSA	County of Mendocino
Amanda Archer, Mendocino County Youth Project	Organization addressing needs of unaccompanied minors
Carla Harris, Mendocino Coast Hospitality Center	Shelter Representative, Coast
Sean Kaeser, Ukiah Police Department	Organization representing law enforcement
Sandra Stolfi, Veterans Administration	Organization addressing needs of veterans
Que B. Anthnoy	Individual representing people currently or formerly unsheltered
Lindsey Spencer, Adventist Health	Organization addressing needs of chronically homeless
Sage Wolf, Redwood Community Services	Shelter representative, North/Inland
Blythe Post, Mendocino County Office of Education	Organization serving the needs of children

I. INTRODUCTION

The purpose of the Mendocino County Strategic Plan to Address Homelessness (“Plan”) is to share with the community a common agenda and plan of action to make homelessness RARE, BRIEF, and only ONE TIME. The Plan was developed by the Strategic Planning Committee of the Mendocino County Homeless Services Homeless Continuum of Care (MCHSCoC), a collaborative of over 31 public agencies and private non-profit organizations throughout the County that serve the unsheltered population. The Plan was reviewed by the MCHSCoC governing board and formally adopted on April 27, 2020. The following jurisdictions have also adopted this Plan: XXX, XXX, XXX.

This Plan also fulfills Federal and State requirements that local jurisdictions receiving funding from the U.S Department of Housing and Urban Development (HUD) have a community plan for addressing homelessness. Mendocino County’s CoC is the U.S Department of Housing and Urban Development (HUD) designated Homeless Continuum of Care for Mendocino County, with the County providing project monitoring and fiduciary oversight.¹

This Plan is also seeks seeking to address the fragmentation that currently exists in the system, which diminishes the effectiveness of homelessness-related funding, service delivery, and system performance. The Plan recognizes that transforming our County’s homeless service system will also require close collaboration with community members and key stakeholders, elected officials, agency staff, service and housing providers, and people with lived experience of homelessness. Thus, the Plan includes two additional goals related to strengthening collaboration both between the CoC and the broader community and within the CoC governing body itself.

¹ HUD requires that each Homeless Continuum of Care develop a plan that coordinates implementation of a housing and service system, conducts a Point-in-Time count of homeless persons, analyzes needs and provides strategies to address gaps in housing and services, provides information required to complete the Consolidated Plan(s), and plans for and evaluates performance of Emergency Solutions Grant (ESG) recipients. <https://www.hudexchange.info/coc/coc-program-law-regulations-and-notice/>

II. HOMELESSNESS IN MENDOCINO COUNTY

Mendocino County covers 3,506 square miles of mostly mountainous terrain, making it the 15th largest among California's 58 counties—almost equal in geographic size to the states of Delaware and Rhode Island combined. The population of Mendocino County is 89,009.² Ukiah, the County Seat of Government, is the largest city in the County, with a population of 16,296. Fort Bragg, the primary population center on the coast, has a population of 7,478. Approximately 15% of Mendocino County residents reside in one of the County's four federally-designated Frontier Communities, which are communities with a population density of 6 or fewer people/square mile. Mendocino County's population is 66% White, 24% Hispanic, 6% Native American, and 4% bi-racial or other ethnicities and includes 10 Native American Indian Rancherias. However, the ethnic profiles of Mendocino County's public schools—where, on average, 43% of students are Hispanic and 44% are White—illustrates the changing demographics of the County.

Mendocino County's scenic beauty contrasts sharply with a depressed economy and associated high levels of poverty. The median household income in Mendocino County is \$46,528, just 69% of the statewide median of \$67,169, and 16% of families live below the federal poverty level, compared to 11% of families Statewide (American Community Survey, February 2019 update). And, like the rest of California, Mendocino County has a shortage of rental units affordable and available to those most vulnerable to losing their housing—e.g., households with extremely low-incomes, which are those at or below the poverty guideline or 30% of their area median income. Many of these households are severely cost burdened, spending more than half of their income on housing. They are thus more likely than other renters to experience unstable housing situations like evictions. Not surprisingly, areas of high poverty and a high share of rentals are associated with higher rates of homelessness. Right now in California there are 22 units available and affordable for every 100 households with extremely low incomes (NY Times 1/14/2020).

While a number of factors heighten the risk of homelessness, **poverty, leading to the inability to pay for housing, is the single greatest risk factor for homelessness.**³ These factors include being African American, a member of an immigrant community, a new mother, Native American, LGBTI, having a history of incarceration, mental health or substance use problems, adverse childhood experiences, social isolation, experiencing interpersonal violence, low wage work, chronic health problems, a prior history of homelessness, and spending >50% household income on rent. The association between poverty and homelessness holds true in Mendocino County where, according to the Homelessness Needs Assessment and Action Steps for Mendocino County prepared in March 2018 by Dr. Robert Marbut ("Homeless Assessment"),

² California Department of Finance estimates for January 2019.

³ Margot Kushel, MD., Professor of Medicine, UCSF, Center for Vulnerable Populations. Presentation at Kaiser Permanente, October 18, 2018.

the majority of the County's homeless (61%) were living in Mendocino County, a high-poverty county, when they became homeless.

Nationally, the demographics of homelessness are changing as the baby boomer generation ages. Whereas in the early 1990s, 11% of single adults experiencing homelessness were aged 50 and over, by 2003, this rate had increased to 37%. Currently, approximately half of single adults who are homeless nationally are aged 50 and older.⁴ In Mendocino County, according to the Homeless Assessment, the median age for individuals experiencing homelessness is 46, which means that half of the homeless in Mendocino County are over 46 years of age—slightly younger median of 50 years of age. Nationally, approximately half of those who are homeless and aged 50 and older had their first ever experience of homelessness after the age of 50. In comparison, the median age an individual starts experiencing street-level homelessness in Mendocino County (or before moving to Mendocino County) is 41 years of age, again younger than the national median. The aging of the unsheltered population has critical policy implications because adults in their 50s and 60s who are homeless experience premature aging, having the health characteristics of people 20 years older.

Counting Mendocino County's Homeless Population

[This explanation of the following point-in-time count is from the website of the National Alliance to End Homelessness (<https://endhomelessness.org/resource/what-is-a-point-in-time-count/>).]

The U.S. Department of Housing and Urban Development (HUD) requires that communities receiving federal funds from the McKinney-Vento Homeless Assistance Grants program conduct a count of all people experiencing homelessness in the last week of January annually. Electronic administrative records are used to enumerate people living on the streets and in emergency shelters and transitional housing. In an unsheltered counting effort, outreach workers and volunteers are organized to canvas Homeless Continuum of Care to enumerate the people who appear to be living in places not meant for human habitation.

During these point-in-time counts, communities are required to identify whether a person is an individual, a member of a family unit, or an unaccompanied youth under the age of 18 or age 18 to 24. In addition, communities must identify if a person is chronically homeless, indicating long-time or repeated homelessness, and the presence of a disability.

Why do we Count?

Point-in-time counts are important because they establish the dimensions of the problem of homelessness and help policymakers and program administrators track progress toward the goal of ending homelessness. The first of these counts was conducted in January 2005. Although the counting methodology has changed several times since then, we nevertheless

⁴ Margot Kushel, MD., Homelessness in older adults: Causes, consequences, & prevention, September 27, 2018. UCSF Center for Vulnerable Populations.

have data for Mendocino County's CoC for the last 15 years. Collecting data on homelessness and tracking progress can inform public opinion, increase public awareness, and attract resources to address the problem.

HUD uses information from the local point-in-time counts, among other data sources, in the congressionally-mandated Annual Homeless Assessment Report to Congress (AHAR). This report is meant to inform Congress about the number of people experiencing homelessness in the U.S. and the effectiveness of HUD's programs and policies in decreasing those numbers.

On the local level, point-in-time counts help communities plan services and programs to appropriately address local needs, measure progress in decreasing homelessness, and identify strengths and gaps in a community's current homelessness assistance system.

The point-in-time counts are not without limitations. There is variation in count methodology year-to-year within and across communities. Unsheltered counts have more limitations than sheltered counts. Thus, there is more variation in the methodology used to arrive at unsheltered counts. Point-in-time counts are, however, the only annual measure that enumerates people experiencing unsheltered homelessness in addition to those who are sheltered. (The U.S. Census strives to include people who are unsheltered in its once per decade census count.) And, despite its flaws, the annual point-in-time counts result in the most reliable estimate of people experiencing homelessness that we have and from which progress can be measured.

Counting Youth

One gap that exists in these point-in-time counts is the coverage of unaccompanied youth (or those living separately from any family members) under the age of 25. Despite the fact that point-in-time counts are required to collect the number of unaccompanied youth under the age of 18, those numbers do not appear accurate, with many CoCs reporting that there are zero unaccompanied youth in their communities. Youth may be afraid or unwilling to enter individual shelters, and communities typically have scarce resources, beds, and units dedicated to youth. Moreover, unaccompanied youth are often not engaged with traditional homelessness assistance programs and congregate in different areas than older individuals experiencing homelessness. This means that, in most communities, the required count of sheltered youth is more likely a count of beds available to youth as opposed to the number of youth who need shelter. Without adequate coverage of homeless youth in point-in-time counts, there is a danger that they will continue to be underserved.

Children and youth living with their parent(s) in vehicles are also difficult to count accurately. For example, the point-in-time count attempts to count families who sleep in vehicles. But many families sleeping in vehicles do not park overnight where there are other people sleeping in vehicles because of safety concerns for children. Thus, many may be missed in the count. However, children and youth who are unsheltered but enrolled in school are counted by Mendocino County Office of Education's Foster and Homeless Youth Services (FHYS) program. The definition of homeless children and youth that FHYS uses is from the McKinney-Vento Homeless Assistance Act, which ensures educational rights and protections for children and

youth experiencing homelessness. Homeless children and youth are those who lack a fixed, regular, and adequate nighttime residence. This definition also includes:

- Children and youth who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason.
- Children who may be living in motels, hotels, trailer parks, shelters, or awaiting foster care placement.
- Children and youth who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings.
- Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.
- Migratory children who qualify as homeless because they are children who are living in similar circumstances listed above.

According to FHYS, there were 1,058 children and youth in 2019 in Mendocino County who met the McKinney-Vento definition of homelessness. The highest rate of child and youth homelessness is in Round Valley where 41% of children and youth were homeless in 2019.

Mendocino County's Point in Time Counts

Following are results from Mendocino County's point-in-time counts for the past four years, with the exception of the count of homeless veterans, which includes a column for the point-in-time count from 2011. This table indicates a steep decline in the numbers of unsheltered veterans. This is a result of the Veterans Administration's commitment to applying Housing First principles to caring for homeless veterans.

TOTAL POPULATION PIT COUNT DATA

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count	1242	1238	880	785
Emergency Shelter Total	117	113	94	80
Safe Haven Total	0	0	0	0
Transitional Housing Total	75	47	63	167*
Total Sheltered Count	192	160	157	247
Total Unsheltered Count	1050	1078	723	538
* FEMA HOUSING BROUGHT TO THE COUNTY FOLLOWING 2017 WILDFIRES ACCOUNTS FOR THE STEEP INCREASE IN TRANSITIONAL HOUSING UNITS.				

CHRONICALLY HOMELESS PIT COUNTS

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	177	97	96	123
Sheltered Count of Chronically Homeless Persons	76	38	43	48
Unsheltered Count of Chronically Homeless Persons	101	59	53	75

HOMELESS HOUSEHOLDS WITH CHILDREN PIT COUNTS

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	35	22	14	39
Sheltered Count of Homeless Households with Children	16	18	14	36
Unsheltered Count of Homeless Households with Children	19	4	0	3

HOMELESS VETERANS PIT COUNTS

	2011	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of the No. of Homeless Veterans	92	19	24	12	16
Sheltered Count of Homeless Veterans	18	5	11	6	7
Unsheltered Count of Homeless Veterans	74	14	13	6	9

Another estimate of the homeless population in Mendocino County comes from the Homeless Assessment of 2018. The Homeless Assessment does not claim to provide a definitive count of the homeless population countywide, as the PIT count does. Rather, Dr. Marbut focused his work in and around those cities of Ukiah, Fort Bragg, and Willits because most of the individuals experiencing homelessness in Mendocino County are geographically located within and near those areas.

MENDOCINO COUNTY HOMELESS ASSESSMENT COUNTS

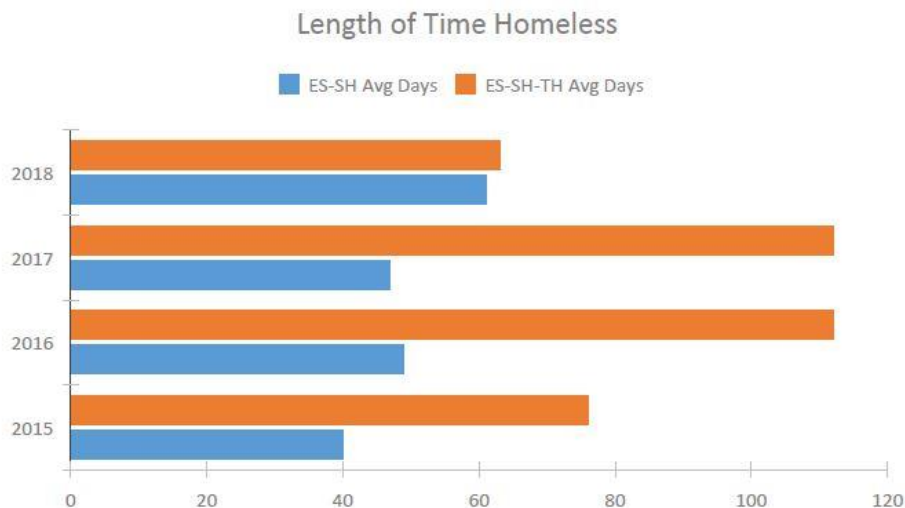
	Ukiah (including perimeter)	Willits	Fort Bragg (including perimeter)
Total Homeless in Programming	198-225	20-26	96-160
Individuals in 24/7 Homelessness Programming	106	n/a	49
Individuals Experiencing Street-Level Homelessness	92-119	n/a	47-64

How Long are People Homeless?

According to the Homeless Assessment, on average, in 2018, 78% of people interviewed had been homeless for one or more years. Of those, just over half (51%) had been homeless 1-5 years, which is strikingly high and worthy of notice because the rate of successful recovery from homelessness starts dropping after one year, and then precipitously drops after two to three years (Marbut, p. 19). When the length of time one is living on the streets is shortened, people are safer and more people can use limited resources.

In terms of how effective homeless systems of care are at getting people into permanent housing situations, HUD measures how quickly people move into permanent housing situations after entering a homeless system of care. This performance measure is called *Length of Time Homeless* and is

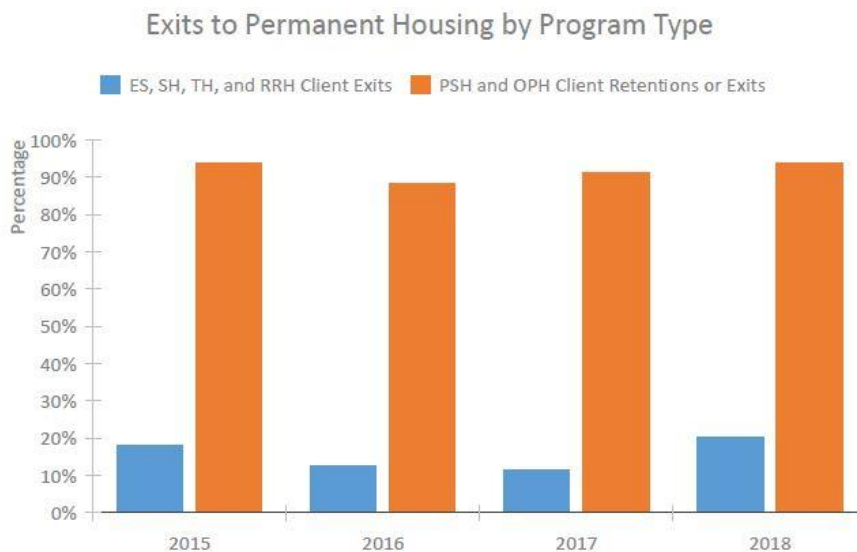
measured by calculating the average length of time people remain in emergency shelters (ES) or Safe Havens (SH, though there are none in Mendocino County) before moving on to permanent housing—the blue bar. HUD is also interested in measuring the average length of time people remain in emergency shelters, Safe Havens, and transitional housing before moving on to permanent housing—the orange bar. The HUD “length of time homeless” performance measure does not currently include the amount of time people spend living on the streets prior to entering the homeless system of care, but eventually street-level data will be included.



How Many People Are Getting Housed, and How Many Become Homeless Again?

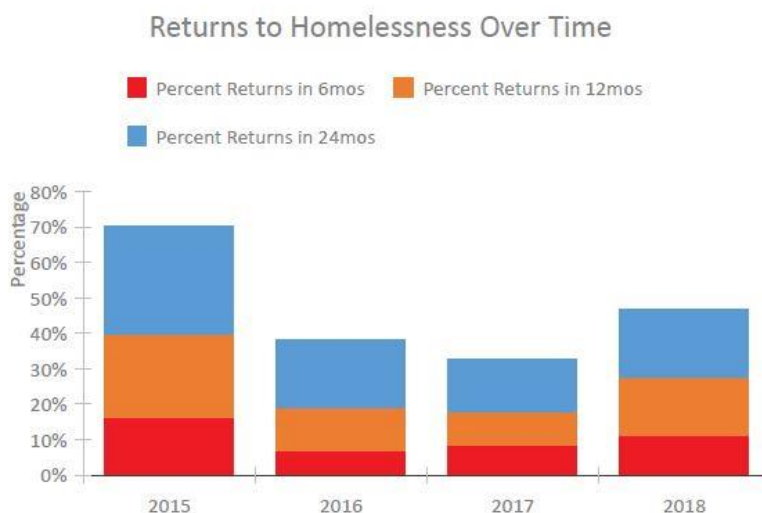
The adjacent graph, *Exits to Permanent Housing by Program Type*, conveys two distinct pieces of information. First,

the blue bar indicates that, in all years shown, no more than 20% of people who entered the homeless system exited to permanent housing. The data include people who entered into emergency shelters (ES), Safe Havens (SH, none of which exist in Mendocino County), transitional housing (TH), or received rapid re-housing funds.



The orange bar indicates that an average of 90% of those who were in permanent supportive housing (PSH) or other permanent housing (OPH) in each of the years shown retained their housing, a positive demonstration of stability for clients once in permanent housing.

The percentages of people who entered the homeless system of care, exited the homeless system of care, and then re-entered the system again—within six months, 12 months, and 24 months—from 2015 – 2018 are shown in the table below. This is a key measure of how effective Mendocino County’s homeless system of care is at reducing overall homelessness.



III. THE RESOURCES AVAILABLE TO ADDRESS HOMELESSNESS IN MENDOCINO COUNTY

The resources available to address the unsheltered population of Mendocino County include housing and services. But it is important to understand that people access these resources within a **system of care [NAME!]**. All service providers that participate in the system of care have agreed to use a Coordinated Entry System (CES) to facilitate the coordination and management of resources that comprise the crisis response system in the County. The CES allows service providers to efficiently and effectively connect people to interventions that aim to rapidly resolve their housing crisis. And reciprocally, the CES connects the most vulnerable persons in the community to available housing and supportive services equitably. The following graphic depicts how people in Mendocino County who are unsheltered move through Mendocino County’s homeless system Continuum of Care **[NAME!]** and access housing and services.

MENDOCINO COUNTY HOMELESS SERVICE SYSTEM

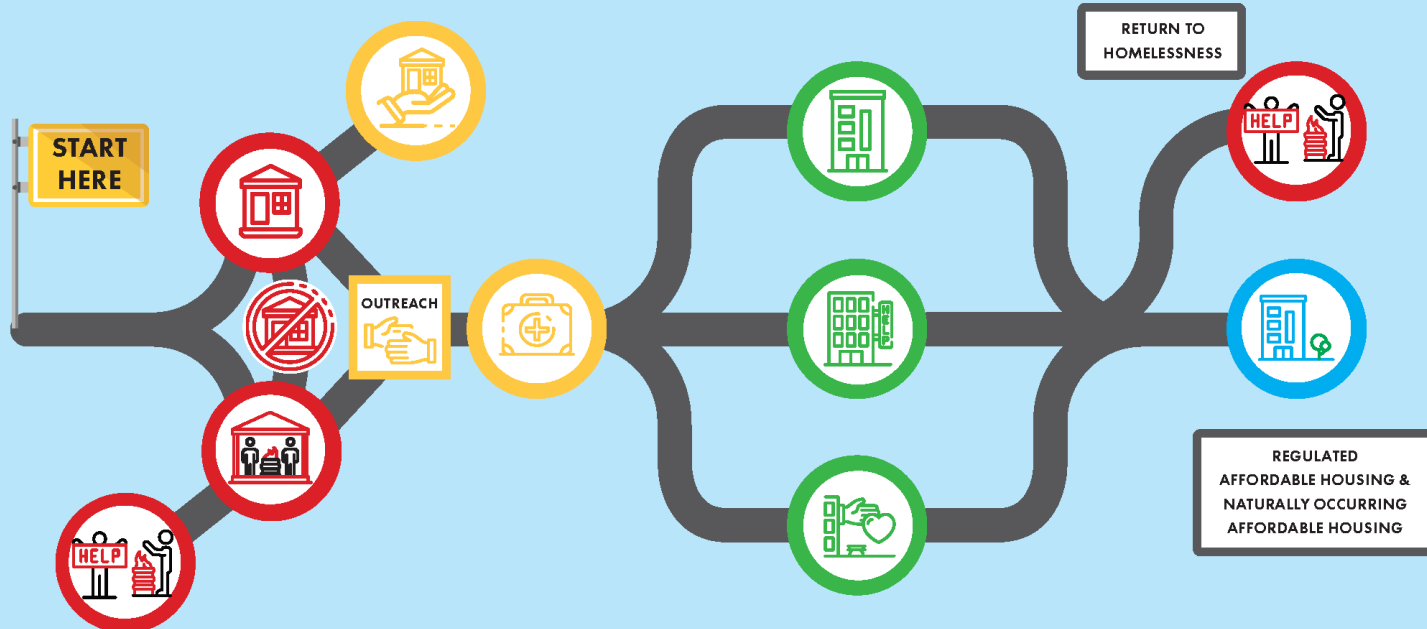
LEGEND

Populations:

- Family
- Individual
- Youth
- Veteran
- Domestic Violence Provider

Housing Types:

- Permanent Housing
- Transitional Housing
- Emergency Shelter
- Coordinated Entry



DENIED SHELTER ENTRY OR EXITED



ALTERNATIVE TO SHELTER OPTIONS



EMERGENCY SHELTER

50 year round beds

+ seasonal beds



COORDINATED ENTRY (CE) FRONT DOOR TRIAGE



DIVERSION



PERMANENT SUPPORTIVE HOUSING

281 units



RAPID RE-HOUSING

20 Units



TRANSITIONAL HOUSING

226 Beds

The table that follows is an inventory of the homeless assistance resources—including both housing and supportive services—referenced in the graphic above that are available to the unsheltered population of Mendocino County. The table divides the resources into those available countywide and in the Ukiah, North County, and coast geographic regions.

COUNTYWIDE RESOURCES

AGENCY/PROGRAM	SERVICE
COMMUNITY DEVELOPMENT COMMISSION	<ul style="list-style-type: none"> • Rental subsidies (Permanent supportive housing) • HUD-VASH subsidies • Housing Choice Voucher Program • Project-based Voucher Program • Family Unification Program • Mainstream Voucher Program
LEGAL SERVICES OF NORTHERN CALIFORNIA	<ul style="list-style-type: none"> • Housing rights and public benefits issues
MENDOCINO COMMUNITY HEALTH CLINIC (TWO SITES: UKIAH, WILLITS)	<ul style="list-style-type: none"> • Medical services: Women’s health, Dental care, Mental health care, Substance abuse/opiate treatment services, and transportation services for the homeless in Ukiah
CONSOLIDATED TRIBAL HEALTH	<ul style="list-style-type: none"> • Medical services
MENDOCINO COUNTY AIDS/VIRAL HEPATITIS CARE & PREVENTION NETWORK (MCAVHN)	<ul style="list-style-type: none"> • Case management • Client advocacy • Client loans and grants • Client social and informational events • Food vouchers • Harm reduction information and products • Coordinated entry front door • Syringe exchange • Transportation assistance
MENDOCINO COUNTY HEALTH AND HUMAN SERVICES, SOCIAL SERVICES BRANCH	<ul style="list-style-type: none"> • Public benefits, including general assistance • CalWORKs Housing Assistance for families with children • CalFresh (food stamps) • Employment Services • CalWORKs (AFDC/TANF) • Housing and Disabilities Assistance Program (very limited)
MENDOCINO COUNTY HEALTH AND HUMAN SERVICES, MENTAL HEALTH BRANCH	<ul style="list-style-type: none"> • Long-term case management • Facilitation of transitional and permanent supportive housing (very limited)
MENDOCINO COUNTY HEALTH AND HUMAN SERVICES, PUBLIC HEALTH BRANCH	<ul style="list-style-type: none"> • HIV/HCV testing, education, and counseling • TB testing • WIC clinic • Immunizations
MENDOCINO COUNTY HEALTH AND HUMAN SERVICES, PUBLIC HEALTH BRANCH, DIVISION OF SUBSTANCE USE DISORDER TREATMENT	<ul style="list-style-type: none"> • Substance abuse prevention, intervention, and treatment • Prenatal substance use treatment • Drug court services • Jail diversion work • Methamphetamine specific treatment

MENDOCINO COUNTY YOUTH PROJECT	<ul style="list-style-type: none"> • Mental health services for children/youth (0-21 years) and their families • Street outreach • Crisis intervention • Respite homes for homeless youth <18 years • Transitional housing for homeless youth 18-21 years
PROJECT SANCTUARY (UKIAH, WILLITS, AND FORT BRAGG)	<ul style="list-style-type: none"> • Domestic violence safe house—men and women’s shelter (shelter provided to homeless women and children who are not victims of domestic violence if space available) • Support groups and one-to-one counseling • Paralegal assistance • Violence prevention education for all ages • Self-defense classes • Motel vouchers (available to men on a limited basis) • Transitional housing
NORTH COAST OPPORTUNITIES	<ul style="list-style-type: none"> • Rural Communities Child Care • Head Start • Nutrition Education
RURAL COMMUNITIES HOUSING DEVELOPMENT CORPORATION	<ul style="list-style-type: none"> • Sweat-equity housing for families • Subsidized housing for seniors and families • Permanent housing with support for people with Seriously Mentally Illness

UKIAH AREA RESOURCES

AGENCY/PROGRAM	SERVICE
FORD STREET PROJECT	<ul style="list-style-type: none"> • Ukiah Food Bank • Transitional housing • Permanent housing • Sober living environment • Detoxification services • Substance use disorder education and treatment • Intensive outpatient treatment • Case management • Employment and training program
PLOWSHARES	<ul style="list-style-type: none"> • Hot lunches • Mail, phone messages, and information and referral services
REDWOOD COMMUNITY SERVICES	<ul style="list-style-type: none"> • Building Bridges winter shelter (48 beds) • Laundry and showers • Coordinated entry front door • Emergency Shelter • Case Management • Rapid Rehousing

NORTH COUNTY RESOURCES

AGENCY/PROGRAM	SERVICE
WILLITS COMMUNITY SERVICES	<ul style="list-style-type: none"> • Emergency food and shelter

	<ul style="list-style-type: none"> • Food bank twice/month supplemental groceries • Client telephone access • Referral to other homeless services • Utility assistance
BROWN BAG LUNCH PROGRAM (WILLITS CITY PARK)	<ul style="list-style-type: none"> • Saturday lunch
HARVEST TABLE (ASSEMBLY OF GOD, LAYTONVILLE)	<ul style="list-style-type: none"> • Thursday dinner
WILLITS DAILY BREAD	<ul style="list-style-type: none"> • Hot meal four afternoons per week
COVELO FOOD PANTRY	<ul style="list-style-type: none"> • Once/month supplemental groceries
LEGGETT FOOD BANK	<ul style="list-style-type: none"> • Once/month supplemental groceries

COAST RESOURCES

AGENCY/PROGRAM	SERVICE
MENDOCINO COAST HOSPITALITY CENTER	<ul style="list-style-type: none"> • Hospitality House (24-person shelter for families, men, and women) • Hospitality Center (Wellness programs for people with mental health challenges, homeless resources, and vocation programs) • Vocational jobs training program • Hospitality North (transitional housing (14 beds) for people with mental illness and/or people with children under 18 years of age; transitional housing (14 beds) at 101 Franklin St. for single adults) • Hospitality Clinic (Adult mental health services for those with MediCal) • Winter shelter (A revolving site shelter hosted by participating faith communities on the coast throughout the winter season. Light meal available.) • Coast Street Medicine (Screening for anyone homeless or threatened by homelessness for medical and mental health issues; health education, connection with primary care providers at Mendocino Coast Clinics; and basic health procedures)
MENDOCINO COAST CLINIC	<ul style="list-style-type: none"> • Primary and mental health care
GLEANINGS (OUR LADY OF GOOD COUNSEL CHURCH)	<ul style="list-style-type: none"> • Monday and Wednesday lunch
FIRST BAPTIST CHURCH	<ul style="list-style-type: none"> • Friday lunch
FORT BRAGG FOOD BANK (MENDOCINO FOOD AND NUTRITION)	<ul style="list-style-type: none"> • Assistance with food Monday, Wednesday, and Fridays • Emergency food
LIGHTHOUSE FOURSQUARE GOSPEL CHURCH	<ul style="list-style-type: none"> • Sunday Lunch • Tuesday and Thursday lunch
MENDOCINO PRESBYTERIAN CHURCH	<ul style="list-style-type: none"> • Tuesday brunch • Tuesday shower program • Dinner last Wednesday of the month
SAFE PASSAGE FAMILY RESOURCE CENTER	<ul style="list-style-type: none"> • Family services • Housing referrals • Family homeless prevention services and referrals to Mendocino Coast Hospitality Center
REDWOOD COAST SENIOR CENTER	<ul style="list-style-type: none"> • Meals to seniors who are not sheltered • Referrals to services

The housing and supportive services available to the unsheltered population of Mendocino County are funded by local fundraising, volunteers, as well as competitive grants and allocations from the State and federal governments. The following table lists the funding that is currently coming into Mendocino County for homeless or homeless-related services.

The table is divided into two main sections. The first section lists grants (allocations and competitive grant awards) awarded to Mendocino County Health and Human Services Agency's (HHSA) three branches—Social Services (yellow), Public Health (blue), and Behavioral Health (green). The second section (beige) lists grants that have been allocated to Mendocino County's Homeless Continuum of Care from the U.S. Department of Housing and Urban Development (HUD) via the County. Funding received by Mendocino County HHSA and the MCHSCoC are allocated by the Boards established to oversee each entity. Prior to federal legislation that passed in 2016, local CoC's did not have the authority to determine how federal funds to serve the homeless are allocated, with the exception of the Emergency Solutions Grant. MCHSCoC is establishing policies and procedures to ensure the integrity and effective of the funding allocation process.

The purpose of this Strategic Plan is to use *all* the funds coming into the County to address homelessness (whether granted to the County, the CoC, or an individual organization or agency) as efficiently and effectively as possible through coordination, cooperation, and agreed-upon goals and strategies.

NOTE: The funding awards listed in the following tables span multiple funding periods. Additionally, some funds come from time-limited grants while others are noncompetitive allocations. Thus, totaling the grant amounts to determine annual countywide funding to address homelessness would be misleading.

Housing Programs and Homeless Services

County of Mendocino HHSA - Applicant and Provider of Funds



Funding Source		Recipient of Funds	FY 19-20 Funded	FY 20-21 Planned	Target Population and Services
Social Services (see)	Mendocino County General Assistance	Mendocino Coast Hospitality Center	\$ 139,697	\$ 139,697	Shelter Services in Fort Bragg and Coastal Region
			\$ 66,516	\$ 66,516	Emergency Winter Shelter
		Redwood Community Services	\$ 152,000	\$ 152,000	Inland Shelter and Day Resource Center
		Plowshares Peace and Justice Center	\$ 5,000	\$ 5,000	Meals for individuals experiencing homelessness
		Willits Community Services	\$ 31,570	\$ 31,570	Screenings for homelessness related services, hotel vouchers and emergency winter shelter
		Willits Daily Bread	\$ 4,500	\$ 4,500	Meals for individuals experiencing homelessness
	CalWORKs Homeless Assistance Program	Mendocino County HHSA	\$ 141,835	\$214,008	Temporary Housing Assistance or deposits for Permanent Housing
	CalWORKs Housing Support Program	Mendocino County HHSA	\$ 221,920	\$ 249,360	Housing Subsidies for families enrolled in CalWORKs
		Redwood Community Services	\$ 121,080	\$ 121,080	Housing navigation expertise to develop and secure transitional and permanent housing solutions
	Adult Protective Services- Home Safe Program	Mendocino County HHSA	\$ 72,139	\$ 72,139	Housing support for vulnerable seniors
	Housing and Disabilities Program - HDAP	Mendocino County HHSA	\$ 143,848	\$ 143,848	Housing support for individuals who have pending SSI benefits
	Partnership HealthPlan of California - Local Innovation Grants on Housing	Mendocino County HHSA with Rural Communities Housing Development Corporation (RCHDC)	\$ 580,900	\$ -	Capital investment for Phase I of Orr Creek Commons. (BOS approved MOU with RCHDC outlining expectations on Sep 10, 2019)
		FIRST 5 Mendocino	\$ 17,250	\$ 20,254	Rapid Rehousing for families
	Homeless Housing, Assistance and Prevention Program (HHAP)	Mendocino County HHSA	\$ -	\$ 172,078	Operating subsidies and reserves, landlord incentives, outreach and coordination, prevention and shelter diversion to permanent
			\$862,691.53 through Fiscal Year 24-25		
	CA Governor's COVID-19 Emergency Funding	Mendocino County HHSA	\$ 140,748	\$ -	Emergency Funding to support efforts related to COVID-19 to serve persons experiencing

Housing Programs and Homeless Services

County of Mendocino HHSA - Applicant and Provider of Funds



Funding Source		Recipient of Funds	FY 19-20 Funded	FY 20-21 Planned	Target Population and Services
Behavioral Health and Recovery Services (BHR)	Finding Home, Grants for the Benefit of Homeless Individuals (SAMHSA GBHI)	Redwood Community Services	\$ 282,475	\$ 120,282	Intensive care management for individuals with co-occurring mental health and substance use disorders who are experiencing homelessness
				Through Sep 2020	
		Mendocino Coast Hospitality Center	\$ 99,568	\$ 43,918	
				Through Sep 2020	
		Ford Street Project	\$ 42,504	\$ 25,944	
			Through Sep 2020		
	Mental Health Block Grant	Mendocino Coast Hospitality Center	\$ 67,239	\$ 67,239	Vocational services on the Coast for severely mentally ill clients experiencing homelessness
	Projects for Assistance in Transition from Homelessness (PATH)	Mendocino Coast Hospitality Center	\$ 18,202	\$ 18,202	Services for severely mentally ill clients who are residents of the Homeless Shelter or Transitional Housing Apartments
	No Place Like Home (CA Dept of Housing and Community Development)	Competitive Allocation: HHSA submitted joint application with RCHDC on Jan 7, 2020	\$ 3,373,963	\$ -	Capital investment for Phase II of Orr Creek Commons
			Awards to be issued by June 2020		
		Noncompetitive Allocation: Mendocino County HHSA	\$ 1,719,462	\$ -	Permanent supportive rental housing for people living with a serious mental illness who are homeless or at risk of homelessness
			HHSA submitted acceptance documents in July 2019. BHRS is developing an RFP; funding must be spent by June 30, 2021.		
			Technical Assistance: Mendocino County HHSA	\$ 75,000	\$ -

Housing Programs and Homeless Services

County of Mendocino HHSA - Applicant and Provider of Funds



Funding Source		Recipient of Funds	FY 19-20 Funded	FY 20-21 Planned	Target Population and Services
Public Health	Whole Person Care (CA Department of Health Care Services) <u>*Whole Person Care Figures are for Calendar Year 2019 and Calendar Year 2020. Whole Person Care Funding will end on 12/31/20.</u>	Adventist Health Ukiah Valley	\$ 172,800	\$ 50,000	Benefits individuals with severe mental illness in need of case management and housing support
		Manzanita	\$ -	\$ 36,000	
		Mendocino Coast Clinics	\$ 80,000	\$ 70,000	
		Mendocino Coast Hospitality Center	\$ -	\$ 36,000	
		Mendocino Community Health Clinic	\$ 80,000	\$ 70,000	
		Mendocino County AIDS/Viral Hepatitis Network (MCAVHN)	\$ -	\$ 36,000	
		Redwood Community Services	\$ -	\$ 79,000	
		Redwood Quality Management Company and their subcontracting agencies	\$ 1,687,000	\$ 1,315,300	
		Mendocino County HHSA	\$ 50,000	TBD	HHSA is piloting street level mobile outreach/engagement teams (for individuals) experiencing homelessness with local law enforcement
			\$ 340,446	\$ 340,446	Supports 4 HHSA employees, 2.75 FTE total (.5 Project Director, 1 Coordinator, 1 Data Analyst, .25 Fiscal Analyst)
	Homeless Mentally Ill Outreach and Treatment Program (HMIOT)	Mendocino County HHSA WPC Pilot	\$ 200,000	\$ -	Spent for Whole Person Care
		One-time funds			
	One-Time Housing Support Funds for WPC Pilots (Dept of Health Care Services)	Mendocino County HHSA WPC Pilot	\$ 1,200,000	In Process: 2019-2025. RFP to be issued by June 2020	Long-term and short-term housing supports for individuals who are mentally ill and homeless or at risk of homelessness
	One-Time IGT Funding	Mendocino County AIDS/Viral Hepatitis Network (MCAVHN)	\$ 150,000	\$ 150,000	Services following guidelines of the CA Dept of Public Health's Syringe exchange program, including syringe exchange, education and counseling, and linkage to other necessary services, including those provided through Whole Person Care
		Manzanita	\$ 160,000	\$ 100,000	Services in connection with the SMI Wellness Centers in Ukiah and Willits, including housing navigation
Potential Funds	California Access to Housing Act	Trailerbill for Statewide funding of \$750,000,000	TBD	TBD	Will allow for capital projects, transitional supports and housing, as well as prevention services.
	CalWORKs HSP to Purchase Housing Structures	Statewide funding of \$1,500,000	TBD	TBD	Counties may apply for purchase of structures to be released to CW HSP households, max of \$24,999

Housing Programs and Homeless Services

Mendocino County Homeless Services Continuum of Care (MCHSCoC)

Funding Source	Recipient of Funds	Amount	Funding Status	Length	Target Population and Services
2019 Emergency Solutions Grant (ESG) Noncompetitive BOS	Redwood Community Services	\$ 65,532	Awarded	2020-2021	Rapid Rehousing and HMIS
	Mendocino Coast Hospitality Center	\$ 65,532			
2019 Emergency Solutions Grant (ESG) Competitive BOS	Redwood Community Services	\$ 150,000	Awarded	2020-2021	Sheltering and HMIS
	Mendocino Coast Hospitality Center	\$ 69,824			Rapid Rehousing and HMIS
2018 Emergency Solutions Grant (ESG) Disaster Relief Funding	Redwood Community Services	\$ 78,751	Pending	2019-2020	Rapid rehousing, homeless prevention, street outreach, sheltering, HMIS
	Mendocino Coast Hospitality Center				
California Emergency Solutions and Housing Program (CESH)	City of Fort Bragg	\$ 11,724	Round 1 Allocation	2019-2021	Assistance for non-locals experiencing homelessness to return to their home cities
	Community Development Commission	\$ 123,520	Round 1 Allocation	2019-2021	Prevention and stabilization services for current clients who are in danger of losing their housing and/or subsidy
	Ford Street Project	\$ 583,871	Round 1 and 2 Allocation	2019-2021	Support for Unity Village Family Housing and Shelter Diversion Program
	Mendocino Coast Hospitality Center	\$ 148,285	Round 1 and 2 Allocation	2019-2020	Support for the Field Outreach and Critical Time Intervention initiatives
	Redwood Community Services	\$ 384,613	Round 1 and 2 Allocation	2019-2021	Expand inland winter shelter to provide year-round services; Rapid Rehousing
	HMIS and CES system funds	\$ 98,916	Round 1 Allocation	2019-2023	Support for HMIS system
	Mendocino County HHSA	\$ 71,141	Round 1 and 2 Allocation	2019-2023	Admin support at 5%
Homeless Emergency Aid Program (HEAP)	City of Fort Bragg	\$ 3,000,000	Contracted Dec 2019 - Jun 2021	2019-2021	Capital for The Plateau housing development in Ft Bragg
	Mendocino Coast Hospitality Center	\$ 36,740	Contracted Apr 2019 - Mar 2020	2019-2021	Capital for facility repair
	Mendocino County Office of Education	\$ 135,000	Contracted Apr 2019 - Jun 2021	2019-2021	Meals for students experiencing homelessness
	Project Sanctuary	\$ 132,720	Contracted Apr 2019 - Jun 2021	2019-2021	Capital for multi-shower and laundry facility for shelter families
	Redwood Community Services	\$ 621,788	Contracted Mar 2019 - Dec 2020	2019-2021	Capital for Day Center and Homeless Shelter in Ukiah
	Rural Communities Housing Development Corporation (RCHDC)	\$ 983,415	Planned Jun 2019 - Dec 2022	2019-2021	Capital investment for Phase II of Orr Creek Commons housing development in Ukiah
Homeless Management Information Systems (HMIS) HUD	Mendocino County HHSA	\$ 150,000	Awarded	2019-2021	System to assist in shelter and services for individuals, identifying who are homeless or at risk of homelessness
Continuum of Care Funding (CoC) - HUD	Community Development Commission	\$ 1,479,283	Awarded	2019-2021	Permanent Supportive Housing Rental Assistance for the Chronically Homeless
		\$ 93,312	Awarded	2019-2021	Coordination of Coordinated Entry System
	Mendocino County HHSA	\$ 47,107	Awarded	2019-2021	Admin and Monitoring Support for the CoC
Homeless Housing, Assistance and Prevention Program (HHAP)	Mendocino County Homeless Services Continuum of Care (MCHSCoC)	\$ 924,734	Awarded	2020-2025	Rental assistance/rapid rehousing, operating subsidies and reserves, landlord incentives, outreach and coordination (including employment), prevention and shelter diversion to permanent housing
CA Governor's COVID-19 Emergency Funding	Mendocino County Homeless Services Continuum of Care (MCHSCoC)	\$ 140,748	Awarded	2020-2021	Emergency Funding to support efforts related to COVID-19 to serve persons experiencing homelessness

IV. GOALS, STRATEGIES, AND ACTION STEPS

The goals, strategies, action steps delineated in this section were derived over the course of approximately four months by the Strategic Planning Committee (STRATEGIC PLANNING COMMITTEE) of the CoC governing board. Many of the recommendations from the Homeless Assessment are included as strategies here. In addition, the STRATEGIC PLANNING COMMITTEE benefitted from technical assistance provided by the Technical Assistance Collaborative through a grant from the Department of Housing and Community Development to improve the delivery of homelessness programs. The STRATEGIC PLANNING COMMITTEE was inspired by the All Home collaborative of Kings County, Washington in deciding on its overarching goals.

Goal 1: Making Homelessness Rare

Making homelessness rare will require addressing the [causes of homelessness](#), which are myriad and institutional. A [2013 national study](#) found that community rates of homelessness are driven by rent increases in the housing market, the availability of a strong safety net, economy, demographics, and influx of people moving to a region. Working together with community advocates, providers and partners the CoC aims to align efforts toward prevention, increasing affordable housing, and supporting the expansion of pre-adjudication programs and sentencing alternatives to make homelessness RARE in Mendocino County.

Goal 1: Make homelessness rare				
#	Strategy	Action Steps	Person/Org. Responsible	Timeframe
1.1	Source new housing opportunities of all types whenever possible.	1.1.1 Identify new funding for development of housing for homeless 1.1.2 Review current housing projects and identify possible areas of expansion 1.1.3 Partner with local housing developers to reserve/fund units for households experiencing homelessness 1.1.4 Collaborate with CA State Agencies to identify state-owned properties available for short-term and long-term housing interventions (CA Governor Executive Order N-23-20—attached	1.1.1 CoC Board members 1.1.2 Shelter & Solutions Cmte 1.1.3 Applicable agencies 1.1.4 Health and Human Services and Local Jurisdictions	Ongoing
1.2	Identify and support programs within the County that provide effective homelessness prevention services.	1.2.1 Survey all homeless service providers regarding formal and informal homeless prevention services provided 1.2.2 Review long-term outcomes of previous homeless prevention efforts and establish performance measurement goals 1.2.3 CoC to identify and adopt most effective intervention models 1.2.4 Include above model in Homeless Prevention processes and procedures 1.2.5 Develop, approve, and implement MCHSCoC homeless prevention (HP) policy and procedures, including inclusion in Coordinated Entry system	1.2.1 HHSA w/Strategic Planning Cmte (STRATEGIC PLANNING COMMITTEE) 1.2.2 HMIS/Performance Measurement Cmte 1.2.3 CoC Board 1.2.4 Coordinated Entry (CE)/Discharge Planning Cmte 1.2.5 CoC Board	2020
1.3	Identify and support programs within the County that provide effective homelessness diversion services.	1.3.1 Survey all homeless service providers regarding formal and informal homeless diversion services provided 1.3.2 Review long-term outcomes of previous homeless diversion efforts and establish performance measurement goals 1.3.3 CoC to identify and adopt most effective intervention models	1.3.1 HHSA w/Strategic Planning Cmte (STRATEGIC PLANNING COMMITTEE) 1.3.2 HMIS/Performance Measurement (PM) Cmte	2020

Goal 1: Make homelessness rare				
#	Strategy	Action Steps	Person/Org. Responsible	Timeframe
		1.3.4 Include above model in homeless diversion processes and procedures 1.3.5 Develop, approve, and implement MCHSCoC homeless diversion policy and procedures, including inclusion in Coordinated Entry system	1.3.3 CoC Board 1.3.4 Coordinated Entry (CE)/Discharge Planning Cmte 1.3.5 CoC Board	
1.4	Promote expansion of meaningful mental health and substance abuse treatment options to address housing barriers.	1.4.1 Support a continuum of Dual Diagnosis (Behavioral Health/SUDT) services & treatment programs 1.4.2 Promote & prioritize successful support services that prevent homelessness due to relapse & recidivism risks for clients with behavioral health and/or Substance Use issues 1.4.3 Promote & support effective Anti-Stigma, Trauma-informed community information, trainings & educational programs 1.4.4 Establish behavioral health/SUDT treatment efficacy measures 1.4.5 Develop and cross train providers (county wide) in timely referral, warm handoff protocols and resources for behavioral health & SUDT services	1.4.1 CoC/HHSA & NGOs 1.4.2 CoC/HHSA & NGOs 1.4.3 CoC with HHSA/NGSs/Mendocino College 1.4.4 HHSA and CoC 1.4.5 CoC with HHSA (includes Administrative Service Organization(s), contractors, and subcontractors)	2021
1.5	Review and evaluate overall system volume needs on a regular basis for continuous program improvement.	1.5.1 Conduct the annual Point In Time (PIT) and Housing Inventory Count (HIC) 1.5.2 Identify and collect data from sources outside the PIT/HIC that could inform the evaluation of overall system volume needs 1.5.3 Review and analyze data from 2020 PIT and HIC, and gathered from other sources 1.5.4 Report on findings in annual Housing Inventory Report	1.5.1 PIT/HIC ad hoc committee 1.5.2 HHSA 1.5.3 PIC/HIC Cmte 1.5.4 PIC/HIC Cmte	Ongoing

HOW WE WILL KNOW IT WORKED

We will see a 5% annual decrease in the total number of homeless as measured by HUD's Longitudinal Systems Analysis (LSA).

GOAL 2: Making Homelessness Brief and One-Time

To make homelessness brief and one-time, funding and programs must be aligned to support the strengths and address the needs of people experiencing homelessness. Shortening the length of time families and individuals are homeless reduces trauma and also creates capacity in the crisis response system for others in need. Ensuring that those who move to permanent housing do not become homeless again and return to our crisis response system also increases capacity of crisis services to serve more individuals.

Goal 2: Make homelessness brief and one-time				
#	Strategy	Action Steps	Person/Org. Responsible	Timeframe
2.1	Identify the most effective homelessness programs within the County, particularly those that provide emergency, transitional, and permanent housing to individuals experiencing homelessness, and provide support to expand services.	2.1.1 Gather outcomes of annual Housing Inventory Report. 2.1.2 Establish performance measurement goals for all types of projects 2.1.3 Add minimum outcome thresholds to grant rating and ranking criteria (for a project to be eligible for funds) 2.1.4 Create project evaluation processes to hold projects accountable	2.1.1 HHSA 2.1.2 Rating and Ranking Ad Hoc 2.1.3 Rating and Ranking Ad Hoc 2.1.4 CoC Board and STRATEGIC PLANNING COMMITTEE	2022
2.2	Increase utilization of resources already available in the system.	2.2.1 Recruit and hire a Landlord-Tenant Navigator focused on centralizing recruitment and retention of landlords. (New Position) 2.2.2 Internal Barriers Review: Review Barriers to Entry and Mobilization Through the System—to reduce steps and length of time from system access to housing. 2.2.3 Analyze and evaluate rapid re-housing resources to maximize effectiveness. 2.2.4 Review the utilization of resources and maximize (e.g. are all available beds being used?) 2.2.5 Increase awareness of coordinated entry access points and procedures.	2.2.1 CoC Board and/or collaborative applicant to identify agency/org. 2.2.2: Coordinated Entry Cmte 2.2.3 Shelter and Solutions Cmte 2.2.4 Coordinated Entry and HMIS Cmtes 2.2.5 Coordinated Entry and Shelter and Solutions Cmtes	2021
2.3	Create quicker and seamless movement through the homelessness system for all individuals and families experiencing homelessness (e.g., operating at maximum capacity by increasing utilization of the overall system).	2.3.1 Hire a Coordinated Entry manager (new position) 2.3.2 By-name list case conferencing 2.3.3 Formalize Practices and Referrals 2.3.4 Ensure all appropriate programs are using the CES 2.3.5 Establish system-wide service eligibility and triage criteria for allocating resources (w/emergency protocols)	2.3.1 CoC Board and/or collaborative applicant to identify agency/org. 2.3.2. CEDP cmte 2.3.3. HMIS/PM & CEDP cmtes 2.3.4. CoC Board & CE 2.3.5 HMIS/PM & CEDP cmtes	2021
2.4	Develop and Implement a Homeless Outreach Team.	2.4.1 Establish collaboration between County, Cities and law enforcement agencies regarding HOTeams in each region. 2.4.2 Identify strategies required to engage different cohort groups of unhoused persons in the most effective manner for that cohort.	Action Steps will be facilitated by HHSA in collaboration with local jurisdictions, law enforcement, and CoC members.	2022

Goal 2: Make homelessness brief and one-time				
#	Strategy	Action Steps	Person/Org. Responsible	Timeframe
		2.4.3. Consider implementing a Homeless Multi-Disciplinary Personnel Team to provide collaborative case conferencing about individual homeless individuals with complex needs. 2.4.3 The CoC shall encourage service providers to participate in and facilitate inter-jurisdictional training around street outreach efforts.		
2.5	Fully build out and robustly use HMIS.	2.5.1 Develop training curriculum for new HMIS end users 2.5.2 Create ongoing training for HMIS end users and organization administrators 2.5.3 Increase HMIS bed coverage rate by engaging homeless housing providers that are not participating in HMIS.	All Action Steps will be done by HHSA's HMIS lead	2020
2.6	Establish low barrier and no-barrier shelter(s)—with uniform eligibility criteria across agencies—for families with children.	2.6.1 Identify and select model for family shelter(s). 2.6.2 Identify agency willing to apply for funding to operate a family shelter. 2.6.3 Identify building or location—including State surplus lands—for the shelter to function with highest access to community supports and services/day shelter or access to housing navigator assisting with permanent housing. 2.6.4 Agencies working with families commit to HMIS and countywide case management system for referring families and triaging needs. 2.6.5 Career and Technical Education and childcare programs aligned with shelter for access for parents into work programs. Collaborate with CALWORKS and align requirements.	2.6.1 Shelter Solutions Cmte 2.6.2 Shelter Solutions Cmte 2.6.3 Homeless Housing Assistance & Prevention (HHAP) program ad hoc 2.6.4 HHSA (HMIS lead) 2.6.5 Organization operating family shelter	2020

HOW WE WILL KNOW IT WORKED

We will see a 5% annual decrease per year in the length of time that people are homeless as measured by HUD's LSA.

GOAL 3: Improve community and policy maker engagement around homelessness

Goal 3: Improve community and policy maker engagement around homelessness				
#	Strategy	Action Steps	Person/Org. Responsible	Timeframe
3.1	Gain buy-in and agreement for one overarching strategic plan—with action steps.	3.1.1 Engage leadership in underserved areas of the County's jurisdiction. 3.1.2 Use data (worldwide/national) on promising and evidence based practices to highlight successful strategies that can be used in our communities. 3.1.3 Provide informational presentations to policy making bodies, community agencies, and public on purpose, process and importance of having a consistent and coordinated approach to addressing homelessness. 3.1.4 Seek endorsement of Strategic Plan from entities within various jurisdictions.	All Action Steps will be done by Strategic Planning Committee	2020
3.2	Improve strategic coordination between the CoC, the County and cities.	3.2.1 Set up regular meeting between CoC and the BOS Ad-Hoc Committee on Homelessness 3.2.2 On all regular CoC agendas, there shall be a standing item for jurisdictional updates related to homelessness. 3.2.3 Members of the CoC shall engage local jurisdictions early in the development of capital projects.	3.2.1 Strategic Planning Committee 3.2.2 Strategic Planning Committee 3.2.3 HHSA	2020
3.3	Develop a community understanding of the scope, scale, and structure of the homelessness problem and need to use common nomenclature to improve decision making.	3.3.1 Form an Outreach and Public Relations team to prepare and make public presentations. 3.3.2 Create a press release once per year on PIT count and other homeless data. 3.3.3 The CoC shall make annual presentations to the governing body of each jurisdiction once each year to report on strategic plan progress and upcoming initiatives/projects. 3.3.4 Talk to local media about what is being addressed, the CoC's challenges and limitations, what the public can do to help.	All Action Steps will be done by Strategic Planning Committee.	2022
3.4	Increase engagement of persons experiencing homelessness in planning, implementation and decision making for the CoC.	3.4.1 Conduct focus groups with people experiencing homelessness regarding service provider training and education. 3.4.2 Follow up with provider trainings as identified in focus groups. 3.4.3 Establish encampment engagement protocols. 3.4.4 Develop and implement a process to compensate or incentivize people who are currently or formerly shelterless to participate in the governance of the County's homeless system of care. 3.4.5 Establish a 'Client Council.'	3.4.1 Strategic Planning Committee 3.4.2 Strategic Planning Committee 3.4.3 CoC Board and HHSA 3.4.4 Membership Committee 3.4.5 Membership Committee	Ongoing

HOW WE WILL KNOW IT WORKED

We will see increased engagement of residents as measured by increased attendance at CoC board and committee meetings.

We will see increased engagement and leadership of business and faith leaders increased attendance at and/or joining the CoC board.

We will see homeless services expanded to the outlying regions of the County, such as the South Coast and North County, including Covelo.

GOAL 4: Improve the CoC's capacity to govern itself.

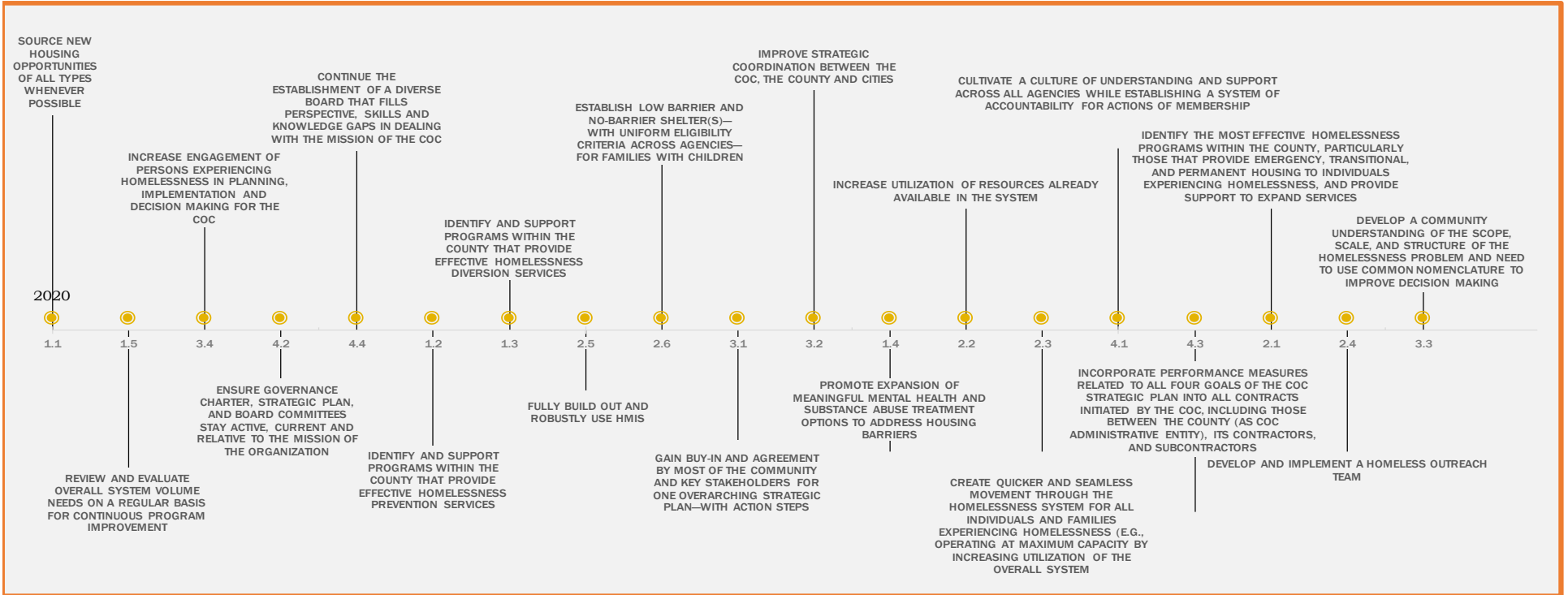
Goal 4: Improve the CoC's capacity to govern itself				
#	Strategy	Action Steps	Person/Org. Responsible	Timeframe
4.1	Cultivate a culture of understanding and support across all agencies while establishing a system of accountability for actions of membership.	4.1.1 Provide listening session with external and internal partners to identify and address the shortfalls of the current operations. 4.1.2 Establish an internal and external ethics policy with the ability to hold members accountable when policies are not followed. 4.1.3 Complete a presentation presenting what solutions each agency brings to help the CoC mission, to be used to educate other agencies and the public.	4.1.1 CoC Co-chairs and HHSA 4.1.2 HHSA 4.1.3 Membership Cmte	2021
4.2	Ensure governance charter, strategic plan, and board committees stay active, current and relative to the mission of the organization.	4.2.1 Increase monitoring activities, using the HUD provided CoC Monitoring Toolkit. 4.2.2 Develop check list of steps required annually to update or create new Strategic Plan and will be responsible for updating the plan on behalf of CoC Board. 4.2.3 Hold an annual CoC Day Away to revitalize CoC members' passion and dedication to homeless services. 4.2.4 Create and annually revise MCHSCoC Guide Book that includes: Mission and Vision Statements; Current Strategic Plan, Governance Charter and CoC Meeting Schedule; and list of current homeless services. 4.2.5 Define a review process that allows for review of the governance charter to make sure the charter stays current and relative to the issues at hand in relation to board seats.	4.4.1 HHSA 4.4.2 Strategic Planning Committee 4.4.3 CoC Board will host 4.4.4 CoC Membership Committee 4.2.5 Strategic Planning Committee	Ongoing
4.3	Incorporate performance measures related to all four goals of the Strategic Plan and all contracts initiated by the CoC, including those between the County (as CoC Administrative Entity), its Contractors, and Subcontractors.	4.3.1 Promote data-informed decisions and focus on system performance. 4.3.2 Agree on consistent contract language across all homeless service-related projects. 4.3.3 Use performance measures in contracts.	4.3.1 CoC Board 4.3.2 HHSA for County contracts & CoC Board for CoC contracts 4.3.3 HHSA and CoC	2021
4.4	Continue the establishment of a diverse board that fills perspective, skills and knowledge gaps in dealing with the mission of the CoC.	4.4.1 Conduct skills inventory for all board members to find the skills gap that may be needed by consultants or additional board seats. 4.4.2 CoC leadership will actively attend events to speak with leaders in the community to make sure that the local needs are being accomplished by the boards long term goals and objectives.	4.4.1 CoC Co-Chairs 4.4.3 CoC Co-Chairs	Ongoing

HOW WE WILL KNOW IT WORKED

We will have effective and efficient governance at the CoC and within the homeless system infrastructure as measured by surveys conducted before and after listening sessions by whomever conducts listening session.

HHSA and CoC contracts all include measurable performance measures.

Timeline for Strategies to Address Homelessness in Mendocino County



DATE	STRATEGIES	POSITION
1.1	Source new housing opportunities of all types whenever possible	20
1.5	Review and evaluate overall system volume needs on a regular basis for continuous program improvement	-15
3.4	Increase engagement of persons experiencing homelessness in planning, implementation and decision making for the CoC	10
4.2	Ensure governance charter, strategic plan, and board committees stay active, current and relative to the mission of the organization	-10
4.4	Continue the establishment of a diverse board that fills perspective, skills and knowledge gaps in dealing with the mission of the COC	15
1.2	Identify and support programs within the County that provide effective homelessness prevention services	-10
1.3	Identify and support programs within the County that provide effective homelessness diversion services	5
2.5	Fully build out and robustly use HMIS	-5
2.6	Establish low barrier and no-barrier shelter(s)—with uniform eligibility criteria across agencies—for families with children	15
3.1	Gain buy-in and agreement by most of the community and key stakeholders for one overarching strategic plan—with action steps	-10
3.2	Improve strategic coordination between the CoC, the County and cities	20
1.4	Promote expansion of meaningful mental health and substance abuse treatment options to address housing barriers	-10
2.2	Increase utilization of resources already available in the system	10
2.3	Create quicker and seamless movement through the homelessness system for all individuals and families experiencing homelessness (e.g., operating at maximum capacity by increasing utilization of the overall system)	-10
4.1	Cultivate a culture of understanding and support across all agencies while establishing a system of accountability for actions of membership	15
4.3	Incorporate performance measures related to all four goals of the CoC Strategic Plan into all contracts initiated by the CoC, including those between the County (as CoC Administrative Entity), its Contractors, and Subcontractors	-15
2.1	Identify the most effective homelessness programs within the County, particularly those that provide emergency, transitional, and permanent housing to individuals experiencing homelessness, and provide support to expand services	10
2.4	Develop and Implement a Homeless Outreach Team	-10
3.3	Develop a community understanding of the scope, scale, and structure of the homelessness problem and need to use common nomenclature to improve decision making	5

**EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA**

EXECUTIVE ORDER N-23-20

WHEREAS California faces a severe housing crisis that has made housing unaffordable for too many Californians and, in turn, exacerbated the problem of homelessness; and

WHEREAS homelessness in California is not confined to urban corridors but is present in urban, suburban, and tribal and rural communities throughout the state; and

WHEREAS data released recently by the U.S. Department of Housing and Urban Development based on the 2019 Point-in-Time Count indicated that there were 151,278 individuals who were homeless in California, over 108,000 of whom were unsheltered, and that the homeless population has been steadily increasing; and

WHEREAS Californians driven into homelessness often develop significant health issues over time and, often experience significant morbidity and die sooner; and

WHEREAS it is estimated that a substantial proportion of individuals who are homeless experience chronic physical and mental health disorders, yet are not receiving regular and consistent medical or psychiatric care; and

WHEREAS California's homelessness crisis has put considerable stress on many public services including transportation, libraries, schools, health services and public safety, as well as created public health challenges; and

WHEREAS California's homelessness crisis has impacted certain business sectors throughout the state and is a top concern to many residents, businesses, communities, tribal governments, cities, and counties across the state; and

WHEREAS unauthorized encampments of people who are homeless are increasing in many areas of the state within the public right of way and near or on private or tribal property, resulting in traffic and fire hazards, crime, risk of injury and death, and other conditions detrimental to public health and safety, both for people who are homeless and people who are not; and

WHEREAS since 2018, almost 200 counties and cities have declared a shelter crisis, pursuant to Government Code section 8698 et seq.; and

WHEREAS over the past two years, the state has substantially increased its efforts to address street homelessness by providing more than \$2.7 billion in new funding, significantly increasing its support for safety net services, eliminating barriers to getting navigation centers and temporary housing built to allow homeless adults to receive services and stability in

order to find longer-term housing, enacting the most aggressive rent-gouging protections, launching a 100-Day Challenge Initiative to bring counties and cities together to more urgently address homelessness in their communities, and expediting funding allocations to local governments, including allocations to counties to reduce the number of families in the child welfare services system experiencing homelessness; and

WHEREAS solutions to homelessness require additional innovation, cooperation and urgency within the public sector, and among the public and private and tribal sectors; and

WHEREAS because reducing the population of homeless individuals in California is a matter of critical statewide importance, the state can and needs to do more to help local communities act with urgency to address street homelessness and the society-wide problems associated with the homelessness crisis.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, by virtue of the power and authority vested in me by the Constitution and statutes of the State of California, do hereby issue this Order to reduce street homelessness, break down barriers to homeless individuals accessing health care and other critical services, and to increase housing options for those experiencing homelessness. This Order shall become effective immediately.

IT IS HEREBY ORDERED THAT:

1. All state agencies specifically referenced in this Order shall develop by no later than February 28, 2020 accountability metrics for state agencies and for local partners to assess the use of the state resources referenced in the following paragraphs and their impact on reducing street homelessness, breaking down barriers to homeless individuals accessing health care and other critical services, and increasing housing options for those experiencing homelessness. The metrics shall be published online and regularly updated. In carrying out this Order, state agencies shall consider the extent to which local partners regularly and publicly report data based on the local metrics.
2. The Department of Finance, pursuant to its authority under Government Code sections 11005, 11005.1, and 13306, shall immediately establish the California Access to Housing and Services Fund within the Department of Social Services, to receive future state appropriations, as well as donations from philanthropy and the private sector, and to provide much needed dollars for additional affordable housing units, providing rental and operating subsidies, and stabilizing board and care homes;
3. To rapidly increase housing options for those experiencing homelessness, the following actions shall occur by no later than January 31, 2020:

end by September 30, 2020, unless the secretaries of the Government Operations Agency and the Health and Human Services Agency both concur on a case-by-case basis that the specific circumstances warrant the continued use of the trailers or tent structures. These trailers and tent structures shall only be used where the following criteria have been satisfied:

- a. A shelter crisis declared pursuant to Government Code section 8698 et seq. or its equivalent under the applicable laws governing the jurisdiction of a federally recognized tribe in California is in effect.
 - b. Local partners, including counties, cities, and non-profit agencies, have the capacity and resources to deploy, operate, secure, and maintain the trailers or tent structures.
 - c. Local partners make appropriate health, social, housing, and other appropriate services available to support the needs of individuals temporarily housed in the trailers or tent structures and transition them into permanent, safe and stable housing.
 - d. Local partners agree to regularly and publicly report data based on the accountability metrics referenced in paragraph 1.
5. To further assist local jurisdictions in addressing street homelessness, there shall be a multi-agency state strike team comprised of the Business, Consumer Services, and Housing Agency; the Government Operations Agency; the Health and Human Services Agency; the Labor and Workforce Development Agency; and the Transportation Agency. The strike team shall be coordinated by the Homeless Coordinating and Financing Council and provide technical assistance and targeted direct support to counties, cities, and public transit agencies seeking to bring individuals experiencing homelessness indoors and connect them with appropriate health, human, and social services and benefits.

FURTHERMORE, all counties, cities, public transit agencies, special districts, school districts, tribal governments, and non-governmental actors, including businesses, faith-based organizations, and other non-profit agencies, are requested to examine their own ability to provide shelter and house homeless individuals on a short-term emergency basis and coordinate with local authorities to provide shelter and house individuals.

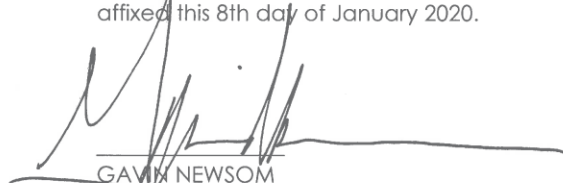
IT IS FURTHER ORDERED that as soon as hereafter possible, this Order shall be filed with the Office of the Secretary of State and that widespread publicity and notice shall be given to this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its departments, agencies, or other entities, its officers or employees, or any other person.



- a. The Department of General Services shall identify all properties from the digitized inventory of excess state land created by EO N-06-19 that can be used by local partners, including tribal governments, counties, cities, or non-profit agencies, on a short-term emergency basis to provide shelter for individuals who are homeless, so long as such usage will not delay affordable housing development on those properties.
 - b. The Department of General Services shall conduct an initial assessment of all state facilities to identify facilities that can be used by local partners on a short-term emergency basis to provide shelter for individuals who are homeless and in need of health and social services.
 - c. The Department of Transportation (Caltrans) shall develop and share a model lease template to allow counties and cities to use Caltrans property adjacent to highways or state roads in those jurisdictions on a short-term emergency basis to provide shelter for individuals who are homeless, building on recent partnerships with the cities of Los Angeles, San Jose, and San Francisco, and consistent with Streets & Highways Code section 104.30. Priority for future partnerships to make state land available to counties and cities for short-term emergency housing shall be given to jurisdictions where a shelter crisis declared pursuant to Government Code section 8698 et seq. is in effect.
 - d. The Office of Statewide Health Planning and Development shall work with local jurisdictions, tribal communities, and private entities to conduct an initial assessment of the appropriateness and availability of vacant and decommissioned hospitals and health care facilities for use by local partners on a short-term emergency basis to provide shelter for individuals who are homeless.
 - e. The Department of Food and Agriculture, in consultation with the Department of General Services, the Department of Housing and Community Development, the Department of Social Services, and the Office of Emergency Services, shall conduct an initial assessment of fairgrounds in or near jurisdictions where a shelter crisis is currently in effect, and, for those fairgrounds, determine the population capacity and space that would currently be available to local partners on a short-term emergency basis to provide shelter for individuals who are homeless.
4. The Department of General Services shall supply 100 travel trailers from the state fleet, and the Emergency Medical Services Authority shall supply complementary modular tent structures, to provide temporary emergency housing and the delivery of health and social services in communities across the state. The Department of General Services and the Emergency Medical Services Authority shall supply trailers and tents immediately and

IN WITNESS WHEREOF I have hereunto
set my hand and caused the Great
Seal of the State of California to be
affixed this 8th day of January 2020.



GAVIN NEWSOM
Governor of California

ATTEST:

ALEX PADILLA
Secretary of State



City of Fort Bragg

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

Text File

File Number: 20-844

Agenda Date: 9/14/2020

Version: 1

Status: Mayor's Office

In Control: City Council

File Type: Report

Agenda Number: 1B.

Receive Update from the Garden Friendly Community Committee of Fort Bragg on a Community Garden at the CV Starr Community Center Grounds

Community Garden Proposal for the CV Starr Center



Prepared by the Garden Friendly Community Committee Fort Bragg
August 19th, 2020



Garden Friendly Community Committee Fort Bragg

GFCC President: Matt Drewno

Secretary: Jeremy Pearson

Treasurer: Cornelia Reynolds

Volunteer and Resource Coordinator: Jaime Jensen

Communications: Sydney Grange

Fiscal Sponsor: Noyo Food Forest

Contact: GFCCGardensFortBragg@Gmail.com

- GFC Resolution
- Vision
- Mission
- What we do
- What we value



Why a Community Garden?

- Gardens make our community more **food secure**
- Gardens **bring us together** during difficulty and ease tension
- Gardens are the **most local, sustainable and environmentally sound** way to get our food.

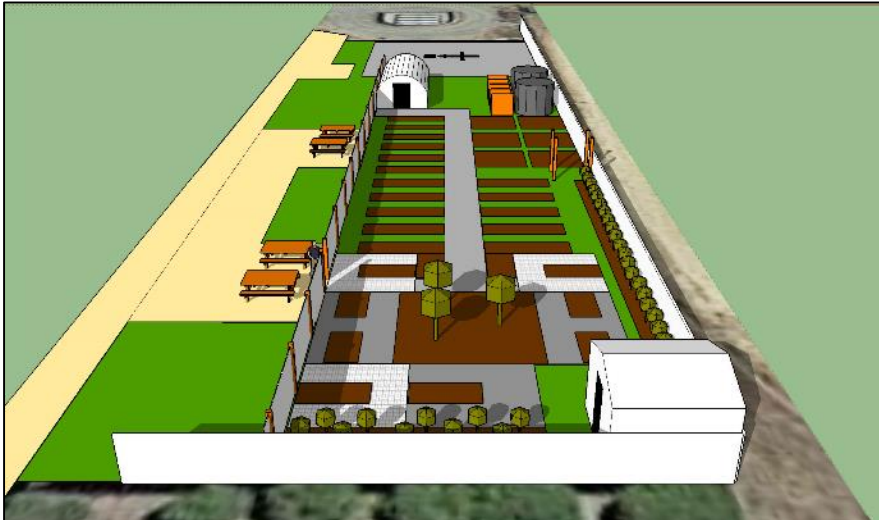
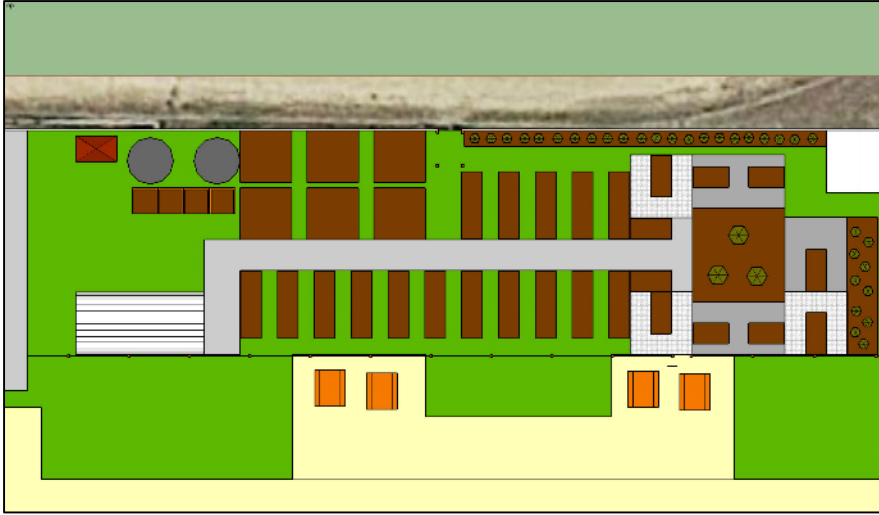


Why a Community Garden at CV Starr Center?



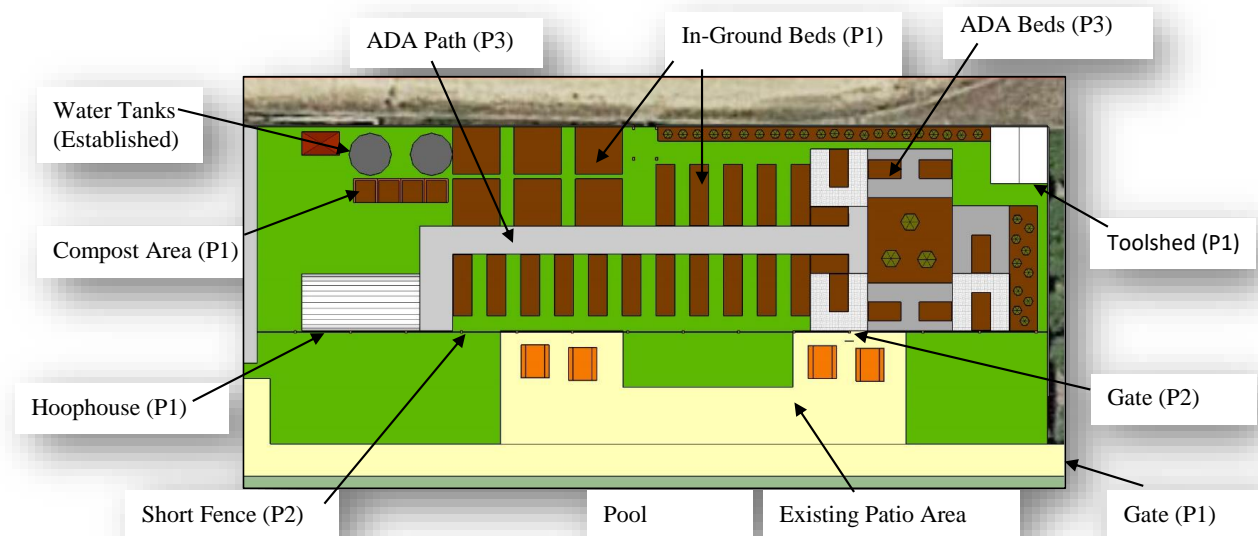
- Centrally located
- Enhance the mission of CV Starr, MCRPD and the City of Fort Bragg
- Brings more people, encourages public health
- Community Garden Hub
- Fort Bragg is a Garden Friendly Community!

Proposed Community Garden Site Plan at CV Starr



CV Starr Community Garden Development Proposal

- **Phase 1:** Stand-alone option. Basic infrastructure, rapid start.
 - Greenhouse, toolshed, tools, deer fencing, 2 lockable gates
- **Phase 2:** (Future potential) Short cedar fence dividing the patio from the garden with a gate.
- **Phase 3:** (Future potential) ADA Accessible growing beds and ADA main path connecting the toolshed, greenhouse, ADA beds and gates.



CV Starr Community Garden Budget Proposal

Budget for CV Starr Community Garden	
Budget Item	Cost
Phase 1 (2020-2021)	
Hose 100' (2)	\$175
Plumbing (discussion w/FB)	?
Sod Cutter Rental 2 Days	\$220
Fencing	
Deer Fencing 10'	\$780
Chainlink Gates (2)	\$165
Hoophouse 12'x24'	\$1,500
Toolshed 10x12	\$2,800
Community Garden Tools	\$750
<i>Ongoing: Water</i>	<i>65% FB/ 35% MCPRD?</i>
<i>Ongoing: Insurance</i>	<i>\$500/year</i>
Subtotal Phase 1	\$6,890
Phase 2 (future possibility)	
Short fence and gate (patio area)	\$2,300
Subtotal Phase 2	\$2,300
Phase 3 (future possibility)	
Paths	
Quarry Dust 2,000 sqft	\$2,500
Road Base 2,000 sqft	\$1,800
10 8x4 ADA Raised Beds	\$3,100
Subtotal Phase 3	\$7,400

Community Garden Management and Maintenance

GFC Committee Fort Bragg will help establish and maintain this garden through the following:

- Management Plan
- Garden Friendly Community Network
- GardenCorps®
- Ongoing costs and upkeep
 - Water and Insurance
 - Lawn and garden maintenance

Community Garden Guidelines

Fort Bragg community garden plots are available to people of any race, gender, or religion.

Every garden member will be responsible for the maintenance of their individual plot as well as playing a role in the shared maintenance of the garden. Every garden needs at least two people on the management team: a garden manager, and a soil and irrigation manager. We suggest the following for management jobs and all other garden members on maintenance crew.

Garden Management Team

- **Garden Manager (1-2 people):** Manages the garden and acts as a community liaison; ensures a safe and healthy garden environment; helps resolve conflict when necessary; collects dues and handles registration; organizes purchases of organic soil amendments, compost, tools and materials; reports to the Garden Friendly Community Committee when necessary; preferably able to communicate in English and Spanish.
- **Assistant Garden Manager (1-2 people):** Supports the Garden Manager and assists in organizing efforts; organizes meetings and communicates needs from gardeners; maintains tools and infrastructure; manages garbage and recycling on site; manages the Garden Maintenance Crew (see below); preferably able to communicate in English and Spanish.
- **Irrigation Manager:** Monitors irrigation system and assists in repairs; monitors and enforces water allowance; serves gardeners as a resource in proper watering techniques and system maintenance.
- **Soil Manager:** Serves gardeners as a resource in constructing, monitoring and maintaining compost piles; educates gardeners on how to achieve and maintain long term and consistent fertility throughout the garden; ensures that all inputs are used in a safe and responsible manner and with long term garden fertility in mind; ensures that only organic, OMRI approved inputs are used; communicates fertility needs to Garden Manager.

All Garden Members
Garden Maintenance Crew: Works on an agreed schedule to maintain garden spaces, keeping them clean and inviting to ensure a safe and beautiful gardening environment. All garden members who do not have an assignment on the Management Team will share in this responsibility. Maintenance jobs will be coordinated by the Management Team. Each Community garden is asked to commit 20 hours per season in volunteer hours to maintain the garden as a clean and safe public space.

Victory Gardens for Peace GardenCorps® Pilot Program

Mission: Training leaders to serve their communities through establishing a stronger home and community gardening culture to promote food security and a healthier more peaceful future.


GardenCorps trains community leaders to grow a sustainable gardening movement

GardenCorps leaders create opportunities and organize community to increase access to organic local food through promoting home and community gardening

A strong and resilient community has its roots in local food- We can do it! Si se puede!

2023 Program Dates:
Part 1: Saturdays June 5th- July 13th 9AM-1PM
Part 2: Saturdays August 11th- October 18th 9AM-1PM
Cost: \$450 (scholarships may be available)

VGP is a project of Victory Action, a 501(c)(3) based out of Wilkes, California. Victoryaction.org/victorygardencorps



Garden Registration Form

Plot # _____

Primary Garden Contact

Name _____
Address _____
Email _____
Phone _____

Additional Gardeners

Name _____
Phone _____

Emergency Contact Relationship _____ **Emergency Contact Relationship** _____

Annual Plot Fee (Based on Table Below)

Plot Size	Annual Fee
1/4 Acre	\$100.00
1/2 Acre	\$200.00
3/4 Acre	\$300.00
1 Acre	\$400.00

Please list at least 5 topics of garden interest you hope to learn more about:

Describe your gardening experience, please list at least 5 topics of garden interest you can help others with:

I/we have read the following Community Garden Guidelines and Contract and agree to them. I/we understand that failure to follow these guidelines will result in the loss of my garden plot and the plot fee will be refunded.


In addition, I/we the undersigned members of the (name) garden group hereby agree to hold harmless (center) from and against any damage, loss, liability, claim, demand, suit, cost and expense directly or indirectly resulting from, arising out of or in connection with the use of the (name) garden by the garden group, its successors, assigns, employees, agents, guests and invitees.

Gardener Signature: _____ Date: _____

Garden Manager Signature: _____ Date: _____

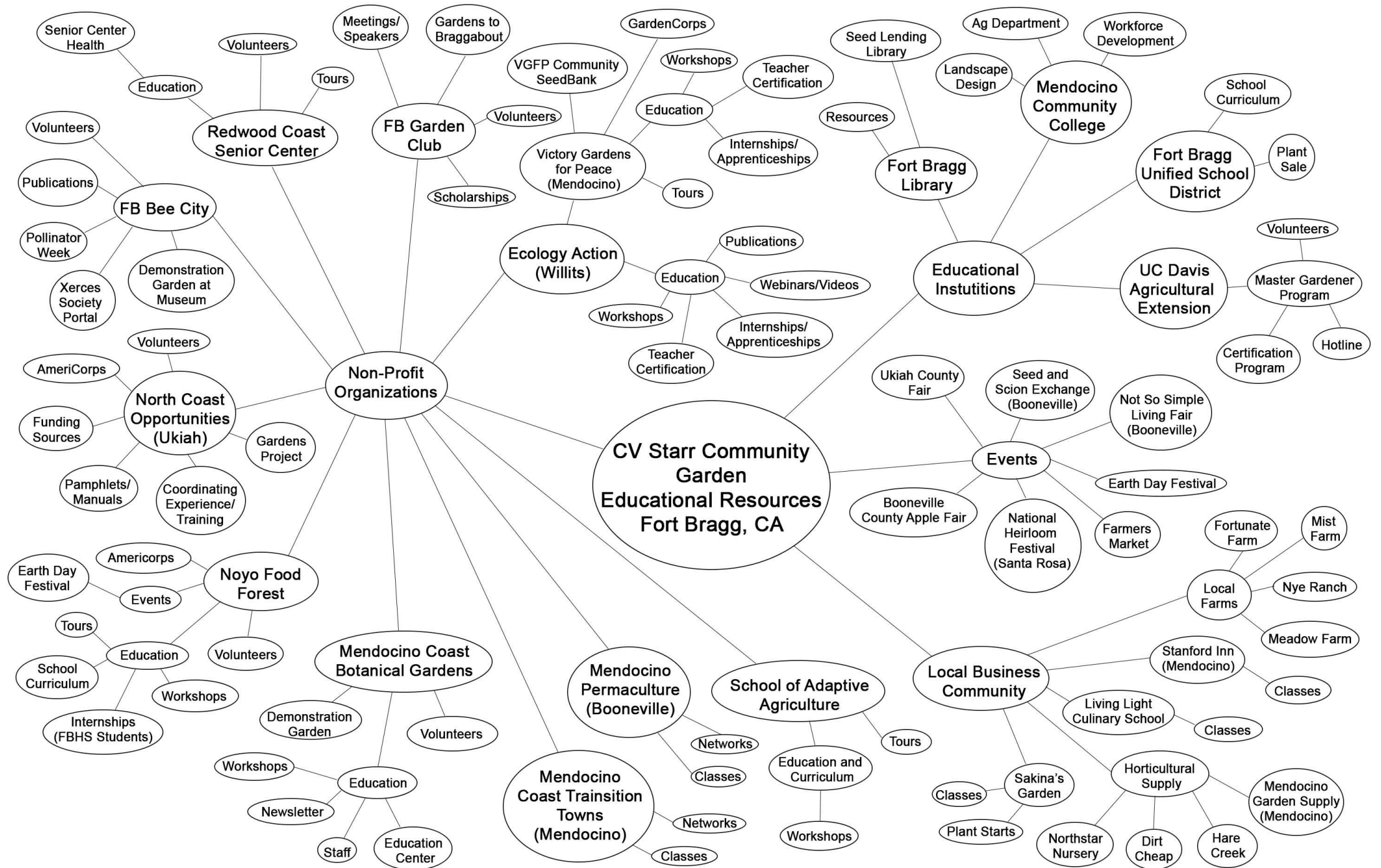
Fort Bragg Community Garden Network Welcome Packet

Garden Friendly Community Committee
Fort Bragg, California



Helping Fort Bragg increase food independence and wellness by re-establishing a strong home and community garden culture through garden education, support and access to community resources

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GFC Funding Strategy

- Organizational start-up costs already funded
 - Fiscal Sponsorship..... Noyo Food Forest
 - Liability Insurance..... ✓
 - Social Media..... ✓
 - Website.....(being developed)
- Community Engagement
 - Education programs
 - Volunteer recruitment
 - GFC Networks
- Fall 2020 Appeal for Resources



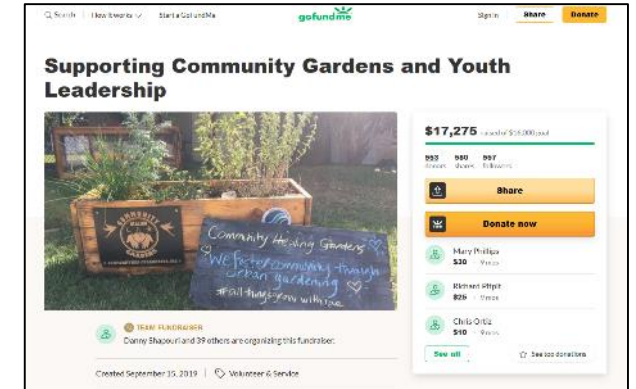
GFC Class Series



Social Media Recruiting

GFC Fund Development

- Free Educational Programs
 - Donation-based, online programs started August 1st
- Go Fund Me Campaign for \$7,500
 - MCCF
 - Potentially for establishing the CV Starr Garden
 - Seed benefits, garden tours and workshops for donors
- Local Grant Opportunities
 - Foundation & private appeals for ongoing support



GoFundMe page



Garden Tour Package for Donors

Thank you!



Recent Interns at Noyo Food Forest

Community Garden Proposal

for the CV Starr Center



*Prepared by the Garden Friendly Community Committee of Fort Bragg
July 27, 2020*



The Garden Friendly Community Initiative Fort Bragg

GFCC President: Matt Drewno
Secretary: Jeremy Pearson
Treasurer: Cornelia Reynolds

Volunteer and Resource Coordinator: Jaime Jensen
Communications: Sydney Grange
Fiscal Sponsor: Noyo Food Forest

Contact: GFCCGardensFortBragg@Gmail.com

The GFC Resolution

On September 9th, 2019 Fort Bragg, California passed the Garden Friendly Community Resolution (Res. No. 4198-2019) honoring Fort Bragg's long history of self sufficiency and the numerous gardens, organizations and programs which help feed people, provide jobs and promote sustainability. The City of Fort Bragg also recognized the role gardens play in the health, nutrition, sustainability and resilience of our community and committed itself towards promoting gardening in our community.

It has been demonstrated that home and community gardens have a positive impact on numerous challenges our society faces. They develop relationships, grow delicious food, beautify neighborhoods, enhance our local ecologies and make our community a more peaceful, beautiful and resilient place to live. Let's come together and create a more peaceful and abundant community for everyone.

Vision

Fort Bragg's Garden Friendly Community Committee envisions a network of home and community gardens creating a strong foundation for a healthy, peaceful and resilient community.

Mission

Mission: To promote local gardening and increase food independence and wellness. We will launch community gardens and encourage home gardening. Through education we will provide support and access to community resources. Throughout the year we will continue to network and offer consulting to support gardeners. As a result our community will become more resilient and be a model for other communities.

What we do

- Facilitate and support the establishment and development of home and community gardens based on a commitment to equal opportunity for all members in our community to access land and resources to provide food for themselves and their families. Community members are encouraged to take responsibility for their plots and their gardens to ensure a safe and healthy environment for all. We provide the following resources:
- Coordination between gardens, gardeners and community members who share an interest in helping Fort Bragg become a Garden Friendly Community.

What we value

We value the contribution of everyone who helps make our community a more peaceful and resilience place to live and offer our support for those who wish to increase the strength of our home and community gardening culture.

Site Proposal for CV Starr Center

Why CV Starr?

CV Starr is an ideal place for a garden because it is already an established, centrally located, accessible, community gathering space. Thousands of regular visitors are already going to CV Starr with the purpose of building healthy lifestyle habits and connecting to the community. Dozens of people in Fort Bragg have already signed on to our GFC Garden Network and are ready to volunteer and/or are awaiting garden plot assignments. Between CV Starr patrons and local neighborhoods there will no doubt be plenty of interest in community garden plots.

The CV Starr Center property is owned by the City of Fort Bragg and operated by Mendocino Coast Parks and Recreation District (MCPRD). The establishment of a community garden at the CV Starr Center aligns with the mission statement of MCPRD as well as the goals set forth by the City of Fort Bragg to protect the environment and move towards sustainability and community resilience.

The plot on the South side of the building is the best place for a garden. The building to the North will provide protection from winter wind, and the low fence to the south and the large open field will allow the garden to have plenty of sun year -around. Fencing is already present on the southern edge of the lot and the western edge.

The plot is currently being offered as a community gathering space. It is mostly lawn with four 12ft x 12ft brick platforms, and five picnic tables. It may be underutilized as a gathering space. A Community Garden will bring this area to life and will serve to strengthen the already strong community of CV Starr patrons.

The CV Starr Center can serve our community as a hub where gardening classes and community garden related events can take place. This will increase interest and membership in the CV Starr Center and will increase what the CV Starr Center offers to the community.

The Garden Friendly Community Committee (GFCC) has developed a number of documents, educational resources and networks to facilitate community gardens. Our goal is to help our community become more resilient and sustainable through home and community gardening. We hope to partner with MCPRD and the City of Fort Bragg to create this community garden. This community garden will enhance the CV Starr Center and be a place that brings people together in celebration of community and sustainability.



Establishing the Community Garden

GFC has created a flexible plan for establishing this community garden quickly, with a master plan that includes an ADA component to make the garden more accessible. This is presented in 3 phases, phase 1 being a stand-alone possibility that is simple and cost-efficient. Already existing fencing, a large lawn-area and water infrastructure make establishing this garden in it's first phase quick and simple. The space is ample for 20 to 30 garden members and planting could begin before the end of the 2020 year to establish a winter crop should City Council and MCPRD decide to move forward.

P1- Phase 1 (Fall 2020)

Phase 1 includes everything needed to get the garden started and to keep it running strong. Basic infrastructure, in-ground garden beds and minimal site disturbance make this step an affordable and efficient place to begin. It includes the following:

- A Greenhouse for propagation
- A lockable toolshed
- Simple deer fencing and 2 lockable gates
- A *Community Garden-Starter Toolkit* (hoses, spades, forks, cultivators and transplanting tools)

P2- Phase 2 (Future potential)

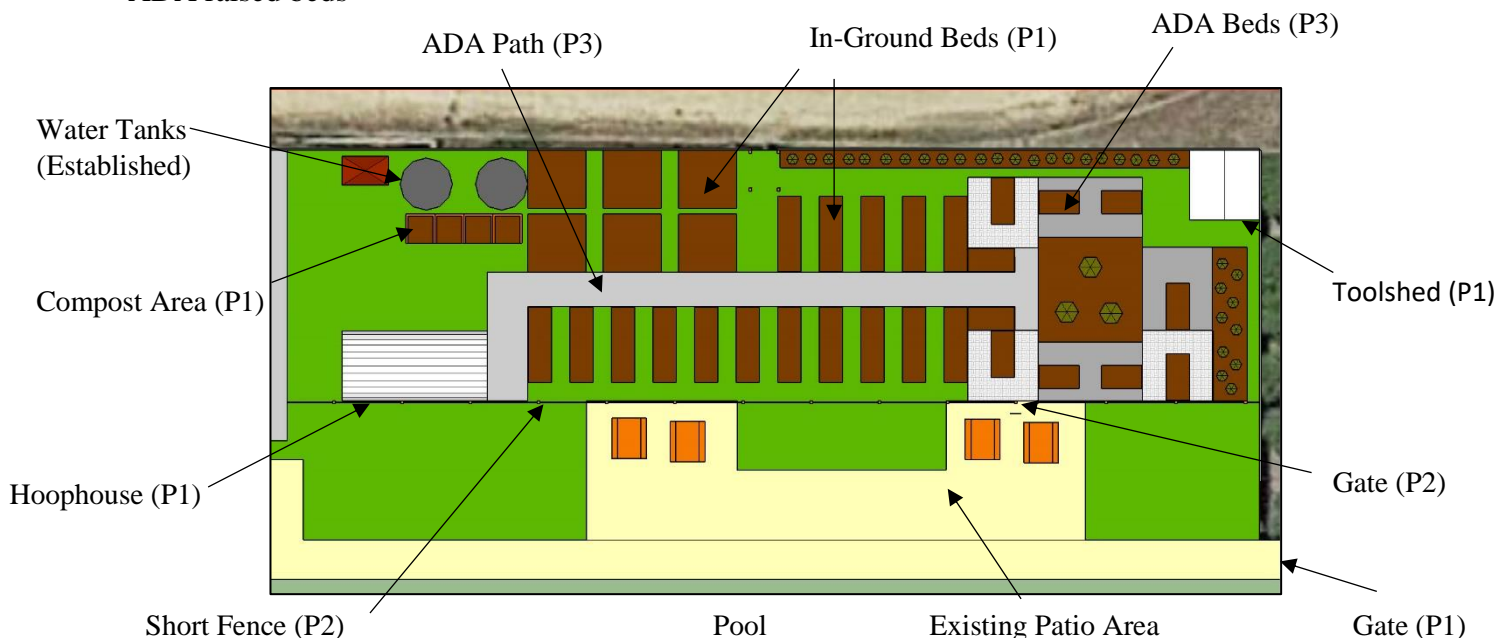
Phase 2 adds a short cedar garden fence to close off the patio area immediately outside of the pool from the garden. This will protect the garden from CV Starr Center guests who might walk into the garden or otherwise disturb community-gardened areas.

- Short fence with a gate

P-3 Phase 3 (Future potential)

There are 4 brick platforms on the west side of the lawn area which can be connected with paths and serve as the foundation for ADA Accessible raised gardening beds. This addition to the garden space will bring diversity and increase the program offerings at CV Starr. The paths could be road base and tamped quarry-dust, connect the toolshed to the hoophouse and to the garden gates and ADA beds. The central space between these brick areas can be planted with perennials and dwarf fruit trees for the community.

- Road base with quarry dust for paths
- ADA raised beds



Management and Maintenance of the Garden

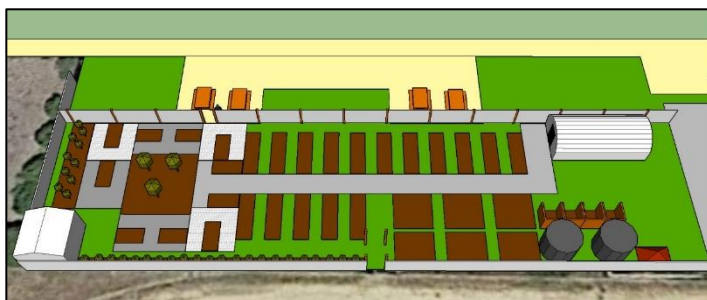
GFCC is committed to supporting the community gardens through technical assistance, conflict resolution, networking, educational resources and community events. We want each garden to be a success and we want all gardens to be connected through the shared vision of making Fort Bragg a Garden Friendly Community.

Along with membership, each gardener will agree to a set amount of volunteer time to maintain communal garden spaces. We have created templates for garden contracts, guidelines and management responsibilities that are adaptable to each garden and will help maintain the gardens as a safe and respectful environment.

These documents are available open source and will be placed on our website upon its completion.

Budget Proposal

The following itemized list in 3 phases also includes the ongoing costs of insurance and water. Many community gardens sponsored by cities across the country have their water and insurance provided for, added in to existing city budgets. If this is a possibility, it would help the community garden project at CV Starr become more sustainable and affordable for the individuals who garden there. Otherwise, these costs would be transferred to the gardeners and may make this project less accessible for lower income individuals who need this project most.



Budget for CV Starr Community Garden	
Budget Item	Cost
Phase 1 (2020-2021)	
Hose 100' (2)	\$175
Plumbing (discussion w/FB)	?
Sod Cutter Rental 2 Days	\$220
Fencing	
Deer Fencing 10'	\$780
Chainlink Gates (2)	\$165
Hoophouse 12'x24'	\$1,500
Toolshed 10x12	\$2,800
Community Garden Tools	\$750
Ongoing: Water	65% FB/ 35% MCPRD?
Ongoing: Insurance	\$500/year
Subtotal Phase 1	\$6,890
Phase 2 (future possibility)	
Short fence and gate (patio area)	\$2,300
Subtotal Phase 2	\$2,300
Phase 3 (future possibility)	
Paths	
Quarry Dust 2,000 sqft	\$2,500
Road Base 2,000 sqft	\$1,800
10 8x4 ADA Raised Beds	\$3,100
Subtotal Phase 3	\$7,400



GFC Committee
Fort Bragg



GFCCGardensfortbragg@gmail.com

Lemos, June

From: George <george@mcn.org>
Sent: Sunday, September 13, 2020 3:39 PM
To: Lemos, June; Miller, Tabatha; Lee, Will; Norvell, Bernie; Morsell-Haye, Jessica; Peters, Lindy; Albin-Smith, Tess
Subject: Support for Community Gardens, Garden Corps and a more resilient Fort Bragg.

Hello Fort Bragg City Council and staff,

I write in support of the Community Garden at CV Starr.

1. 1B. [20-844](#)

This excellent proposal is well thought through and a genuine local effort to begin to develop community resilience. Bringing together Victory Gardens for Peace and the Noyo Food Forest along with the many volunteers that have been working on this is brilliant project has been exciting to see. I believe our community is modeling ways that many other communities can emulate. Your support has been and continues to be central to this worthy effort.

Thanks for all you are doing to keep our community safe and help build a sustainable economy and a healthy environment here on the coast.

George Reinhardt

Lemos, June

From: Annemarie <aweibel@mcn.org>
Sent: Monday, September 14, 2020 12:42 AM
To: Peters, Lindy; Lee, Will; Norvell, Bernie; Morsell-Haye, Jessica; Albin-Smith, Tess
Cc: Miller, Tabatha; Lemos, June
Subject: public comment item 1B Update from Garden Friendly Comm. Committee on a Community Garden at the CV Starr Community Center Grounds
Attachments: Community Garden .docx

Dear City Council members,
Please accept my public comments about item 1B Update from Garden Friendly Community Committee on a Community Garden at the CV Starr Community Center Grounds.

Thanks, Annemarie Weibel

P.S.
June, could you read my comments? I understand that the meetings are still virtual meetings. Thanks very much.

City Council meeting 9-14-2020

Public comment about item 1B Receive Update from the Garden Friendly Community Committee of Fort Bragg on a Community Garden at the CV Starr Community Center Grounds.

Dear City Council members,

I attended a Grassroots Institute meeting on 4-29-2019 where I first heard of Matt Drewno's idea of a Garden Friendly Community (GFC). At the 9-9-2019 City Council meeting you passed the Garden Friendly Community Resolution honoring Fort Bragg's long history of self sufficiency and the numerous gardens, organizations and programs which help feed people, provide jobs and promote sustainability. You also recognized the role gardens play in the health, nutrition, sustainability and resilience of our community and committed yourself towards promoting gardening in our community.

I applaud you for passing this Resolution and GFC for coming up with a great 3 year plan to reach the goal that was envisioned when the Resolution was passed. I also applaud you for passing the Bee City USA Resolution making it the first city in California to receive this designation. The CV Starr Center is a great location, GFC's plan seems sound. I witnessed the creation of the Noyo Food Forest and am happy to see their involvement as a fiscal sponsor. Many community gardens across the country are sponsored by cities (have water and insurance provided for). If this is a possibility, it would help the project become more sustainable, affordable, and accessible even for people who are on a tight budget and need it the most.

In Switzerland where I grew up each neighborhood had a community garden. Each window sill had a planter box containing lettuce, herbs and later flowers. People who experienced war times knew how important it is when neighbors connect and grow food together.

One lesson we can learn from Covid and our recent fires is that we can not rely on goods being shipped here and might not be able to afford increased prices that reflect our location and the price of gas. I like that the CV Starr Community Garden project will be an important link in our already close-knit community that is striving to become even more self sufficient and sustainable.

I urge you to support this project wholeheartedly.

Thank you,

Annemarie Weibel

aweibel@mcn.org

9-14-2020

Lemos, June

From: Paul Katzeff <pk@thanksgivingcoffee.com>
Sent: Sunday, September 13, 2020 10:18 PM
To: Lemos, June
Cc: Miller, Tabatha; Lee, Will; Norvell, Bernie; Morsell-Haye, Jessica; Peters, Lindy; Albin-Smith, Tess
Subject: Re: Support for Community Gardens, Garden Corps and a more resilient Fort Bragg.

Hello Fort Bragg City Council and staff,

I agree with George Reinhardt's opinion that this is a very cool project. I work Internationally on food security issues in coffee growing countries. We here on the North Coast have become as vulnerable as any mountain village in Uganda or Nicaragua. I have seen what happens when a community runs out of food because there was no plan in place to deal with a catastrophe of any sort.

I have an apple orchard on South Harbor Drive with 47 trees. This year to date I have harvested 2,200 pounds and donated them all to the Food Bank and they need twice as much. Let's get our people fed and feeling secure. In fact, let's make food production our #2 industry.

Paul Katzeff

CEO

Thanksgiving Coffee Company

I write in support of the Community Garden at CV Starr.

1. 1B. [20-844](#)

This excellent proposal is well thought through and a genuine local effort to begin to develop community resilience. Bringing together Victory Gardens for Peace and the Noyo Food Forest along with the many volunteers that have been working on this is brilliant project has been exciting to see. I believe our community is modeling ways that many other communities can emulate. Your support has been and continues to be central to this worthy effort.

Thanks for all you are doing to keep our community safe and help build a sustainable economy and a healthy environment here on the coast.

George Reinhardt

Lemos, June

From: Barbara Fishelson <gaiaroses@mcn.org>
Sent: Sunday, September 13, 2020 5:50 PM
To: George
Cc: Lemos, June; Miller, Tabatha; Lee, Will; Norvell, Bernie; Morsell-Haye, Jessica; Peters, Lindy; Albin-Smith, Tess
Subject: Re: Support for Community Gardens, Garden Corps and a more resilient Fort Bragg.

Excellent, thank you George.
Barbara

Barbara Fishelson
PO Box 1623
Mendocino, Ca 95460
707-937-2834



On Sep 13, 2020, at 3:39 PM, George <george@mcn.org> wrote:

Hello Fort Bragg City Council and staff,

I write in support of the Community Garden at CV Starr.

1. 1B. [20-844](#)

This excellent proposal is well thought through and a genuine local effort to begin to develop community resilience. Bringing together Victory Gardens for Peace and the Noyo Food Forest along with the many volunteers that have been working on this is brilliant project has been exciting to see. I believe our community is modeling ways that many other communities can emulate. Your support has been and continues to be central to this worthy effort.

Thanks for all you are doing to keep our community safe and help build a sustainable economy and a healthy environment here on the coast.

George Reinhardt

Lemos, June

From: lillian cartwright <lilliankcartwright@yahoo.com>
Sent: Sunday, September 13, 2020 4:10 PM
To: Lee, Will; Miller, Tabatha
Cc: Lemos, June; Norvell, Bernie; Morsell-Haye, Jessica; Peters, Lindy; Albin-Smith, Tess
Subject: Re: Support for Community Gardens, Garden Corps and a more resilient Fort Bragg.

Hello Fort Bragg City Council and staff,

I write in support of the Community Garden at CV Starr.

1. 1B. [20-844](#)

This excellent proposal is well thought through and a genuine local effort to begin to develop community resilience. Bringing together Victory Gardens for Peace and the Noyo Food Forest along with the many volunteers that have been working on this is brilliant project has been exciting to see. I believe our community is modeling ways that many other communities can emulate. Your support has been and continues to be central to this worthy effort.

Thanks for all you are doing to keep our community safe and help build a sustainable economy and a healthy environment here on the coast.

lillian cartwright,ph.d.

Lemos, June

From: Garth Saalfield <garthss@icloud.com>
Sent: Saturday, September 12, 2020 11:36 PM
To: Peters, Lindy; Norvell, Bernie; Morsell-Haye, Jessica; Lee, Will
Cc: Miller, Tabatha; Lemos, June
Subject: In support of the community gardening project as proposed @ The CV Starr Center

Dear City Council members (& others),

I am writing in support of the Community Gardening project being proposed @ the CV Starr Center to you Monday evening (9/14/20).

I was in attendance when you (The Council) adopted Fort Bragg as a "Garden Friendly Community" and I've been following this program as it has been developed and feel like it's such a wonderful idea for our community.

I hope you'll find in favor of this project in all of its phases and allow our community to thrive from its many beneficial aspects for years to come!

Thank you for your considerations,

Garth Saalfield

Fort Bragg, Ca. 95437

707-961-0482

Sent from my iPad

Lemos, June

From: jef schultz <jefschultz@hotmail.com>
Sent: Saturday, September 12, 2020 7:34 PM
To: Peters, Lindy; Norvell, Bernie; Morsell-Haye, Jessica; Lee, Will; Albin-Smith, Tess
Cc: Miller, Tabatha; Lemos, June
Subject: Community Garden/CV Starr

Hello Folks,

I write in support of Matt Drewno and the efforts he is making on behalf of the Community Garden Project. Please back this excellent effort as it will add a valuable resource to the greater FT. Bragg community.

Thank you,

Jef Schultz
Fortunate Farm
Caspar, CA

Lemos, June

From: agnes@mcn.org
Sent: Saturday, September 12, 2020 4:16 PM
To: Lemos, June
Subject: Dwerno

Dear City Council,
I support Matt Dwerno's direct action.
Agnes Woolsey

Lemos, June

From: Judy Tarbell <tarbell@mcn.org>
Sent: Saturday, September 12, 2020 11:00 PM
To: Peters, Lindy; Lee, Will; Morsell-Haye, Jessica; Albin-Smith, Tess; Norvell, Bernie; Lemos, June; Miller, Tabatha
Cc: Matthew Drewno
Subject: Garden Friendly Community Garden at CV Starr Center

Dear Fort Bragg City Council Members, June Lemos and Tabatha Miller,

This email is to offer my wholehearted encouragement for your support of a community garden at the CV Starr Center under the aegis of the Garden Friendly Community Committee organization. I am familiar with the work Matt Drewno has accomplished in his current work at the Stanford Inn. It is spectacular, both in terms of community engagement and produce raised. I am also familiar with the broad reach of community gardens, having been instrumental in the formation of the Mendocinio Community Garden and the Caspar Community Garden. CV Starr is the perfect place for a Fort Bragg Community Garden, and Matt Drewno is the perfect person to bring this project to fruition.

Sincerely,
Judy Tarbell

Lemos, June

From: Dr Richard Louis Miller <dr-richard-miller@gmail.com>
Sent: Saturday, September 12, 2020 3:31 PM
To: Peters, Lindy; Norvell, Bernie; Lemos, June; Miller, Tabatha; Morsell-Haye, Jessica; george reinhardt; John Gallo; Linda Jupiter; Paul Katzeff; Carrie Durkee
Subject: Matt Drewno program

Dear Fort Bragg City Council Members:

I am writing in support of Matt Drewno's program.

Thank you.

Stay safe and healthy,

Richard

Richard Louis Miller, M.A., Ph.D.

Clinical Psychology

Wikipedia: Dr Richard Louis Miller

Wikipedia: Wilbur Hot Springs

PsychedelicMedicineBook.com

MindBodyHealthPolitics.org

Psychepedia.org

*What you leave behind is not what assets you accumulated,
but what is woven into the lives of others*

Lemos, June

From: Linda Jupiter <jupiter@mcn.org>
Sent: Saturday, September 12, 2020 3:14 PM
To: Peters, Lindy; Norvell, Bernie; Morsell-Haye, Jessica; Lee, Will; Albin-Smith, Tess
Cc: Miller, Tabatha; Lemos, June
Subject: Community Garden at CV Starr

Greetings, all,
Hope you're safe and healthy.

Just want to heartily support Matt Drewno's program for a community garden at CV Starr. It will enhance the community and CV Starr as well. One thing we have learned during this pandemic is the more sustainable our community, the better off we will be.

Hats off to Matt and his team. They are amazing.

Sincerely,
Linda Jupiter
Fort Bragg

Lemos, June

From: John Gallo <gallo.ja@gmail.com>
Sent: Monday, September 14, 2020 9:06 AM
To: Lemos, June
Cc: matt drewno
Subject: Support of Community Gardens at CV Starr Center

Hello June,

Please pass this on to City Council and appropriate staff.

Hello City Council and Staff,

The Community Gardens at CV Starr is an excellent project. It is a great example of building more resilience into our town. It will doubtless have its challenges, some anticipated, some unexpected. Please continue to support it as much as possible and to provide thoughts, advice and suggestions.

Thank you,

John

--

John A. Gallo, Ph.D.
Life Scientist, Geographer and Facilitator

Lemos, June

From: Yolanda Fletcher <byfletcher@sbcglobal.net>
Sent: Monday, September 14, 2020 11:29 AM
To: Lemos, June
Subject: Letter in support of Community Garden at C.V. Starr Center

Dear City Council Members,

I am writing in support of creating a community garden at the C.V. Starr Center. Now that Fort Bragg is a Garden Friendly City, it's time to implement our support of community gardening, one of the basic tenets of the initiative. C.V. Starr Center seems like a natural fit for this project because:

- Since the advent of COVID-19, indoor activities at the Center have been radically curtailed. Outdoor gardening will add another facet of healthy physical activity for community members of all ages.
- The proposal aligns and enhances the MCRPD's mission of promoting physical and mental well being, both critically in need during this time. Gardening activities can be performed safely during the pandemic.
- C.V. Starr Center's central location, adequate parking, and outdoor space to develop a garden make it an ideal venue.
- As climate change advances, community gardening is an activity that both mitigates and raises awareness of the threat.
- Enhancing food security, fostering public health, supporting environmental stewardship, and bringing the community together around a positive, nurturing activity are just a few of the benefits that will improve everyday life in our local area.

I strongly support this proposal and urge the City of Fort Bragg to take steps to approve and implement it.

Thank you for your consideration.

Sincerely,

Yolanda B. Fletcher
32688 Mill Creek Drive
Fort Bragg, CA 95437

Lemos, June

From: Jean Crosby <jeancrosby2@gmail.com>
Sent: Monday, September 14, 2020 3:38 PM
To: Peters, Lindy; Morsell-Haye, Jessica; Norvell, Bernie; Albin-Smith, Tess; wll@fortbragg.com
Cc: Miller, Tabatha; Lemos, June
Subject: YES on community garden project at CV Starr Community Center

Urging you to support the proposal by Matt Drewno and others to establish a community garden project at CV Starr. For many reasons this seems to be an excellent project for Fort Bragg.

There is much food insecurity in the City. A project like this could bring many sectors of the community together. Fort Bragg would be a model for many rural communities across the state and the country. The cost/benefit ratio is extremely good.

Thank you for your consideration!

Jean Crosby

From: noreply@granicusideas.com
Sent: Monday, September 14, 2020 7:06 PM
To: Lemos, June
Subject: New eComment for City Council - Via Video Conference



New eComment for City Council - Via Video Conference

Jacob Patterson submitted a new eComment.

Meeting: City Council - Via Video Conference

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

eComment: I watched the community garden item and would like to suggest that the City look into either permitting the community garden to install (or to install on their behalf as the property owner) an on-site well to provide irrigation water for the garden plots and to fill the water tanks. The CV Starr site has abundant ground water and wells for non-potable irrigation purposes is allowed by City Code. Why use our stressed City water system and scarce treated potable water if we don't have to?

[View and Analyze eComments](#)

This email was sent from <https://granicusideas.com>.

[Unsubscribe](#) from future mailings

Lemos, June

From: noreply@granicusideas.com
Sent: Monday, September 14, 2020 5:55 PM
To: Lemos, June
Subject: New eComment for City Council - Via Video Conference



New eComment for City Council - Via Video Conference

christie sittig submitted a new eComment.

Meeting: City Council - Via Video Conference

Item: 1B. 20-844 Receive Update from the Garden Friendly Community Committee of Fort Bragg on a Community Garden at the CV Starr Community Center Grounds

eComment: Community gardens are for growing... Healthy Soil, Healthy Individuals and Healthy Communities.

[View and Analyze eComments](#)

This email was sent from <https://granicusideas.com>.

[Unsubscribe](#) from future mailings

Lemos, June

From: noreply@granicusideas.com
Sent: Monday, September 14, 2020 5:47 PM
To: Lemos, June
Subject: New eComment for City Council - Via Video Conference



New eComment for City Council - Via Video Conference

Sakina Bush submitted a new eComment.

Meeting: City Council - Via Video Conference

Item: 1B. 20-844 Receive Update from the Garden Friendly Community Committee of Fort Bragg on a Community Garden at the CV Starr Community Center Grounds

eComment: To F. B. City Council, I support the Community Garden item 1. 1B. 20-844. A community garden has much to offer in addition to more food security for our community. Matt Drewno is a respected member of the coast gardening community, an excellent gardener, teacher, and team leader who can see this project through to success. I look forward to adding my time, talents, and resources to help this project. I hope you will give this project your support! Sakina Bush Sakina's Garden & Nursery

[View and Analyze eComments](#)

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City of Fort Bragg

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

Text File

File Number: 20-845

Agenda Date: 9/14/2020

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Committee Minutes

Agenda Number: 5A.

Receive and File Minutes of Finance and Administration Committee Meeting of February 12, 2020



City of Fort Bragg

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

Meeting Minutes Finance and Administration Committee

Wednesday, February 12, 2020

11:00 AM

Town Hall, 363 N. Main Street

MEETING CALLED TO ORDER

Chair Peters called the meeting to order at 11:00 AM

ROLL CALL

Staff Present: Finance Director Victor Damiani, City Manager Tabatha Miller and Administrative Assistant Cristal Muñoz.

Present: 2 - Lindy Peters and Tess Albin-Smith

1. APPROVAL OF MINUTES

1A. [20-612](#) Approve Minutes of January 8, 2020 Special Meeting

The minutes were approved by the Committee as presented and will be forwarded for Council review.

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

*None.

3. CONDUCT OF BUSINESS

3A. [20-621](#) Receive Report Regarding Results of TOT Audit

The Committee reviewed the report prepared for this item. The committee report was presented by Finance Director Victor Damiani.

Public Comment:

*None.

Discussion:

There was discussion about the findings of the report, which included the amount of deficiencies found, and they totaled to approximately \$100,000. In addition it was asked if interest and penalties are included and will continue to accumulate if not payments are received. It was decided to move forward with this audit for the next two years and audit the remaining hotels.

This report was received as presented and forwarded to full Council for review.

3B. [20-619](#) Receive Oral Update from Staff on Departmental Activities

Department Update:

- *Continuing with transition to US Bank and transition will be final by March.
- *Working on Mid-Year Reports
- *Looking at cost estimates for the Council Goals.
- *In service day March 11 and only process Business Licenses
- *Translating SB998 into 6 languages

4. MATTERS FROM COMMITTEE / STAFF

- * Committee Member inquired having a High School ambassador sit at the dais.

ADJOURNMENT

Chair Peters adjourned the meeting at 11:14 AM.



City of Fort Bragg

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

Text File

File Number: 20-846

Agenda Date: 9/14/2020

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Committee Minutes

Agenda Number: 5B.

Receive and File Minutes of April 23, 2020 Community Development Committee Meeting



City of Fort Bragg

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

Meeting Minutes Community Development Committee

Monday, April 13, 2020

3:00 PM

Town Hall, 363 N. Main Street

Special Meeting

MEETING CALLED TO ORDER

Committee Member Norvell called the meeting to order at 3:00 PM.

ROLL CALL

Present: 2 - Bernie Norvell and Jessica Morsell-Haye

1. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

2. CONDUCT OF BUSINESS

- 2A. [20-693](#)** Receive Report and Direct Staff Regarding Implementation of a Landlord Relief Fund Program in Response to COVID-19

Housing and Economic Development Coordinator McCormick and City Manager Miller presented the prepared report to the Committee.

Discussion:

Committee Member Norvell would like to know how residency would be verified, City Manager Miller suggests using the zip code of 95437. An applicant would be ineligible if they do not have a 95437 zip code. A statement of need and a copy of the mortgage statement and expenses would be required.

Committee Member Morsell-Haye asked about the time frame for payment from the City. City Manager Miller stated payments would be disbursed weekly.

The Committee agrees that the program should be on a first come first serve basis and the program will run until the funding runs out.

The dis-qualifiers would be not having a 95437 zip code, lack of documentation to show need or if the property owner owns more than four (4) properties.

This item was recommended for approval by the City Council

4. MATTERS FROM COMMITTEE / STAFF

Economic Development and Housing Coordinator McCormick states that the homeless that live in there cars are having a hard time with sheltering in place and the state has mandated that the City implement a safe parking pilot program. McCormick inquired if there was interest from the Committee that the City apply for funding to make City Hall parking lot

a safe parking place for people who live in their cars. Morsell-Haye stated she is in favor of the application for the COC funds for the safe parking. Norvell stated he is reluctant to make a decision without first seeing a plan. City Manager Miller indicated this would be an opportunity to have a pilot program. City Manager Miller stated that this was not an agenda item and staff was looking for feed back to bring it back on a future agenda.

ADJOURNMENT

Committee Member Norvell adjourned the meeting at 3:26 PM.



City of Fort Bragg

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

Text File

File Number: 20-840

Agenda Date: 9/14/2020

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Minutes

Agenda Number: 5C.

Approve Minutes of Special Meeting of August 31, 2020



City of Fort Bragg

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

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*

Monday, August 31, 2020

6:00 PM

Via Video Conference

Special Meeting

CALL TO ORDER

Mayor Lee called the meeting to order at 6:00 PM, all Councilmembers appearing by video conference.

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 CONSENT CALENDAR ITEMS

The City Clerk read comments into the record as follows: Jacob Patterson commented on Item 2A, the Mendocino Action Council for Accountable Government Organizations commented on Item 2B.

2. CONSENT CALENDAR

Approval of the Consent Calendar

A motion was made by Vice Mayor Norvell, seconded by Councilmember Albin-Smith, to approve the Consent Calendar. The motion carried by the following vote:

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

2A. [20-836](#)

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 4300-2020

2B. [20-838](#)

Adopt Resolution Approving Professional Services Agreement with Burlington Associates in Community Development, LLC to Assess Feasibility of Establishing a Community Land Trust and Authorizing City Manager to Execute Same (Amount Not to Exceed \$40,000.00, Account No. 329-4873-0755)

This Resolution was adopted on the Consent Calendar.

Enactment No: RES 4301-2020

- 2C.** [20-835](#) Approve Minutes of Special Meeting of August 13, 2020

These Minutes were approved on the Consent Calendar.

3. CONDUCT OF BUSINESS

- 3A.** [20-837](#) Receive Report and Consider Adoption of City Council Resolution Declaring a Stage 2 Water Emergency and Implementing Stage 2 Water Conservation Measures

Director of Public Works Smith presented the staff report on this agenda item and responded to questions from Councilmembers.

Public Comment: The City Clerk read comments from Jacob Patterson into the record.

Discussion: Brief discussion regarding water conservation measures was held.

A motion was made by Vice Mayor Norvell, seconded by Councilmember Morsell-Haye, that this Resolution be adopted. The motion carried by the following vote:

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

Enactment No: RES 4302-2020

ADJOURNMENT

WILLIAM V. LEE, MAYOR

June Lemos, CMC, City Clerk

IMAGED (_____)



City of Fort Bragg

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

Text File

File Number: 20-849

Agenda Date: 9/14/2020

Version: 1

Status: Business

In Control: City Council

File Type: Resolution

Agenda Number: 8A.

Receive Report and Consider Adoption of City Council Resolution Adopting Budget Amendment 2021-03 Revising Revenue Projections, Increasing Furloughed Staff to Full-time, Restoring Police Department Premiums and Adjusting Selected Expenditure Budgets



AGENCY: City Council/MID
MEETING DATE: September 14, 2020
DEPARTMENT: City Manager
PRESENTED BY: Tabatha Miller
EMAIL ADDRESS: Tmiller@fortbragg.com

AGENDA ITEM SUMMARY

TITLE:

Receive Report and Consider Adoption of City Council Resolution Adopting Budget Amendment 2021-03 Revising Revenue Projections, Increasing Furloughed Staff to Full-time, Restoring Police Department Premiums and Adjusting Selected Expenditure Budgets

ISSUE:

The COVID-19 pandemic, along with staff reductions and layoffs, interrupted the normal FY 2020-21 annual budget process. Further, projecting the revenue impacts of the economic shutdown was a combination of revenue analysis, conservative direction from City Council and just plain guesswork. On June 29, 2020, the Fort Bragg City Council adopted a budget with the understanding that it would be updated and revised as the year progressed and as the longer term impacts from the pandemic were better understood.

The Council has already adopted two budget amendments for FY 2020-21 and staff is recommending adoption of a third budget amendment.

ANALYSIS:

On April 6, 2020, staff presented a COVID-19 emergency financial report. The report provided three big picture scenarios: best case, middle of the road, and worst case. The City Council provided feedback to staff to take a more conservative approach to the FY 19-20 financial projections and the FY 20-21 budget and to return with a plan to reduce the operating budget and staffing levels.

On April 20, 2020, at a Special City Council meeting, staff presented revised COVID-19 projections and outlined a plan to reduce the FY 20-21 General Fund Budget by \$1.4 Million. The reductions included freezing open positions, eliminating all seasonal staff, placing a hold on AA/AB funding allocations and additional layoffs. Layoffs and furloughs were implemented at the end of April and accounted for the largest portion of the budget reduction. In addition to the staffing cuts, the Fort Bragg Police Association voluntarily gave up premium pays worth approximately \$88k for a period of one year in exchange for a small increase in vacation accruals. In May, the City Council and the Mendocino Coast Parks and Recreation Board agreed that the CV Starr Community Center may need to remain closed through the fall for financial and pandemic related reasons. Both entities agreed to revisit that decision at the end of September when more detailed sales tax information would likely be available. The Council may want to considering scheduling a special joint meeting in the first part of October.

The budget adopted by City Council on June 29, 2020 included the requested reductions but lacked the details and effort of prior years. The diversion of resources to COVID-19, including interim reporting and projections, and staff reductions resulted in a condensed

budget document with many unknowns as the country and the world continued into a unique economic scenario with little or no guidance. Staff agreed to provide regular financial updates to City Council as more information about Transient Occupancy Tax (TOT) and Sales Tax developed. TOT and Sales Tax revenues account for approximately 48% of General Fund revenues.

In March, the City agreed to allow hotels and lodging establishments to postpone payment and reporting of the TOT until July 1st, without penalties or interest, in an effort to help support those businesses. The State of California extended similar accommodations to businesses paying sales and use taxes. As a result, information on the financial impacts of the pandemic was limited through the end of the fiscal year. Adding to the challenges of predicting revenue in Fort Bragg was the uncertainty surrounding when businesses such as the hotels would be allowed to accommodate tourists and not just essential workers under the Shelter-in-Place Orders. As presented in the chart below, TOT revenues have performed better than projected back in April and as a result, projections for FY 20-21 have been revised upward.

	4-20-20 Projections	9-5-20 Actual and Revised Projections	Change in \$	Change in %
January	\$ 119,630	\$ 119,630	\$ -	0%
February	107,000	161,216	54,216	51%
March	69,000	95,244	26,244	38%
April	14,000	19,551	5,551	40%
May	23,000	34,812	11,812	51%
June	115,000	182,941	67,941	59%
July	174,000	348,760	174,760	100%
August	152,000	304,000	152,000	100%
September	153,000	229,000	76,000	50%
October	126,000	168,000	42,000	33%
November	121,000	138,000	17,000	14%
December	103,000	103,000	-	0%

Note: The chart reflects a calendar year, which includes the last six months of FY 19-20 and the first six months of FY 20-21.

Sales Tax Revenue has also performed better than projected in April. Because the State collects the Sales Tax, payment and details can lag several months. The City has received all payments for FY 2019-20, but not the details on taxpayers or industries. The chart below provides a comparison of the one percent General Fund Sales Tax Revenue.

	FY 18-19 Audited	FY 19-20 Budget	FY 19-20 Revised	FY 19-20 Actual	\$ Change	% Change
Sales Tax	\$ 1,728,222	\$ 1,921,792	\$ 1,490,477	\$ 1,774,138	\$ 283,661	19%

Based on the updated revenue information that is now available, staff has revised projections for the year ending 6-30-2020 and for the current fiscal year. The chart below

incorporates the updated actual revenue figures above plus revised figures for TOT and sales tax for FY 20-21, and the other proposed budget amendments incorporated into the Budget Amendment Resolution attached.

	Projected Fund Balance 06/30/2020	Revenue	Expenditures	Projected Fund Balance 06/30/21
General Fund Adopted 06/29/20	\$ 1,935,643	\$ 7,933,643	\$ 8,282,469	\$ 1,586,816
TOT Above Estimates	165,764	430,000		595,764
Sales Tax Above Estimates	283,661	179,500		463,161
CARES Act Allocation		91,702		91,702
Prior Net Expenditure			(68,416)	68,416
Leave Accrual Cashouts			57,612	(57,612)
Add. Grant Reim. Staff Time		115,226		115,226
Return Furloughed Staff 100%			67,642	(67,642)
Reinstate Police Premium Pays			66,750	(66,750)
Updated Financial Projections	\$ 2,385,068	\$ 8,750,071	\$ 8,406,057	\$ 2,729,081

As set forth in the chart above, staff is currently projecting an operating surplus of \$344k for the General Fund and a June 30, 2021 ending fund balance of \$2.7 Million instead of the April, 2020 projection of \$1.6 Million. Included in Proposed Budget Amendment No. 2021-03 is a transfer of \$10,000 in the City Council Department's budget from Election Costs to Professional Services to provide funds for support of the Name Change Citizen Committee and if Council desires, support for the Community Garden, scheduled for discussion earlier in tonight's agenda. Also proposed is returning the five remaining furloughed City Hall employees to full-time and a reinstatement of the Police Department premium pays as of October 1, 2020.

Twelve employees were originally furloughed to 50% or 75% of full-time hours. In mid-June, the Senior Planner was reinstated to full time to handle the increase in development permits with the understanding that 20 or more hours would be charged to developer accounts. When the Public Works Director retired at the end of June, the Assistant Director was promoted to Director and the Assistant City Engineer was promoted to Assistant Director. The Assistant City Engineer position, which was furloughed to 30 hours a week, was not replaced and the position frozen. The City Clerk was returned to full-time in July in order to assist with the Tenant-Based Rental Assistance program and the additional hours are reimbursed by the grant. Three Finance Department staff were transitioned back to full time in August, after the Finance Director, who was also working reduced hours resigned and was not replaced.

Restoring furloughed staff to full time and reinstating the Police Department premium pays will help staff morale. With the addition of the City's water emergency, surrounding wild fires, increased tourism, year-end financial closing and audit, anticipated grant funding and programs and the ongoing COVID-19 pandemic, there is more than enough work to fill the additional 60 staff hours. Even with restoring the furloughed hours, City-wide staff hours are 11% lower than one year before and 13% lower than three years ago. City Hall staffing will be 15% (once restored) below the prior year and 24% lower than three years ago.

RECOMMENDED ACTION:

Adopt Resolution approving Budget Amendment No. 2021-03.

ALTERNATIVE ACTION(S):

1. Do not adopt Resolution.
2. Adopt Resolution with City Council directed modifications.
3. Provide staff further direction.

FISCAL IMPACT:

The revised TOT and Sales Tax revenue numbers for FY 20-21, plus additional grant reimbursements and CARES Act funding increase General Fund revenues above original budget by \$816,428. The revised revenue numbers for FY 19-20 increase revenues above projections by \$449,425 dollars. The total proposed expenditures increase General Fund expenses by \$123,588. Overall, current projections anticipate a General Fund surplus of \$344,014 for FY 20-21.

GREENHOUSE GAS EMISSIONS IMPACT:

Adoption of the budget amendment by itself will not impact greenhouse gas emissions.

CONSISTENCY:

The proposed budget amendment is consistent with City Council direction to close the budget deficit in the General Fund and City Council budget priorities.

IMPLEMENTATION/TIMEFRAMES:

Budget amendments will be effective on adoption. If approved, reinstatement of furloughed employees and Police Department premium pays will take place the first pay period in October.

ATTACHMENTS:

1. Resolution

NOTIFICATION:

N/A

RESOLUTION NO. ____-2020

RESOLUTION OF THE FORT BRAGG CITY COUNCIL

and

RESOLUTION NO. ID ____-2020

RESOLUTION OF THE FORT BRAGG MUNICIPAL IMPROVEMENT DISTRICT BOARD

**ADOPTING BUDGET AMENDMENT 2021-03
AMENDING FY 2020/21 BUDGET**

WHEREAS, on June 29, 2020, the Fort Bragg City Council and the Fort Bragg Municipal Improvement District No. 1 District Board adopted the Fiscal Year (FY) 2020-21 Budget; and

WHEREAS, the impacts of the COVID-19 pandemic, including reduced staff levels implemented through furloughs and layoffs, have interrupted the normal annual budget process; and

WHEREAS, the City Manager continues to review and revise the budget as the impacts from the COVID-19 pandemic and economic downturn are better understood; and

WHEREAS, the City Manager has identified updated revenue projections, additional expenditure adjustments and corrections to the FY 2020-21 budget as adopted by the City Council on June 29, 2020; and

WHEREAS, the adjustments and updates are identified in Exhibit A attached hereto; and

WHEREAS, there is sufficient revenue and adequate fund balance to fund the allocations; and

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

1. Certain adjustments to the FY 2020-21 Budget are necessary as shown in Exhibit A.
2. There are sufficient funds to fund the allocations.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Fort Bragg/District Board of the Fort Bragg Municipal Improvement District No. 1 does hereby amend the previously adopted FY 2020-21 Budget to incorporate the changes enumerated in Exhibit A.

The above and foregoing Resolution was introduced by Council/Board Member _____, seconded by Council/Board Member _____, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg/District Board of the Fort Bragg Municipal Improvement District No. 1 held on the 14th day of September, 2020, by the following vote:

AYES:

NOES:

**ABSENT:
ABSTAIN:
RECUSED:**

**WILLIAM V. LEE,
Mayor/Chair**

ATTEST:

**June Lemos, CMC
City/District Clerk**

EXHIBIT A

BUDGET AMENDMENT							
						Budget Adjustment #:	2021-03
						Budget FY:	FY 2020/21
Account Description	Account #			FY 20/21 Adopted Budget	Increase (+) Budget Amt	Decrease (-) Budget Amt	Revised Total Budget Amt
Revenues							
Transient Occupancy Tax	110	0000	3137	\$ 1,873,000	\$ 430,000		\$ 2,303,000
Grant Staff Time Reim - CM	110	4150	3318	\$ -	\$ 52,000		\$ 52,000
Grant Staff Time Reim - PW	110	4330	3318	\$ 88,557	\$ 15,000		\$ 103,557
Grant Staff Time Reim - PD	110	4200	3318	\$ -	\$ 48,226		\$ 48,226
GF Sales Tax	110	0000	3131	\$ 1,396,388	\$ 179,500		\$ 1,575,888
General Plan Maintenance Fee	110	4320	3497	\$ 45,726	\$ 10,000		\$ 55,726
Expenditures							
Leave Accrual Cash out - VD	110	4150	0104	\$ 4,715	\$ 21,657		\$ 26,372
Leave Accrual Cash out - TV	110	4330	0104	\$ 2,110	\$ 26,051		\$ 28,161
Leave Accrual Cash out - RO	110	4570	0104	\$ -	\$ 9,904		\$ 9,904
Election Costs	110	4110	0315	\$ 10,000		\$ 10,000	\$ -
Professional Services	110	4110	0319	\$ 6,000	\$ 10,000		\$ 16,000
REMIF Net Assessments	110	4190	0359	\$ 188,694	\$ 19,992		\$ 208,686
Return Furlough - CM	110	4130	0101	\$ 365,078	\$ 26,202		\$ 391,280
Return Furlough - CDD	110	4320	0101	\$ 108,693	\$ 25,457		\$ 134,150
Return Furlough - PW	110	4330	0101	\$ 253,791	\$ 15,983		\$ 269,774
Reinstate PD Premium Pays	110	4200	0101	\$ 1,355,725	\$ 66,750		\$ 1,422,475
Mill Site LCP Plan	110	4320	0319	\$ 5,000	\$ 10,000		\$ 15,000
							\$ -
				\$ 5,703,477	\$ 966,722	\$ 10,000	\$ 6,660,199

City of Fort Bragg Financial Update & Proposed Budget Amendment No. 3

City Council Meeting

September 14, 2020

Transient Occupancy Tax (TOT)

	Actual FY 18-19	Actual FY 19-20	Projected FY 19-20	Budgeted FY 20-21	Updated FY 20-21
July	398,493	386,779	386,779	174,000	348,760
August	332,606	337,695	337,695	152,000	304,000
September	271,950	254,201	254,201	153,000	229,000
October	206,058	209,562	209,562	126,000	168,000
November	187,228	172,639	172,639	121,000	138,000
December	140,437	128,424	128,424	103,000	103,000
January	117,711	119,630	119,630	96,000	96,000
February	125,652	161,216	107,000	113,000	101,000
March	171,289	95,244	69,000	163,000	146,000
April	193,570	19,551	14,000	184,000	184,000
May	225,063	Projected versus Actual ↑ \$165,764		Budget versus Updated ↑ \$432,760	
June	288,470				
TOTAL	\$ 2,658,528	\$ 2,102,693	\$ 1,936,930	\$ 1,873,000	\$ 2,305,760

FY 19-20 Sales Tax Collections

Sales Tax	FY 18-19 Audited	FY 19-20 Budget	FY19-20 Revised Estimate	FY 19-20 Actual*	% Difference Estimated FY 19-20 vs. Actual
1% General Fund	\$1,728,222	\$1,921,792	\$1,490,477	\$1,774,138	\$283,661
.5% C.V. Starr Center	\$878,737	\$955,175	\$793,402	\$944,770	\$636,903
.5% Streets Repair	\$878,944	\$955,175	\$793,402	\$944,748	\$636,903
Total	\$3,485,903	\$3,832,142	\$3,077,281	\$3,663,656	\$2,688,667

Sales Tax	FY 20-21 Budget	Revised FY 20-21
1% General Fund	\$1,414,861	\$1,594,361
.5% C.V. Starr Center	\$636,903	\$811,903
.5% Streets Repair	\$636,903	\$811,903

**FY 19-20 Actuals include an extra payments that should have been booked into FY 18-19: \$129,001, \$49,476 and \$49,711.*

Challenge for Opening CV Starr Center

Mendocino County Shelter in Place Order Issued September 8, 2020

- Section 12(h)(ii): “**Gym and Fitness Facilities** must close all indoor operations and strictly adhere to the COVID-19 Industry Guidance.”
- Section 17(e): “All public pools and Shared Pools (**defined as an outdoor swimming pool** that ordinarily involves access or use by more than one household or living unit) may open with strict adherence to the “Additional Considerations for Swimming Pools/Aquatic Venues” referenced in the Industry Guidance...” [emphasis added].

Majority of staff have been laid off. Need time to rehire and retrain, including COVID-19 procedures and life guard certifications

Staffing Labor Hours

	First Pay Period August 2017	FTEs	First Pay Period August 2018	FTEs	First Pay Period August 2019	FTEs	First Pay Period August 2020	FTEs
City Hall	1,652.00	20.7	1,669.00	20.9	1,478.50	18.5	1,131.00	14.1
Police Department**	1,855.50	23.2	1,572.00	19.7	1,722.00	21.5	1,511.75	18.9
Public Works - Corp Yard***	732.75	9.2	732.0	9.2	743.0	9.3	559.5	7.0
Water/Wastewater	656.25	8.2	660.25	8.3	535.00	6.7	568.00	7.1
Traffic Safety/Part-time	80.75	1.0	119.00	1.5	144.25	1.8	0.00	0.0
Total	4,977.25	62.2	4,752.25	59.4	4,622.75	57.8	3,770.25	47.1

***In process of hiring Senior Police Officer and a second police officer position is budgeted but currently unfilled. When filled these positions will add 2 FTEs to PD.*

**** In process of hiring MWII for Corp Yard, which will add 1 FTE.*

Percent Changes in Staffing Labor Hours

	% Change from 2017 to 2020	% Change from 2019 to 2020	% Change from 2019 to 2020 with Hired	% Change from 2019 to 2020 with Hired & Furloughs	% Change from 2017 to 2020 with Hired & Furloughs
City Hall	-32%	-24%	-24%	-15%	-24%
Police Department**	-19%	-12%	-3%	-3%	-10%
Public Works - Corp Yard***	-24%	-25%	-14%	-14%	-13%
Water/Wastewater	-13%	6%	6%	6%	-13%
Traffic Safety/Part-time	-100%	-100%	-100%	-100%	-100%
Total	-24%	-18%	-13%	-11%	-17%

**In process of hiring Senior Police Officer and a second police officer position is budgeted but currently unfilled. When filled these positions will add 2 FTEs to PD.

*** In process of hiring MWII for Corp Yard, which will add 1 FTE.

Budget Amendment - Financial Update

	Projected Fund Balance 06/30/2020	Revenue	Expenditures	Projected Fund Balance 06/30/21
General Fund Adopted Budget	\$ 1,935,643	\$ 7,933,643	\$ 8,282,469	\$ 1,586,816
TOT Above Estimates	165,764	430,000		595,764
Sales Tax Above Estimates	283,661	179,500		463,161
CARES Act Allocation		91,702		91,702
07/13/20 Net Expenditures			(68,416)	68,416
Leave Accrual Cash Outs			57,612	(57,612)
Add. Grant Reim. Staff Time		115,226		115,226
Reinstate Police Premium Pays			66,750	(66,750)
Remaining Furloughed Staff			67,642	(67,642)
Updated Projections	\$ 2,385,068	\$ 8,750,071	\$ 8,406,057	\$ 2,229,081
Difference	\$ 449,425	\$816,428	\$ 123,588	\$ 1,142,265

**Projected General
Fund Surplus Now:
\$344,014**

Questions, Comments or Feedback?

From: noreply@granicusideas.com
To: [Lemos, June](#)
Subject: New eComment for City Council - Via Video Conference
Date: Friday, September 11, 2020 12:21:58 PM

[SpeakUp](#)

New eComment for City Council - Via Video Conference

Jacob Patterson submitted a new eComment.

Meeting: City Council - Via Video Conference

Item: 8A. 20-849 Receive Report and Consider Adoption of City Council Resolution Adopting Budget Amendment 2021-03 Revising Revenue Projections, Increasing Furloughed Staff to Full-time, Restoring Police Department Premiums and Adjusting Selected Expenditure Budgets

eComment: Assuming you reverse the remaining furloughs, which seems prudent, will the Council also direct staff to prepare a resolution to restore normal business hours to Monday through Friday rather than Monday through Thursday? The justification for the reduced business hours (and corresponding reduction in services to the public) was the reduced staff availability due to the furloughs, which will no longer be the case. A potential oversight shouldn't create a de facto extra holiday each Friday!

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From: noreply@granicusideas.com
Sent: Monday, September 14, 2020 7:47 PM
To: Lemos, June
Subject: New eComment for City Council - Via Video Conference



New eComment for City Council - Via Video Conference

Mendocino Action Council for Accountable Government Organizations submitted a new eComment.

Meeting: City Council - Via Video Conference

Item: 8A. 20-849 Receive Report and Consider Adoption of City Council Resolution Adopting Budget Amendment 2021-03 Revising Revenue Projections, Increasing Furloughed Staff to Full-time, Restoring Police Department Premiums and Adjusting Selected Expenditure Budgets

eComment: It is a good to cancel the remaining furloughs but the purpose should be to increase or restore the public's access to City services. After all, the public are the people who pay the taxes and fees that provide the funding for the staff expenses. In that light, will our former business hours of Monday through Friday be restored? If not, what is the justification to pay all of the city's staff for full-time work schedules but leaving the public without full-time access to the services we pay for?

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