



# City of Fort Bragg

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

## Meeting Minutes City Council

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Monday, February 24, 2025

6:00 PM

Town Hall, 363 N. Main Street  
and Via Video Conference

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### CALL TO ORDER

Mayor Godeke called the meeting to order at 6:01 PM.

### PLEDGE OF ALLEGIANCE

### ROLL CALL

**Present:** 5 - Mayor Jason Godeke, Vice Mayor Marcia Rafanan, Councilmember Tess Albin-Smith, Councilmember Lindy Peters and Councilmember Scott Hockett

### CLOSED SESSION REPORT

None.

### AGENDA REVIEW

None.

### 1. MAYOR'S RECOGNITIONS AND ANNOUNCEMENTS

- 1A. [24-1113](#)** Proclamation Declaring February 2025 as Teen Dating Violence Awareness and Prevention Month

Mayor Godeke read the Proclamation declaring February as Teen Dating Violence Awareness and Prevention Month.

- 1B. [24-1114](#)** Proclamation Declaring February 2025 as Black History Month

Councilmember Peters read the Proclamation Declaring February as Black History Month.

- 1C. [25-36](#)** Proclamation recognizing March 2025 as Women's History Month

Councilmember Albin-Smith read the Proclamation declaring March as Women's History Month.

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

(1) Dennis Miller, Dr. Richard Miller, Jay McMartin (2) None. (3) None.

### 3. STAFF COMMENTS

City Manager Isaac Whippy discussed upcoming Mill Site Vision Workshop. This will be an in-person only meeting and those that cannot attend may email prior to the meeting and

comments will be uploaded as part of the record. The meeting will be streamed. Next week will be the First Business Roundtable at 10:30 AM at Town Hall. Mid-Term Budget workshop will be March 19, 2025.

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

Councilmember Peters reported topics discussed at Public Safety meeting including Noyo Bridge Safety, School Resource Officer position and Blue Envelope Program. He also reminded community of the upcoming Inaugural Blues Festival. Councilmember Hockett concurs with Peters and highlighted road and trash can projects. Councilmember Albin-Smith stated upcoming events such as Magic market in October and Winter Wonderland in December are important events for community. She joined League of Cities Fire Insurance Group and is now the Chair of MTA. She reported the MCRPD had agenda item to determine if the CV Starr District Property Tax can be transferred to their group and encouraged the public to attend MCRPD meetings. Mayor Godeke will be at CV Starr Lobby on Monday for community informal Q&A. Planning is ongoing for Pomo Cultural Gathering on the Headlands near Mendocino College on April 26, 2025.

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

Councilmember Albin-Smith pulled Item 5C and Item 5D.

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

**A motion was made by Councilmember Peters, seconded by Vice Mayor Rafanan, to approve the Consent Calendar with the exception of Items 5C and 5D. The motion was carried by the following vote:**

**Aye:** 5 - Mayor Godeke, Vice Mayor Rafanan, Councilmember Albin-Smith, Councilmember Peters and Councilmember Hockett

- 5A. [25-15](#)** Receive and Consider Introducing by Title Only and Waiving the First Reading of Ordinance 999-2024 of the City of Fort Bragg Regulating Tobacco Product Sales, Requiring the Licensure of Tobacco Retailers, Prohibiting the Sale of Flavored Tobacco Products, and Amending the Fort Bragg Municipal Code

**This Ordinance was Introduced on the Consent Calendar.**

- 5B. [25-37](#)** Resolution of the Fort Bragg City Council Approving Side Letters for Fort Bragg Police Association Revising Article 9-Uniforms and Equipment and Article 25-Holidays of the Fort Bragg Police Association Memorandum of Understanding 2024-2028

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

Enactment No: RES 4895-2025

- 5E. [25-32](#)** Adopt Resolution of the Fort Bragg City Council Approving a Contract Change Order with Redwood Roofer for the City Hall Roof Replacement Project, City Project No. PWP-00139 and Authorizing the City Manager to Execute Contract (New Amount Not To Exceed \$130,732.00)

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

Enactment No: RES 4896-2025

- 5F. [25-33](#)** Accept City Hall Roof Replacement Project as Complete and Direct City Clerk to File Notice of Completion

**This Notice of Completion was approved on the Consent Calendar.**

- 5G. [25-27](#)** Receive and File Minutes of the Public Works and Facilities Committee Meeting for November 14, 2024

**These Committee Minutes were received and filed on the Consent Calendar.**

- 5H. [25-28](#)** Receive and File Minutes of the Public Works and Facilities Committee Meeting for January 09, 2025

**These Committee Minutes were received and filed on the Consent Calendar.**

### **ITEMS REMOVED FROM CONSENT CALENDAR**

- 5C. [25-39](#)** Approve Request for Proposals For Comprehensive Cost Of Service Analysis and Fee Study for CV Starr

Councilmember Albin-Smith asked clarifying question to staff regarding RFP for CV Starr Fee Study.

Public Comment: None.

**A motion was made by Councilmember Albin-Smith, seconded by Councilmember Peters, that the Consent Calendar be approved. The motion carried**

- 5D. [25-16](#)** **Aye:** 5 - Mayor Godeke, Vice Mayor Rafanan, Councilmember Albin-Smith, Councilmember Peters and Councilmember Hockett

Approve Scope of Work for Consultant Services to Provide a Utility Rate Study for the City of Fort Bragg and Fort Bragg Municipal Improvement District No. 1

Councilmember Albin-Smith asked clarifying question regarding RFP for Utility Rate Study.

Public Comment: Jacob Patterson

**A motion was made by Councilmember Albin-Smith, seconded by Councilmember Peters, that this Scope of Work is approved. The motion carried by the following vote:**

**Aye:** 5 - Mayor Godeke, Vice Mayor Rafanan, Councilmember Albin-Smith, Councilmember Peters and Councilmember Hockett

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

None.

### **7. PUBLIC HEARING**

- 7A. [25-9](#)** Receive a Report, Conduct a Public Hearing, Receive Planning Commission's Recommendation, and Introduce, by Title Only, and Waive

the First Reading of:

- a. Ordinance 1000-2025 to Amend Division 17 to the Fort Bragg Municipal Code and Adopt Chapter 17.42.175 “Tiny Homes, Model Park RVs & Mobile Homes”, of Division 17 of The Fort Bragg Municipal Code, to Establish Regulations and Standards for Tiny Homes, Model Park RVs & Mobile Homes;
  - b. Ordinance 1001-2025 to Amend Division 17 to the Fort Bragg Municipal Code and Repeal Chapter 17.42.110 “Mobile Home Parks” of Division 17 of the Fort Bragg Municipal Code and Replace it with Chapter 17.42.110 “Tiny Home Communities” to Establish Standards for Tiny Home Communities;
  - c. Ordinance 1002-2025 to Amend Chapter 17.42.190- Restaurants of Division 17 of the Fort Bragg Municipal Code to Establish Regulations and Standards for Outdoor Dining; and
  - d. Ordinance 1003-2025 to Amend 17.71.090 - Planned Unit Development Permit of Division 17 of the Fort Bragg Municipal Code to Allow Planned Unit Development Permits on Parcels of 1 Acre or More.
- Statutory CEQA Exemption 15265

**Mayor Godeke opened the public hearing at 7:07 PM.**

Consultant Marie Jones presented staff report.

Public Comment was received from:

Michelle Blackwell

**Mayor Godeke closed the public hearing at 7:10 PM.**

Discussion: Councilmembers asked clarifying questions and agreed to delete definitions in body of Ordinance and place in Section 10 to reduce future confusion.

**A motion was made by Mayor Godeke, seconded by Vice Mayor Rafanan, that Ordinance 1000 was Introduced. The motion carried by the following vote:**

**Aye:** 5 - Mayor Godeke, Vice Mayor Rafanan, Councilmember Albin-Smith, Councilmember Peters and Councilmember Hockett

**A motion was made by Councilmember Peters, seconded by Councilmember Hockett, that Ordinance 1001 was Introduced as amended. The motion carried by the following vote:**

**Aye:** 5 - Mayor Godeke, Vice Mayor Rafanan, Councilmember Albin-Smith, Councilmember Peters and Councilmember Hockett

**A motion was made by Councilmember Peters, seconded by Councilmember Hockett, that Ordinance 1002 was Introduced as amended. The motion carried by the following vote:**

**Aye:** 5 - Mayor Godeke, Vice Mayor Rafanan, Councilmember Albin-Smith, Councilmember Peters and Councilmember Hockett

**A motion was made by Councilmember Peters, seconded by Vice Mayor Rafanan, that Ordinance 1003 was Introduced. The motion carried by the following vote:**

**Aye:** 5 - Mayor Godeke, Vice Mayor Rafanan, Councilmember Albin-Smith, Councilmember Peters and Councilmember Hockett

**7B. [25-8](#)**

Receive a Report, Conduct a Public Hearing, Receive Planning Commission's Recommendation, and Introduce, by Title Only, and Waive the First Reading

of Ordinances Amending the Inland Land Use and Development Code (Ordinance 1004-2025) and the Coastal Land Use and Development Code (Ordinance 1005-2025) to Comply with Recent Changes in State of California Housing Law Related to Accessory Dwelling Units. Statutorily exempt under CEQA Guidelines 15265 Adoption of Coastal Plans and Programs and 15282 (h)The adoption of an ordinance regarding second units in a single-family or multi-family residential zone by a city or county to implement the provisions of Sections 65852.1 and 65852.2 of the Government Code as set forth in Section 21080.17 of the Public Resources Code.

**Mayor Godeke re-opened the public hearing at 7:42 PM.**

Consultant Marie Jones presented the staff report.

Public Comment was received from:

Shelley Green

Jacob Patterson

**Mayor Godeke closed the public hearing at 7:47 PM.**

Discussion: Councilmembers discussed and asked clarifying questions.

**A motion was made by Councilmember Peters, seconded by Vice Mayor Rafanan, that the Ordinance 1004 Introduction is approved. The motion carried by the following vote:**

**Aye:** 5 - Mayor Godeke, Vice Mayor Rafanan, Councilmember Albin-Smith, Councilmember Peters and Councilmember Hockett

**A motion was made by Councilmember Peters, seconded by Vice Mayor Rafanan, that the Ordinance 1005 Introduction is approved. The motion carried by the following vote:**

**Aye:** 5 - Mayor Godeke, Vice Mayor Rafanan, Councilmember Albin-Smith, Councilmember Peters and Councilmember Hockett

**7C. [25-11](#)**

Receive a Report, Hold a Public Hearing, and Consider Adopting a Resolution of the Fort Bragg City Council Providing Preliminary Preapproval of Inclusionary Housing Incentives for Proposed Senior Housing Project at 860 Hazelwood St.; Exempt from CEQA pursuant to 15060(c)(3)

**Mayor Godeke re-opened the public hearing at 7:58 PM.**

Consultant Marie Jones presented Staff Report.

Public Comment was received from:

Shelley Green

unnamed

Jacob Patterson

**Mayor Godeke closed the public hearing at 8:03 PM.**

Discussion: Councilmembers discussed and asked clarifying questions.

**A motion was made by Vice Mayor Rafanan, seconded by Councilmember Peters, that the Resolution be adopted. The motion was carried by the following vote:**

**Aye:** 5 - Mayor Godeke, Vice Mayor Rafanan, Councilmember Albin-Smith, Councilmember Peters and Councilmember Hockett

Enactment No: RES 4897-2025

## **8. CONDUCT OF BUSINESS**

- 8A. [25-38](#)** Adopt City Council Resolution Approving Professional Services Agreement with Palni, Inc. for On-Call, As-Needed, Engineering/Design Services and Technical Assistance for the Municipal Broadband Utility Project, and Authorizing City Manager to Execute Contract (Amount not to Exceed \$55,000); CEQA Exemption 15378

Economic Development Manager Sarah McCormick presented staff report.

Public Comment: Jacob Patterson.

Discussion: After brief discussion, the Council supports the Professional Service Agreement.

**A motion was made by Councilmember Albin-Smith, seconded by Councilmember Peters, that this Resolution is approved. The motion carried by the following vote:**

**Aye:** 5 - Mayor Godeke, Vice Mayor Rafanan, Councilmember Albin-Smith, Councilmember Peters and Councilmember Hockett

Enactment No: RES 4898-2025

- 8B. [25-35](#)** Resolution of the Fort Bragg City Council Accepting the Fort Bragg Police Department Salary Survey Results as Required by Ordinance 672; Establishing the City Clerk, Non-Certified Confidential/Non-Bargaining Classification, and Confirming the Pay Rates and Ranges for All City of Fort Bragg Established Classifications Effective January 1, 2025

Human Resource Manager Juli Mortensen presented staff report.

Public Comment: Jacob Patterson

**A motion was made by Councilmember Peters, seconded by Vice Mayor Rafanan, that the Resolution is adopted. The motion carried by the following vote:**

Enactment No: RES 4899-2025

- 8C. [25-34](#)** Receive Report and Consider Introducing by Title Only, and Waive Further Reading of Ordinance 1007-2025 Amending Chapter 3.20 (Purchasing Policies and Procedures) and Chapter 3.22 (Informal Bidding Procedures) of the Fort Bragg Municipal Code

Administrative Analyst Cristal Muñoz presented staff report.

Public Comments: Jay McMartin and Jacob Patterson.

Discussion: Councilmembers discussed City Manager signing authority and agreed to increase to \$60,000.

**A motion was made by Councilmember Peters, seconded by Vice Mayor Rafanan, that the Ordinance was Introduced as amended. The motion carried by the following vote:**

**Aye:** 5 - Mayor Godeke, Vice Mayor Rafanan, Councilmember Albin-Smith,  
Councilmember Peters and Councilmember Hockett

## **9. CLOSED SESSION**

### **ADJOURNMENT**

**Mayor Godeke adjourned the meeting at 9:09 PM.**

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JASON GODEKE, MAYOR

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Amber Lenore Weaver, Acting City Clerk

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