



# City of Fort Bragg

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## Meeting Minutes City Council

*THE FORT BRAGG CITY COUNCIL MEETS CONCURRENTLY  
AS THE FORT BRAGG MUNICIPAL IMPROVEMENT DISTRICT  
NO. 1 AND THE FORT BRAGG REDEVELOPMENT  
SUCCESSOR AGENCY*

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Monday, January 22, 2024

6:00 PM Town Hall, 363 N. Main Street and via video conference

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### CALL TO ORDER

Mayor Norvell called the meeting to order at 6:00 PM.

### PLEDGE OF ALLEGIANCE

### ROLL CALL

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

### CLOSED SESSION REPORT

Mayor Norvell stated that no reportable action was taken on the Closed Session items.

### AGENDA REVIEW

Mayor Norvell announced that he will be moving item 8A to the end of Conduct of Business, making item 8B the first item under Conduct of Business.

### 1. MAYOR'S RECOGNITIONS AND ANNOUNCEMENTS

None.

### 2. PUBLIC COMMENTS ON: (1) NON-AGENDA, (2) CONSENT CALENDAR

- (1) Jay McMartin Rosenquist.
- (2) Jacob Patterson, Jay McMartin Rosenquist.

### **3. STAFF COMMENTS**

Administrative Analyst Cristal Munoz announced that Visit Fort Bragg is promoting Restaurant Week, scheduled from January 26 to February 4, 2024. Additionally, the Crab Cake Cook Off will take place on February 3rd from 11 AM to 3 PM at the big tent located on the corner of Spruce and Main streets. The quarterly merchant meeting is set for February 3, 2024, from 9 AM to 11 AM at Town Hall, where plans for the upcoming Whale Festival in March will be discussed. Chief Cervenka announced the launch of the Fort Bragg Community Task Force on Fentanyl, led by the Project Right Now Team. The task force will consist of 12-15 members, including students, educators, parents, business owners, medical professionals, community leaders, and elected officials. Meetings will be held quarterly, with reports shared at community forums. Those interested in joining may request an application by emailing Captain Thomas O'Neal at [toneal@fortbragg.com](mailto:toneal@fortbragg.com). Applications are due by February 9, 2024. Special Projects Manager Sarah McCormick announced a training session for the Noyo Harbor Planning Effort held at Town Hall. Those interested are encouraged to contact Sarah McCormick at [smccormick@fortbragg.com](mailto:smccormick@fortbragg.com) for further information.

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

Councilmember Peters discussed the delays in Public Works projects caused by rain. Additionally, he noted that he had spoken with the Fire Chief, who informed him that one of the new rescue trucks is currently being picked up in Seattle, while the other one is ready in Sacramento. Vice Mayor Godeke announced that the ad-hoc culture and education committee had held a public meeting, during which they received input from the Staff of Grace Hudson Museum regarding the new learning center at the fort building. The Community Development Committee is scheduled to meet on January 30, 2024, at 4 PM at Town Hall and via Zoom. Additionally, the Mayor and Vice Mayor will host an open forum at CV Starr in the next few weeks. Councilmember Albin-Smith shared that there have been engaging discussions on plastics during her League of Cities Committee meetings. She also mentioned upcoming commitments, including a Mendocino Transit Authority (MTA) meeting next week and a Coastal League of Cities meeting scheduled for January 25, 2024. Mayor Norvell has been collaborating with the Rhododendron Society to aid in the preservation of rhododendrons. He called for volunteers to participate in this important project.

### **5. CONSENT CALENDAR**

**A motion was made by Councilmember Peters, seconded by Councilmember Rafanan, that the Consent Calendar be approved. The motion carried by the following vote:**

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

#### **5A. [23-515](#)**

Accept the 14-foot-wide Public Access and Utility Easement as Offered on the Channel Parcel Map, City Application DIV 1-22, and Authorize the City Clerk to Sign the Map

**This report was approved on the Consent Calendar.**

- 5B.** [23-528](#) Adopt Joint City Council/Municipal Improvement District Resolution Authorizing Execution of an Employment Agreement for City/District Manager with Isaac Whippy

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

- 5C.** [23-473](#) Approve Maddy Act Notice Providing List of Appointed Terms Expiring in 2024

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

- 5D.** [23-529](#) Approve Scope of Work for a Request for Proposals for the Preparation of Plans and Specifications for the CV Starr Center HVAC System

**This Scope of Work was approved on the Consent Calendar.**

- 5E.** [24-540](#) Adopt Resolution of the Fort Bragg Redevelopment Successor Agency Approving Recognized Obligation Payment Schedule (ROPS) 24-25 (FY 24/25; July 1, 2024 - June 30, 2025) Pursuant to Health and Safety Code Section 34177(l)

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

- 5F.** [24-541](#) Accept and File Development Impact Fee Report, Utility Capacity Fee Reports and General Plan Maintenance Fee Report for Fiscal Year Ending June 30, 2023

**This Report was accepted on the Consent Calendar.**

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

None.

## **7. PUBLIC HEARING**

- 7A.** [23-472](#) Conduct Public Hearing, Receive Report, and Consider Adoption of City Council Resolution Approving Updates to the CV Starr's Fee Schedule

CV Starr Manager Moneque Wooden provided an update on this matter. She highlighted two oversights that they aim to rectify, which occurred during the adoption of the fee schedule on October 23, 2023. Firstly, the correction involves adjusting the additional fee for adding a member to the family membership to \$204 per year instead of \$20. Secondly, amendments are proposed to the birthday party rental guidelines concerning half-room and full-room pricing.

**Mayor Norvell opened the public hearing at 6:23 PM.**

Public Comment: Dennis Miller

**Mayor Norvell closed the public hearing at 6:27 PM.**

Discussion: None.

**A motion was made by Councilmember Albin-Smith, seconded by Vice Mayor Godeke, that the Resolution be adopted. The motion carried by the following vote:**

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

## **8. CONDUCT OF BUSINESS**

Mayor Norvell announced that he will be moving item 8A to the end of Conduct of Business, making item 8B the first item under Conduct of Business.

**8B. [23-505](#)** Receive Report and Approve Scope of Services for Request for Qualifications for As-Needed Professional Services in Noyo Harbor Planning Effort

Special Projects Manager Sarah Peters reported on this item.

Public Comment: Dennis Miller, Jacob Patterson.

Discussion: It was clarified that a consultant or consulting firm does not need to possess all 23 qualifications. It was also mentioned that there is collaboration with the Noyo Center for Marine Science to share the costs.

**A motion was made by Councilmember Peters, seconded by Councilmember Rafanan, that the Scope of Work be approved. The motion carried by the following vote:**

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

**8C. [23-507](#)** Receive Report and Consider Adoption of City Council Resolution Approving Contract Amendment with Creative Thinking, Inc. DBA The Idea Cooperative. Increasing Amount of Contract, and Authorizing City Manager to Execute Same (Amount Not To Exceed \$200,000: \$180,000 Account 110-4321-0319; and \$20,000 Account 329-6134-0630)

Special Project Manager Sarah McCormic presented on this item. The additional funds for this contract, totaling \$20,000, would be allocated for broadband strategic branding services.

Public Comment: Jay, Jacob Patterson.

Discussion: There was discussion about the timeline, acknowledging that the broadband project has yet to begin. Additionally, it was clarified that the funds for the project would be sourced from various channels, including grants and TOT tax.

**A motion was made by Vice Mayor Godeke, seconded by Councilmember Albin-Smith, that the Resolution be adopted. The motion carried by the following vote:**

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

- 8D.** [24-542](#) Resolution of the Fort Bragg City Council Approving the Integration of the C.V Starr Community Center as a City Owned and Operated Facility and Establishing Salary Rate Compensation Plan Confirming the Pay Rates/Ranges for C.V. Starr Class of Employees Effective February, 11, 2024.

CV Starr Manager Moneque Wooden and City Manager Isaac Whippy presented on this item.

Public Comment: Dave Shpak, Dennis Miller, Kylie Felicich

Discussion: There was discussion about covering the shortfalls, with the plan involving an increase in membership. Additionally, it was noted that CV Starr also has reserves, which would only be tapped into if absolutely necessary.

**Resolution CV Starr Integration**

**1st Peters, 2nd Norvell, All Aye**

**Resolution CV Starr Employee Compensation**

**1st Albin-Smith, 2nd Rafanan, All Aye**

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

- 8A.** [23-525](#) Receive Report and Consider Adoption of City Council Resolution Approving the Contract with Latoof Painting Inc; Re-purposing \$87,405 of the HVAC System Adopted Budget to the Project; Authoring City Manager to Execute Contract (Amount Not to Exceed \$87,405.00, Account No. 810-4812-0751) and Finding the Project Exempt from CEQA under 14 CCR 15301

Mayor Norvell recused himself from this item due to his family business having a professional relationship with Latoof Painting. Consequently he handed the meeting over to Vice Mayor Godeke.

Acting Mayor Godeke recessed the meeting at 7:57 PM; the meeting reconvened at 8:06 PM.

CV Starr Manager Moneque Wooden presented on this item.

Public Comment: None.

Discussion: None.

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

**Aye:** 4 - Vice Mayor Godeke, Councilmember Albin-Smith, Councilmember Peters and Councilmember Rafanan

**Recuse:** 1 - Mayor Norvell

## ADJOURNMENT

**Acting Mayor Godeke adjourned the meeting at 8:16 PM.**

\_\_\_\_\_  
BERNIE NORVELL, MAYOR

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Diana Sanchez, City Clerk

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