



# 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, July 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

None.

### AGENDA REVIEW

None.

### 1. MAYOR'S RECOGNITIONS AND ANNOUNCEMENTS

Mayor Norvell read a proclamation recognizing Mendocino Coast Clinic's 30-year anniversary.

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

- (1) Megan Caron, Jenny Shattuck.
- (2) Joe Aldridge.

### 3. STAFF COMMENTS

City Manager Isaac Whippy announced that there will be a Strategic Planning Workshop tomorrow, Tuesday, July 23, 2024, from 2 to 7 PM. He also announced a Housing Workshop on Thursday. Both events will be held at Town Hall.

Police Chief Neil Cervenka discussed the Fentanyl overdose statistics released by the police department for the first two quarters of this year. He provided an in-depth explanation as to why the statistics may appear inaccurate, noting that they only account for calls and reports within the city limits and, because these are medical calls rather than law enforcement calls, the information is protected under HIPAA laws even if law enforcement responds.

Economic Development Manager Sarah McCormick announced the Noyo Harbor Blue Economy update, which will take place on Saturday, July 24, 2024, at 9 AM at Town Hall.

City Clerk Diana Sanchez gave a brief update about the upcoming election. The nomination period is now open from July 15, 2024, to August 9, 2024.

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

Councilmember Peters announced that the Fire Protection Board Meeting has been moved to Wednesday at 5 PM at the Fire House. He also announced that he will be running for re-election, citing many exciting projects in the near future.

Councilmember Albin-Smith announced that National Night Out is on August 6, 2024. She also mentioned that the next Mendocino Transit Authority (MTA) Meeting will be held on July 31st at the bus barn, in person only.

Vice Mayor Godeke reminded everyone of the Housing Workshop on Thursday at 5:30 PM at Town Hall.

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

Councilmember Albin-Smith pulled item 5A for discussion.

**A motion was made by Councilmember Albin-Smith, seconded by Councilmember Peters, that the Consent Calendar be approved with the exception of Item 5A. The motion carried by the following vote:**

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

**5B.** Adopt City Council Resolution Authorizing the City Manager to Execute a Memorandum of Understanding Between the City and the Fort Bragg Food Bank for Capacity Reporting, the Maximization of Edible Food Recovery, Organic Waste Disposal, and Fund Sharing

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

**5C.** Resolution of the Fort Bragg City Council Approving Contract Amendment with Marie Jones Consulting for Professional Planning Services and Authorizing the City Manager to Execute Contract (Amount Not To Exceed \$240,000) Subject to City Attorney Approval as to Form

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

**5D.** Resolution of the Fort Bragg City Council Approving and Authorizing the City Manager to Execute a Contract with the Fort Bragg Unified School District, for the Assignment and Reimbursement for a Police Officer Assigned as a School Resource Officer.

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

**5E.** Adopt City Council Resolution Authorizing Submittal of Application(s) for All Hazard Mitigation Assistance Grant Programs for which the City of Fort Bragg is Eligible

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

- 5F.** Resolution of the Fort Bragg City Council Authorizing the Amendment to Employment Agreement for Police Chief with Neil Cervenka

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

- 5G.** Approve Minutes of July 8, 2024

**These Minutes were approved on the Consent Calendar.**

- 5H.** Approve Minutes of City Council-Special Closed Session of July 8, 2024

**These Minutes were approved on the Consent Calendar.**

### **ITEM REMOVED FROM CONSENT CALENDAR**

- 5A.** Adopt City Council Resolution Approving Professional Services Agreement with Truepoint for the Purchase and Implementation of Accela Civic Applications for a Building, Planning and Engineering (Amount Not to Exceed \$107,030; Account 521-4394-0381)

Councilmember Albin-Smith pulled item 5A for discussion.

Public Comment: Andrew Jordan

Discussion: None.

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

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

None.

### **7. PUBLIC HEARING**

- 7A.** Receive Report, Conduct Public Hearing, and Consider Adoption of City Council Resolution Approving an Application for Funding and the Execution of a Grant Agreement and Any Amendments Thereto from the 2023 and/or 2024 Funding Year of the State CDBG Program

Grants Coordinator Lacy Sallas presented the staff report on this item.

**Mayor Norvell opened the public hearing at 6:43 PM.**

Public Comment: Jacob Patterson.

**Mayor Norvell closed the public hearing at 6:44 PM.**

Discussion: Councilmember Albin-Smith inquired about addressing the empty buildings in downtown and reaching out to the owners of these vacant properties to offer assistance in improving and reopening their businesses. Councilmember Peters expressed support for this initiative.

**A motion was made by Vice Mayor Godeke, seconded by Councilmember Rafanan, 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**

- 8A.** Receive Report and Consider Adoption of City Council Resolution Authorizing the Execution and Delivery of an Equipment Lease/Purchase Agreement and Escrow Agreement with Bank of America, National Association Relating to the Financing of Energy Efficiency Projects to be Undertaken Pursuant to an Agreement with Syserco Energy Solutions, Inc., and Approving Related Documents and Actions

City Manager Isaac Whippy, Eric Scriven of NHA Advisors and James Wawrzyniak of Jones Hall presented on this item.

Public Comment: Jacob Patterson.

Discussion: Councilmember Peters expressed his support for this project, noting that Syserco has been great to work with. According to Public Works Director John Smith, the current energy bill is \$20K to \$23K on a monthly basis. Councilmember Albin-Smith asked if there was any possibility of out-of-pocket costs and what would happen if the solar system doesn't produce. Public Works Director Smith stated that a budget has been allocated for system maintenance.

**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

- 8B.** Receive Report and Provide Direction to Staff on Mobile Vehicle Vending Location Standards

Assistant Planner Sarah Peters presented on this item.

Public Comment: Megan Caron, Unknown, Jacob Patterson, Jenny Shattuck, Jay.

Discussion: After much discussion, it was decided that additional areas for food trucks should be approved. These places include North Franklin Street, Alder Street, and potentially Laurel Street, with continued through traffic. It was also noted that the status of the currently permitted trucks remains unchanged as of today's discussion. There was also discussion about requiring the food trucks to use improved generators.

Mayor Norvell recessed the meeting at 8:10 PM; The meeting reconvened at 8:21 PM.

- 8C.** Consideration of a Resolution of the Fort Bragg City Council Approving the Mendocino County Master Tax Sharing Agreement Among Mendocino County and the Cities of Ukiah, Willits, Fort Bragg, and Point Arena.

City Manager Isaac Whippy presented on this item.

Public Comment: None.

Discussion: Councilmember Albin-Smith was pleased with this step in the right direction, noting that the current situation was imposed when Fort Bragg had a mill. Councilmember Peters expressed satisfaction with the property tax and TOT but voiced concerns about the annexation process and the time it would take to capture a larger portion of the sales tax.

**A motion was made by Mayor Norvell, 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

**9. CLOSED SESSION**

None.

**ADJOURNMENT**

**Mayor Norvell adjourned the meeting at 8:46 PM.**

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BERNIE NORVELL, MAYOR

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Diana Sanchez, City Clerk

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