



Meeting Agenda

Minutes

Monday, November 17, 2025 at 6:00 pm

621 11th Street, Fortuna CA

Regular Meeting Agenda

Zoom Option: 1-669-900-9128 Meeting ID 890 3903 0172 Password 126255

- We May Disagree, But We Will Be Respectful of One Another
- All Comments Will Be Directed to the Issue at Hand, and Addressed to the City Council
- Personal Attacks are Unacceptable
- The City Council May Take Action on any Item on this Agenda.

1. CALL TO ORDER / FLAG SALUTE / ROLL CALL

Minutes:

Mayor Johnson called the meeting to order at 6:00 pm and led the flag salute. ROLL CALL: Council Member Conley - Present, Council Member Diaz - Present, Council Member Stevens - Present, Mayor Pro Tem Trent - Present, Mayor Johnson - Present

2. ORAL COMMENTS FROM THE PUBLIC

Minutes:

PUBLIC COMMENT: There being no public comment, Mayor Johnson closed public comments.

3. CONSENT CALENDAR

Minutes:

PUBLIC COMMENT: Justin Primofiore, Fortuna Police Employee's President. There being no additional public comment, Mayor Johnson closed public comment. COUNCIL ACTION: Council Member Conley pulled Consent Item i. Mayor Pro Tem Trent moved, seconded by Council Member Diaz, to approve consent calendar items a - h. AYES: Council Members Conley, Diaz, Stevens, Mayor Pro Tem Trent, Mayor Johnson. NOES: None ABSTAIN: None ABSENT: None MOTION CARRIED: 5/0

Mayor Pro Tem Trent moved, seconded by Council Member Diaz, to approve the consent calendar item i. AYES: Council Membes Diaz, Stevens, Mayor Pro Tem Trent, Mayor Johnson.

NOES: None ABSTAIN: None ABSENT: None RECUSED: Council Member Conley.

MOTION CARRIED: 4/0

- a. **City Council Minutes – November 3, 2025 (Regular and Special Meetings)**
- b. **Administrative Department Monthly Report**
- c. **Community Development Department Monthly Report**
- d. **Finance Department Monthly Report**
- e. **Parks & Recreation Monthly Report**
- f. **Police Department Monthly Report**
- g. **Public Works Monthly Report**
- h. **Report of Disbursements**
- i. **Approve the Side Letter to the Memorandum of Understanding between the City of Fortuna and the Fortuna Police Employees Association for 2025-2027**

4. CITY COUNCIL BUSINESS

- a. **Establishment of a Hiring Freeze for Staff Positions Funded Through the General Fund**

Minutes:

STAFF REPORT: City Manager Amy Nilsen provided a staff report regarding a hiring freeze for staff positions funded through the general fund.

PUBLIC COMMENT: There being no comments from the public, Mayor Johnson closed the public comment section.

CITY COUNCIL ACTION: Council Member Diaz moved, seconded by Council Member Conley to approve the following:

- a. Establishment of a hiring freeze for staff funded through the General Fund; c. Approve an exception to the hiring freeze for other essential and critical positions as approved by the City Council.

Roll Call vote. AYES: Council Members Conley, Diaz, Stevens, Mayor Pro Tem Trent, Mayor Johnson NOES: None ABSTAIN: None ABSENT: None MOTION CARRIED 5/0.

CITY COUNCIL ACTION: Mayor Pro Tem Trent moved, seconded by Council Member Diaz to approve the following:

- b. Automatic exception from the hiring freeze for Police Officer, Sergeant, and part-time Parks and Recreation positions.

Roll Call vote. AYES: Council Members Diaz, Stevens, Mayor Pro Tem Trent, Mayor Johnson NOES: None ABSTAIN: Council Member Conley ABSENT: None MOTION CARRIED 4/0.

- b. **Introduce and Conduct First Reading of Ordinance 2025-778, Adding Chapter 8.45 to Title 8, Making it Unlawful for Any Person in the City to Sell, Offer, Distribute, or Provide Nitrous Oxide to Any Person**

Minutes:

STAFF REPORT: City Manager Amy Nilsen provided a staff report on Ordinance 2025-778 adding Chapter 8.45 to Title 8, making it unlawful for any person in

the City to sell, offer, distribute, or provide Nitrous Oxide to any person.

PUBLIC COMMENT: Michelle Bushnell, First District Supervisor

There being no additional comments from the public, Mayor Johnson closed the public comment section.

CITY COUNCIL ACTION: Council Member Conley moved, seconded by Mayor Pro Tem Trent to amend the language in Ordinance 2025-778 to include the following language:

" This section does not apply to the sale or distribution of nitrous oxide by a wholesale distributor of food supplies directly to the location of a food preparation facility located in the City of Fortuna, provided the transaction is documented by an invoice stating the date, time, quantity, and type of nitrous oxide product delivered and certified by the food preparation facility individual in charge on site that the product has been received by that facility solely for the purposes of food preparation. Each invoice must be retained by the food preparaton facility and the wholesale distributor and is subject to inspection by the City for a period of three years from the date of transaction."

Roll Call vote. AYES: Council Members Conley, Diaz, Stevens, Mayor Pro Tem Trent, Mayor Johnson NOES: None ABSTAIN: None ABSENT: None MOTION CARRIED 5/0.

CITY COUNCIL ACTION: Council Member Diaz moved, seconded by Mayor Pro Tem Trent to introduce and conduct the first reading of Ordinance 2025-778, an Ordinance of City Council of the City of Fortuna California, Adding Chapter 8.45 to Title 8, Making it Unlawful for Any Person in the City to Sell, Offer, Distribute, or Provide Nitrous Oxide to Any Person and continue the public hearing to December 1, 2025.

Roll Call vote. AYES: Council Members Conley, Diaz, Mayor Pro Tem Trent, Mayor Johnson NOES: Council Member Stevens ABSTAIN: None ABSENT: None MOTION CARRIED 4/1.

5. CITY MANAGER'S REPORT

Minutes:

City Manager, Amy Nilsen, provided a verbal report. (Report was provided during prior to the consent calendar motion, due to Mayor Pro Tem Trent's temporary absence from the Council Chambers.)

6. FUTURE AGENDA ITEMS

Minutes:

None.

7. CITY COUNCIL REPORTS AND COMMENTS

- a. Council Member Kyle Conley
- b. Council Member Carlos Diaz
- c. Council Member Abe Stevens
- d. Mayor Pro Tem Tami Trent
- e. Mayor Mike Johnson

8. ADJOURN

Minutes:

Council Member Conley moved, seconded by, Mayor Pro Tem Trent to adjourn the meeting at 6:35 pm. MOTION CARRIED: 5/0

Contact: Siana L. Emmons, City Clerk (semmons@ci.fortuna.ca.us 707-725-1409) | Minutes published on 11/17/2025 at 3:00 PM