



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, November 12, 2025

4:00 PM

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

MEETING CALLED TO ORDER

Chair Albin-Smith called the meeting to order at 3:58 PM.

ROLL CALL

Staff Present: City Clerk Diana Paoli, Administrative Assistant Stephanie Remington, and City Manager Isaac Whippy (arrived at 4:03 PM).

Present: 2 - Tess Albin-Smith and Marcia Rafanan

COMMITTEE MEMBERS PLEASE TAKE NOTICE

ZOOM WEBINAR INVITATION

1. APPROVAL OF MINUTES

- 1A. [25-465](#) Approve Minutes from August 13, 2025 Finance & Administration Committee Meeting

Attachments: [FAC MIN 2025.08.13](#)

The minutes were approved by the committee as presented.

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

3. CONDUCT OF BUSINESS

- 3A. [25-478](#) Receive Report and Consider Annual Salary Increase for City Councilmembers and Make Recommendation to the City Council to Introduce Ordinance and Amend Section 2.04.060 (Salary Designated) of Chapter 2.04 (City Council) of Title 2 (Administration and Personnel) of the Fort Bragg Municipal Code

Attachments: [11122025 City Council Salary Increase Staff Report](#)

[Att 1 - ORD Council Salary Update](#)

[Att 2 - Chapter 2.04 CITY COUNCIL, Salary 2.04.060](#)

[Att 3 - CA Gov Code 36516](#)

Diana Paoli presented a report on City Council salary increases.

Discussion: Clarifying questions were asked and discussion was had on the timeline options for

increase of Councilmember payments. Committee members suggested the report be added to City Council for a vote to increase salary payments effective after the next election cycle.

Public Comment: Jacob Patterson, David Gurney

4. MATTERS FROM COMMITTEE / STAFF

Isaac Whippy discussed the water/sewer rate study report that will be given at the January Finance and Administration meeting. This meeting will also include a fee schedule review. MCN and Quarter 1 contract reports will be reviewed by committee in December. Stephanie Remington reviewed the Administration Director job posting that recently closed on October 31, 2025. Application reviews and interviews will be held soon. Diana Paoli reminded the committee and community that Judge overseeing local family law cases has retired and only criminal cases will be heard in Fort Bragg for the foreseeable future.

ADJOURNMENT

Chair Albin-Smith adjourned the meeting at 4:22 PM.