



# City of Fort Bragg

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## Meeting Minutes Finance and Administration Committee

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Wednesday, November 12, 2025

4:00 PM

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

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### 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.

**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.

#### **ADJOURNMENT**

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