



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*

Tuesday, October 14, 2025

6:00 PM

Town Hall, 363 N. Main Street
Via Video Conference

CALL TO ORDER

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

ROLL CALL

Present: 5 - Mayor Jason Godeke, Vice Mayor Marcia Rafanan, Councilmember Tess Albin-Smith, Councilmember Lindy Peters and Councilmember Scott Hockett

CLOSED SESSION REPORT

Mayor Godeke reported that no reportable action was taken on the Closed Session items.

AGENDA REVIEW

None.

1. MAYOR'S RECOGNITIONS AND ANNOUNCEMENTS

- 1A. [25-422](#) Presentation of Proclamation Recognizing October 1 - October 31, 2025 as Domestic Violence Awareness Month

Attachments: [23 - Domestic Violence Awareness Month](#)

Mayor Godeke read and presented the Domestic Violence Awareness Month to Project Sanctuary Outreach Coordinator Chelsea Lorenz via ZOOM.

- 1B. [25-423](#) Presentation of Proclamation Recognizing October 13, 2025 as Indigenous Peoples Day

Attachments: [24-Indigenous Peoples Day](#)

Mayor Godeke read and presented Proclamation recognizing Indigenous People's Day.

- 1C. [25-424](#) Presentation of Proclamation Recognizing October 1 - October 31, 2025 as Breast Cancer Awareness Month

Attachments: [25 - Breast Cancer Awareness Month](#)

Councilmember Albin-Smith read and presented Proclamation recognizing Breast Cancer Awareness Month. Soroptomist member Juli Mortensen spoke of members honoring Breast

Cancer Awareness Month.

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

- (1) Ron White, Jenny Shattuck, David Gurney, Jay Rosenquist, and Judy Valado.
- (2) None.

3. STAFF COMMENTS

City Manager Isaac Whippy provided report of recent City Events and welcomed Interim Chief Eric Swift. City Clerk Diana Paoli updated community regarding voting drop box at City Hall, deadline for Library Advisory Board and new interim website features.

4. MATTERS FROM COUNCILMEMBERS

Councilmembers reported on local events attended, Annual League of Cities Conference in Long Beach and welcomed interim Police Chief Eric Swift.

5. CONSENT CALENDAR

Approval of the Consent Calendar

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

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

- 5A. [25-419](#)** Adopt Resolution of the City Council of the City of Fort Bragg and the Municipal Improvement District Approving a Contract Change Order with Best Roofing for the Wastewater Roof Repair Project and Authorizing City Manager to Execute Contract (Amount Not To Exceed \$30,322); CEQA Exemption 15301

Attachments: [RESO Best Roofing](#)

[Att 1 - Exhibit A Best Roofing Change Order Quote](#)

This Resolution was adopted on the Consent Calendar.

Enactment No: RES 4977-2025

- 5B. [25-420](#)** Accept Certificate of Completion for the CV Starr Skylight Repair Project and Direct City Clerk to File Notice of Completion

Attachments: [Notice of Completion](#)

[Att 1 - Exhibit A Certificate of Completion](#)

This Certificate of Completion was accepted on the Consent Calendar.

- 5C. [25-416](#)** Approve Scope of Work for a Request for Proposals for Preliminary Engineering Services for the Willow Street Pedestrian Improvements Project

Attachments: [RFP for Willow St Ped Imprv](#)

[Att 1 - Vicinity Map and Concept Plan](#)

[Att 2 - Contract 4 - Standard PSA](#)

This Scope of Work for Request for Proposals was approved on the Consent Calendar.

- 5D. [25-425](#)** Adopt City Council Resolution Amending the Pay Rate for Public Works Director to Incorporate the Retroactive March 15, 2025, Cost-of-Living Adjustment into the March 24, 2025, Master Salary Rate Compensation Plan, and Confirming the Pay Rates and Ranges for All City of Fort Bragg Established Classifications

Attachments: [RESO Amend PWDDir COLA](#)

[Att 1 - 2025 Amend Master Salary Rate Plan Retro COLA PWDDir](#)

This Resolution was adopted on the Consent Calendar.

Enactment No: RES 4978-2025

- 5E. [25-426](#)** Adopt City Council Resolution Amending/Creating the Pay Rate for Public Works Director to Incorporate Cost-of-Living Adjustment Effective March 15, 2025, and Confirming the Pay Rates and Ranges For All City of Fort Bragg Established Classifications

Attachments: [RESO Reflect Updtd PW Dir](#)

[Att 1 - PW Director Pay Corrected](#)

This Resolution was adopted on the Consent Calendar.

Enactment No: RES 4979-2025

- 5F. [25-427](#)** Adopt City Council Resolution Amending the July 1, 2025, Master Salary Rate Compensation Plan Adding and Revising and Confirming the Pay Rates and Ranges for All City of Fort Bragg Established Classifications

Attachments: [RESO Amend 7.1.25 CompSched-Add and Revise Class](#)

[Att 1 - Exhibit A](#)

[Att 2 - 1868-91 Employer-Employee Org Relations Procedure](#)

This Resolution was adopted on the Consent Calendar.

Enactment No: RES 4980-2025

- 5G. [25-428](#)** Receive and File Minutes of the Community Development Committee August 18, 2025

Attachments: [CDC 08182025](#)

These Committee Minutes was received and filed on the Consent Calendar.

- 5H. [25-413](#) Approve Minutes of Special Meeting of September 18, 2025

Attachments: [SCCM2025.09.18](#)

These Minutes were approved on the Consent Calendar.

- 5I. [25-421](#) Approve Minutes of September 22, 2025

Attachments: [CCM2025.09.22](#)

These Minutes were approved on the Consent Calendar.

6. DISCLOSURE OF EX PARTE COMMUNICATIONS ON AGENDA ITEMS

None.

7. PUBLIC HEARING

- 7A. [25-418](#) Receive a Report, Hold a Public Hearing, and Consider Adoption of a Resolution Adopting Program Guidelines for the Community Development Block Grant (CDBG) Utility Bill Assistance Program (UBAP)

Attachments: [10142025 Report CDBG UBAP PGS](#)

[Att 1 - RESO CDBG UBAP PGS](#)

[Att 2 - CDBG UBAP PGS](#)

[Att 3 - CDBG UBAP Marketing Plan](#)

[Att 4 - NOPH](#)

Grants Coordinator Lacy Saltee presented the staff report. Council asked clarifying questions.

Mayor Godeke opened the public hearing at 6:50 PM.

Public Comment: Elise Cox, Jacob Patterson, and Jay Rosenquist.

Mayor Godeke closed the public hearing at 7:14 PM.

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

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

Enactment No: RES 4981-2025

8. CONDUCT OF BUSINESS

- 8A. [25-417](#) Receive Annual CalPers Pension Liability Update from Consultant NHA Advisors

Attachments: [Fort Bragg CalPERS Pension Presentation](#)

City Manager Isaac Whippy introduced Item 8A. Mike Meyer and Eric Scriven of NHA Advisors shared presentation. Councilmembers asked clarifying questions.

Public Comment: Jay Rosenquist.

9. CLOSED SESSION

ADJOURNMENT

Mayor Godeke adjourned the meeting at 7:37 PM.