



City of Fort Bragg

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Meeting Minutes Special Meetings

Tuesday, May 18, 2021

3:00 PM

VIA VIDEO CONFERENCE

Visit Fort Bragg

MEETING CALLED TO ORDER

Chair Morsell-Haye called the meeting to order at 3:03 PM

ROLL CALL

Present: 7 - Tess Albin-Smith, Jessica Morsell-Haye, Nancy Bennett, Alison DeGrassi, Debra DeGraw, Barbara Bruce and Megan Caron

Absent: 2 - Nicole Caito-Urbani and Kelly Urbani-Freeland

1. APPROVAL OF MINUTES

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

*None.

3. CONDUCT OF BUSINESS

3A. [21-239](#) Receive Update from Idea Cooperative on Visit Fort Bragg Campaign

City Manager Tabatha Miller introduced Tom Kavanagh from The Idea Cooperative who gave an overview of the current campaign. He stated that they are holding steady and are looking forward to promoting local events as the State and local agencies are starting to relax pandemic restrictions.

Discussion:

The committee is happy to hear that the Visit Fort Bragg campaigns are doing so well and that they will be able to promote more events on the coast.

Public Comment:

*None

3B. [21-240](#) Review and Possibly Update the Visit Fort Bragg Protocols

City Manager Tabatha Miller gave the oral update on the current protocols for this committee. This is the opportunity for the committee to update or change these procedures.

Discussion:

City Manager Miller presented suggestions such as to keep the third Tuesday of the month at 3:00 pm as the standing committee date and time. To update some of the language that is outdated as there is no longer a Project Budget Manager.

Public Comment:

*None

Direction:

Committee unanimously agreed to keep the third Tuesday at 3:00 pm of each month as the committee meeting date. The protocols will be updated and brought back to the next Visit Fort Bragg Committee Meeting.

3C. [21-241](#) Discussion from Committee Members on Priorities and Recommendations to City Council for the FY 2021-22 Budget

City Manager Tabatha Miller gave a brief oral update on the upcoming budget for FY 21-22 and would like to have a conversation with the Committee Members on priorities and recommendations for City Council.

Discussion:

The committee discussed continuing with the Idea Cooperative and now that more events are being allowed to happen they are eager to start promoting them. They would like to start sub-committees again so that these events can have the support they need. Nancy, Barb and Megan will make up the events sub-committee and there will another opportunity at the next meeting to add to those sub-committees.

Public Comment:

*None

Direction:

Committee unanimously agreed to make the recommendation to City Council that the \$29,000 from the AA/AB allocations be used Visit Fort Bragg promotional events, signage and walking tours.

3D. [21-238](#) Summary of the City of Fort Bragg Transient Occupancy Tax (TOT) Revenues

City Manager Tabatha Miller gave an oral report for information purposes regarding the City of Fort Bragg Bed Tax Revenues

Public Comment:

*None

Discussion:

This was just for informational purposes only.

4. MATTERS FROM COMMITTEE / STAFF

* City Manager Tabatha Miller announced that on the May 10th City Council Meeting we entered in to a Stage 1 Water Emergency.

ADJOURNMENT

Chair Morsell-Haye adjourned the meeting at 4:29 PM