



# City of Fort Bragg

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## Meeting Minutes Community Development Committee

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Tuesday, June 12, 2018

3:30 PM

Town Hall, 363 N. Main Street

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### Special Meeting

#### MEETING CALLED TO ORDER

Chair Norvell called meeting to order at 3:30 PM.

#### Roll Call

Staff Present: City Manager Tabatha Miller, Administrative Services Director Scott Schneider, Administrative Assistant Joanna Gonzalez.

Others in Attendance: Aspen Logan from Color Mill

**Present:** 2 - Dave Turner and Bernie Norvell

#### 1. APPROVAL OF MINUTES

1A. [18-227](#) Approve Minutes of February 13, 2018

**A motion was made by Committee Member Turner, seconded by Chair Norvell, that these Committee Minutes be approved for Council review . The motion carried by a unanimous vote.**

**Aye:** 2 - Councilmember Turner and Councilmember Norvell

1B. [18-228](#) Approve Minutes of April 5, 2018

**A motion was made by Committee Member Turner, seconded by Chair Norvell, that these Committee Minutes be approved for Council review . The motion carried by a unanimous vote.**

**Aye:** 2 - Councilmember Turner and Councilmember Norvell

#### 2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

#### 3. CONDUCT OF BUSINESS

3A. [18-190](#) Provide Feedback on Draft Scope of Works for Programs within the Visit Fort Bragg Action Plan

Administrative Services Director Scott Schneider presented the Draft Scope of Work for Programs Within the Visit Fort Bragg Action Plan. The committee asked clarifying questions and provided feedback.

**3B. [18-218](#)** Receive Report and Consider Contract Extension with the Mendocino Coast Chamber of Commerce for Social Media and Website Activities

The Committee reviewed the report prepared for this item, Administrative Services Director Scott Schneider and Aspen Logan presented this report to the Committee requesting an extension of contract between the City of Fort Bragg and Mendocino Chamber of Commerce for Social Media and Website Activities.

Public Comment:

\*None.

Discussion:

\* Administrative Services Director Schneider and Aspen Logan from The Color Mill explained the Social Media and Website Activities Plan, and how they plan on promoting Fort Bragg to a bigger audience by collaborating with Visit Mendocino County and Visit California.

The Committee asked clarifying questions, gave suggestions and ultimately agreed that an extension on a month to month basis would be beneficial.

**A motion was made by Committee Member Turner, seconded by Chair Norvell, that the contract extension be approved. The motion carried by the following vote:**

**Aye:** 2 - Councilmember Turner and Councilmember Norvell

**3C. [18-219](#)** Receive Report and Consider Approval of Providing \$5,000 of Visit Fort Bragg Funding for the August 5, 2018 City Celebration

The Committee reviewed the report prepared for this item, Administrative Services Director Scott Schneider presented this report to the Committee requesting the use of \$5,000 of measure AA to fund the Coastal Trail Celebration.

Discussion:

\*Committee Member Turner agrees that the measure AA funding is for special events therefore feels it is appropriate to use the funding for the City's Coastal Trail Celebration. Chair Norvell also supports granting the \$5,000 requested, and would like small businesses to set up tables and participate at the event regardless of their ability to pay \$500.00. Administrative Services Schneider reports that non profits are encouraged to attend and that The Noyo Center is working on getting arts in the garden to participate in the event as well.

**A motion was made by Committee Member Turner, seconded by Chair Norvell, that the requested funding be approved. The motion carried by the following vote:**

**Aye:** 2 - Councilmember Turner and Councilmember Norvell

**4. MATTERS FROM COMMITTEE / STAFF**

None.

**ADJOURNMENT**

**Chair Norvell adjourned the meeting at 4:07 PM**