



# City of Fort Bragg

416 N Franklin Street  
Fort Bragg, CA 95437  
Phone: (707) 961-2823  
Fax: (707) 961-2802

## Meeting Agenda Community Development Committee

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Tuesday, January 24, 2023

3:00 PM

Via Video Conference

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### MEETING CALLED TO ORDER

### ROLL CALL

### COMMITTEE MEMBERS PLEASE TAKE NOTICE

*Committee Members are reminded that pursuant to the Council policy regarding use of electronic devices during public meetings adopted on November 28, 2022, all cell phones are to be turned off and there shall be no electronic communications during the meeting. All e-communications such as texts or emails from members of the public received during a meeting are to be forwarded to the City Clerk after the meeting is adjourned.*

### PLEASE TAKE NOTICE

*Due to state and county health orders and to minimize the spread of COVID-19, Committee Members and staff will be participating in this meeting via video conference. The Governor's executive Orders N-25-20, N-29-20, and N-15-21 suspend certain requirements of the Brown Act and allow the meeting to be held virtually.*

*The meeting will be live-streamed on the City's website at <https://city.fortbragg.com/> and on Channel 3. Public Comment regarding matters on the agenda may be made by joining the Zoom video conference and using the Raise Hand feature when the Chair calls for public comment. Any written public comments received after agenda publication will be forwarded to the Committee Members as soon as possible after receipt and will be available for inspection at City Hall, 416 N. Franklin Street, Fort Bragg, California, during normal business hours. All comments will become a permanent part of the agenda packet on the day after the meeting or as soon thereafter as possible, except those written comments that are in an unrecognized file type or too large to be uploaded to the City's agenda software application. Public comments may be submitted to Humberto Arellano, [huarellano@fortbragg.com](mailto:huarellano@fortbragg.com).*

### ZOOM WEBINAR INVITATION

*You are invited to a Zoom webinar.*

*When: Jan 24, 2023 03:00 PM Pacific Time (US and Canada)*

*Topic: Community Development Committee Meeting*

*Please click the link below to join the webinar:*

*<https://us06web.zoom.us/j/89559479799>*

*Or One tap mobile: US: +16694449171,,89559479799# or +12532158782,,89559479799#*

*Or Telephone: Dial US: +1 669 444 9171 or +1 253 215 8782 or +1 346 248 7799*

*Webinar ID: 895 5947 9799*

*International numbers available: <https://us06web.zoom.us/j/kd0akFlqM1>*

**TO SPEAK DURING PUBLIC COMMENT PORTIONS OF THE AGENDA VIA ZOOM, PLEASE JOIN THE MEETING AND USE THE RAISE HAND FEATURE WHEN THE CHAIR OR ACTING CHAIR CALLS FOR PUBLIC COMMENT ON THE ITEM YOU WISH TO ADDRESS.**

**1. APPROVAL OF MINUTES**

- 1A. [22-659](#) Approve Minutes of the September 27, 2022 Community Development Committee

*Attachments:* [09272022 cdc minutes](#)

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

**3. CONDUCT OF BUSINESS**

- 3A. [23-017](#) Receive Oral Update on Central Business District Revitalization Efforts

*Attachments:* [January 2023 CBD Update](#)

[ATT 1 - Public Comment](#)

**4. MATTERS FROM COMMITTEE / STAFF**

**ADJOURNMENT**

STATE OF CALIFORNIA     )  
  )ss.  
COUNTY OF MENDOCINO    )

I declare, under penalty of perjury, that I am employed by the City of Fort Bragg and that I caused this agenda to be posted in the City Hall notice case on January 20, 2023.

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Humberto Arellano, Community Development Department

**NOTICE TO THE PUBLIC**

**DISTRIBUTION OF ADDITIONAL INFORMATION FOLLOWING AGENDA PACKET DISTRIBUTION:**

- *Materials related to an item on this Agenda submitted to the Council/District/Agency after distribution of the agenda packet are available for public inspection in the lobby of City Hall at 416 N. Franklin Street during normal business hours.*
- *Such documents are also available on the City of Fort Bragg’s website at <http://city.fortbragg.com> subject to staff’s ability to post the documents before the meeting*

**ADA NOTICE AND HEARING IMPAIRED PROVISIONS:**

*It is the policy of the City of Fort Bragg to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities.*

*If you need assistance to ensure your full participation, please contact the City Clerk at (707) 961-2823. Notification 48 hours in advance of any need for assistance will enable the City to make reasonable arrangements to ensure accessibility.*

*This notice is in compliance with the Americans with Disabilities Act (28 CFR, 35.102-35.104 ADA Title II).*



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## Text File

File Number: 22-659

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**Agenda Date:** 1/24/2023

**Version:** 1

**Status:** Business

**In Control:** Community Development Committee

**File Type:** Committee Minutes

**Agenda Number:** 1A.

Approve Minutes of the September 27, 2022 Community Development Committee



# City of Fort Bragg

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## Meeting Minutes Community Development Committee

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Tuesday, September 27, 2022

3:00 PM

Via Video Conference

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### MEETING CALLED TO ORDER

Chair Norvell called the meeting to order at 3:02 P.M.

### ROLL CALL

Staff Present: City Manager Ducey, Assistant Director O'Neal, Administrative Assistant Peters, Code Enforcement Officer Stump

**Present:** 2 - Bernie Norvell and Jessica Morsell-Haye

### 1. APPROVAL OF MINUTES

1A. [22-487](#) Approve Minutes of the August 23, 2022 Community Development Committee Meeting

**A motion was made by Committee Member Norvell, seconded by Committee Member Morsell-Haye, that the Committee Minutes be approved for Council review. The motion carried by the following vote:**

**Aye:** 2 - Committee Member Norvell and Committee Member Morsell-Haye

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

Public Comment was received from Shelley Green.

### 3. CONDUCT OF BUSINESS

3A. [22-477](#) Discussion on Busking In the Central Business District

Assistant Director O'Neal presented the prepared oral report and responded to member questions related to noise making and acoustic music, the busking code and its zoning applicability, who would apply for the permits, and insurance coverage.

Discussion included consideration of amending the code to allow unamplified busking across the board, challenges with busking in the past, utilizing the Limited Term Permit process as a filter and as a starting point to see what works and what doesn't. Staff were directed to bring Visit Fort Bragg Committee meeting input to the next CDC meeting.

### 4. MATTERS FROM COMMITTEE / STAFF

Matters from Staff: Assistant Director O'Neal announced that the next Central Business District

downtown merchant meeting will be held at Town Hall on October 8, 2022 from 9:00-11:00 a.m. O'Neal also stated that the City received funds from the Mendocino Council of Governments to perform a downtown parking study to evaluate the potential for meters and the potential acquisition of additional parking lots. The process will include hosting public workshops to obtain input from downtown merchants.

Matters from Commissioners: Committee Member Morsell-Haye shared that we do have public restrooms available at City Hall and Town Hall, and we are working on plans to renovate the Town Hall bathrooms for easier access and a better user experience.

## **ADJOURNMENT**

Chair Norvell adjourned the meeting at 3:21 P.M.



# City of Fort Bragg

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## Text File

File Number: 23-017

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**Agenda Date:** 1/24/2023

**Version:** 1

**Status:** Business

**In Control:** Community Development Committee

**File Type:** Staff Report

**Agenda Number:** 3A.

Receive Oral Update on Central Business District Revitalization Efforts

## Central Business District Revitalization Toolkit

Economic Development Tool	Committee	Staff	Status	Notes
Coordinate Downtown Business Conversation Regarding a Business Improvement District (BID)	CDC	Cristal	On-going	Regular quarterly meetings are occurring to develop relationships. <b><i>The most recent meeting was just held on Jan. 14. Due to stormy weather, we saw a drop in participants to +/- 16. Chantell gave presentation on Franklin Street upgrades. Next meeting is Saturday, Apr. 15, 9 – 11am.</i></b>
Walking Tours	VFB	Sarah/Cristal	In process	VFB Committee, Alleyway Art Project, Historical Society and Idea Cooperative are developing two initial walking tours: Murals and History to increase pedestrian activity downtown. <b><i>Current focus is on the Mural tour. Alleyway Art Project is working with Blue Zones (Adventist Health) to promote it.</i></b>
Improve Town Hall Restrooms	PW&F	Alfredo	In process	<b><i>An RFP was released Jan. 10 for Town Hall and Facilities Remodel project, to include renovating the restrooms to make them more accessible and visible for public use. Proposal window closes Feb. 17. Anticipate awarding a design contract Mar. 13. Design will take +/-5 months and go out to bid for construction in the Fall.</i></b>
Increased Pedestrian Dedications	CDC	Not identified	HOLD	Parklets? Street Closure? Wait to see how effective bollards are in creating additional pedestrian recreation.
Public Art	CDC	Not Identified	In process	First Friday events sponsored by local businesses. City collaborated with the Middle School to install artwork in City Hall. City financial support for downtown murals. <b><i>Visit Fort Bragg Arts and Culture Subcommittee planning to bring 3D sculptures and art via potted plants in CBD, consisting of half wine barrels with bee/butterfly friendly plants and directional signage intended to promote shopping in under trafficked areas.</i></b>
Improve Business Directory & Directional Signage	VFB	Cristal	In process	VFB allocated funding to refinish kiosks and install new directional maps. Trial A-frames encouraging pedestrians to explore the 300 block of Franklin St and 200/300 block of Redwood Ave being tested. <b><i>Trial A-frames sustained damage during stormy weather. Will need to be heavier so they are more resilient. Will continue exploring options.</i></b>
Install Trees, Planters and Landscaping	PW&F	Not Identified	HOLD	Collaborate with Bee City to create public program for tree dedications, planting for planters and landscaping.
Install Bollards to Block Vehicular Traffic for Special Events	PW&F	Chantell Alfredo	In process	Project includes light poles and crosswalks. <b><i>Contract awarded at Dec. 12 Council meeting. Pre-construction kick-off meeting held Jan. 12. Construction is set to begin Feb. 21 pending weather and equipment delivery.</i></b>
Reconsider Allowable Land Uses	CDC	Not identified	HOLD	Evaluate current land use tables and permitting requirements.
Employ Code Enforcement Actions	CDC	Chief Cervenka	In process	<b><i>Code Enforcement moved to PD and a 2<sup>nd</sup> Officer was hired. Code enforcement in the CBD is happening on a case-by-case basis, mostly complaint driven. Since the original property assessment in the summer of 2021, 31 cases were opened and 12 of the 31 have been resolved.</i></b>
Establish Regular Walking Patrol	PS	Chief Cervenka	In process	Establish a regular, physical walking presence of uniformed officers - building positive public relations, while deterring nuisances.



**Central Business District Revitalization Toolkit**

Economic Development Tool	Committee	Staff	Status	Notes
Temporary Waiver of Water/Sewer Capacity Fees	F&A	Sarah	Complete	Council adopted Resolution 4495-2021 temporarily defers water/waste water fees for restaurants, cafes, and coffee shops. Council considering waiving capacity fees for all businesses in the CBD at upcoming meeting.
Create Public Gathering Space	CDC	Not identified	In process	Rural Recreation and Tourism (RRT) Program grant submitted for Town Hall East was unsuccessful. <b><i>The pergola next to Town Hall will be upgraded to improve the area as a gathering space. Vegetation to be cut back and cleaned up, posts supporting roof overhang replaced, spotlights and electrical outlets added, and public restrooms renovated (see above).</i></b>

Regular CDC Update – January 2023

Public Comment by Mary Rose Kaczorowski, Fort Bragg CA resident

mrkaczorowski@gmail.com

Community Development Committee Meeting Tuesday, January 24, 2023, at 3:00 PM PST

Public comment is in reference to:

AGENDA: Item 3.A January 2022 CBD Update and attachment

Central Business District Revitalization Toolkit

Planning for art pots, planters and wine barrels for bees?

While studying environmental sciences and intro to plant science and etc. when I was at College of The Redwoods and then studying at Mills College (B.A. Public Policy & Natural Resources Systems) I volunteered in their Botanical Gardens— ( I was President of Mills College Botanical Ecology Society) and while serving in AmeriCorps ( building school gardens) it was impressed upon us the important characteristics of pollinator habitat. I also completed an internship working with Scientists at PAN ( Pesticide Action Network-North America).

I wanted to point out that trees and plants in a pot even a wine barrel or planters and placing them through the Downtown is not as easy as it sounds and not the best solution to attract pollinators.

Scientific studies have shown that plant communities and ecosystems that support pollinators are hard to duplicate in potted containers.

I suggest a great way to increase the number of bees is to plant strips of bee gardens. Some of my supporting evidence is included as follows:

FYI and see attached and please consult: PDF produced by Northern California and Southern California UCB Research groups: **Gardening for Bees - Seasonal Recommended Plant Lists**

**Please see this important excerpt from this PDF that I wish to highlight FYI below:**

“For best results in bee gardening, we recommend that advanced planning takes place to ensure that continual bee floral food will be available for both Spring and Summer seasons.

There are distinct groups of bees present in Spring and in Summer; some groups can also be observed year-round. In our experimental gardens in the Bay Area we always plant a minimum of 10-15 diverse bee plants each season. Higher bee diversity and abundance occurs when gardens have a rich assortment of bee plants. It also appears that bees remain longer in a garden if plant diversity is high.

Finally, we find that patch size of about 1 meter in diameter or larger is best for keeping foraging bees visiting a given plant species or cultivar. **Smaller patch sizes, of usually attractive plants, will often be ignored.** ( *Bold type and yellow highlight is my emphasis.*)

### **A good question to ask: Which Bees/pollinators are you supporting?**

FYI: <https://arboretum.ucdavis.edu/blog/beyond-honey-bee-learn-more-about-california-native-bees>

### **Building habitat is key to support pollinators.**

Each plant community needs the right environments. Some of our streets get a great deal of shade. Bees and other pollinators like to pollinate in warm sun.

Wild bees depend on a habitat to nest and forage and that is increasingly disappearing due to garden and farming practices and urbanization.

A potential mismatch in seasonal timing between when flowers produce pollen and when bees are ready to feed on that pollen can happen and could negatively affect bees' health, making them less resistant to predators and parasites and less likely to reproduce.

Another Resource: <http://www.helpabee.org/the-urban-california-native-bee-survey.html>