

CITY COUNCIL MEETING MINUTES

MINUTES FOR Meeting of July 6, 2021

As Approved by the City Council at their regular meeting of August 3, 2021.

The public is advised that pursuant to Government Code Section 54957.5 all writings submitted to the City Council are public records and will be made available for review.

Please note that minutes are not verbatim minutes and are meant to be the City's record of a summary of actions that took place at the meeting. City Council video recording are kept for a period of one year from date of meeting.

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Notice: All resolutions and ordinances introduced and/or adopted under this agenda are waived of all reading of entire resolution(s) and ordinance(s).

The Sebastopol City Council welcomes you to its meetings that are generally scheduled for the 1st and 3rd Tuesday of every month. Your interest and participation are encouraged and appreciated.

SIMULTANEOUS MEETING COMPENSATION DISCLOSURE (Government Code § 54952.3): Members of the City Council receive no additional compensation as a result of convening a joint meeting of the City Council and Successor Agency to the Former Community Development Agency.

SB 751 Legislative bodies of local agencies must publicly report: (1) any action taken and (2) the vote or abstention on each action taken by each member present for the action at a meeting.

****[GOVERNOR'S EXECUTIVE ORDER N-29-20](#)****

RE CORONAVIRUS COVID-19

CITY COUNCL MEETINGS WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.

This meeting complies with the Sonoma County Health Officer's COVID-19 Order to Shelter in Place issued on March 17, 2020, and pursuant to California Governor Newsom's Executive Order N-29-20 issued on March 17, 2020.

Government Code Section 54953.

(a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

CORONAVIRUS DISEASE (COVID-19) ADVISORY

To protect our constituents, City officials and City staff, the City requests all members of the public to follow the California Department of Health Services’ guidance and the County of Sonoma’s Public Health Officer Order for the Control of COVID-19 restricting group events and gatherings and maintaining social distancing.

Consistent with Executive Order N-29-20, in-person participation by the public will not be permitted and no physical location from which the public may observe the meeting will be available. Remote public participation information is available on the City website.

NOTICE: All Resolutions and Ordinances introduced and/or adopted under this agenda are waived of all reading of entire resolution(s) and ordinance(s).

The Sebastopol City Council welcomes you remotely to its meetings that are generally scheduled for the 1st and 3rd Tuesday of every month. Your interest and participation are encouraged and appreciated.

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City Council Regular Meetings are available in real time and archived on Livestream. Important Notice The City of Sebastopol shows both live broadcasts and Video Archive of City Council Meetings over the Internet. Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice.

Here is the link: <http://bit.ly/sebcctv>

There are times that the meetings may not be live streamed due to technical issues; if that is the case, the meeting will be video-taped and uploaded as soon as possible to the City Web Site.

Anyone using abusive, vulgar, offensive, threatening, or harassing language, personal attacks of any kind or offensive terms that target specific individuals or groups will be muted and removed from the meeting.

4:00 pm Convene Special City Council Meeting (ZOOM VIRTUAL FORMAT)

CALL TO ORDER: Mayor Glass called the special meeting to order at 4:05 p.m.

ROLL CALL:

Present: Mayor Una Glass – By video teleconference
Vice Mayor Sarah Glade Gurney – By video teleconference
Councilmember Neysa Hinton – By video teleconference
Councilmember Diana Rich – By video teleconference
Councilmember Patrick Slayter – By video teleconference

Absent: None

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Staff: City Manager/City Attorney Larry McLaughlin
Assistant City Manager/City Clerk Mary Gourley

PUBLIC COMMENT:

(Prior to adjournment into Closed Session, the public may speak up to 3 minutes on items to be addressed in Closed Session).

There was no public comment.

ADJOURN INTO CLOSED SESSION: Mayor Glass adjourned into closed session at 4:06 pm.

- 1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Government Code Section 54956.9
(One Case)

City Council Action: No report out.
Minute Order Number: 2021-038

ADJOURNMENT OF CLOSED SESSION: Mayor Glass adjourned the closed session at 5:10 pm.

5:00 pm Convene Special City Council Meeting (ZOOM VIRTUAL FORMAT)

CALL TO ORDER: Mayor Glass called the special meeting to order at 5:12 p.m.

ROLL CALL:

Present: Mayor Una Glass – By video teleconference
Vice Mayor Sarah Glade Gurney – By video teleconference
Councilmember Neysa Hinton – By video teleconference
Councilmember Diana Rich – By video teleconference
Councilmember Patrick Slayter – By video teleconference

Absent: None

Staff: Assistant City Manager/City Clerk Mary Gourley

INTERVIEWS:

- 2. Interview(s) for Opening on the Planning Commission to Fill Vacant Seat (December 31, 2024) Fill remainder of seat vacant by the resignation of Beau Anderson (Responsible Department: Planning)
5:00 pm Deborah Burnes
5:20 pm Kyle Falbo

City Council Action: Conducted Interviews.
Minute Order Number: 2021-039

- 3. Interview for Opening: City of Sebastopol Citizen Liaison to the SCTA/RCPA Climate Action Advisory Committee to Provide Expert Citizen Input on Implementation of the Climate Action Initiatives (Responsible Department: Administration)
5:40 pm Deborah Burnes

City Council Action: Conducted Interview.
Minute Order Number: 2021-040

ADJOURNMENT OF SPECIAL MEETING TO REGULAR MEETING: Mayor Glass adjourned the special meeting at 6:15 pm.

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6:00 pm Convene Regular City Council Meeting (ZOOM VIRTUAL FORMAT)

CALL TO ORDER: Mayor Glass called the regular meeting to order at 6:28 p.m.

ROLL CALL:

Present: Mayor Una Glass – By video teleconference
Vice Mayor Sarah Glade Gurney – By video teleconference
Councilmember Neysa Hinton – By video teleconference
Councilmember Diana Rich – By video teleconference
Councilmember Patrick Slayter – By video teleconference

Absent: None

Staff: City Manager/City Attorney Larry McLaughlin
Assistant City Manager/City Clerk Mary Gourley
Administrative Services Director Ana Kwong
Planning Director Kari Svanstrom
Police Chief Kevin Kilgore
Public Works Superintendent Dante Del Prete

SALUTE TO THE FLAG: Mayor Glass led the salute to the flag.

REPORT OUT OF CLOSED SESSION: There was no report out.

Mayor Glass read the COVID 19 Protocols.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

Written materials received:

Kate Haug
Laura Hagar
Andrea Caron

Janis Dolnick read a prepared statement as follows:

- At a previous City Council meeting, Catherine Murray referenced State Bill 743, which is a part of CEQA, passed in 2013, a bill created to manage the twin goals of improving air quality and decreasing greenhouse gas emissions by placing housing near workplaces. She noted in her 3 minute statement that the proposed Woodmark development must be rented to agricultural farmworkers, who will be commuting to their places of work. She noted that less than 7% of all agricultural workers surveyed work in Sebastopol, Graton or the surrounding area. She said the data showed that only 3% of the farmworkers reported using public transportation, instead using their cars. Most worked a hefty commute to Healdsburg, Santa Rosa, Sonoma and Geyserville.
- The proposed Woodmark Development is being lauded for being Green, for being in line with LEED criteria. I want to add to the statistics provided by Catherine Murray by referencing a well-sourced article published in 2018 called “Driving to Green Buildings: The Transportation Energy Intensity of Buildings,” by A. Wilson and P. Melton. The article shows that “...for a new code-compliant office building in the United States, calculations done by BuildingGreen show that commuting by office workers accounts for 11% more energy than the building itself uses. For an average existing building, transportation energy use exceeds operating energy use by 16%.
- Substitute “office building” for “84 unit apartments” with 151 parking spaces and “office workers” for “agricultural workers.” All of these workers will be commuting long distances to work and commuting long distances home to their apartments. The science is not behind the

assumption of a net loss of emissions. Instead, there will be an increase in emissions by placing this development far from agricultural workers' workplaces.

- I will again quote from Ms. Murray's research regarding SB743. Its priority is to "add less car traffic onto our roads, which is the only proven way to reduce congestion and reduce the long commutes that clog our highways and limit time spent with families and communities."
- You already have in your possession petitions, letters and comments that are thoughtful and cogent from those opposing the project. The opposition is forceful and vehement in its understanding of the great negative impact this project will have.
- We have not heard from the City Council or the Planning Department.
- Today I learned that a low-income housing project in the Sunset neighborhood in San Francisco was defeated by the passion of those in opposition.
- We have been just as passionate.
- When the time comes when we meet in person, have no doubt that there will be, as there was before the pandemic, a standing room crowd of opposition.

Natalie Timm commented as follows:

- I live inside the City limits of Sebastopol.
- At the last meeting that I sat in on, there was some discussion about borrowing from savings in order to balance the budget and do the things that we want to do in Sebastopol.
- I just want to say that when you use the term "borrowing," you should always say that you're borrowing from savings.
- We've done a great job - the City Council has done a great job saving money.
- That's what savings are for, to go into when you have an emergency.
- I objected to hearing some people calling it borrowing – when they say we are borrowing money to meet our debts. No, we're not.
- We're taking from savings and maybe we'll be able to put it back when things get better and we're lucky we have those savings, because we have a great City Council.
- I was wondering if there's any plans afoot to update Ives Park.
- Also I read part of the policing report. 1/2 square mile for policing. It just seems out of sight to me.
- I would like to know how many houses we have in Sebastopol that are single family houses
- How many townhouses we have which are attached houses
- How many apartments we have which are houses stacked on top of each other. I'm all in favor of those.
- How many of those houses and apartments and townhouses are vacant, because I stroll around town and I see a lot of vacant houses
- How many are rentals.
- It would be interesting to me to know if we could put a tax on rentals the way we put a tax on Airbnb's
- I just think there are a lot of houses that are for rent in Sebastopol that we don't know about or are vacant.

Katie, Senior Center commented as follows:

- I just wanted to let you all know that we are we invite all the community members, no matter your age, to come down and say hello and have a cup of coffee, work on the community puzzle, any number of activities we have going on here.
- We have a lot of in-person classes resuming

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- We invite you to come down and check that out.
- We're trying to do some zoom classes for folks who may have a tough time getting down to the senior center.
- Pretty much everybody has been asking about our lunch program here.
- It will look a little different but we're excited to have some pop-ups here at the Senior Center over the next two months.
- Pretty much every other week, starting next Friday, we'll have a different restaurant or local business in town who will provide lunches and we'll serve them here just like normal.
- Volunteers will come serve you so we've got limited capacity still for lunch
- That's a brand-new announcement
- We just invite you all to come down and enjoy the senior center, it's here for you.
- Become a member, make a donation, support services here.

Arthur George commented as follows:

- As chair of the ad hoc volunteer group, we welcome additions to the Public Works budget for additional portable toilets, hand washing stations, and garbage cans for vehicle campers along Morris street and where the trail joins Petaluma Avenue behind the Chamber and museum, the pathway also used by bicyclists and joggers.
- Even if it's inelegant to talk about toilets and garbage cans, these are simple and affordable means.
- Monday through Wednesday next week, with the cooperation of Public Works, the City Manager, and the Police Department, there are dumpster days on Morris to collect debris with advanced notice to the unhoused for their participation.
- As the Morris street population fluctuates between five and 20 vehicles, we're asking for as many as five more toilets and additional garbage cans.
- The City should not be stingy in its response.
- This is as simple as placing trash cans along Main street or in the Barlow for shoppers and diners.
- These make a clear environment for all including merchants and business owners.
- The homeless are collateral beneficiary's cleanup efforts just as Frappuccino drink containers and the wrappers of blueberry muffins would become blight if not allowed to be collected.
- Homelessness is a manifestation of these times.
- Until some better place is found for sanitary centralized parking for the unhoused, what we call safe parking, Morris has become the de facto site for persons living in vehicles.
- As is, Morris Street actually meets the best practices model of urban planners, to place the unhoused at industrial margins to reduce impacts on other neighborhoods.
- For Sebastopol, Morris Street is that least impactful place on the fringe of the Barlow, a salvaged and yes, gentrified industrial apple cannery that still includes the site of a former industrial cement plant as its own overflow parking lot.
- Without facilities there, trash and waste collection to citizens' greater distress.
- To ignore the need invites the blight that chokes Berkeley and Oakland where municipalities have been slow to act and situations have grown out of control.
- Here we are fortunate to have relatively few unhoused individuals, not more than a hundred, not the 1,500 that Santa rosa reports in a contained area with as simple a remedy as more toilets and garbage cans.
- We urge the Council to not let this moment go by and to add these items to the Public Works budget.

Laura Hagar Rush asked if there would be public comment on the budget item.

Suzanne Lande commented as follows:

- I was on Morris street and I want to report that things are really looking good there.
- Everybody have moved as they're supposed to.
- I am very pleased with the collaborative effort
- We as Sebastopol, we came together on the City Council, the City staff, Chief Kilgore, and Michelle in the Police department, has done a great job.
- People on Morris street are speaking very highly of Michelle. She's very humane.
- Yes, we can't let everything slide, but it was really collaborative. I'm impressed with that.
- I also, speaking of our City of Sebastopol Mayor Glass
- I know you go to a mayor's group. I hope you spread I think that other cities would probably want to know that.
- The other thing, I haven't seen the agenda is that we need fundraising.
- I believe it could be anybody on City Council or City staff or anything.
- We're looking for fundraising ideas for small things.
- For instance, someone named Green Mary was bringing water to Morris street for people to fill up. But it needed to be stainless steel and it had rust in it. So that's gone.
- I don't think that's very expensive. But things like that, fundraising.
- I know there was talk of having a person from social services, not necessarily social worker, to work with our homeless and other people who have needs. I'm really looking forward to that happening.

Patty Hiller commented as follows:

- I'm living here at Burbank heights.
- I have a question for the City Council.
- Where are we now with the Woodmark development?
- Are we still seeking tribal approval?
- Are they applying for SB 35?
- What has happened to it?
- Where is it now, could you tell me please?

Mayor Glass responded to public comment as follows:

- I want to respond to some of the questions raised by some people in the public.
- I did want to explain, because one member of the public asked the City Council and the Planning Commission's position on the Woodmark project.
- When there's projects that are before us as, the City Council and the Planning Commission, where we take on a semi judicial role, when a project comes to us as a City, we have to look at our existing zoning laws.
- We have to look at state law.
- We have to look at our general plan and other information to vote either yes or no on a particular project.
- If we as individuals state publicly our position on something, we jeopardize our role as an impartial judicial body.
- We are not allowed to say our opinion until something comes before us.

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- That is my understanding of our role, because we are taking a quasi-judicial role when we make decisions about particular projects.
- I just wanted everyone to understand that when you ask, so, what's the position of the City Council, we don't have one because it has not come before us yet and we cannot state something, because that would show that we are prejudiced about the outcome of that.

Councilmember Slayter commented as follows:

- One additional tiny piece of explanation regarding that particular project, there are two Councilmembers who have conflicts of interest per state law due to property ownership within a certain radius of that property.
- So if it ever comes to Council, any Councilmember, and I am one of them, I will state that right here, that is within a certain radius of a given project, in this case it's the Woodmark one that is the question at hand, I cannot legally participate in that conversation.
- There is one other Councilmember and I won't identify which one, but that individual has indicated a conflict as well.
- That's another thing that we have to consider also.

Vice Mayor Gurney commented there will be an informational report on the status of the project on the August 3rd Council meeting.

Director Svanstrom commented as follows:

- The Planning Department Website has a page for special projects.
- Most of you who have been tracking this project know we have all the former materials and meeting information there but we also have a status, and we also have all the public comments that we've received are posted there.
- We do keep the status of what's going on with that project as a timeline on there up to date.
- As a quick update, we are still undergoing tribal consultation.
- We have another meeting later this month on that subject.
- Until that has been completed, an application cannot be submitted under the SB 35 regulations.

Vice Mayor Gurney responded to public comments as follows:

- We had a question, is there a plan to update Ives Park and stated yes there's a master plan that's done and information is available through the Planning Director.
- There are a number of questions about the housing units
- That might be a very helpful set of questions to put in an e-mail and direct to our Planning Director
- There is too material to answer specifically now and answer on the run but that might be something that the Planning Director could help you with.

STATEMENTS OF CONFLICTS OF INTEREST

Councilmember Slayter commented he has a conflict of interest for the discussion of the community benefit grants as he is involved with Rebuilding Together Sebastopol and would be recusing himself from that portion of the discussion.

Mayor Glass commented she has a conflict of interest for the discussion of the community benefit grants as she works with the Center for the Arts and would be recusing herself from that portion of the discussion.

REGULAR CALENDAR AGENDA ITEMS (DISCUSSION AND/OR ACTION):

4. Appointment to Opening on the Planning Commission to Fill Vacant Seat (December 31, 2024) Fill remainder of seat of Beau Anderson (Responsible Department: Planning)

Mayor Glass provided information on the agenda item.

Mayor Glass opened for public comment. There was none.

Council Discussion and/or Deliberations:

Vice Mayor Gurney commented as follows:

- Thank you to both of our applicants. I really appreciated the opportunity to talk to each of them.
- I'm sorry to the rest of the public that we got a little behind because our interviews were very engaging and helpful
- I'm hoping they are helpful to this body to make the decision.
- I was particularly impressed with Deborah Burnes
- What I liked about her personal situation is that she offers the point of view of a downtown business owner with lots of experience on the street including during COVID.
- I think the Planning Commission can benefit by her perspective.
- She offers the perspective of someone who is a community member but lives outside our borders.
- I think I'm the one Councilmember who is perhaps more interested in our Planning Commission including more than citizens and residents.
- I was grateful she had those two elements to her application.
- She also had impressive experience in community building and presented warm and personal way her evidence of consensus building through the projects she's done as a startup through her work in the numerous examples that she mentioned.

Councilmember Rich commented as follows:

- I too was very impressed by both applicants, Deborah Burns and Kyle Falbo
- In this particular instance, I see Deborah Burnes an excellent applicant for the other position she applied for.
- Just looking at the two applicants for the planning commission, I see Kyle Falbo as contributing an interesting voice to this particular group that I think will contribute quite a bit.
- I do understand the business perspective that Deborah brings and warmth she conveyed in her interview and I appreciated that.
- However, with Kyle, we have a fourth generation Sebastopol resident who went away to get his education and came back with a commitment to our community, continues to do his own community work.
- He works for what I think is an incredible organization providing mentoring and also with the North Bay Organizing Council.
- He comes to our City Council meetings fully prepared.
- He cites to us it's provisions of our own ordinances and clearly does a deep dive and is willing to do the work to prepare himself.
- I thought it was very compelling that he was willing to step up to the question about collaboration and gave us ask of his efforts to collaborate and was very explicit about stating that

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he understood that in this Planning Commission he would be expected to collaborate and listen to and invite and engage his fellow commissioners.

- This is the second time he's applied.
- Thrilled that we have two that are wonderful but feel strongly Kyle is the choice for us at this moment in time.

Councilmember Hinton commented as follows:

- I was impressed by both applicants.
- They bring different side of the coin
- I love having a business owner who has been on our Main street for a really long time that is in the heart of the City and in town every day.
- I also have really over time become impressed with Kyle and his passion and I feel like I asked him about collaboration and is more up to speed today and could jump into the role with more background knowledge for the Planning Commission and so, I'm swaying towards Kyle for those reasons.

Councilmember Slayter commented as follows:

- The need to have a balanced Planning Commission is really important.
- You don't want voices that are all the same.
- You don't want backgrounds, input that's the same
- We don't always agree but we're able to disagree and still respect the other person.
- To me, that type of collaboration on ideas for a specific application, it's collaborating and communicating in ways that are productive and positive
- I'm actually having a difficult time between these two applicants.
- We have one applicant who presents in a very warm and engaging and conversational way.
- We have a different applicant who my interactions have been granted limited but those interactions have felt different.
- That type of communication style is, for me, a little problematic.
- Conflict and in your face attitude is not how I prefer to communication so I have a difficult time trying to separate the communication style from the message.

Mayor Glass commented as follows:

- I actually am very happy about the idea of having a downtown business owner on our Planning Commission.
- I feel that the perspective of the downtown business owner has been really lacking and I think our downtown businesses are critical to the future of our town.
- Getting their input and their interaction with our Planning Commission is very important.
- I actually also feel that in terms of Kyle's application, his deep dives, his quantitative analysis, his commitment to really learning the material has been impressive
- A member of the public who actually is engaged with us.
- So I find that really compelling.
- in the political world in terms of some interests in a larger political sense.
- However, I am with Councilmember Slayter.
- The applicant has been a bit aggressive which he will probably agree to because he said that his style, when he is making public comment, is different than his style when he is not making public comment.
- I am really torn on this

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- However, I think I'm going to be agreeing with Vice Mayor Gurney in her interest in having somebody that can really put forward our downtown point of view because, I think our downtown is really needs a lot of help right now and having that point of view is really critical to us moving forward.
- Decisions that we're going to make that have to do with land use in our downtown.
- I'm leaning towards Deborah.
- it's kind of a sticky whippet.

Councilmember Rich commented as follows:

- Interesting to hear us struggling with this issue.
- How great we have these two fabulous applicants.
- I agree a business person would be excellent.
- I look at these two and I look at citizen engagement and I want both these people to be fully engaged.
- One of the things I noticed about Deborah was her focus on environmental issues.
- I would love to have both of these interested, engaged people involved in our City government in some way.
- She has applied for the climate action advisory committee and I understand she has interest in the climate action committee and zero waste committee.
- From my perspective let's get them both engaged.
- Let's recognize the personality type of Kyle Falbo who does all of the work and does all of the preparation, is already familiar with many of our procedures in town, has applied twice for this Planning Commission position
- Let's recognize that, reward that, and, trust him to keep his commitment.
- Each of us were very direct with him about the commitment to collaborate and he very directly said that he was going to step up and that is part of who he was.
- Let's also engage this other wonderful person.
- To really blossom and celebrate in her interest in the environment through the climate action advisory committee.

Vice Mayor Gurney commented as follows:

- I just wanted to comment a little more about having a downtown business owner, thinking of the composition of the Planning Commission, we have Earthtone, Zack, a business person and Paul Fritz has an office downtown. These are both offices.
- They don't have the customer base coming to them like a retail storefront on Main street does.
- I think that's the particularly unique perspective that Deborah offers us.
- What more can be more important right now as we relaunch after COVID.
- The opportunity the downtown perspective offers has to do with almost every issue in the general plan, transportation, air quality, all the environmental issues, land use planning, do we convert parking lots to housing or make a multi-layer parking structure?
- So much of it is really important to the financial vitality downtown land use decisions.
- How to move cars downtown. How do we encourage them to stop and patronize our businesses.
- Deborah offers that perspective different from other Planning Commissions who may have a business background much more office-oriented rather than public customer-service delivery.

Councilmember Slayter commented as follows:

- The comments the Vice Mayor made echo many of what I was thinking.

- In looking at the composition of the existing composition of the Planning Commission and thinking historically of the retail business owners and business districts, I'm not just going to say on Main street or downtown because we have North to South businesses.
- The participation of retail customer-driven, customer-based businesses customer-facing businesses, not just office use as the Vice Mayor said, thinking back, we've actually not experienced and benefited from that level of input at this level of responsibility.
- It's not uncommon that we hear the business community doesn't feel like they're being respected or they're being communicated with effectively.
- What I'm seeing and thinking about what my colleagues have all said, the opportunity that presents with Deborah.
- So I will say that my vote is leaning that direction.

Councilmember Hinton commented as follows:

- It's just too bad that we just got notification, I think it was today, that we're extending out our Design Review Board vacancy because we got no applicants.
- Then we're having this big debate about two great applicant that want to get engaged.
- I'm just going to put one last pitch in for Kyle because this is his second time out here applying for this.
- I can see that it would be great to also have a downtown merchant on design review which is involved in store fronts and things.
- I just feel like Kyle has attended the meetings, he's totally up to speed on policy, I think that for me he's done the research.
- I'll be voting for him tonight whether he makes it or not, I'll be voting for him.

MOTION:

Vice Mayor Gurney moved and Councilmember Slayter seconded the motion to appoint Deborah Burnes to the Planning Commission:

Mayor Glass reopened for public comment.

Luke Lindenbusch commented as follows:

- I just wanted to say we have two really strong applicants here.
- I just wanted to speak up as a member of the Planning Commission and also as the Planning Commission liaison to the climate action committee.
- Seeing Deborah Burnes who I know personally very well as a member of the downtown business community and also as the person who gave me my first job ever,
- I also know Kyle. I don't know him personally but just from hearing his comments, very well-thought out at the Planning Commission and at the City Council, very well engaged.
- Do think it should be acknowledged that the City Council has two fantastic options ahead of us to represent our City today.
- I just really want to express very full and enthusiastic concurrence with Councilmember Rich the consideration bringing as many people of the City into the fold as possible because it takes all of us to reach consensus and the more voices at the table the better we are at representing as many of us as possible.
- We're going to have divergent viewpoints but the more of us here contributing the better it will be.

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- I think these are two of the strongest Planning Commission applicants we've had in a while and two people clearly committed to our community.
- Kyle this is the second time he's here.
- I got into the Planning Commission on my second application as well.
- I'm not someone who always agrees with everybody and sometimes people think my opinions are strong as well.
- I think the Planning Commission has really taught me how to come to better consensus and I've grown a lot in the last year and half being on this body as well.
- I really could see him growing being part of the community effectively in that regard.
- I also see Deborah, having applied to a number of bodies really important to our City, and as the climate action committee liaison to the Planning Commission I know it's a lot of work so if she's going to be on the Planning Commission and if not appointed on the RCTA climate action committee there's other future opportunities to be involved on the Zero waste committee.
- We've been looking for members to represent these new efforts for the City for a while.
- I think it would be really strong for her to be involved in.
- These are all considerations the Council should take up how these two strong applicants can best benefit our City, it's about consensus, doing it together.
- I really want to say, once again, I really appreciate Councilmember Rich and Councilmember Hinton for considering how we can bring everybody in.

Discussion:

Vice Mayor Gurney commented as follows:

- I really appreciated that Councilmember Hinton and also Councilmember Rich asked Kyle directly in the interview process about his particular style that we know through public comment.
- I also thought Kyle handled that question really well.
- He just went right at it and gave a very rational explanation which I understood.
- However, I have more confidence in the evidence from her record that Deborah will be collaborative, that's the reason I'm nominating her.
- She has a resume of working with people. We experienced her style.
- I thought it was very appropriate and conducive to productive discussions in the Planning Commission and I really did enjoy the way Kyle changed his tone and changed his message with us.
- I think he offers a lot to our community and I am wondering if perhaps he would like to apply to some of the other opportunities himself. The ones that are reopening for which we have nobody.

Councilmember Rich commented as follows:

- I think it's important to recognize and respect the opinion of Luke Lindenbusch who is in fact on the Planning Commission.
- I appreciate Luke taking time to attend the City Council and to articulate his particular perspective, understanding of course that Luke is one of those people who will work effectively with whoever is appointed to the Planning Commission.
- We need to listen to our Planning Commissioners

Mayor Glass called for a roll call vote. City staff conducted a roll call vote.

VOTE:

Ayes: Councilmembers Slayter, Vice Mayor Gurney and Mayor Glass

Noes: Councilmembers Hinton and Rich

Absent: None

Abstain: None

City Council Action: Appointed Deborah Burnes to the Planning Commission

Minute Order Number: 2021-041

5. Appointment to Opening: City of Sebastopol Citizen Liaison to the SCTA/RCPA Climate Action Advisory Committee to Provide Expert Citizen Input on Implementation of the Climate Action Initiatives (Responsible Department: City Administration)

Vice Mayor Gurney commented as follows:

- I understand that for all cities this is the responsibility of the individual representative and since this advisory committee has been established I have always welcomed the decision to be made by the full Council.
- We have an applicant who is within the greater Sebastopol area who submitted to the RCPA rather than directly to our City and City staff noted Julie's application in our packet although we didn't get scheduled an interview with her because of the way she submitted the paper.
- I'm wondering if it would be possible for this group to interview her and consider her as a potential alternative
- City staff commented I could appoint, however, that's not been the tradition, although I'm empowered to do that as the rep.

Councilmember Rich commented as follows:

- With the appointment of Deborah Burnes to the Planning Commission, does that necessarily mean that she can't be appointed to the climate action advisory committee?
- That seems to be what I'm hearing, but I just need to ask the question, can she not be appointed to both

Staff stated she can be appointed to both, that's before the Council tonight or there are alternatives in the staff report.

Councilmember Slayter stated he has an interest in interviewing the applicant who applied directly to SCTA.

The Council discussed the options in the staff report.

Mayor Glass opened for public comment. There was none.

Council Discussion and/or Deliberations:

The Council discussed the option to interview the second candidate and if so to keep the first application pending until such time the Council could interview the applicant who applied directly to SCTA and then return to a future Council meeting for recommendation of appointment.

The Council was in consensus to interview the second applicant at the July 20th Council meeting, maintain Deborah Burnes application for consideration and discuss recommendation for appointment at the regular City Council Meeting of July 20th.

City Council Action: The Council was in consensus to interview the second applicant at the July 20th Council meeting, maintain Deborah Burnes application for consideration and discuss recommendation for appointment at the regular City Council Meeting of July 20th.

Minute Order Number: 2021-042

CONSENT CALENDAR:

Mayor Glass read the consent calendar.

Mayor Glass questioned if any Councilmember(s) wanted to remove any item(s) from the consent calendar.

Mayor Glass opened for public comment on the consent calendar.

Kyle Falbo commented as follows:

- I'm not going to go into too much length but it's my hope Council will have discussion about pay, salary, schedule and steps.
- In particular I don't have the numbers in front of me but there are particular positions in which, when making comparison to other municipalities of similar size, namely Cotati as well as Cloverdale, salaries are not consistent with those two other municipalities and are quite difference from those municipalities and would appreciate the discussion why those differences might be there and type of research Councilmembers have done on this particular matter before making that type of a decision.

Mayor Glass requested our City Manager/City Attorney give us a brief explanation about the relationship between the salary schedules and MOUs we have.

City Manager/Attorney McLaughlin commented as follows:

- This item on the agenda tonight, item number 12 is the result of negotiations that took place between represent employees, a couple unions, and the unrepresented group and the City Council two years ago.
- They were negotiated at the time in to three-year agreements. We're going into the third year of three-year agreements.
- At the time that the Council negotiated these agreements, the Council did review and discuss salary ranges and similar positions in other areas. Discuss longevity and retention of employees.
- Discussed past increases. Discussed a number of items that relate at that time to the decision to enter into these three-year agreements.
- We had a professional negotiator assisting the City at that time.
- The Council at that time was satisfied after a long discussion and debate and did agree to the agreements that are coming before you this evening.
- Again this is year three of three-year MOU.

MOTION:

Vice Mayor Gurney moved and Councilmember Hinton seconded the motion to approve Consent Calendar Item(s) Number(s) 6, 7, 8, 9, 10, 11 and 12.

Mayor Glass called for a roll call vote. City staff conducted a roll call vote.

VOTE:

Ayes: Councilmembers Hinton, Rich, Slayter, Vice Mayor Gurney and Mayor Glass
Noes: None
Absent: None
Abstain: None

6. Approval of Minutes of the City Council Regular Meeting of June 15, 2021 (Responsible Department: City Administration)

City Council Action: Approved Minutes of the City Council Regular Meeting of June 15, 2021
Minute Order Number: 2021-043

7. Approval of Minutes of the City Council Special Meeting of June 17, 2021 (Responsible Department: City Administration)

City Council Action: Approved Minutes of the City Council Special Meeting of June 17, 2021
Minute Order Number: 2021-044

8. Approval of Minutes of the City Council Special Meeting of June 21, 2021 (Responsible Department: City Administration)

City Council Action: Approved Minutes of the City Council Special Meeting of June 21, 2021
Minute Order Number: 2021-045

9. Receipt of Information of Vacancy on the Sonoma County Library Commission (This is to fill the vacancy created by the resignation of Joel Neuberg) (Responsible Department: City Administration)

City Council Action: Received Information of Vacancy on the Sonoma County Library Commission (This is to fill the vacancy created by the resignation of Joel Neuberg)
Minute Order Number: 2021-046

10. Adoption of Resolution Approving a Capital Improvement Program Budget for Fiscal Year 2021-2022 (Responsible Department: GHD Engineering/Administrative Services)

City Council Action: Adopted Resolution Approving a Capital Improvement Program Budget for Fiscal Year 2021-2022
Minute Order Number: 2021-047

Resolution Number: 6356-2021

11. Adoption of Resolution authorizing the closure of Main Street during the 2021 Apple Blossom, Saturday, September 18, 2021 (Responsible Department: Police)

City Council Action: Adopted Resolution authorizing the closure of Main Street during the 2021 Apple Blossom, Saturday, September 18, 2021

Minute Order Number: 2021-048

Resolution Number: 6357-2021

12. Adoption of Resolution Authorizing and Approving the City of Sebastopol Current Pay Rates and Ranges (Salary Schedule) (Responsible Department(s):Administrative Services)

City Council Action: Adopted Resolution Authorizing and Approving the City of Sebastopol Current Pay Rates and Ranges (Salary Schedule)

Minute Order Number: 2021-049

Resolution Number: 6358-2021

INFORMATIONAL ITEMS/PRESENTATION: *(Please Note: Although informational/presentations items are routinely informational in nature, some informational items may contain request for actions such as support, direction to staff, follow up, or receipt of item based on the presentation/information provided.)*

NONE

PUBLIC HEARING(s): NONE

REGULAR CALENDAR AGENDA ITEMS (DISCUSSION AND/OR ACTION) CONTINUED:

13. Consideration of Approval of Stage II Water Conservation (Responsible Department: Public Works).

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Public Works Superintendent Dante Del Prete presented the agenda item recommending the City Council Adopt Resolution Implementing Water Waste Prohibitions Conservation Stage 2 Mandatory Compliance – Water Alert.

Mayor Glass opened for questions.

Councilmember Rich commented as follows:

- Thanked staff for this great recommendation from their perspective.
- Being new to the Council, is this unusual for us to go to stage two in this way?
- Have we been doing this annually

Superintendent Del Prete commented as follows:

- I can say that we're not doing it annually.
- We did it back in 2016 was the last time

Councilmember Rich commented this is a big step up based on what's going on with water usage in this particular year.

Vice Mayor Gurney commented as follows:

- I think the reason we're going to this now is because of the severity of the drought not so much the usage, although we're all comfortable washing hands through COVID and we have to retreat from water usage practices and get back to conservation.
- I want to add to the report that our citizens can get a consultation through the BayRen program and see if there's something that they might do through their water Bill to improve the fixtures at their home.
- Over the Fourth of July weekend I received another personal story from a former Councilmember who indicated that how excited he was to get two new modern toilets and two shower heads and the prediction of water saving.
- In our previous time, going to stage two, or recommending conservation measures, have we actually gone more drastic to no watering of lawns particularly? Have we ever done that before?
- I know there's a badge of conservation we all wear the dead lawn in our yard proudly but have we ever mandated that of our citizens turning off the lawn water

Superintendent Del Prete commented as follows:

- I believe it was very drastic reduction but I don't believe it was mandatory no watering
- I'd have to look and get back to you.

Vice Mayor Gurney commented as follows:

- I know our previous position on park property has been that those green lawns are really important because they provide recreational and outdoor use for our citizens and visitors from in or out of the county, what about the lawns on our City property that don't serve that same recreational purpose?
- Are we turning their water off?

Superintendent Del Prete commented as follows:

- We've already made reductions in our public spaces and water conservation.

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- Libby Park is a very large turf area and we've reduced that and we've already seen some of the affects in the turf quality because of that.
- We are going to have to take a hard look at all of our parks and public places.
- The ornamental lawns, I do believe there is an investment there that we should try and keep them alive at a minimal.
- When we get to these types of drastic measures, we do need to be conscious that ornamental will suffer more than community use spaces.

Councilmember Rich questioned do we have an enforcement mechanism?

Superintendent Del Prete commented as follows:

- There is an enforcement mechanism in the municipal code based on 3 infractions, it goes up to a \$500 fine.
- Discussed education
- Public Works Department have handed out 20 to 50 gentle reminders of door hangers and fielded several calls on places in the community that people believe are City property
- Discussed complaints about the cemetery gating during the day. We met with the owner of the cemetery trying to educate. They're not on our municipal system, they have a standalone well and their own maintenance staff.
- We let them know the optics of that, watering with large heads, whether on City or not, we need to be responsible water users.
- We're doing our best to educate
- Some of our large churches in town have some turf area that we spoke to already as well.
- They seem very responsive.
- Having this ordinance, if it is passed tonight, reinforces that and give us a little bit more of a mechanism to talk to those individuals

Mayor Glass commented as follows:

- The first one is it seems to me that it is a little bit of a balancing act between letting everything dry up in a drought when everything is really dry and it's fire season.
- There's a balance between that and not using water.
- Do you have any comments about that?
- It seems to me if we have people whose front yards are ready to burst into flame and this is not a good thing, given our current circumstances

Superintendent Del Prete commented as follows:

- Discussed the fire hazards and weed prevention program
- Discussed the Fire Chief is on top of that and does an excellent job on that every year.
- As far as front yards, I think it would have to do with the fire load.
- How much vegetation is actually there and how would it contribute?
- I'm sure any dry vegetation would create great concern.
- I would ask that question to our Fire Chief Braga. He and I can work on.
- One thing in the staff report I do want to touch on is one thing that seems to be a little bit higher, residential water use.
- We have to remember our residents were working from home. Commuters weren't leaving. They were home.
- People are trying to grow healthy and fresh food in their own backyard these days.

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- We really educate the residential users and focus on going back to ornamental landscape

Mayor Glass commented as follows:

- If you were to do a list of what are the most onerous impacts moving to stage two has on our residents, could you list those top three that are onerous
- I heard people are not allowed to water except by hand so I get description of the pain they're in.
- How are we comparing to that?
- What are the onerous things the citizens are going to have to accommodate or mitigate?

Superintendent Del Prete commented as follows:

- The goal is to only water two days a week and reduce that as much as possible.
- I understand that landscaping is an investment and people want to not lose that investment entirely.
- But plants can survive with limited water.
- It's a balancing act.
- I do think that residential irrigation is probably going to be the biggest contributor.
- If we can reduce that I do believe we can make a significant reduction.

Councilmember Slayter commented as follows:

- The graphs and charts provided clearly indicate that the reason for increased water use in the summer months is irrigation.
- It's the way that our water billing and sewer rates are set.
- We assume that in the middle of winter when it is supposed to be raining that people aren't using outdoor irrigation.
- Therefore the great majority of the water is being used inside.
- That's how we set the outflow rates.
- The increase from probably middle of May through even early November some years, it looks like it increases and peaks mid-summer.
- It's logical that it's irrigation.
- Does that consultancy also include irrigation?
- Will they look at outdoor water use?

Superintendent Del Prete commented as follows:

- They have two programs.
- The one running right now is residential.
- Irrigation one hasn't come up but I believe it will come online soon
- The data tells us that that's where the great majority of our water excess use is irrigation.

Councilmember Slayter commented as follows:

- So anything that we can do to help with that such as modern rain-sensing, moisture-sensing devices, timers, that don't turn on if it's wet, those things are not that expensive.
- Some of us have a steeper learning curve on some of the newer technology.
- Ives Pool isn't scheduled for any annual maintenance that requires a drain does it.

Superintendent Del Prete stated it is not.

Councilmember Hinton commented as follows:

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- My question is if we adopt this tonight how long do the residents have to make changes
- I don't run my own sprinkler system, I'd have to call someone in to have it reprogrammed.
- I think we should give people couple weeks to figure that out.
- I assume we would then publicize it so everybody knows we've adopted it.
- I didn't see in the staff report an adoption date if we vote that in tonight.

Superintendent Del Prete commented as follows:

- If adopted this evening, of course I would work with Holly, our outreach coordinator to make sure to get on every venue we can, the information about the reduction of water use
- We include those in water bills. I could work with the senior center. We'd try every venue.
- The first step of this is education.
- We're going to knock on doors and talk to people.
- We're going to say it's been brought to our attention.
- We have a door hanger that I had made for the 10% reduction.
- It's absolutely applicable talks about lower your irrigation, don't water during certain times.
- We're not going to be the heavy hammer right out of the gate.
- We're going to do the best we can in Public Works department to address these issues fully.
- If we get to a scenario where somebody is not seeing the seriousness of it then we'll address it accordingly.

Mayor Glass opened for public comment.

Natalie Timm commented as follows:

- I think that it's great that we're keeping tracks of things and I hope you're keeping better track of private wells because I know people that are on private wells who think they can grow whatever they want whenever they want.
- Of course they're not in the City limits but they're on our water reservoir.
- I personally have limited water in a very strict way since 2003 and now my trees are dying
- I really want to caution people about not watering their trees.
- I think that although our Sebastopol cemetery may be on their private well they certainly neglected watering their trees and I recommend to Public Works to take down at least four more trees at Sebastopol cemetery
- There are some very serious dead trees there that are very bad fire
- I think that the way we set rates is absolutely ridiculous.
- I welcome a smart meter.
- I want the smart meter to split between landscape and home use.
- I hope that is a possibility.

Kye Falbo commented as follows:

- Tonight I hope to hear a clear answer in addition to the water conservation efforts put forward tonight for residents these will also be held by the City itself.
- In recent City Council meetings the Superintendent informed the Council that every two weeks he was authorizing overtime for power washing of the downtown sidewalks
- Following this, I requested clarification on this practice and its inconsistencies with the water conservation policies promoted by the City.

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- The City Manager replied to the use of the overtime but was unable to speak to the practice itself.
- The City promotes the use of cleaning sidewalks with a broom - can the City commit to the same practice they promote and wish to regulate on its citizenry.
- Comments I have heard this far focus on citizen efforts and some light discussion about the City use; however, what feels absent is the Discussed City use and stated what it absent is what usage is taking place by our local businesses.
- I hope we're all aware of the concerns about the food waste taking place in the food service industries
- I would be interested in the volume of water the businesses use and efforts the businesses can take to conserve during this time of our drought.

Cie Cary commented as follows:

- I'm a master gardener and I would urge the public and all of you who have questions how do deal with the drought what we can do in our landscapes to save water, we have a lot of information on Sonoma County Master Gardener website, not only about the drought but also about fire but also fire-safe landscaping.
- We've been doing webinars around this topic it's very, very important and is another rich resource that can be tapped.

Mayor Glass closed the public comment period.

Council Discussion and/or Deliberations:

Vice Mayor Gurney commented as follows:

- I wonder if Public Works can answer the questions from member about the cemetery being on a well, the dying trees there, the responsibility to remove them.
- I'm not sure other than education that the City has any authority to do anything on that property.

Superintendent Del Prete commented as follows:

- There is ground water sustainability, GSA, that is looking into private wells. I will check in with that.
- We were very clear with the owner of the cemetery about water use and whether it was a private well or not and that it was still tapped into Sebastopol's ground water supply and again we did our best to educate with that.
- I believe that conversation will continue.
- The trees are on private property.
- I have crew cutting private trees in the right of way on Pleasant Hill Avenue for safety reasons mostly which is very unfortunate because they're infiltrated with poison oak
- I do know we spoke several times about the current pine tree leaning over Bodega Avenue.
- The owner has assured us that they are working to have that tree removed.
- The other question that Kyle brought forward about power washing, we have ceased pressure washing the downtown sidewalks, streets and the plaza as well.
- If we do need to clean up something that requires water, an unfortunate accident or mess, we'd use a bucket.

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Vice Mayor Gurney discussed the comment of water use statistics for businesses and asked if there is a way of separating out that information so we can know the conservation efforts there and also target an education campaign to potentially reduce business use.

Superintendent Del Prete commented as follows:

- We can pull out commercial
- Industrial isn't a line item that is measurable so we do have commercial and I will have to check on the stats to see if that's every small business or if that's a certain type of business.
- I can check on that.

Vice Mayor Gurney commented as follows:

- I am hoping you will work on an education campaign for those business people as well.
- Come back with recommendations as to stage two implementations targeted at, I'm going to say businesses, commercial.

Councilmember Slayter commented as follows:

- Commented on the Groundwater Sustainability Agency
- The well monitoring project is under way.
- At this point it is in community outreach.
- There are many private well owners who have no interest in reporting their water use and they're also a number of those in that sub population who don't feel there should be any regulations at all.
- That's a really difficult thing because we are all sharing the same water.
- We have different aquifers.
- The Santa Rosa plain is not where the municipal wells are but we have nothing to do with State regulations - the GSA is working on that.
- The historical data that the City of Sebastopol has from its wells is profoundly comprehensive.
- Not many other well-owners have the amount of data that we have, historical data and monitoring with the sophistication that the City is able to do so looking at the charts and graphs that are provided in the staff report tell me that we are doing a good job out here with ground water sustainability although we can do better.
- We have a slight reduction in almost every single one of our wells.
- The trend is downward, that's just not the direction it needs to be going.
- I think that these residential measures are smart and prudent and I'm in favor of this.
- I'm also in agreement with the Vice Mayor.
- Let's take a look at some of the commercial uses and see if we can come up with a parallel program that targets businesses and the percentage of water use that is from commercial versus residential
- It's a quarter to a fifth the amount that residential use is so the amount of reduction there isn't as noticeable but there's no reason why we can't come with something.
- Commercial and industrial are lumped together and I suppose there's maybe a couple wine-producing facilities in town. Maybe only one even which I know are fairly high water use.
- What other high-water use is food service? Is that where the water use is?

Superintendent Del Prete commented as follows:

- I have not honed it down to see exactly what it is.

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- I do know there is a few processing, like you mentioned, there's one winery, but I would have to dig deeper into individual water use for those commercial users.
- I don't believe, although it is a great conservation measure to stop serving water until it is upon request at a restaurant, do not believe it would indicate high water users, but, as we say, every drop counts.
- That would be something we could look into and definitely create public outreach for those types of measures as well.

Councilmember Slayter commented as follows:

- I'm not sure in the commercial dishwasher world if modern dishwashers are better than older dishwashers and if a BayRen style program can come in and help retrofit restaurant dish stations with water efficient fixtures
- I think that it would be interesting to see some of that.
- An idea like that, if there's one area where we can really target the commercial use, I think reasonably easy to maybe research and try to figure out what a couple of the low-hanging fruit might be that we can pick.
- I am in favor of this moving to this next thing proactively.
- I think it's the right thing to do given our current situation.

Mayor Glass commented I think we clearly want to move forward with our implementing the water waste prohibition -- stage two water alert, which we have a resolution for and was included in our packet.

Vice Mayor Gurney commented as follows:

- I just wanted to answer one other public comment there was one I believe it was Kyle asking about who is dealing with food waste at restaurants, and I'm going to look at Councilmember Rich
- I think the number is SB 1383 and zero waste subcommittee group is launching into that inquiry to assist the City.
- I know our City Manager is also on that issue.
- We have a presentation from June Michaels about how to capture that restaurant and event food waste management and event food waste.
- The citizen group is on the task.

MOTION:

Councilmember Slayter moved and Vice Mayor Gurney seconded the motion to Adopt Resolution Implementing Water Waste Prohibitions Conservation Stage 2 Mandatory Compliance – Water Alert and that City staff research and report back on commercial measures that can be taken.

Mayor Glass called for a roll call vote. City staff conducted a roll call vote.

VOTE:

Ayes: Councilmembers Hinton, Rich, Slayter, Vice Mayor Gurney and Mayor Glass

Noes: None

Absent: None

Abstain: None

City Council Action: Adopted Resolution Implementing Water Waste Prohibitions Conservation Stage 2 Mandatory Compliance – Water Alert and that City staff research and report back on commercial measures that can be taken.

Minute Order Number: 2021-050

Resolution Number:

Mayor Glass called for a break at 8:22 pm and reconvened the meeting at 8:39 pm.

14. Discussion and Consideration of Approval of FY 2021-2022 City Budget:
 - a. Resolution Approving and Adopting Fiscal Year 2021-2022 City of Sebastopol Budget
 - b. Resolution establishing the appropriations limit for the City of Sebastopol for the 2021-2022 pursuant to Article XIII B of the California Constitution
 - c. Resolution Approving Supplemental Law Enforcement Funds (SLEF)

Councilmember Hinton commented as follows:

- I generally have not spoken much for these meetings but since this is our third full Council budget meeting I thought I would do a little report out on some of my thoughts as I've reviewed this and I wrote a few of them down so I can kind of go through it.
- After more than 25 to 30 hours of personal time dedicated to this budget presentation both with formal meetings, including the public, scheduled staff meetings, conferences with my other budget subcommittee member Mayor Glass, and studying the documents I thought I'd start tonight by making some comments prior to our full Council budget discussion.
- I wanted to just touch on some items both in the budget and thoughts for future budget cycles so some of the public might be on tonight that hasn't been through as many meetings as we have, so some things might we being restated but I think it's good to repeat.
- First and foremost the City receives most revenue from sales tax at 42%, property tax 29%.
- After that it drops to user taxes, which I've learned we all pay when we subscribe to sonic, Xfinity, Netflix, AT&T, et cetera, and that makes up about 6.5%.
- This is all recapped in the budget, but just to surmise it.
- Currently our T.O.T. which feeds other Sonoma County City budgets but because we haven't grown to be a tourist town with many hotels it sits at 4%.
- As many people know we don't have car dealerships which create a lot of big-ticket items.
- That's what makes up our City budget and that's part of the reason that we're struggling.
- For the past two years our expenses have been more than our revenue
- The State relief, unlike other cities, can't bridge the gap between what we're spending and what we're taking in.
- Even back in '18 and '19 when you consider transfers out for items like CalPERS and auto retirement and replacement savings account we were still in the red in the general fund.
- Unlike a speaker tonight who talked about borrowing out of a savings account, I don't see CalPERS retirement or auto replacement that we have in reserves as a savings account.
- I look at it as we were strategically putting away for an expense that would catch up with us over time so that when it did we'd have the money to pay those expenses.
- In my opinion, this can't continue.
- It feels like we're a bit between a rock and hard spot.
- For this reason I wanted to outline my top priorities.
- I tend to kind of sit back a little bit but I thought I'd just offer this before we offer the discussion as some food for thought.
- First and foremost, the retention of municipal finance consultant to find long-term solutions and suggest potential revenue enhancements is the number one goal. I think we all felt that.
- But again for the public we need to figure out how to get out of this cycle.

- Number two, for me, is a consultant to complete an analysis for the fire department for long-range solutions to fund this vital public service.
- I, with the rest of the Council, at this point, is calling for a full analysis and suggestions to assist us and our fire department for need that's include more staffing and possible upgrades needed for the fire house and equipment.
- Two years ago, the surrounding areas of Graton and Gold Ridge passed property tax measures and maybe it's time for our community to consider something like that.
- After investing in the study and analysis by Jerry Threet we know we need to reduce overtime in our Police department and our new Chief is committed in moving in that direction and hiring the positions so that we can decrease over time which has been difficult for our department.
- We also are funding this new position, which we all have thumbs up on that, for the homeless services mental health professional which really support the Police department by aiding them with the work that's fallen on their shoulders.
- I look forward to this new model
- It was supported by the public in our community meetings last year and is another thumbs up for our Council.
- We've had various litigations against the City in the past two years and our legal bills have been much bigger than we've seen in the past.
- Due to conflicts of interest as detailed out in our Police report, the City Manager who is also our City Attorney also unfortunately has a conflict of interest which requires us to hire outside Council
- In today's environment litigations just don't seem to be going away.
- I really think down the road we need to examine these expenses and look at a long-range plan for ongoing legal representation, maybe try to figure out how to work with one company and bring that into line
- As we learned in the CIP at the last meeting, the City has some of the poorest pavement and is getting worst unfortunately.
- Sadly, this is another reason to address long-term revenues
- We can't continue to kick the can down the road, as they say, roads are necessary and expected by the public.
- This is an area we have to figure out how to improve. We've all discussed it.
- We also have older infrastructure within our City pipes and we are attempting to tackle this and come up with grant opportunities matching funds to help the City.
- Until two years ago I didn't realize an RFP was not needed for consultants retained by the City.
- As a Council I feel strongly we need to look into this policy which to me feels like a loophole.
- RFP should be considered every time we consider spending sizable amount of money for full transparency to the public and ensure taxpayer dollars are spent in the wisest way possible.
- Proposals for consultants I believe should be required outlining work advance of a contract and set specific price goals.
- Lastly, having gone through the budget process this is my third year on the budget subcommittee the process for the budget subcommittee should be reexamined for next year.
- Instead of the budget subcommittee reviewing all of the information directly from the department heads asking for only their department needs, in my opinion the budget process should be reversed and have recommendations vetted from City Manager with the approach for the City overall and City's need as a whole.

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- All of this prior to the budget subcommittee report so all ideas can be discussed, even the ones that weren't recommended necessarily by the City Manager at this time which would lend transparency and fairness to department heads ideas.
- The process starts with the City Manager to the department
- The budget subcommittee next year with recommendations of the City and needs from the beginning I believe would really help expedite the budget process.
- In the last two years we haven't done it in that order, and now I'm learning more I think we should really consider that for future years.

Mayor Glass commented as follows:

- I'm going to just quickly read through the items that we agreed to in our last meeting.
- We reached Council consensus on number one Relaunch Sebastopol in the amount of \$74,000.
- Two, Partners with West County Community Services or similar organization because I think we're going to do an RFP on it. This was for a wide range of services to address homeless and unhoused services, et cetera, that was for \$72,000.
- Item three, funding for consultant to provide long-range fire service options to address the issues that Councilmember Hinton was just talking about.
- Number four, proposed set aside for sponsorship pilot program which is \$15,000.
- Number five was funding for Sebastopol Sea Serpents due to the impact of fireworks and income which was \$11,000.
- Proposed funding for civic sparks with the budget which is an internship program for \$29,000.
- And number seven. \$80,000 placeholder for wild land fire engine which I have to mention Chief Braga has given additional information so I expect that number will be lower but that's another thing that will go out with an RFP
- We will get multiple quotes, hopefully it will land a lot lower than this number.
- Item number eight, which was proposed funding for the upcycle art climate action committee which was 3500 to come out of the art and lieu fund.
- Those were the things we agreed to in the last meeting.
- Then there's a list here of additional items which there's eight additional items and I actually heard one more additional item that came out of public comment this evening and that was a little bit of additional money for Public Works.
- I'm going to stick that at the end of the list here.
- I propose we go through the further discussions list and see where we come to.
- Right now I assume these eight items I just listed that we all did thumbs up on at the last meeting that we don't need to touch those and we're going to move forward with the further discussion.
- So item number one is proposal to set aside \$50,000 for sewer to lateral revolving fund.

Councilmember Rich commented as follows:

- If you could add to that list SB 1383 funding.
- Our City Manager and I can provide details but that's an issue that's come up as a line item in the \$30,000 to \$40,000 range that would need to be addressed prior to mid-year.
- Also amount of \$5,000 for the Gravenstein Lions as a late request through community grants process

Administrative Services Director Kwong commented Mayor Glass and Councilmember Hinton summarize what was discussed at the June 15 and June 21st Council meeting regarding budget discussion and there's additional item that came out of both those meetings so I think we can go ahead and go through them.

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Councilmember Slayter commented as follows:

- I have a small handful of questions that unfortunately are not related to this list.
- They're things that have simmered to the top.
- Regarding other things that we've just questioned of a generic nature in the budget and I realize this may feel a little bit like going backwards but I think these can be dispensed with quickly in a rapid-fire format if you don't mind my asking staff a few questions.
- So I'm using the book. I don't know what difference it is with the PDF or the online version of things so I'm just going to go off page numbers in the book.
- Page number 29. Which is the City Council budget.
- There is a fairly significant uptick in contract services for video services. Online streaming things. Spanish interpretation and closed captioning. The percentage increase is significant enough to catch my eye. I know we're doing this all online now. Is that what we're seeing, this is actually a true up of what it really is costing?

Staff stated that is correct.

Councilmember Slayter commented as follows:

- Does this include the Planning Commission, Design Review Board and Public Arts Committee meetings as well?
- Are these numbers just for City Council meetings twice a month?

Staff stated it is just for City Council meetings twice a month.

Councilmember Slayter commented as follows:

- Then moving on to page 65. This is planning department budget.
- There is a in contract services, Sebastopol hotel project permitting an inspection services, should not a development project pay its own way?
- Why do we have \$20,000 for a private development project?
- It is 100-22-02-4210. Contract services planning.

Director Kwong commented as follows:

- That's in the building department Sebastopol hotel project permit and inspection.
- There's nothing for 21-22. There's zero.
- \$20,000 was for 2021.

Director Svanstrom commented as follows:

- I believe that if in terms of the building department I do know over the last year and half or so Glenn Schainblatt started off doing the building permit review for hotel Sebastopol
- Knowing he was retiring and also for the structure component the City do have Phillip Seabrook do that as a contract.

Councilmember Slayter commented as follows:

- It wasn't in last year's budget but the same question applies that the City isn't subsidizing a private development project to the tune of 20K.
- That's not happening.

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Director Svanstrom commented as follows:

- Stated that is correct
- I believe what's happening in the building department they operate a little bit differently from the planning department.
- The building department does a plan check.
- In this case the City Council approved a fee reduction for hotel Sebastopol including the plan check fees.
- When they pull their building permit, I believe the building permit valuation is about \$400,000, and that will go towards, obviously, the inspections but also cover the cost of the plan check that was previously done.

Mayor Glass commented sometimes things show up on the expense side, but there's revenue offsetting them on a different page, so it gets kind of confusing.

Director Kwong stated that is correct. If it pays for itself, and we're going to spend outside services to do that task, then, yes.

Councilmember Slayter commented as follows:

- On to page 86, which is Police department and Police lieutenant recruitment.
- About halfway down, item five on this page. 15K for recruitment of a Police lieutenant.
- Is the net cost over the previous fiscal year now, no more is budgeted for this year?
- I also suppose a status report on that recruitment.

Chief Kilgore commented as follows:

- The recruitment has not started for Lieutenant.
- Because the pandemic, the governor has created a situation where he does not have a max cap on hours right now.
- At this time, we're continuing to use Lieutenant Nelson, and we're doing that for the foreseeable future.
- We don't know when the governor will lift the pandemic restrictions regarding an allotment on the hours, so once we hear that information, that's then when we will decide when that recruitment will start, and how we're going to recruit at that time.

Councilmember Slayter commented as follows:

- On to page 107 which is Public Works.
- We have a request from the Community Center that I think we will be discussing later.
- It's in the other group of information.
- I don't know if this is related or not.
- We have, again, page 107, line item four.
- Other community support, and we have contribution to project programs.
- Contribution to general operations. Those are \$65,000 and \$70,000 in order there.
- That's 135K for the Community Center, and general support of projects and general operations.
- Do I have that correct?

Superintendent Del Prete commented as follows:

- Yes, you do have those correct.
- They reduced their numbers because of the pandemic last year.
- They brought both of the numbers up to their prior funding balance.

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Councilmember Slayter commented so that's why from last year's balance, it looks like such a big increase.

Superintendent Del Prete commented it is a huge increase from last year.

Councilmember Slayter commented as follows:

- Discussed the Community calendar.
- That just continues to maybe get more infrastructure in place.
- It doesn't need as much maintenance.
- Just a general comment on the community calendar, that should be easier to find.
- The Chamber of Commerce, visits to Sebastopol, all of those things, we need to make a better efforts
- Question on sonic Internet.
- If I add all of them up, going page by page, department by department, through the budget, I have no frame of reference on this.
- Whether or not this is appropriate for not.
- So can staff explain or expand a little bit more, why the City Council has a \$4,800 sonic bill
- It turns into a big number when you add up all the different departments.

Director Kwong commented as follows:

- Explained the Sonic bill
- City Council is \$4,800; City Manager, \$2400; , Assistant City Manager, \$2400; Planning \$2400, and Fire is \$1200; for a total of \$16,500.
- This is the cost of the Internet service from sonic for City Hall.
- It's being allocated between all the departments at the City hall building.
- It runs about \$1,200 a month for Internet and Internet is on fiber network.
- It costs a lot more than copper in the past.
- There's also Public Works recently has switched to fiber as well.
- That cost has increased for Internet service.
- For the Public Works side, that is being allocated through water and sewer, and between Public Works and Engineering, who is housed in that location.

Councilmember Slayter commented I don't know if this is appropriate or not, because I don't have a frame of reference, other than what I pay every month.

The Council discussed the following: \$50000 sewer lateral funding

City Manager/Attorney McLaughlin commented as follows:

- Since the City Council did not pass the ordinance that was referred to in the River Watch settlement, we have to establish this revolving fund which requires the initial \$50,000 funding for it.
- This is not really an optional item.

Vice Mayor Gurney commented did you say that that amount was specified in the settlement?

City Manager/Attorney McLaughlin commented yes - not less than 50K.

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The Council discussed a Municipal Finance Consultant:

Councilmember Slayter questioned are there any of these lists of thing that you feel staff would be able to appropriately address or is this list of six items, every one of them is best addressed by somebody who is a subject matter expert?

Director Kwong commented as follows:

- I think it would be best addressed by a subject matter expert, and it would be in the best interests of the City to get a different perspective.
- There wouldn't be anybody on staff with the expertise to look at each of these individual items.
- I think the municipal finance consultant group has a whole host of experts who have seen this before, and it would be a different perspective, and I think that would be an asset to the Council to hear what they have to say.

Councilmember Slayter commented he is in agreement.

Vice Mayor Gurney commented as follows:

- For me, identifying more revenue generating sources is really important.
- Because we have a whole lot we want to do, and we're deficit spending, as Councilmember Hinton was saying.
- If that's what item "d" means, long term funding options, revenue generating sources, that's a top priority for me of all of these.

The Council discussed funding for Map your Neighborhood and Emergency EOC Plan.

Mayor Glass commented as follows:

- I'm going to move to item number three, set aside funding for map your neighborhood and set up the emergency EOC plan for \$10,300.
- I think this is very important.
- I believe that we are using our former interim Chief to help us with this, with the update of our EOC.
- Certainly in these days with how many emergencies we've had over the past five years, we really need to make sure that our EOC is up to date.

Vice Mayor Gurney commented as follows:

- I want to check in with everybody and our Chief, just asking about this.
- I wonder if this is an item where we could potentially make a successful grant application?
- Also, would this be attractive as a fund-raising effort for our service organizations, or would it appeal to some other group in town, particularly the map your neighborhood project.
- Perhaps that's another avenue of revenue for these projects.
- Just wondering if anybody knows anything.

Chief Kilgore commented as follows:

- I don't think that's out of the realm to consider.
- I think as former Interim Chief Mort looks more into this process, this may be something he may be able to look at as a possibility.
- I don't know what availability there is regarding grants in relation to EOCs, and how we're looking about trying to fund that.
- It might be something that he could look at during his review.

Councilmember Rich commented as follows:

- \$1,500 of this is for the EOC plan update.
- The balance, \$8,800, is to purchase foundational equipment to support the volunteer groups that have been working hard to develop a neighborhood communications network within Sebastopol.
- We're talking radios, the necessary equipment for four hubs within the City of Sebastopol that would connect to the fire department central location, and into the official EOC at the Police department.
- These are basic equipment needs to support the citizens that are already working hard to develop a system of radios.
- So I'd urge us as a City to communicate the message of providing that basic foundational piece that allows them to do their hard work in order to then continue the spirit and energy that is needed in order to engage everyone.
- Because in an emergency, everyone has to be able to communicate. That was a huge issue historically.
- I will say that the group is also in contact with sunrise rotary to raise money for the purchase of additional radios and is also in contact with our county EOC to do an antenna and repeater systems, other equipment that is needed.

Mayor Glass questioned do we leave this in the budget and then work to collaborate with the Rotary or whomever else to have them do the fund-raising to help us out with it? I think that's probably where we want to go, rather than just take it out.

Councilmember Rich commented as follows:

- This amount, the \$8,800, is an essential piece.
- I think it's highly unlikely to find grant money.
- I've communicated with people in the EOC that have acquired this equipment.
- I think it's highly unlikely that we'll get grant money to replace, to reimburse us, for the \$8,800.
- So I just want the City Council to go into it with eyes wide-open.
- It's probably going to be spent and it will be the basis for obtaining additional money to build on those essential elements within the City.

Vice Mayor Gurney commented as follows:

- I definitely want this purchasing made available.
- Like Councilmember Rich is saying, it's bottom line essential, and almost minimal, because we need more than that.
- It just seems to me like an attractive item for a fund-raiser.
- People like to pay for something real, like buy a defibrillator for the Fire Department or something similar
- Leave it in the budget this way, and explore possible fund-raising, if that is even possible.
- Definitely in favor of them having it.

The Council discussed pension reserve:

Mayor Glass commented as follows:

- You may wonder where the \$28,000 came from.
- The way that \$28,000 happened was, it enabled us to stay within our agreed-upon Council policies about what we were spending in terms of community grants and other Council policies.

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- That was what was kind of left over based on how much we were going to be using from our reserve funds.
- We backed into it.

Councilmember Hinton commented as follows:

- Based on our placeholders, we put the \$28,000 in, so we didn't go below that 15%.
- This is a really minimal number.
- We had a much higher number in originally.
- I don't want to really go below the 15% tonight for a variety of reasons.
- If we took something else away, maybe we could re-jigger the numbers, and I'd love to see this number go up.

Vice Mayor Gurney commented as follows:

- \$28,000 to me seems like an insignificant number given our liability.
- It's a significant number if we shift it somewhere else.
- For instance, if we are looking at the community vitality person who would be taking on responsibilities to be discussed later in this meeting, such as the community calendar, experience Sebastopol Website, volunteer coordination, et cetera, through an RFP, then spent there, added to monies that we've had, it seems like it would benefit us more than putting a little drop into a big liability.

Mayor Glass proposed coming back to this item.

The Council discussed funding for &72000 for CoMission.

Mayor Glass commented as follows:

- The City Manager was directed to bring back a workable plan.
- Staff met with CoMission, and the new proposed scope is \$36,000 and please see the attachment to the staff report
- The proposal is \$36,000 for six months which kind of translates to something fairly similar to \$72,000 for 12 months.

Councilmember Slayter commented as follows:

- What is glaringly apparent, that you divide \$72,000 by two, that's half, that's half a year.
- It is strikingly similar numbers.
- I would say that this isn't what the Council asked for.
- The Council asked for cost savings, and this is really just adding to our midyear budget adjustment workload.

Councilmember Hinton commented as follows:

- I think I made comments last meeting, and I stick with those comments.
- This is not what I'm interested with funding, especially in the budget year we're in.
- I understand that Councilmember Rich is helping to facilitate one of the meetings, I may be interested in facilitating with the Business Council, to get it up and running.
- We have a number of Councils that facilitate their own meetings.
- Just a side note, I've tried to find how to sign up for the Business Council meeting, and I can't find out how to even do that.
- This is not how I want to spend our money this year, when we're in a really tough position.

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- I would not be in favor of this proposal tonight.

Councilmember Rich commented as follows:

- I think this is a question that goes to our City Manager, because I personally feel that what we need to do is put out an RFQ or RFP, to encourage applications for individuals who want to address our relaunch, however we want to frame this position moving forward.
- I'm concerned that to the extent that we just go there, and don't continue with CoMission, that we're going to lose some momentum.
- That there will be some fallout, because we're not going to get a new organization in like that.
- I think our City Manager has already reminded us, it takes a matter of months to get a new person in.
- My question to the City Manager and maybe others on the City Council, if we do not fund CoMission at all, at the moment, and all we do is put out an RFP, RFQ, to get a consultant in to handle the relaunch, community vitality piece, what is going to happen in the interim?
- Is there any way we can provide a safety net for our ongoing efforts and not lose momentum from those?
- That's my concern here
- I don't know that CoMission is the way to get that safety net.
- We invested a lot, we don't want to lose momentum.
- It might be appropriate to ask our City Manager to weigh in on that.
- That's my concern.

City Manager/Attorney McLaughlin commented as follows:

- First of all, there was some e-mails that came in from members of the public this afternoon that showed some confusion between this item, number five under further discussion, and item number one, under Council consensus, the relaunch Sebastopol.
- I think there was some confusion that kind of combined those two.
- Staff definitely supports the idea of putting out an RFP or RFQ to do the relaunch Sebastopol marketing consultant, otherwise described as a community vitality piece, because we think it should merit a new look.
- In the meantime, we've had the full year and a half of pandemic, of businesses in our community being in a very different place than they were back in February of 2020, when we had finished the selection.
- Now we're in a whole different situation.
- We definitely do support the concept of an RFP on the relaunch Sebastopol item.
- This item that you're talking about under number five under further discussion, was to keep the community Councils going, the three Councils going.
- Councilmembers have already addressed that a few minutes ago in some Councilmember comments, which is along the lines of the Council could be self-perpetuating or continue their work on their own without the assistance of CoMission.
- This item was strictly to continue those Councils.
- That's why we were able to narrow it down to \$36,000.
- The actual proposal that CoMission did a number of weeks ago for a full year was \$96,000.
- That was a lot broader with some of the things that Councilmember Rich that you just asked about, the initial proposal.
- But the Council was not in support of that, so we reworked the proposal of simply continuing the Councils, and that was further reduced to make that six months.

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- Final comment, there are a lot of people besides CoMission who are working on relaunch ideas.
- The Councils continue on their own. There is a business Council, it will continue.
- We have an outreach coordinator, who every week looks at things we can do along those same lines through outreach.
- The workload in some sense continues regardless of contracting with CoMission or not.
- It will take some time to go through an RFP process, there's no doubt about that.

Councilmember Rich questioned it's just continuing -- this \$36,000, it's your understanding that it's simply to continue those three Councils?

City Manager/Attorney McLaughlin commented as follows:

- Stated that is correct
- We had a lot more involved work plan originally that was being proposed for the next fiscal year in the new budget.
- It had a lot of additional services that would have been performed by CoMission.
- Some, as the need arose, others were specified in the work plan.
- The current programming portion alone was \$96,000.
- The other items I just alluded to brought it up to \$145,000.
- We had a very lengthy work plan.
- That has been replaced, in my view, by item number one, under Council consensus, the marketing consultant, and the RFP for that.

Councilmember Rich commented as follows:

- I question the appropriateness of taking that amount of money, \$36,000, for six months of facilitating three groups.
- I agree with Councilmember Hinton's concerns and we might consider shifting that amount of money, this would be consistent with Vice Mayor Gurney's comments earlier, maybe toward the relaunch amount in order to improve the possibility of that position being even more substantial and responsive to our needs.

Vice Mayor Gurney commented as follows:

- I know everybody has tried to make this clearer, but I'm not sure it's getting clearer.
- I'm looking at the CoMission work proposal, I don't see anywhere where this is a six-month proposal. Am I missing that? Six months. I had to search for it to make sure I understood.
- I think it's really important that we work with the synergy that has been created by the Councils that CoMission has set up.
- I think we're seeing the result that may be difficult to measure, and it's coming from the connection, those people in those different groups are feeling, because they're not in their little silos.
- That's really valuable, I think.
- I'm not sure I understand item number one, which is the relaunch marketing part.
- Because neither of these two numbers are addressing what I'm hearing, that we probably need, because we've talked about it for so many years.
- The work on the community calendar, the Community Center is suggesting that that should be someone else's responsibility because they do work of a different nature.
- Experience Sebastopol is a Website that is crowd-sourced, it's out of date.
- It's our personal work to market our City to ourselves and to our tourists.

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- It was incredibly attractive when it was current.
- We've heard forever that we need a volunteer coordinator for all the ways people want to connect to our community.
- This was part of the summit, and the whole effort there, in the community summit, to promote the organizations to whom people could become a member or belong or commit some time, or some money.
- We also have had great interest in making sure that our own citizenry knew about its government and knew about what we were doing, and kind of our business profiles and whatever information made our community interesting to us so that our citizens were able to engage with their time and money as customers or clients, whatever it might be.
- I'm not seeing that kind of work in the CoMission contract, and not in what our community outreach coordinator does
- I'm not seeing it in whatever this marketing thing is. It's not very well described.
- It's kind of a one-liner about money for marketing.
- Either we need to talk about it now, or we're going to have to talk about an RFP for something or other when this issue comes back.
- We really have to focus in on the help that we need as a community, which is to get to the vitality piece, which also has the economic vitality piece for our businesses.
- I'm not seeing that in any of these descriptors.

Mayor Glass commented as follows:

- I just want to mention, since we had already discussed relaunch and agreed to it in our last meeting, this is -- there is an abbreviated mention of it in this staff report.
- But we had larger, more extended mentions of it in our prior staff reports that I think detailed it more.
- And I think the concept was, that was the laundry list of possibilities, and the idea was to put it out there, that laundry list of possibilities, and ask for proposals from people that have some expertise in the arena.

Vice Mayor Gurney commented this confirms my idea, that we need to give input into the RFP for that.

City Manager/Attorney McLaughlin commented as follows:

- I just want to remind the Council, what we're talking about tonight is budget.
- That is to say, how much money are we putting towards this?
- We fully intend to bring back an agenda item with a draft RFP, with a full discussion, is this the RFP you want, do you want any additions or subtractions?
- Tonight, we're talking about, do you have enough money to place towards it?

Vice Mayor Gurney commented as follows:

- I just want to make sure, as Councilmember Rich did in every other comment before mine, we want to make sure we get the services dialed in that we need.
- The money that will get us those services.
- If we cheat the money, we're not going to get the services.
- If we don't list the services, we're not going to have the results our community needs.

Councilmember Hinton commented as follows:

- I just want to recap something I brought up at the last meeting.

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- I hear what Vice Mayor Gurney is saying, because this item is called CoMission and that's not necessarily what it should be called.
- It should be a lump sum block of money, and maybe we need to add money to the other agenda item where we have \$50,000.
- When you go back to our May 5th, 2020, minutes, we said that the item was to actually have a person who would essentially be the linkage between City offices and City projects and the business community.
- That is what we initially wanted, that's what I would like to get somehow back, in addition to the marketing consultant piece, because I think both those things are important.
- Addressing what Councilmember Rich said, I've sat here for 14 months that we've been dealing with CoMission, 14 months, we've spent \$160,000, almost \$12,000 a month, much more than our other outreach coordinator, that we pay her.
- We kept thinking, well, we've got this work going, so let's keep it going, right?
- This was all based on momentum but at some point, for me, I need to say, what did the \$160,000 buy?
- We paid for a consultant to set up many things with their expertise like the Councils that were really good for us.
- People like them, I think we've come a long way.
- Now let's figure out a cheaper way to do it, and continue the momentum, I guess.
- Keep kind of interchanging RFP with RFQ?
- They're completely different things.
- RFQ is no-bid process, hire a consultant, who is on the staff.
- That's completely different than an RFP, put out a call for bids with a work plan and get quotes.
- For me, I want to make clear, as I learn about these things, they are completely different.
- That's what I talked about in my opening comments.
- I want to stop the loophole and give everybody an opportunity with full transparency to have a bid process when we hire consultants to do especially a large expense or a long period of time that they're working for us.

City Manager/Attorney McLaughlin commented as follows:

- First of all, we did get a legal opinion a few years ago about whether you're required to use an RFP process or not to choose a consultant
- We're not legally required.
- In most cases, we've nevertheless used an RFP unless we've already been through that process before.
- I'm not advocating don't do it.
- It's just at this point in time, with the design we did around the City Hall and the library, there was a question raised about whether we had to go through the RFP process or not, and we got a legal opinion that you do not have to.
- To the question about how to do this, for this particular program, we're just going to bring the Council a draft RFP.
- There are a number of consultants for which it's not a bid process.
- For certain professional consultants, you have to first choose the consultant without regard to how much their cost.
- That's codified in state law.
- First you choose the consultant, the person, or the firm, then after you've chosen them, you attempt to negotiate a contract.

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- Sometimes you're unsuccessful, they cost you too much money, they're beyond your budget.
- Then you may have to choose another because you couldn't get them into a contract situation.
- You have to choose the consultant first, then negotiate.
- It's not a bid process at all.
- Primarily, they're found in engineering, architectural, even attorneys.
- RFQ, you've decided what you want.
- You want to find out whether a proposer is qualified or not.
- It's a request to find out their qualifications to do the work, and you have a work plan already.
- In other cases, what you want, what you're trying to achieve, but you don't know what kind of proposal will get you there.
- The RFP process chose CoMission initially.
- We put out an RFP, we didn't know what kind of proposals we would be getting.
- They did differ from each other, and we chose CoMission partially on the innovation that they showed in their presentation to us originally when we proposed the pre-pandemic community vitality role.
- That's how I look at them.
- In this case, I think we would be looking at an RFP process, and I think you would have to choose a consultant first, we tell them the budget first.
- We hope they don't apply unless they feel they can meet the budget.
- But first, you choose the consultant, then the negotiate the contract.

Councilmember Hinton commented as follows:

- It's helpful, but I just disagree with the process in this case.
- I would choose to have us look at a different way to go about it, I want to state that for everyone.

Mayor Glass commented as follows:

- I'd just like to clarify a little bit.
- I worked for a land use firm, and when we responded to an RFP, we were usually competing with a lot of other firms.
- Oftentimes, there was a broad RFP, for example, we want you to figure out alternative retirement plans for East Bay Mud.
- We gave our approach, what it was, and we knew approximately what the budget was.
- When we were chosen, it came down to our qualifications, and the board liked our approach.
- To my mind, that's part of the RFP process, taking a look at what the approach is to a fairly broad ask that comes through the RFP.

Councilmember Rich commented as follows:

- On this topic of CoMission, at the moment, we're looking at \$36,000 and it looks like just to run the three groups.
- I'm thinking it would be useful to know what will happen with the three groups if CoMission is not under contract to us any longer, that's one piece.
- I would propose that we look at this \$36,000 amount and ask for direction from our Administrative Services Department, or from our City Manager/Attorney McLaughlin, about how much money would need to be added if any to the \$50,000 that we have already set aside in order to provide a competitive amount of money to get the right consultant for a community vitality contract.

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- If what we're told is that \$50,000 is enough to get the right person, then we leave it alone, and the \$36,000 can just not be spent this year.
- To the extent that \$86,000 is the number that is needed to get a competitive person or group to do that task, then we make it \$86,000.
- That's my money shifting proposal, and that there be an RFP so we all get input on what we want done for the City.
- So that's my proposal.
- I'd like to go back to my first point, which is what will be lost if CoMission is no longer under contract to the City?
- I will tell you that for the service organizations, I'm facilitating that group, it's graduated into its own identity.
- Nothing will be lost if CoMission is no longer involved with us.
- However, we have two other groups, business and the nonprofits.
- I think perhaps we need to hear from Vice Mayor Gurney, what would happen with the nonprofit group?

Vice Mayor Gurney commented as follows:

- I have been thinking about transitioning out of so much support from CoMission
- From the behavior and interactions for a potential facilitator.
- To date, I haven't been able to identify one internally in my own mind.
- I'm not sure the group could identify one.
- However, I do want to say, the meetings have all taken place, to date, under the extreme pressure of COVID, which we're just coming out of.
- Even if CoMission continues, it's got to be the first question, how do we wean ourselves from all this support, who is willing to step up and be a leader?
- What sort of training do we need in facilitation?
- When I look at the CoMission contract, like I said earlier, it's crucial to keep the synergy in place, and let ourselves pull ourselves out of the pandemic, into this relaunched world, and maybe CoMission should be even more fine-tuning their work and their timeline.
- For instance, do we need a fourth Council?
- I don't have a real suggestion, but maybe what we need is to have CoMission advance its training for City staff.
- They've offered to make sure City staff know how to do a newsletter. Maybe a newsletter to these groups, these expanded groups, would be something she could take on.
- Training facilitators. Maybe we could have a three-month period, rather than a six-month period.
- That way the groups are not abandoned, and when we head into the holiday season, December, we could potentially let go of CoMission and take the other what would be \$18,000 from the second three months of the contract and by that time we could have the RFP come back with all the people who want to be awarded that contract.
- I'm trying to shorten CoMission and ramp up the RFP process, and see if we can have those conclude, close out some responsibilities, shift them to our people and bring somebody with other expertise and different services that are really needed onboard.
- That's another proposal.

The Council discussed the previous budget for the vitality contract (\$40000)

Councilmember Slayter commented as follows:

- My suggestion, given that this is a budget meeting, and that means we're here to talk about the budget, I think there are enough questions about the work plan that has been proposed by CoMission, and I have concerns over that figure.
- It seems like \$2,000 per meeting, per month, is an awful lot of money. I have significant concerns about that.
- Because this community vitality position is one that has been near and dear to my heart for a number of years I was so pleased when we found 40 grand to put into it.
- Now we're so far over it, it makes me question things a little bit and how to go forward.
- What I'm hearing is that each one of us Councilmembers has a profound interest in this position and lots of really great ideas as to what the work could be for a person or a company, or a service provider, in the realm of community vitality. I don't know what these services cost.
- I think what we need to do is have a devoted agenda item to refining and honing what the work should be and not have a consultant tell us what they think it should be. We need to be driving the bus.
- My proposal, in light of the budget meeting that we are in, would be to combine the figures, the relaunch Sebastopol proposal that the Mayor made, which is landscaping for beautification of City locations, as well as marketing, it's a little nebulous.
- That needs a lot more definition before I'm willing to sign off on spending money.
- I see we have this \$36,000 figure for the community vitality contract and it says right here, item number five, CoMission.
- What I'm saying is that let's back away from the CoMission part of this and just authorize the money, to be determined by a community and Council process that will be forthcoming.
- We're trying to set aside an appropriate amount of money to do all this valuable work, and get it funded with something that is in the realm of reality.
- So if you take \$74,000 and you take \$36,000, you add them together, you come up with \$110,000.
- That is almost three times what we talked about before with the \$40,000 starting point.
- Discussed the downtown beautification, we hear that all the time.
- The Vice Mayor says that the reports are that we look shabby. I think honestly in a lot of ways that's very true. You don't have to go much further than downtown Davis to see what a really beautiful downtown looks like.
- It's clear they're spending some funds maintaining the appearance of their downtown.
- To me, that all kind of combines into a big number of \$110,000, we're not sure what it is yet but
- we don't have to hammer that out tonight.

Councilmember Rich commented as follows:

- I am in support of that proposal.
- I like the idea of combining, and I think in our prior documents, the relaunch piece included \$50,000 in a consultant, plus \$24,000 for landscaping under the guise of Public Works.
- I would be in support of the \$50,000 being combined for the consultant and relaunch being combined with the now \$36,000 that we're describing as community vitality and having that be a line item captured as community vitality or some consistent phrase and let the proposal process go forward.
- I think that's an excellent idea.
- In terms of the groups, they're just going to have to survive somehow or another as we go through this process.

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Vice Mayor Gurney commented as follows:

- I'm not volunteering to facilitate the nonprofit group
- Separate out the landscape part.
- I don't see how the same people can do community vitality and pull out weeds the City looks nice.
- I'm good with the 86000 and separating the 24000 for the landscape work - the beautification work. That could be the bulb-outs and the hanging planters and whatever has to do with the landscape stuff.

Mayor Glass commented as follows:

- That sounds like a good idea to me.
- So I think the proposal is to add \$24,000, likely to be administered to the Public Works department, and \$86,000, that is a community vitality and outreach piece, to be defined by an agenda item.
- I think we have to realize, we're more than just a downtown.
- This was part of an earlier discussion, I think it was Councilmember Slayter who made that comment.
- We have a business district, it's more than just the downtown.
- We have parks, we have parking lots that are looking shabby.
- Well, we're not going to solve all of this tonight, but as the City Manager said, this is about the money.

Councilmember Rich commented as follows:

- I just want to make it clear, what we're doing is basically taking the item number one that we had agreed to and adding \$36,000 to that.
- We aren't creating a new line item

The Council discussed Administrative Services Department personnel.

Director Kwong commented as follows:

- I recently received a notice of resignation from one of the temporary personnel who had come out of retirement due to the governor lifting the restriction for the hours that come from retirees, they come out of retirement and help the City as temporary staffing.
- She has now decided that she really wants to retire, and there are some other commitments with her home front.
- To meet with the current and future need of the department, I've found the bodies of the work performed by the temporary employees are much higher level than clerical, and require a level of independence and discretion, therefore I'm asking the City Council to move forward with the reclassification of those positions.
- That is a cost of \$15,000.

Mayor Glass commented as follows:

- Basically, you're saying we need an additional \$15,000 in order to replace this person who is now actually going to retire because we're going to have to recruit a permanent person not under COVID rules.
- Does that sum it up

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Director Kwong commented as follows:

- Currently, there's the account clerk I position, but because of the type of work that the current staff is doing, that is above and beyond, it's a much higher level than the clerical.
- What I'm asking is, I'm asking for a reclassification of the position.
- When We bring someone in, we want to bring them in at a different classification, and not the clerical.
- The new classification would require a level of independence and discretion that the current job description doesn't have that and work more independently.

Councilmember Hinton questioned if that is \$15000 for the entire year.

Director Kwong stated that is correct.

Mayor Glass opened for public comment.

Laura Hagar Rush commented as follows:

- I just wanted to commend the Council for combining those two positions, community vitality and marketing.
- It's really a natural fit.
- I also agree with separating out the landscaping.
- Thank you for doing that.

Arthur George commented as follows:

- Before we reach the witching hour here, and since there was some discussion in items one through eight about the Public Works budget, I want to reiterate my comments made earlier
- In conversation with the office of the City Manager, I understood that line items were to be added through the budget committee.
- In conversation with the Department of Public Works, there was no knowledge of such items, nevertheless, I was assured that would be added.
- I have not heard any discussion about that thus far this evening which gives me some concern.
- Given all that, I would like to reiterate the points I made earlier, in the hopes that as you continue, that the line items will be added for the reasons I said tonight.

Kyle Falbo commented as follows:

- In previous budget discussions, I've cited specific references to Councilmembers desires to look at with more transparency the City's policing budget
- I would argue tonight that such analysis as suggested by Councilmembers one year ago have yet to materialize to meet the urgency level we heard a year ago.
- Last December, Police services put forward a \$120,000 request for retrofitting of ten vehicles to come into State compliance
- This recommendation was put forward as part of the consent calendar.
- A large budgetary request to be a consent calendar item that often are approved with little to no discussion.
- At that time I suggested this was excessive at \$10,000 per vehicle referencing that other municipalities have both achieved this goal at a significant lower cost as well as subsidizing through financing from other law enforcement agencies that additionally benefit from the update

- It's my hope that Council will take action to match their words by taking a deeper look into the financials of our Police department.
- That we have gone this far into the process of the budget without anything resembling an audit that the Council requested is concerning to say the least
- Next up, CoMission - I had some detailed comments referencing the cost and the likely unusable biased survey, but it sounds like Council is coming around, be it \$100,000 later.
- And the reserve funds getting annihilated, the growing reserve came at a cost.
- one-third of Sebastopol's streets are rated very poor, and the revenues like gasoline and measure "M" taxes have been used on other funds.
- Hopefully we'll see this later tonight, maybe in the capital improvement discussion about bodega avenue.
- We see a deficit running budget that precedes the pandemic.
- This is important to remember in the future, when deliberating on the makeup of the budget subcommittee.

Evert Fernandez commented as follows:

- Regarding Public Works, it's great that you are allocating additional budget for some of the beautification areas.
- It does not help Public Works
- They are under staffed for the general maintenance that they have to do.
- They have to deal with graffiti, vandalism, dealing with the unhoused.
- Every time a new project comes up, they have to do the maintenance for it.
- A lot of it is not getting done.
- It's not their fault, they just don't have the proper staff and funding.
- You're adding more funding to the beautification, that creates additional maintenance for those items.
- I think it's important going forward when projects are discussed or actions are taken, the impact on staff resources should be thought about.
- There's \$18,000 budgeted for an outside shower at the park.
- Initially, I looked at the \$18,000, that seems kind of high for that but that's just for the design.
- The entire cost is \$172,000.
- Now, only \$18,000 is coming from the general fund, and the rest is to be determined.
- One of the suggestions was that perhaps staff can do grant-writing.
- That takes away from grant-writing of other items.
- \$18,000, I think could be better utilized elsewhere and help more individuals.
- I urge you to consider additional funding just for regular maintenance for Public Works, for all of the things that they have to do, and are not able to keep up with, that I see.

Mayor Glass commented as follows:

- I just wanted to respond to one comment by a member of the public who was concerned about adding funding for more porta potties and trash, I think you must have missed the beginning of this meeting because I said we were adding that to the list.
- That's one of the three additional things that were added to the list for this evening.
- Hopefully we get there.
- That has been added to the list for consideration this evening.

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Vice Mayor Gurney commented we also had on the agenda, capital improvement program, pavement work, Bodega Avenue, that was handled earlier - the Council is taking action on those issues.

The Council discussed City wide staffing assessment: proposal for an overall staffing assessment in order to help guide the City to a clear understanding of the current state of sustainability and succession plan and how the City can get there.

Mayor Glass commented as follows:

- I'm just going to come out of the gate with a proposal that, I'm thinking that we should include the \$15,000 in our current budget, and consider, I think that will take a while to implement, and maybe the \$50,000 at midyear review.
- Maybe we should consider doing the entire \$65,000 now.
- I'm just putting that out there.

Councilmember Hinton commented as follows:

- Exactly what you were saying, \$15,000 now, it will take a while.
- We have a lot of work.
- Then think about midyear budget review because we're going to maybe have other consultants, it might all tie together.
- The fiscal consultant might have something to say, combined with the HR people.

Vice Mayor Gurney commented are we meaning that our present HR firm is going to do this work for us?

Staff stated that is correct.

Vice Mayor Gurney commented \$15000 now and consider remainder later.

Councilmember Rich commented as follows:

- Is it important for the success of this effort to have money set aside for that second stage now?
- Will it in any way hamper our efforts to not have \$50,000 or some amount set aside now for this particular POJT?

Director Kwong commented as follows:

- In my opinion, I think that we should start with phase one and see what comes out of that.
- Council might not like to hear what comes out of that.
- So there's no point in implementing phase two if the City Council does not like the findings of phase one.
- \$15000 is placed in the budget for that phase one study, I think that would be a wise decision to make.
- Depending on what comes out of that, then we could discuss further at midyear if Council decided to move forward with phase two of implementation.

The Council discussed the Sebastopol Cultural Community Center request for reallocation of funding for for the work for the experience Sebastopol Website be reallocated to their constant funding, \$12,000 was allocated for experience Sebastopol, and \$5,000 for the concert series.

Councilmember Hinton commented as follows:

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- I'm trying to think about the Experience Sebastopol, that's our marketing promotion.
- We're paying them to do our Website for the experience Sebastopol, so if they don't do it, who will do it?
- They would just rather do their concerts.
- I think we allocated that money for that because it helps promote the entire town and increase our tax revenue, versus the concerts.
- I thought they wanted to do the website
- Now it just feels like the Community Center can just dump it.
- So I'm very confused. So I guess I'll just put that out there. Maybe somebody knows more than me.

Vice Mayor Gurney commented as follows:

- I think we have Chris and Philena also here from the Community Center.
- I would say, I understand your confusion, because that's kind of the history.
- Our world really bogged down during COVID.
- When we look at experience Sebastopol, and the calendar, experience Sebastopol is work of tourism.
- That's work for the relaunch person, it's not cultural work, which is what the Community Center does.
- Concerts are what they do.
- We have Mr. Music not asking for support, the Community Center now has offered to pull up that responsibility, which fits within their cultural mission.
- They can speak to it much better than me.
- Since the bottom line is the same, and their work is really valuable in music and events, and they're an events center, I would support this request.
- Those are my brief remarks.
- I don't know if it was Chris or Philena who wanted to talk.

Chris Anderegg, SCCC, commented as follows:

- When we inherited this Website and calendar, the calendar had already been turned off, and the website had not been maintained for a while.
- It took a while to get it rolling at all.
- We discovered that basically, it was a great community effort that had lived out its life.
- It didn't have a lot of people looking at it.
- The efforts we made to promote it didn't bring in a lot of people going to it.
- It does seem like it really, that function is a function of the things we've been talking about, promoting the City.
- The other part of it, because of the way the thing was formed, it has an enormous list of restrictions on what can be put on that site.
- Originally, you couldn't have an online event.
- We took some liberties with the rules just to try to make it broader.
- I just decided we were going to include online events.
- It didn't seem like there was any focused person to say this is what the thing should do.
- Think the discussions you've had earlier in the meeting about putting that community vitality piece all together, and maybe also bringing the outreach coordinator into it, is a good direction to go with that.

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- We tried our best to revive something that was pretty much at the end of its life.
- In talking with Vice Mayor Gurney and Councilmember Rich, who were involved in creating it, it was clear that it had a creation, a great life, and when we got it, it was at its last gasp.
- I think it's time to let that go and move on to new efforts.
- We didn't think there would be much time for concerts, but it does appear there will be time to do concerts.
- We have a new executive director who has a ton of experience promoting music.
- I think we'll be able to do some new and interesting concerts that will draw in new audiences, and historically we've brought a lot of people into Sebastopol, which obviously benefits all the downtown businesses.
- For example, next year, the belly dancers are coming back.
- That usually fills up the town for a weekend.
- There's lots of things that we're working on that I think will really benefit Sebastopol as a whole.

Councilmember Rich commented as follows:

- I'm fully in support of the request to transfer the funds that had been allocated to the \$12,000 that was allocated for the experience Sebastopol Website, and the community calendar, to approve the Community Center's request.
- That instead that be shifted to concerts. That would make that concert fund go from \$5,000 to \$17,000. The \$17,000 is likely to help subsidize music series that will benefit Sebastopol substantially. \$5,000 will just not do it.
- We all would benefit from that, businesses and individuals.
- Secondly, I'd like to make it clear that from my perspective, a community calendar of some kind and a Website of some kind is really essential.
- I would agree, that's probably under the guise of some other umbrella, and should not be left with the Community Center.
- I think if we were to insist, responding to Councilmember Hinton's comment, if we were to insist that the Community Center continues to take this on, they would as a courtesy.
- They made that clear to us as we met briefly with them.
- They were willing to do that if it was really essential.
- They have a core purpose that they were concentrating on, and we need to support that effort as a City Council.
- I agree, I would support their request to shift the money to concerts, and I would make it clear that the community calendar, after working with the service organizations group, and not knowing where we can post events, that needs to have a life somewhere and so does a Website of some kind.

Councilmember Hinton commented as follows:

- I was just trying to remember, CoMission did the banners on main street that we updated
- I'm not sure that's tied in with this.
- I'm fine with folding the calendar, if it's at the end of its life, and I was just going through my e-mail, because we have CoMission doing what seems like an e-mail out called collaborate Sebastopol that has upcoming events.
- It kind of looks like a community calendar for the nonprofits.
- I guess there are a variety of community calendars or event e-mails going on.
- Thinking we should combine them or try to figure out who is doing what, and maybe it belongs to this new position that we're going to fund.

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Mayor Glass commented as follows:

- I agree, maybe we can roll this together into something that goes into that whole marketing and outreach effort.
- Most importantly, one of things we do often here, we work on a bunch of stuff, we get a bunch of stuff, it's done and it works.
- Then its life goes away, but we lose all the things that were good about it.
- Let's preserve the content, have the City keep the content.
- If some of that is usable for our new marketing/outreach efforts, we should be able to incorporate that into whatever it is we do that is new.

Chris Anderegg commented as follows:

- We will definitely not hit delete.
- Vice Mayor Gurney has been doing grunt work, trying to keep this alive.
- She has the expertise to pass it on or work on it more, whatever you decide.

Vice Mayor Gurney commented as follows:

- I just want to confirm, that's an idea I've been promoting that it roll to the new vitality relaunch position.
- Along with a community volunteer coordinator.

Councilmember Hinton commented as follows:

- I agree with the Vice Mayor, but Chris is saying it's dead.
- So I don't know which it is.
- It's a good idea to roll it if we should continue to make it live

Vice Mayor Gurney commented as follows:

- My idea was to have that be part of the RFP, for there to be an assessment done.
- Is this vital enough that we can revitalize it, or is it so old and out of date, or so clunky, that's the assessment that the new position needs to make.

Councilmember Rich commented as follows:

- I just wanted to make clear that I think a community calendar of some kind for the City of Sebastopol is essential.
- It might not be this community calendar, but it needs to be a community calendar of some kind.
- Secondly, the combination of Jessica, who works for the Community Center, as supported by Ben, who has always been the back end tech guy on the community calendar, and he's still involved, will help insure that the benefits of the community calendar will survive.
- All of those pieces are there.

The Council discussed SB 1383:

City Manager/Attorney McLaughlin commented as follows:

- I met with Ryan from GHD, who has been attending the meetings with zero waste, and has some knowledge of 1383.
- He's rapidly gaining even more knowledge.
- We told him we needed some figures for our budget.

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- It was \$20,000 of probable cost for compost components, with a total of \$30,000 to \$40,000 that he felt should cover that.
- We're confident in the figure, so we're looking at this point for a placeholder somewhere between \$30,000 and \$40,000.

Councilmember Rich commented as follows:

- The point here is that this is an expenditure for this fiscal year.
- We do need to set the money aside.
- Ryan did his best in a short period of time
- The City Manager and I really pressed him to come up with a specific number and this is a ballpark.
- We want to go conservative, put in \$40,000, if we want to make sure we're covering the minimum, do \$30,000.
- I think either one will help protect our interests.
- The \$20,000 is the maximum that the City may have to spend in order to purchase compost
- It's all very uncertain right now.
- There are numbers that are being pushed upon all jurisdictions.
- Whether or not this purchase will actually be required is very unclear.
- At the moment, Cal Recycle is clear that that is the expectation.
- I will say, keep the \$30,000 in the budget for this year and hope it goes away.

The Council discussed additional funding for Public Works to provide additional porta-potties and trash cans in the Morris street region.

City Manager/Attorney McLaughlin commented as follows:

- We talked on the phone not that many days ago, Arthur and I.
- I did say that we supported this item, but I did not have time to cost the items out.
- We had not agreed on the number, the request is for up to five porta-potties, and we'll talk about the budget.
- Since it's not proposed to adopt the budget tonight anyway, we'll have those figures included in the final budget when it returns on July 20th.

Councilmember Hinton commented as follows:

- I'm just wondering, we've had porta-potties and hand washing stations during COVID around the town.
- Have those gone away, can they be reallocated to the Morris street area?

Superintendent Del Prete commented as follows:

- I did want to say that I do have \$11,100 in my street budget for the one hand-wash station and two porta-potties on Morris street.
- Those are on page 96 in the budget.
- The hand wash stations, directly tied to COVID, were removed when everything kind of broke free.
- The hand wash stations that were on the street.
- I had a budget for \$21,500 for six months of those.
- Depending on the amount that is agreed upon, I did have an additional hand wash station on Morris avenue and also on Petaluma.

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- I don't know if they were placed today, but the order was placed last Thursday.
- Basically for two porta-potties and a hand wash station for a year, it's \$11,100.
- Depending on the number we agree upon for these support services that's the number we can go with five of them would be \$55,000.
- During COVID, for the hand wash stations and porta-potties that we did supply, we spent over \$50,000 - Portable hand washing and toilet services, over \$50,000
- The trash cans are currently being serviced by my Public Works crews.
- When we got the double cans for some of our parks, we put some single ones on Morris street.
- We're dumping garbage two days a week.
- We're picking up debris and helping to keep the Laguna clean from the unhoused services that are being provided.
- I have money in the budget that I think could get us close to a midyear budget adjustment.
- I believe it's still in the budget
- I think I could get us to midyear until we can figure this out.
- I can accommodate a handful more porta-potties and hand wash stations within my current budget.
- I will be using the hand wash station COVID on page 96.

Councilmember Hinton commented as follows:

- My question is, having done promotions for years, usually there's a ratio of people using them to how many you need.
- I don't know where the number of five came from, but \$31,000 for porta-potties and hand wash stations seems like a big number to me.
- It kind of alarms me that we would only be talking about six months.
- Which means we could spend \$60,000 on this, over a year's time.
- Why do we need five?
- How many people are we serving, and what space?
- It's a toilet, you could walk half the block to go to the bathroom or whatever.
- I'd like to hear more on that.
- It seems like a lot of money.

City Manager/Attorney McLaughlin commented as follows:

- We're definitely going to investigate that.
- Probably have another discussion with Mr. George.

Vice Mayor Gurney questioned for clarification how many porta-potties do you get for \$11,100?

Superintendent Del Prete commented one ADA, one hand wash station and stated right now we should have on the ground, four porta-potties and three hand wash stations. He stated three porta-potties and two hand wash stations on Morris, and one and one at Petaluma avenue.

Councilmember Rich commented as follows:

- This is just a compliment to our Public Works superintendent.
- As I was looking for the budget book, it was pretty clear to me that this particular department took very seriously the goal of not just maintaining a stable budget, but actually reducing the budgetary requests for this coming fiscal year.
- Here we have our Public Works superintendent saying, what, I can handle it.

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- Thank you for everything you do to try to keep us fiscally conscious.
- I appreciate it.

Councilmember Slayter commented as follows:

- One other benefit that somebody may have noted is as Councilmembers, we receive at least infrequently, letters from the business owners on Morris, and in the Barlow, and the impacts that the Morris street safe parking zone, basically, the impacts that that has on the restrooms that the Barlow is providing to their customers, and to visitors to that facility.
- The difficulty we've all heard reported in Council meetings.
- Anything we can do to support those businesses and take that load off of those facilities, I think is a good thing to do.

Mayor Glass opened for public comment.

Arthur George commented as follows:

- I want to thank the office of City Manager and Public Works director in their work on this.
- To respond to Councilmember Hinton's question about where does the number five come from, that was the number I suggested, looking at the flexibility of the varying population of Morris street, which ranges from five to 20 vehicles.
- I thought a number of five would anticipate the maximum load at the high end.
- We're dealing with a population that I know Public Works is well aware of
- This is an inelegant subject, as I've said, who perhaps are not all that motivated to walk] 20 feet to the nearest facility.
- My thought was, given that reality, if we make it easier for them, and put facilities closer to them, we are eliminating the blight, responding to their biological needs, that they may not be handling all that well themselves.
- If we make it as easy as possible, we're providing them a service, and we're keeping Morris street clean and we're cleaning up that whole neighborhood.
- As we heard from Chris and the schedule that the Community Center anticipates as it reopens, cleaning up Morris really helps to improve the environment of guests to the Community Center.
- So at risk of putting out too many facilities, it was with the thought of you can't be clean enough.
- Let's be as clean as we can, and provide as many facilities as we can, and yet be flexible.
- If the population declines, then the number can decline.
- If it increases, five would seem to be a realistic number.
- I do appreciate what Public Works, the City Manager, and the Police department have been doing.
- This week, Morris street is probably better and cleaner than it has ever been.
- I think that effort will be continuing.
- We will be having a dumpster there next week, from Monday to Wednesday.
- That was the effort of Public Works, Police, the City Manager, all to accomplish that.
- I think we're really in a position to really be providing some meaningful clean services in that area.
- Relieving the load on businesses so that people do not do to businesses to try to use the facilities there.
- We'll have facilities on Morris at the trail head and the other stations at the park and plaza that have been reopened.
- I'm very hopeful and grateful for everything that I'm hearing and seeing.

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- I know the unhoused community is as well and the volunteers associated, and I thank you for that.

Suzanne Lande commented as follows:

- First of all, Arthur, we're very grateful to you and also the City Council, Public Works, all of it.
- I've been on Morris street quite a bit
- I often park at the Community Center, there it is.
- There is another porta-potty and hand washing station right at the juncture of Community Center parking lot and Morris street. There's a trail that goes into the Laguna.
- One of the residents in a vehicle on Morris street, people use it, and I've seen people coming off the trail, not Morris street residents, looking at it and saying, oh, it's there.
- I didn't see them going in it, but it looked clean.
- I didn't go in it, either, but it looked in good shape.
- Speaking of the Barlow, I, at times, pick something up at community market.
- Some of the residents from Morris street go there.
- They do use the Barlow, too.
- That public bathroom at the Barlow, it belongs to anybody who is shopping there or has business there.
- The other thing, the dumpster that is coming, I'm really grateful for that.
- It's a time where we volunteers and others can kind of push for a little more help.
- I know it's not officially safe parking, but it feels like that.
- I say to people and others if you want to keep this, we have to get stuff in the garbage.
- We have to just keep it clean.
- I also am one who would like there to be those blue recycle things like I have at my house.
- I'd like to have one or two of those there.

The Council discussed \$5,000 for the Gravenstein Lions.

Councilmember Rich commented as follows:

- The Gravenstein Lions, they were one of the three organizations that benefited from a fireworks booth.
- As you all know, they missed the deadline to submit a request for funding.
- Nonetheless, they submitted a late request.
- What they're presenting to us, it seems completely reasonable, given their situation.
- They raised somewhere around \$10,000 to \$11,000.
- They're not even requesting that amount.
- They donated to various interests in 2020.
- They're requesting an amount to cover the local interests they supported, like Laguna high school with some scholarships, the Senior Center, vision care for kids, which is a big deal for Lions Clubs all over the world.
- My husband is an ophthalmologist.
- They reimburse our local doctor for appointments he does with school kids.
- The scouts, they put their Fourth of July flags up along main street.
- Student speaker series.
- That total was \$5,976.
- My proposal is that we allocate even though it was a late submission, to allocate \$5,000 to them.
- That seems a reasonable amount in order to help them bridge this difficult period that they face.

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Vice Mayor Gurney commented as follows:

- I'm wondering, because this is a question that you've asked before and I've asked before, these organizations that have had some earlier information that fireworks booths may be phasing out, have they been able to pivot and find some other way of fund-raising?
- From the e-mail, it sounds like they haven't.
- I wanted to get a chance to hear a different answer.

Councilmember Rich commented as follows:

- They funded \$13,000 worth of grants in 2020.
- They managed to find some money somewhere and do some fund-raising.
- I can also share that they're an active participant in the discussions and that they collaborate and contribute and support others.
- They have been saying consistently one thing that they are really facing as a major challenge is fund-raising.
- I do know that they are developing plans.
- It's a new challenge for them.
- They are trying to come up with a good option that will help fund their interests and will allow them to support local efforts.

Councilmember Slayter commented as follows:

- Late is late.
- This is very late
- I'm having a difficult time getting past that and I understand people are on vacation and things get lost or whatever and you don't hear but the lack of fireworks sales shouldn't have taken any of these three organizations by surprise.
- It's not a lot of money in the grand scheme of our budget but we're trying to figure out how we can put more than \$28,000 into our retirement reserve.
- A little bit added to a little bit is still a little bit but it's a little bit more.

Councilmember Hinton commented as follows:

- I advocated really heavily for the Serpents, but I kind of see them as two different nonprofits, because this is a service club who is using our money to give it out to other nonprofits, which is what we do versus run a program.
- They were asking for money due to fireworks sales for a program that they couldn't fund.
- I do have concerns that we're giving somebody money to fund them to give scholarships out to some organizations that we have also funded.
- They're late.
- Those two things make it a little more difficult for me.
- I'm just going to give that feedback and kind of sway to the majority of my colleagues here.
- I will say, I'm a little disappointed in this one.

Councilmember Rich commented as follows:

- I recognize the comments here from my colleagues.
- This is not a grant request that we would generally be even considering.
- This is a bridging opportunity.
- That's all it is.

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- It's just helping a very worthwhile, good-hearted, local group get over this difficult period.
- We all know that.
- We would be facing the same discussion if the VFW had gotten a request in and we would be facing the same question whether it was timely or not.
- I also understand the timeliness issue.
- They aren't accustomed to these grant processes.
- These are just local volunteer people who are trying to do the best for the community.
- They received the final okay from the Chief on May 18.
- Grant it, we might say that, yes, when they received a preliminary warning earlier in May, they should have gotten it together and gotten their form together.
- they did not act until they saw that May 18 e-mail that had a May 21 deadline.
- At that point, they just figured it was too late.
- There are a lot of reasons we can say no to this but there are a lot of reasons we can say yes to this.
- To the extent that this group doesn't want to do a \$5,000 amount, which I feel would be appropriate, given what they do for this community, you want to back out the Senior Center, you still have \$3,000 that went to Laguna high school, went to vision care for kids, and then went also to the scouts and to student speaker series.
- So my pitch is \$5,000, and to the extent that there's some support with this City Council, I'm sure that these volunteer also understand.
- They know they missed the deadline
- I would encourage us to look at fund thing amount.

Mayor Glass commented as follows:

- I'm going to concur with Councilmember Hinton about it's kind of the double dipping thing that I have a bit of an issue with.
- I think they do great work. Michael used to belong to the Lions. They're a great organization.
- It just does strike a little odd to me that we're giving money to them to give to system of the organizations we're already funding.
- I'll support this because I just want to acquiesce.
- I would kind of say I feel a little more comfortable with \$3,000, was we're not funding something that we're double funding.
- I'll go along with what everybody else wants.

Councilmember Slayter commented as follows:

- Discussed double dipping
- Would be in favor of the \$3,000 grant.

Vice Mayor Gurney commented as follows:

- I think the double dippers are a total of \$3,000, so the request of \$2,000 would make more sense.
- It's \$2,000 for the series and \$1,000 for the Senior Center.
- It's the remaining \$2,000 that by supporting Lions, we're extending support to those, as well.
- Also, I want to remind the Council, we probably spent 45 minutes talking about \$2,000 to sponsor the apple fair, which had our City logo on it, but our City logo everywhere brings in 15,000 people.
- I'm having a hard time for that \$2,000 being so difficult to get your approval on this

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- I think without the double dippers, it's \$2,000.
- I'm willing to go for \$2,000, but I'm not willing to keep subsidizing people who have fireworks booths and just don't learn when that fireworks are banned, that they have to figure out something else to do to raise money.
- All three of them need to figure out something else.
- I would say following the double dip logic that they requested.

Councilmember Rich commented as follows:

- I was looking at Laguna high school for \$1,000.
- Vision care for \$900, the scouts for \$876.
- Student speakers for \$200.
- And that added up to \$2,976.
- It sounds like what I'm hearing here is that the City Council would, in general, support a \$2,000 grant to the Gravenstein Lions
- I'm sure that they would appreciate it.

The Council was in consensus to direct staff to return to the July 20th meeting with the final budget for adoption based on the discussion as noted below.

Council Consensus:

\$50,000	Sewer Lateral Ordinance
\$40,000	Engage in Municipal Finance Consultant
\$10,300	Update of EOC Plan and EOC Update/Map Your Neighborhood (explore fundraising)
\$24,000	Landscaping Beautification
\$86,000	Community Vitality
\$15,000	Administrative Services Department Staffing
\$15,000	Staffing Assessment – Planning Phase
\$12,000	SCCC for Concerts – Remove Community Calendar/Experience Sebastopol

\$2000	Gravenstein Lions Club – Community Benefit Grant
\$within current budget/mid-year budget review	Public Works budget - Porta Potties, Garbage Cans in Morris Street region
\$30,000	SB 1383

Pension Reserve On Hold

City Council Action: The Council was in consensus to direct staff to return to the July 20th meeting with the final budget for adoption based on the discussion as noted below.

\$50,000	Sewer Lateral Ordinance
\$40,000	Engage in Municipal Finance Consultant
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 \$within current budget/mid-year budget review
 Public Works budget - Porta Potties, Garbage Cans in Morris Street region
 \$30,000 SB 1383

Pension Reserve On Hold
 Minute Order Number: 2021-051

Per Council policy, all meetings will conclude no later than 10:30 p.m., unless this provision is waived by a majority of the Council. Consideration of the agenda matter then on the floor will be continued beyond 10:30 p.m. by majority vote of the Council. Council meeting time: 11:27 pm - The Council was in consensus to move forward on the next agenda items.

15. Discussion of Survey / Water Meters. Discussion and Consideration of Request for A survey of all water customers to be a representative tally of desires of the Sebastopol residents. Request would be to survey customers to see if they are supportive of using technology to review and monitor their water usage as well as be notified within 24 hours of a leak at their service connection. New technology utilizes a cell phone type connection with a minimal ping of information every 15 minutes utilizing existing infrastructure with no new radio repeaters. (Responsible Department: Public Works)

Public Works Superintendent Dante Del Prete presented the agenda item recommending the City Council Discuss and Consider Request for a survey of all water customers to be a representative tally of desires of the Sebastopol residents. Request would be to survey customers to see if they are supportive of using technology to review and monitor their water usage as well as be notified within 24 hours of a leak at their service connection. New technology utilizes a cell phone type connection with a minimal ping of information every 15 minutes utilizing existing infrastructure with no new radio repeaters.

Mayor Glass opened for questions.

Vice Mayor Gurney questioned if staff was in favor of the City adopting a cellular water meter system, is that the whole survey?

Superintendent Del Prete commented as follows:

- On that page, there is some links with the technology we're proposing on using, and even a phone app.
- Staff worked with Holly Hansen and basically this is kind of we're only asking this question.
- Do you want a tech way to look at it or do you not want that.
- They've got to click on a link to see what the tech is, and then figure it out if they want it.
- Literally the driver of this is that the water billing department receives multiple calls every month about being able to utilize this type of technology.
- There are people out there that I know, one of them on the screen that utilizes this technology by choice on their own side.
- It is useful and helpful.
- I do know there are people out there that are concerned about radio waves and additional cellular.

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- The one thing I will say that we should note that I didn't put in the report is, it's not hooked up to a meter that's not in your house.
- It's way out at the street.
- It's a cell phone head that does a ping of data, small ping of data four times a day.
- Now, it is asking the history of the water meter of what's going on continuously.
- Four times a day, it shoots out a ping of data that can then be referenced for minute by minute water.

Councilmember Rich commented as follows:

- To whom is the survey going to do?
- How are we ensuring that we get a good cross section of the community?
- I could see it coming back to haunt us that people say, well, I didn't know about the survey. My voice wasn't heard.
- How are we going to make sure that the survey reaches a good cross section?
- The technology we're talking about, if the City sets this up so that the City can ping and collect data, will individuals have access to that data for their own homes?

Superintendent Del Prete commented as follows:

- The survey will be done and managed by our outreach coordinator
- It will probably be like a survey monkey type of thing.
- That's why it's going to take so long.
- We're going to make sure we can get it in every water bill.
- Instead of doing the three-week survey and pushing it out on social media or Internet, we want to make sure it's in front of everybody facing their water bill.
- That's why it's a two-month survey.
- If you look at the demo link on the attachment, it gives you the technology that's there. It's a great demo link.
- You go to the Website, click a link, and you can look it up on your phone.

Councilmember Rich commented as follows:

- I paid for one of these Wi-Fi gizmos, and just attached it to my water meter.
- Anyone who says yes to this technology, will they have to pay for it themselves for their own residence or is this something that the City will provide and will the individual homeowner be able to look at that data also for their home?

Superintendent Del Prete commented as follows:

- if this goes forward, it's proposed to be part of the energy upgrades that are proposed by the company.
- It will be at the cost of the City, and the cost of the installation will be recaptured over time in the proposed savings.
- Yes - The City is paying for it, and all the residents can tap into the information about utilize it at no cost.

Councilmember Rich questioned if it's going to cost the City, that cost might ultimately be passed on to the customers, especially if we're looking at a water/sewer rate increase, and this is one of the things we have to cover.

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Superintendent Del Prete commented as follows:

- As proposed right now, it's an energy grant or an energy funding.
- It will be paid for over time by the savings.
- So yes and no.
- It's a loan that should be cost covered.

Scott Meisner, Syserco, commented as follows:

- The only slight caveat to that would be what is being looked at are two things, there's the energy conservation of the City where the savings would pay for this.
- This would be part of a water meter project where the increased accuracy, the improved accuracy of new water meters would generate more revenue because you're actually capturing the correct, accurate billing of water that's delivered.
- Let's say the City delivers \$1 worth of water but the meter is inaccurate, only recording 85 cents.
- The new meter would capture the actual amount of water being delivered to the City.

Councilmember Rich commented as follows:

- It's amazing how motivating it can be to know that exactly how much water you have used during your shower.
- To know exactly how many huge amounts of gallons of water are being used when your lawn is being watered.
- To have that in the moment.
- It's not just a City benefit it's a benefit that's environmental to the extent that people are willing to embrace this.
- It is incredibly motivating to go oh, wow, all that water was used.
- It makes you want to do something about it.
- Environmentally it's a great opportunity.

Mayor Glass opened for public comment.

Kyle Falbo commented as follows:

- I hoped that rather than a decision being made after 11:00 at night, the City could put forward what the plans for the use of this data would be.
- Is there any attempt to use this data based on peak demand?
- Was plan does the City have to encrypt this information to make sure my information is not broad cast out to the public?
- Any sort of safeguards that are going to be put in place for that data would be useful to know for the public, as well.

Council Discussion and/or Deliberations:

Councilmember Slayter commented as follows:

- I have had a number of meetings with the folks who are working behind the curtain, and the technology and the data driven response is, um, it's real.
- It's not really all that dissimilar from our upgrade to the street lights.
- We're paying for the upgrades through savings, and in a couple of years, they will be paid off and we will be using significantly less energy on the street lights and saving money.
- Both things are worthy.
- I am in favor of this.

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- I would also be in favor of us revisiting the unenforceable ordinance that we have on electric smart meters, the same thing is very real in that world.
- The amount of energy that our community is unable to save due to the lack of modern technology being deployable and usable by honestly the vast majority of residents who want it, I think it's time for us to open up that conversation again.

MOTION:

Councilmember Slayter moved and Vice Mayor Gurney seconded the motion to approve a survey of all water customers to be a representative tally of desires of the Sebastopol residents.

Mayor Glass called for a roll call vote. City staff conducted a roll call vote.

VOTE:

Ayes: Councilmembers Hinton, Rich, Slayter, Vice Mayor Gurney and Mayor Glass
Noes: None
Absent: None
Abstain: None

City Council Action: Approved a survey of all water customers to be a representative tally of desires of the Sebastopol residents.

Minute Order Number: 2021-052

CITY COUNCIL REPORTS:

16. City Manager-Attorney/City Clerk Reports:

City staff reported the following:

- Agenda Review Committee meeting
- City Committee/Board openings
- League of CA Cities /Cal Cities Conference

17. City Council Reports/Committee/Sub-Committee Meeting Reports: (Reports by Mayor/City Councilmembers Regarding Various Agency Meetings/Committee Meetings/Sub-Committee Meeting /Conferences Attended and Possible Direction to its Representatives (If Needed) on Pending issues before such Boards)

Councilmember Rich reported as follows:

- I will report out at this late hour on the activities of this service organization's group.
- Just to say that it's been amazing to see this group of service organizations work together can.
- They have been meeting weekly.
- They have embraced the peace town concert series as the vehicle through which they're going to do a collaborative effort.
- They are going to be tabling at that event, have decided to put together as a group, an effort to engage the community in volunteering.
- So shift away from trying together members or trying to raise money.
- Just get people volunteering with the one sheet that will have some active volunteer activities, like going out to clean up the Laguna, cleaning up the area in the annex.
- Some really engaging, help the community sort of efforts.
- One page flyer, a little display on the table.
- A banner that has all of the logos.

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- A message that says, we are service organizations in Sebastopol, and we want to engage everyone to help in any way that they're interested in helping.
- They've been meeting every week, and it's amazing to see this very diverse group of individual leaders that have otherwise been really in their silos, come together and just kind of own this collaborative effort.
- I will say that Zero Waste Sonoma is just embroiled in the SB-1383 effort, and that I am really happy that Ryan Crawford is there leading the way and giving us some direction.

Councilmember Slayter reported compliments to our community on respecting our ban on fireworks.

Vice Mayor Gurney reported as follows:

- Report about the Community Center.
- I was briefly at their meeting. I missed the personnel discussions as I had a time commitment where I had to leave.
- I want to encourage everyone to meet the new executive director
- We learned this evening he has an extensive background in music and music events.
- The group continues to work diligently on the Website
- They're also enrolling teachers, many of the former teachers who were denied that opportunity, fun opportunity because of COVID, are coming back very loyally.
- That means that classes are going to enroll.
- They're working on the facility.
- I want to appreciate Joe Gaffney who is on the job.
- I think we've got a fire lit under him to make sure the kitchen vent fan is installed properly, given the circumstance in the floodplain, so that the building can open up soon for even bigger events.
- I want to express to the Council my neighborhood's response to that, we were able to have our traditional fourth of July block party.
- There was an estimate of 80 to 90 people present in a very small area of our neighborhood and it was delightful. Everybody enjoyed that there were no fireworks.
- I just want to give all of us positive feedback, pass that on to us for the courage that we demonstrated in taking that vote.
- I understand there's an e-mail from Planning Director Svanstrom this evening.
- I believe what it says is that we were awarded the civic spark grant.
- The civics position was awarded according to Kerry, which is awesome.

Mayor Glass reported as follows:

- I met with the company that the chamber is working with to do a video about the history of the apple blossom parade.
- I got to hang out and do a trip down memory lane.
- What is it like going down main street and in the fire engine with a certain Council member and their dog in the front seat?
- So all those fun things that we've been doing.
- It was actually pretty fun, like talking about going to the apple blossom parade for more than 30 years.
- That was kind of a fun activity.

18. Council Communications Received: There were none.

19. Future City Meeting Dates/Events (Informational Only): (See Agenda and City Web site for Up-to-Date Meeting Dates/Times)

ADJOURNMENT OF CITY COUNCIL REGULAR MEETING

Meeting will be adjourned to the City Council Special City Council Meeting Closed Session of July 14, 2021 at 9:30 am (VIRTUAL ZOOM PLATFORM).

July 14th 2021 Closed Session Meeting will be adjourned to the City Council Regular Meeting of July 20, 2021 at 6:00 pm. (VIRTUAL ZOOM PLATFORM)

Mayor Glass adjourned the regular City Council Meeting at 11:51 pm.

Respectfully Submitted:

Mary C. Gourley
Assistant City Manager/City Clerk, MMC