

CITY COUNCIL MEETING MINUTES

MINUTES FOR Meeting of July 20, 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 4:08 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

**PUBLIC COMMENT:**

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

Mayor Glass opened for public comment.

Kyle Falbo commented as follows:

- Discussed the purview of the City Manager/City Attorney
- Discussed internet security
- Discussed California State University System and Sonoma State
- Discussed their IT Departments - IT does random testing
- Sends phishing email attempts to all employees
- Any employee who fails is remediated through education video or training of some sort
- What is the policy for the City of Sebastopol
- How as the City Manager implemented policies for training of internet security
- Discussed direct relation to IT department
- At CSU level, larger scale of training - Purview of Skillsoft
- Every year or two training process - Regimented training - Watching videos - Answering questions - Quiz on internet security
- Discussed email phishing attempts
- Multi factor authentication
- Email security
- Aspect of institution internet security
- Multi factor authentication to log onto email; or class room platform
- Irresponsible to not be implementing multi factor authentication
- Most of IT work is done at Sonoma State in house
- Important to have in house work done
- Valuing employees of work done for institution
- How much IT Is getting outsourced to other entities
- What is their potential security issues
- Discussed IT Help desk
- Fielding responses from employees
- What is City policy for internet security / in house of IT

Marcia Lavine commented as follows:

- Appreciate City Council has welfare of residents and supports the community and its employees
- Conversely all City employees should support City and resident's welfare and well being
- Seems highly problematic that the City Manager is also the City Attorney
- If errors as City Manager, might find work around as City Attorney
- If there is a discussed conflict of interest then outside counsel is called in
- This is a disservice to the City
- Must cost City additional funds
- Discussed use of outside counsel to pursue SB 35 technicality

- Several neighbors were contacted by a private investigator to identify prior renter
- Identity was well established - Waste of money
- Documented actions by City Manager
- Appears to push through Woodmark housing development process
- Discussed State and Federal fund
- Discussed tax forgiveness applications
- Passed by him to confirm application for accuracies - Denied seeing applications
- Dollar amount gives developer well over 8 million a year for over 10 years
- Sliding scale - Money is higher - Part of project - Money go up by 40%
- Believe it is possible there are now roadblocks for being able to use SB 743 to use in relation to Woodmark
- Air quality - Car emissions - New traffic studies
- Must be done after 2020
- Impacts Sebastopol as a desirable place to live and work

**ADJOURN INTO CLOSED SESSION:** Mayor Glass adjourned into closed session at 4:15 pm.

1. CONFERENCE WITH LEGAL COUNSEL  
Threat to Public Services or Facilities (§ 54957) (a)  
Consultation with Sebastopol City Manager/City Attorney and Sebastopol Police Chief
2. CONFERENCE WITH LEGAL COUNSEL  
ANTICIPATED LITIGATION  
Government Code Section 54956.9  
(One Case)
3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Government Code section 54957 (b)  
Title: City Manager/City Attorney
4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Government Code section 54957 (b)  
Title: City Clerk

**City Council Action: No report out.**

**Minute Order Number: 2021-156**

**ADJOURNMENT OF CLOSED SESSION:** Mayor Glass adjourned the closed session at 5:49 pm.

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

**CALL TO ORDER:** Mayor Glass called the regular meeting to order at 6:20 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.

**PROCLAMATIONS/PRESENTATIONS:**

The following was presented:

Certificate of Appreciation to Steven Pierce – 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

**REPORT OUT OF CLOSED SESSION:**

City Manager McLaughlin reported out on the closed session as follows:

Reported on first two items: No report out.

Mayor Glass reported on item 3 and 4 as follows:

- The second portion of our closed session was about an HR matter
- It was developing our employee performance criteria for our City Manager and our City Clerk and we discussed that and that is an ongoing discussion.

Mayor Glass read the COVID 19 Protocols.

Mayor Glass requested a change to the agenda and recommended Item Number 10 be moved before Item Number 9. The Council was in consensus to revise the agenda.

**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:**

The following written materials were submitted to the City Council:

Written materials received:

Kate Haug - budget  
Kyle Falbo – budget  
Member of the public – City water fountains

Linda Berg commented as follows:

- I'm pleased knowing that Sebastopol is leading the way.
- We had the governor here and this time, leading the way with addressing the issue of homelessness, and so, that's terrific.
- Sebastopol is poised to lead the way for all kinds of other things.
- Amongst them are the Lyme disease epidemic, the tick epidemic.
- I'm the one who filed the only grand jury complaint against the vector control agency in their hundred year are history and we got some billboards up because of that but they re-lapsed once I got quiet so we need to raise the consciousness and prevent this epidemic of Lyme disease, which we have got, that's just worse than ever because the effective signage is intentionally not being put up by regional parks and vector control themselves.

- It would be great if we could have a treatment center here in Sebastopol, which is entirely possible because we have a few Lyme literate the doctors in the area.
- That is just one of the things that needs to be done.
- Another thing, I have gotten in touch with PG&E, power greed and extortion again today and I called their attention to the magnetic fields that are coming off the power lines under and above ground that need to be remedied.
- We need to reduce our exposure to electromagnetic fields which includes micro waves and that includes from cell towers and cell phones and other wireless devices and also, we can fix, we can prevail upon, we can encourage and get PG&E to configure the power lines properly so that there's no magnetic field coming off of them, what it does, biologically, it results in cellular growth which results in cancer.
- There's the other issue that needs to be remedied.
- The city did what it could, they did the right thing all the way with the cancer cluster in the Palm Drive housing facility down by where the hospital was, the cell tower there, we didn't get the right response but we need to continue trying to remedy that.

Rei Blaser commented as follows:

- My public comment is in association to the Downtown Association
- I am speaking for the business district in the Gravenstein station.
- The signage for Elderberry Commons is not put up, it's still Sebastopol Inn and I would like to request that the city hold the county to their agreement to change the signage down there and work with the property management and have it updated.
- I had e-mailed the city and I also e-mailed the county last week and I had not received a response yet
- I have not seen any invitations for the monthly update meeting that the county had started holding.
- Rohish is no longer with the county. He was the point person with those meetings.
- I would like to learn about an update of when those meetings will be resume once a month.
- That those are being held with between the county and the city for a monthly update with the public and business community.

Mayor Glass responded to public comment as follows:

- I do want to respond to one of the public comments which is to let the Downtown Association know that I did contact our supervisor's office since Rohish has left the county and they are going to be convening a new community meeting regarding Elderberry Commons and a date with them.
- My understanding is we will be getting a date.
- They have taken in the information that we want to get our signage be going but that needs to run through the city signage process, which is the county collaborating with us as a city in terms of approval for signage and any kinds of planning oriented approvals.
- That's kind of the status on that.
- Since this was brought up I did want to just briefly mention, that as many people know the governor was here yesterday for a press conference that took place at Elderberry Commons formerly known as the Sebastopol Inn and what he was doing there was pointing out the success of this particular facility how well that facility has been executed and he was signing a \$12 billion Bill to address homelessness and housing issues in the State of California.
- I did attend that, I was actually notified of that at 6:00 on Sunday evening.

- I know that many people were disappointed that they were not invited to be included in that.
- Just wanted to let everyone know, when I was contacted I was told very clearly I was not allowed to invite anybody else or let anybody know that the event was even occurring.
- It was all kind of a hush, hush thing.
- I apologize for anybody that was disappointed for not being able to attend but that was the State of California asked me to do that.
- My choice was am I going to go to a press conference and introduce the governor or am I not going to do it because I have to let everyone else know? I opted for being part of that press conference.
- I think that we made a lot of good contacts there.
- The governor was impressed with the facility, but I also was able to speak with the secretary, the cabinet level secretary for housing, about the work we are doing here in Sebastopol as the success of Park Village, the success of our work with West County Community Services, and the success of the work that everyone in our city and Council and volunteers have been having in trying to work on addressing the issues in our city.
- I think that was actually quite a feather in our cap to have the State of California choose to do signing this bill right here in our City of Sebastopol.

**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.

**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.

Councilmember Hinton requested item number 6 be removed from the consent calendar and discussed during the budget agenda item.

Mayor Glass opened for public comment on the consent calendar. There was none.

**MOTION:**

Councilmember Slayter moved and Councilmember Rich seconded the motion to approve Consent Calendar Item(s) Number(s) 5 (Item Number 6 was pulled from the consent calendar).

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

5. Adoption of Resolution Authorizing the Contract City Engineer to Approve and Sign Documents on Behalf of the City (Responsible Department: City Manager/GHD)

**City Council Action: Approved Adoption of Resolution Authorizing the Contract City Engineer to Approve and Sign Documents on Behalf of the City**

**Minute Order Number: 2021-157**

**Resolution Number: 6360-2021**

~~6. Approval of CivicSpark Agreement (Responsible Department: Planning)~~

**City Council Action:**

**Minute Order Number: 2021-158**

**The Council was in consensus to move Item Number 10 prior to item number 7.**

10. Discussion and Consideration of Approval of Phasing Strategy for Bodega Avenue Pavement Rehabilitation and Bike Lanes Project (Responsible Department: GHD (Toni Bertolero)

Assistant City Manager/City Clerk Gourley introduced Matthew W. Salveson, Principal Engineer, Wood Rodgers, Inc. who will be presented the item.

Matthew Salveson presented the item recommending the City Council discuss and approve the phasing strategy for Bodega Avenue Pavement Rehabilitation and Bike Lanes Project.

Mayor Glass opened for questions.

Vice Mayor Gurney commented as follows:

- I'm familiar with the project, urging Toni Bertolero to work on the phasing.
- I want to share with my colleagues on the Council how important it is for our future success for funding opportunities that could get the backing of the SCTA, you will remember what we went through to get the quick strike money.
- There was revealed to me, a sort of lack of confidence in Sebastopol's ability to deliver on projects.
- It became very well stated that we needed to pick something do it and do it on time.
- This project was mentioned because of the expiration dates on the money.
- We are fortunate that the staff, Toni and now with Matt have come up with a plan that will uses the \$1.2 million to get as much of this corridor done, looking forward to phase 2 to complete the work.
- The SCTA has something like \$7.5 million coming in to be distributed over the next five years.
- Sebastopol wants to achieve that improved reputation on project delivery so we can continue to put in applications and get in the pipeline for the really big projects because we all know how much money we need, not just to the pavement quality index, but to enhance our roadways for driver safety and importantly for connectivity for pedestrians and cyclists.
- This one is noticeable because we are allowing people to get out to the park. We are allowing people to be able to cross this busy road safely and we are looking at, to some degree, dealing with tourist traffic and making sure they pass through town safely.
- I would very much appreciate the questions you have
- You have the result through Matt's answering them so we can move forward with this.
- Thank you for letting me report as the rep in favor project.



Councilmember Rich questioned does phase 1 of the project include or phase 2 include repair or improvement for addition of sidewalks.

Mr. Salveson commented as follows:

- At this point, we are largely just contemplating improvements at the curb ramps where there's current existing ADA compliance issues.
- Currently available funding to cover that.
- So the roadway reconstruction, and ramp improvements and improving the bicycle facilities.

Councilmember Slayter commented as follows:

- I think that the long standing sidewalk gap what one of the most prominent ones that has been referred to time and time again would be proposed in phase 2, so we are all pushing for that.
- A couple of questions with ever increasing construction costs.
- Is there any way to project how much great cost overruns would be and sort of independent of that, are any inflationary figures split proportionately between the grant and city funds, should it happen, or how is that handled?

Mr. Salveson commented as follows:

- I can speak to estimating the costs.
- I can't necessarily speak to the inflationary factors that might be applied to the grants verses the local.
- In terms of coming up with the estimate, it's quite challenging right now, as you might imagine.
- You are seeing scarcity of materials which affects both the material costs, you are seeing scarcity of labor which increases the costs.
- You are seeing rather unusual delays that have been acquiring the materials.
- The lead times for materials have become a problem.
- We pay close attention to that, we are monitoring it, and we have not seen huge escalations in construction costs projects such as on the list yet.
- The trend is moving up.

Councilmember Slayter commented as follows:

- The building materials and scarcity is a real thing.
- I have a friend who is working on a project that has some fairly significant amounts of steel in it, and it is what was originally budgeted is 400% more is needed to build it
- The lack of materials and the lack of labor I'm certainly aware of.
- I'm sure you are, but I will ask it anyway.
- Is the design team aware of and referencing the safety study that was accomplished for the Bodega Avenue corridor, a few years ago.

Mr. Salveson commented that has been considered.

Councilmember Slayter commented at what point is the project in design and engineering.

Mr. Salveson commented as follows:

- We are delivering the environmental documentation and the design for phase 1 and phase 2 and we need to be ready to certify that the right of way and the design has been complete by the beginning of November of this year.

- We turned in what we are calling a 30% submittal just a few weeks with, we are working on what we call the 60% design package now.
- We will turn in sort of a draft plan set, which would be the 60% gets a review and final as the plan set by the end of October.

Councilmember Hinton commented as follows:

- We are trying to get matching grants that is why we delayed doing the project and now we are able to phase it.
- Did we not understand that we could phase it back when we got the money?
- Is that a new development?
- It is because we are working through our consultant, Toni Bertolero now or I'm wondering if you can just explain how we are able to phase it now and use the money.
- If we knew that we might have accomplished it a while ago.

Mr. Salveson commented as follows:

- I was not around for that.
- I believe it was the city's intent to try and build the whole thing and since we have come on board, between the escalating cost in general, and then, as we have gotten the design, there's some high priced elements on that Western section in particular.
- It may have been possible to phase it earlier, but I will say, I'm grateful to the conversations we have had with the funding agency so far that, to allow for phasing at this point.
- I don't know that I can give you more concrete answers just because I was part of the grant application process.

Councilmember Hinton commented as follows:

- I'm sure we were trying to probably accomplish the whole project.
- It would be nice to know and maybe, can we always do this in the future?
- If we get some money, can we phase a project?
- This is just all kind of new information tonight.
- So I'm happy that's coming out.

Vice Mayor Gurney commented as follows:

- The phasing issue was a question asked of Toni Bertolero and Steve Weinberger and our staff member who is were meeting with me and the SCTA staff over the quick strike application.
- They said why don't you do this OBAG project and phase it.
- That was literally the first time I heard it and it was a few months ago if you recall early this spring.
- I think it's a new concept for us and we moved right in to it, because we are listening to them taking the tip, what should we do?
- We have this pressure, the money is more valuable now, it becomes less valuable if we wait, and we have already experienced some years at waiting.
- Like you, I wish we had thought of phasing earlier.
- But it's just being thinking it was smaller.
- This was my top priority.
- We get number one done.
- You have to move forward on it.
- That's really all I know about phasing and I wish I was better informed too.

Councilmember Hinton commented as follows:

- I can appreciate that because I have always seen other projects through open space phased.
- I think phasing may be Sebastopol's new mantra, let's phase it and we can do parts, right?
- Thanks for that.

Mayor Glass opened for public comment.

Kyle Falbo commented as follows:

- I would like to ask about the Bodega/Robinson intersection
- The CIP description for this project is pedestrian safety improvements including pedestrian activated beacons, markings and signage
- The justification given was the city's safety corridor study that identified improvements for five intersections along Bodega including these improvements at Robinson
- My question is how this particular choice of improvement aligns with the Sebastopol zoning map update that shows half of the lots adjacent to this intersection as multi-family residential R-7
- What other if any improvements to this intersection were discussed and what if any conversation about the lack of sidewalks on Robinson near this intersection were considered
- With unit number minimums as high as we have for R-7 multi-family residential it would seem to be difficult to justify merely providing pedestrian safety improvements on this scale with the understanding of the increase in car volume expected from Robinson to Leland as a result of the planned developments and without providing sidewalks in the area as a consideration.
- Does this satisfy safety elements 1-2, 1-11, 2, or circulation 2-2 with the explicit discussion of incorporating sidewalks?

Linda Berg commented as follows:

- I just would like to remind you all that in our most recent General Plan update that the idea, the notion of reduction of the exposure to the electromagnetic field is in there.
- In the previous one we had a prominent one in the safety section, chapter 7 it was devoted to the reduction of the magnetic fields which was totally ignored by the previous planning director to none of our benefit.
- We are faced here now with a situation where we are all being exposed to hazardous health conditions invisible in the form of electromagnetic fields.
- I want to let you know, since the fellow mentioned ADA several times that the electro sensitivity is covered under the ADA, so wheelchair accessibility is not the only disability that needs to be acknowledged in the construction and the building.
- It's not rocket science because I have got meters that can measure this stuff.
- In fact, you can borrow the one that I donated to Public Works.
- A meter can be had for less than \$50.
- Every step of the way, you need to measure the amount of electromagnetic fields that are coming off of the improvements in the existing stuff too.
- The smart streets was a mistake because you need to know that those four, five foot green things at the end of the smart street sidewalks are actually smart meters.
- They give off a micro wave radiation and those sidewalks make me sick.
- The magnetic fields which are measurable, I feel unwell.

- So the city for the most part is off limits to me, and a growing number of other people who like myself are like urban refuges, people cannot tolerate being exposed to the increasing amount of electromagnetic radiation.
- I'm saying it needs to be taken into consideration when you are planning and building.
- It would be good if we have an electromagnetic field consultant that could help you out who is familiar with the concepts and how to do a remediation.
- The city has hired one before, so they are out there, so I'm suggesting that could be done.

Council Discussion and/or Deliberations:

Councilmember Slayter commented as follows:

- I'm in favor of this, I feel it's a logical move
- It was a year that seems like a million years ago at this point, it was the condition of the roadway between say, Washington and even Nelson, that's the area that really seemed to go downhill very rapidly and that's in phase one.
- So I'm in favor of this
- I feel it's logical, it takes care of construction, it's never as cheap later
- If we can address this appropriately, now is the time to do it.
- I'm going to go ahead and move the item, for acceptance by the Council.

**MOTION:**

Councilmember Slayter moved and Vice Mayor Gurney seconded the motion to Adopt Minute Order approving the Phasing Plan for Bodega Avenue Rehabilitation Project with Phase 1 being the segment from North High Street to Nelson Road and Phase 2 being the segment from Nelson Road to Pleasant Hill Road; and directing staff to coordinate with SCTA and MTC to modify the project phasing as approved by Council.

Discussion:

Councilmember Slayter commented as follows:

- I have one quick comment regarding one of the members of the public and the improvement of sidewalks in the sort of general area.
- During the General Plan update process, there was a significant amount of discussion about sidewalks being required in particular parts of the city.
- I will direct you to chapter 3, policy Cir-2-9 when it can be shown that construction of a sidewalk would be at odds with an existing neighbor's aesthetic and the historic nature of the area, alternatives such as an off street path or wider paved shoulders may be considered on local volume, local streets.
- While I don't live on Robinson Road, I know some people that live over there, and I would think that they would think that there are aesthetic they kind of like the way it looks over there.
- So, we did think about that, and just to make sure that you are aware that, that is adopted policy in the General Plan.

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 Minute Order approving the Phasing Plan for Bodega Avenue Rehabilitation Project with Phase 1 being the segment from North High Street to Nelson Road and Phase 2 being the segment from Nelson Road to Pleasant Hill Road; and directing staff to coordinate with SCTA and MTC to modify the project phasing as approved by Council.

**Minute Order Number:** 2021-162

**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.)*

7. Informational Presentation from the Police Chief - Recommendations Status Update - Public Report on Independent Civilian Review of Sebastopol Police Department (Responsible Department: Police)

Police Chief Kilgore presented the agenda item recommending the City Council receive the informational presentation.

Mayor Glass opened for questions.

Councilmember Rich commented as follows:

- Thank you Chief Kilgore
- It's always so enlightening to have you in the room and very reassuring as we represent the public here to know that you are there at the helm.
- I do have one question about some terminology in your spreadsheet.
- I note that many of these, not many, but there are a number of items.
- I note there's some that say in progress.
- But there's some that you indicate the status as under review.
- Can you tell us is that captured in your slides?
- What does under review mean when we see that in the spreadsheet?

Chief Kilgore commented as follows:

- Under review is taking in to consideration all the things that have to be reviewed that come in on the decision making on certain processes, certain recommendations.
- Much of the under review has to do with a variety of factors that play in to the decision as to where we move from that point on.
- And then, also, it takes in to consideration that some of the things that I have not been able to get to yet, because of the focus on the short-term and mid-term.
- A lot of the under review items are listed for the long-term.
- Where we are, there's a lot of overlapping recommendations a lot of things that overlap, so there may be a certain aspect that has been accomplished.
- There may be a certain aspect that is in progress and while we are accomplishing those things and having things that are in progress, we are also reviewing other aspects of the recommendations that relate to various policies, practices and procedures that we are utilizing as well.

Councilmember Rich commented so we understand here, those would be items that you are still in the process of assessing in order to determine if and how the recommendations may be appropriately integrated in to the police department?

Chief Kilgore commented that is correct.

Councilmember Rich commented I'm going to take this opportunity because we all respect Jerry Threet so much, to read his public comment about a suggestion you have later in the agenda, and actually, I will wait to read to it when we get to that.

Mayor Glass opened for public comment.

Robert Edmonds commented as follows:

- I'm a resident of out skirts of Sebastopol to, I helped to establish ILERO, which was fortunate for having Jerry Threet hired as the first director.
- I have been working on policing policies for over 20 years.
- I have been involved in hiring practices at the JC police department, and so, I have had a lot of experience with this stuff.
- I am concerned when I see that the, the city is saying that 96 of the 140 of the recommendations have been completed and while I do understand that there are, many of them are marked as something that is going to be for continual review, which is important, I think it's a misnomer to call many of these things complete.
- For example, recruitment hiring and retention. It's a statewide thing. Outreach to academies is completely inadequate for that purpose.
- There's no way that we can say it's complete.
- Outsourcing of recommendations on 32.
- I have concern about how the public is supposed to determine there's any independence with the chosen contractor or if they are outsourcing them to other departments in the county, it's those same departments that are also side-by-side with Sebastopol Police Department officers in life and death situations as we saw in the case of David Ward.
- When you start to look at things like, the use of force policies and bias free please policing and body worn camera policies.
- These are policies that need massive amounts of public participation and input to determine if those policies are in fact complete and that they mirror the desires and the needs of the public in our community.
- Yes, there are policies that are in place
- How is the public support to know that just because the Chief who comes with some impressive credentials say they are okay
- The recommendation 57 of independent oversight review process needs to come before any of these things can be marked complete
- Need to look at as are under review
- Glad the Chief is here but doesn't don't think that we are as far along as the report says.

Kyle Falbo commented as follows:

- Many comments will echo the words of Robert Edmonds, I appreciate what he just spoke to.

- When an organization such as educational institution is under the purview of an accrediting body, it's important the way we assess our programs and student learning have outcome ones that are actionable and measurable
- Often we focus on the verbs in our defined outcomes asking the question does that assess what we want to see.
- So, it's this lens that I'm using when reading through the list of recommendations tonight.
- It's the personal lens that I intend my comments to reflect.
- In particular, we can look at 6, 7 and 10 recommendations with the less actionable language that is being used.
- The department should consider ways. The department should strengthen its emphasis. The department should support and strengthen. These are not necessarily actionable and measurable to the length of verbs that we want to use that are more targeted
- Recommendation number 3 the department should engage in targeted recruitment of applicants designed to increase the diversity of the workforce with response that the department has brought in the recruiting process to reach a diverse pool of potential applicants. The status is being completed doesn't quite seem there.
- The response should suggest that to me, that it would be completed if this, if there was some actionalized increase in the diversity of the workforce, otherwise it feels in progress.
- Recommendation 7, 19-30 – internal affairs – nine of which are continuations of the current process
- Often what we are seeing in these completed recommendations is that the response is that the department maintains a policy and that continued review and assessment of any changes needed.
- So, it's not clear that this response and the next steps satisfies completing
- Maybe, when was the last time that policy 300.5 was updated? Along with the policy 300.7.1. or 304.5.2
- Highlighted recommendation 46.14, in which the recommendation cites a requirement to actively intervene.
- Of note, this action, of intervening is not the same as action of interceding so has policy 300.5.2 a duty to intercede been revised to reflect the specific duty to intervene?
- Other recommendations bias in policing, there's citing of policy and continued review of assessment.
- The clarification needs to be whether the recommendations were incorrectly placed as the recommendations were not implying a needed change or was a policy undated to reflect this recommendation.

Suzanne Lande commented as follows:

- This is Suzanne Lande, I'm a long time Sebastopol resident.
- I am one of the people who volunteers quite a bit with our shelter less people, but I pay attention to a lot in our community.
- I agree that for Chief Kilgore the load is very heavy.
- I am very aware of the collaboration between Chief Kilgore and Michelle, who is his employee, who comes to Morris Street quite a bit.
- I am aware there's different opinions sometimes between key people, maybe some on the city Council, maybe to our city manager, maybe others.

- I see his department really doing their best by both the merchants and the Barlow and other merchants, the main downtown, and recognizing that some people's only home is the vehicle that they are living in.
- We in the small group that I work with, with other volunteers, we worked on, we work pretty closely together and I was very, very appreciative of the collaboration
- I want to say thank you, Chief Kilgore, I may not know every policy that has been reviewed and stuff.
- I see the overall and I'm glad you are here with us, Chief Kilgore, that is it for me.

Linda Berg commented as follows:

- I have yet to have yet to have the opportunity to meet you.
- I want to welcome you to our fine wonderful town of ours.
- I just like to make the comment in my experience, I do walk for exercise at night in the neighborhoods and I got to know some of our local officers. Like about half of them because there's only 14 of them.
- I know all of them on a friendly basis.
- Anyway, it turns out of course many of them have degrees. Some of them graduate degrees and one of our cops was actually a lawyer.
- We have got great people in my experience on the department.
- As opposed to my experience with the goons and thugs, of the sheriff's department where I was a wrong address and I was arrested and beaten up and jailed at 50 years old.
- The point is I'm fully supportive of the department here in town and what I hear is they need more funding and they need a couple more officers.
- So, that's what I'm suggesting.
- It's too much of a stress on them working 12 hour days.
- There are two officers out now as I understand it and everyone else is working 12 hour days.
- So, my recommendation is that, we hire a couple more wonderful officers.

Chief Kilgore replied to public comment as follows:

- The report that I provided to city Council also provides a timeline.
- That timeline states when things were completed, completed in the fourth quarter of 2020, completed in the first quarter of 2021, or the second quarter of 2021.
- Many of these things that were listed in the report, that assessment and review was done prior to many policies being in place.
- When we were able to update the policies which was done by Interim Chief Mort, during his tenure, the policies brought us in to compliance that allowed us to work many of these things that had been reviewed and seen prior to the policies being in place, allowed us to now complete those.
- Our officers and our staff have received training on those policies.
- You can see in the timeline when things are completed.
- What quarter they were completed and what year they were completed.
- The other thing in regards to recruitment is that we have a restrictive ability to recruit.
- When we have officers and personnel, officers need to have a POST certificate or be in the process of obtaining their POST certificate.
- Either they are in the process of getting the post certificate and they have enrolled in the academy.



- They already have the post certificate because they have completed an academy, and they may not be working as a police officer at the time.
- We were not reaching out to the academies on a consistent basis.
- Many times we would hire from within the department, reserve officers who were already on the department.
- But now we have expanded that to provide an outreach to academies across the state and also to provide advertisements across the state and across the country that may provide a more diverse applicant pool as well.

Council Discussion and/or Deliberations:

Councilmember Rich commented as follows:

- I want to congratulate you, Chief Kilgore for the amazing speed with which you have addressed all of the issues and assessed them.
- It's really impressive.
- I want to point out to the public if you look at the police department's page on our city Website, Chief Kilgore has posted the policy manual revised as of 2021.
- So looking at that page demonstrates what I see as an increased and focused effort at transparency.
- So, thank you Chief Kilgore, I appreciate the report out and I appreciate the speed with which you have addressed the usuals and will continue to pay attention to them.

Mayor Glass commented as follows:

- I would like to make a comment in support of what Councilmember Rich just said, and thanking Chief Kilgore for the, I know, huge amount of work he has put in to as well as our interim police chief to work on updating many of our policies and procedures.
- I know from having gone in and done organizational changes.
- Taking over new organization, taking over old organization ones and work toward changing a culture of changing procedures etcetera.
- That it takes some time to move things in to a somewhat different direction.
- What everything that I hear from the chief, and what I hear from the public who are interacting with the chief and our department.
- I'm hearing we are moving in the direction that was put forward to us, that was mapped for us, by the report.
- I am very, very encouraged and, and impressed by the work that both the chief and Former Chief Mort have been doing and I would like to assure the public that I plan to stay engaged with our department, engaged with our chief to ask the questions and to ensure that we are continuing to monitor the progress as we go through and go through this time line that Chief Kilgore has mapped out for us to make these changes and to achieve the goal of us being the best, or at least one of the best departments in Sonoma County in the state.
- We want a police department that reflects our community values.
- I'm really committed to that happening, that's why I am advocating for hiring and doing the evaluation of the department.
- I know that everyone on the Council supports that.
- I just want to thank the chief for continuing to make this progress and then to assure the public that we will continue to stay engaged with what came out of that report.

Vice Mayor Gurney commented as follows:

- Mayor, you were going where I was going as well, to say the chief, I very much appreciate your work and I look forward to your periodic reports to the Council and our community.
- I think it's really important that the effort be transparent and shared and discussed and publicly vetted.
- That is part of, I think, an important value in our community in the Council.
- And you are bringing that to us and I appreciate your courage and wherewithal to do that.
- Because this is how we would like our police department to be.
- I look forward to you coming back with those items that are five to eight months off, or eight to ten months off and I'm hopeful that the ones you put out there, at a year or so, actually come in with a shorter the deadline.

Councilmember Hinton commented as follows:

- I wanted to just weigh in and reiterate that I think that I'm also impressed with everything that both the interim chief and our current chief are doing.
- I mean, we need to give people time to make big implementations so, I really appreciate the slides tonight.
- I don't think they were a part of the public packet so I would appreciate getting them after the fact by e-mail and that way, when we have regular report outs we can also just see that, and make sure that we are all on track.

Councilmember Rich commented I checked the packet in the slide set and it included.

The Council thanked the Chief for the report.

**City Council Action: None taken. Informational presentation.**

**Minute Order Number: 2021-159**

8. Open Government Policing PILOT Program: A platform that helps law enforcement agencies better engage their communities, build trust, and obtain real-time public feedback (Responsible Department: Police)

Police Chief Kilgore presented the agenda item recommending the City Council receive the informational presentation.

Mayor Glass opened for questions.

Councilmember Rich commented as follows:

- Thank you for that presentation and such a pleasure to have you in the room also Patrick Johnson, thank you for being here.
- I had a question about one of the kind of protective measures that I saw that I heard you describe.
- You said that a review couldn't be posted or a comment, input, feedback, could not be posted until it had been reviewed.
- Does that mean that we also may be skewing, in other words, reducing the negative comments
- I just want to make sure that all comments will be reflected through this app, that there's not a too extreme ability to parse out those that are negative

Chief Kilgore commented as follows:

- It's my understanding that comments are not parsed out by negative, positive or anything like that.
- They are independently reviewed by openpolicing.org and there's sensitive matters that are related to an investigation, that's where the review comes in and provided to the police department.
- But there's nothing that is removed from comments unless it's abusive language or sensitive matter language and that is independent review by openpolicing.org, not by the police department.

Patrick Johnson commented as follows:

- Stated that is correct
- Thank you by the way, for having me, it's an honor to be here.
- I will just add to what Chief Kilgore just said, our platform does not allow the police department to delete feedback.
- They can flag feedback for review.
- If feedback contains profanity or if it violates our terms of service, it can be flagged or if feedback is sensitive in nature, it can be flagged for further investigation.
- But, the police department cannot censure feedback, and so, they can delay feedback where they can say this feedback needs to be reviewed.
- But they cannot stop feedback from becoming visible to the public.

Councilmember Slayter commented as follows:

- This was a topic that last year when I was the mayor and we were under way with our police chief, permanent recruitment and we have had the interim chief here, Chief Mort and we talked about this very program.
- Or service or whatever you want to call it.
- And the law enforcement committee, the mayor and myself were impressed with it.
- I'm glad it's followed up on.
- There was a modest handful of larger departments using this at the time.
- I'm curious what happened between then and now, are departments of various sizes using it and what kind of feedback are you getting from officers and leadership in these other departments?

Patrick Johnson commented as follows:

- So we are not actively selling open policing at this time.
- We are engaging law enforcement agencies in trials.
- So we are not charging any money.
- We are still collecting information and feedback on whether or not the flat form needs to be tweaked.
- We are engaging smaller departments where we can try it on a small scale and make changes along the way.
- We are engaging more departments in conversation, such as the George Floyd incidents, several agencies have reached out to US and we are in various stages of the sort of process.
- But we are looking forward to engaging agencies in a range of sizes great small, less than 50 officers to medium size agencies.
- I don't think we are ready yet to go in to a very large agency.

Councilmember Slayter commented as follows:

- I'm happy to see this in front of us.
- This is putting modern technology to good work.
- I think Chief, you noted the difficulty in the historical ways and honestly, I started to think about it as you were saying those things and it has not changed since forever.
- And we are all walking around or many of us are walking around with mobile computers in the pockets.
- So let's start using some of that, let's start putting that power to good use.
- So, thanks for bringing this.

Mayor Glass commented as follows:

- When we first heard about it, when we were working with Mr. Threet, and engaging with looking for a new police chief, and we were impressed with that idea.
- I am a person with an I.T. background, I'm impressed with it conceptually
- Discussed potential gaming the system
- The repeat people.
- There is a lot of bad behavior going on, because of the gaming systems.
- I really like the idea of both sides not being able to gain the system.
- So the public getting accurate information but our officers and our department getting accurate information and being able to convey their side of what's going on.
- So that we can actually get real feedback that is relevant to making sure that things are working right.
- So I'm really enthusiastic and us being on the cutting edge of community policing and community feedback.
- I'm very enthusiastic about us being a part of this, and I really like the price range too.
- As a member of the budget.

Mayor Glass opened for public comment.

Kyle Falbo commented as follows:

- I am in favor of a platform like this.
- Questioned why this particular platform as opposed to others.
- I see [openpolice.org](http://openpolice.org), and [openpolicing.stanford.edu](http://openpolicing.stanford.edu), and why open policing is the preferred platform, and if anyone outside of the department has investigated the options as well to get a different perspective.

Evert Fernandez commented as follows:

- I'm not sure if it fits in with this part of the presentation, but it has to do with comments and so forth.
- I appreciate all the effort put forward, and I'm looking forward to the changes in the community
- I was born and raised in this community, and the City of Sebastopol police has always had a reputation, not friendly, and many people on times avoid coming in the area, and as revenue comes in the city, that helps fund the police and so forth.
- So hopefully we can work together and also being proactive.
- The drinking and driving, and just for the Council's benefit, there is a life at night called night life, and you want to consider some of the items that might be needed
- Need to be proactive to younger individuals that come out, that make mistakes, that will haunt them, problems of maybe getting in a vehicle when they shouldn't, and maybe reminders.

- Posters or flyers or something, remind them to get a designated driver, Uber, and having areas where we have food.
- I think that's an important thing for people to eat, and also to be supportive of that.
- If there's a food truck available, and people can go and eat and congregate, to make it so people feel comfortable there, rather than they shouldn't be gathering there.
- So I think it helps everybody when it comes to that.
- Those types of supports, trying to be proactive and really take into consideration, there is a different factor when it comes to the night life, and the items going on, and it's going to get more as the pandemic goes away.
- Thank you for all the efforts you've done, and I appreciate the opportunity to speak.

Patrick Johnson commented as follows:

- I have looked at a few of the platforms that are out there, and one of the things that I learned is that some of the platforms are taking a go at it alone approach.
- They're not involving police, and part of that is because it's really hard to get involved with law enforcement, and so there are a lot of platforms that are sort of popping up there, that allow community members to give feedback and because of the fact they're not working collaboratively with law enforcement or city government, they tend to crowd source a lot of negative feedback instead of positive feedback as well.
- And if you're not working with law enforcement, that means you're not inviting feedback from positive interactions, and typically, people tend to give feedback when they had a really negative interaction.
- So our research has shown that most law enforcement interactions have been positive, and our platform reflects that.
- That doesn't mean that all feedback is positive.
- There are some negative interactions.
- So our platform takes it easy to give feedback, and therefore, the feedback should reflect the actual experiences that people have having in your community.

Chief Kilgore commented as follows:

- I don't know what platforms were looked at prior to my arrival.
- I can tell you that the platforms I looked at in [openpolicing.org](https://openpolicing.org), provided a very neutral foundation for everyone to be able to provide that feedback, and also, pro-actively reached out to law enforcement for the two-way communication, which is also important.
- They're striving to gain feedback from us as to how the system is working for us, but we're --
- It's important for the community to be able to give all types of feedback in all types of interactions.
- It can't just be the police officer on the street making the arrest or the traffic stop.
- We want all the interactions that are occurring.
- Whether that's a police technician that is handling a parking issue or tending to a house community or responding to a barking dog, something to that effect or the dispatchers receiving telephone calls at the communication center, we want that feedback, and the entire feedback in its entirety gives us a better view and a broader view of the police department as to things that we are doing well and things that we need to improve upon.

Council Discussion and/or Deliberations:

Councilmember Rich commented as follows:

- Read comments from Jerry Threet
- Sebastopol PD Chief Kilgore has an item on tonight's city Council agenda to begin working with Openpolicing.org
- This is a fantastic program that provides members of the public the ability to rate their interactions with police officers on criteria that reflect a procedural justice framework. This kind of feedback from the community is crucial to proper, respectful relationships between officers and community members.
- This type of feedback was one of the recommendations of my independent review of SPD.
- Chief Kilgore should be commended for this effort. I hope the Council approves the proposal.

**MOTION:**

Councilmember Slayter moved and Vice Mayor Gurney seconded the motion to approve the use of the openpolicing.org platform for feedback regarding police/community interactions on a no cost trial basis (approximately 3-4 months) and authorized \$2000 budget.

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 the use of the openpolicing.org platform for feedback regarding police/community interactions on a no cost trial basis (approximately 3-4 months) and authorized \$2000 budget.**

**Minute Order Number: 2021-160**

Councilmember Slayter questioned when do we see it rolling out?

Chief Kilgore commented as follows:

- I don't have an answer for that.
- I hope it's up and running before the end of the year.
- We will work with Patrick, and his staff to get this moving forward.
- Then also making sure that our personnel are trained on this as well.
- See how we can move that forward in a timely manner.

Vice Mayor Gurney commented I think all of us will say sooner is always better than later.

Mayor Glass called for a break at 8:15 pm and reconvened the meeting at 8:31 pm.

**PUBLIC HEARING(s): NONE**

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

9. Consideration of Approval and Adoption 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)

(Responsible Department: Administrative Services)

City Manager/City Attorney McLaughlin provided the following information:

- I will be attempting to answer some of the questions the public has submitted since the word was out in the newspaper article, concerning the wire transfer fraud.
- The city staff first became aware in June that there had been a fraudulent wire transfer, \$1.2 million made in April
- The city staff first became aware of that approximately June 9th when the finance department staff was doing their normal bank reconciliation they do every month, and doing that, they noted for the first time there is a wire transfer they didn't recognize from I think April 28th.
- That was the first inkling that city staff had that there was an issue with regard to city's money on deposit with the County Treasurer.
- Of course the Council was notified about that immediately, and the city staff within a day or so, also, and started the claims process for reimbursement through policies of insurance that we had at that time through REMIF for the insurance fraud.
- After that point in time, the Council had two scheduled budget meetings, where the budget is coming back before you this evening was already prepared for both meetings.
- But what we had learned when we first became aware of the wire transfer fraud, the investigation was started by several law enforcement agencies, and we were told early on in order to facilitate the investigations, and not work them in any way, would be their advice that we keep the amount of the wire transfer confidential as long as we could to not affect things, such as the issuance of subpoenas, and perpetrators, and why we wanted to keep it confidential.
- The \$1.2 million is not -- I repeat, not being used by the city for any operational expenses.
- That loss on of that money does not directly affect city operations at all.
- The money is part of what the city keeps on reserve for future events, and it was on deposit at the county treasurer.
- Where you are this evening, the Council had two subsequent Council meetings and further direction was given and the Council recognized the public should be aware of \$1.2 million, missing from our reserve balances, and needed to be accurately reflected so hence the statement.
- They waited as long as they could to deliver the information and the law enforcement it can kept confidential.
- Even at the time the city Council prepared a statement, certain facts were still not able to be exposed in the statement.
- Council said as much as they could say given the direction they were receiving and still are receiving from law enforcement.
- When a newspaper article appeared, there is a quote from an attorney who practices in Santa Rosa, who stated it could take a year for the matter to resolve itself in terms of receiving reimbursement from some sort from the missing money.
- In actuality, the insurance claim process is expected to take six months or less, and that's just one avenue that covers this loss.
- I would say as city manager that I am confident that the city will eventually, by one source or another, have received back its money.
- There are multiple ways to receive it. Some of them, in my opinion, have a high percentage chance of success.
- Can we promise the money will be returned to us? We can't promise that.
- So it needs to be shown as a subtraction from the current depictions of our reserve.

- Overall, the Council tonight with respect to the budget has overall two options as I see it.
- Theoretically, the budget could be approved exactly as previously directed.
- The effect of that, the city could not need a 15% reserve policy because we would be short of \$1.2 million of reaching that 15% level.
- But if the Council wanted to fund every single thing in the agenda, the budget agenda tonight, it could do that.
- And it would not jeopardize any operation or have any other evict, and only reduce the percentage of the reserve we had
- The Council can go through the budget items and provided in the budget staff report I believe on page three, is a list of all the departmental needs - there's 20 of them.
- Theoretically, those items, any or all of them, could be postponed for a period of time.
- Postponement means we still had to figure out whether this was a worthwhile expense overall.
- So all the work the Council did, in analyzing the items, in my opinion, that is valid work.
- Because if you don't fund them today, you likely will be funding them tomorrow.
- So all that work is useful and necessary.
- The budget can go down and all the projects, and they could be postponed for a period of time.
- It's possible to do that in increments of time and postpone items for 90 days and take a look again.
- I was asked, should we come back and look at it at it mid-year budget time, and my optimistic thought would be we would have an indication, a firm indication of reimbursement of money well before our traditional mid-year budget review to takes place in early January.
- I will say that even if all the items on page three of the budget and staff report where delayed, that is approximately \$700,000.
- We still would be short some \$500,000 equalizing the loss of \$1.2 million reserve.
- So that's the options as I see it.
- The city is under a number of contractual obligations.
- We have memorandums of understanding with three employee groups.
- We have contracts we executed.
- We have grant documents we executed.
- We are putting items out to bid and hired contractors to do the work.
- There is a long list of budget items where the city Council does not have any discretion at least at this particular point in time of postponement.
- So basically, you're looking at a lot of the discretionary items to review for possible postponement.
- I have done the best I can to clear up some misunderstandings, and the minute we feel we can safely release more information, and not jeopardize any criminal investigation, we will certainly do so.
- We actually want the public to understand every detail of this because it speaks for itself.
- I really don't feel that the city government and staff did anything wrong in any of the situations.
- We frankly have no interest in withholding that information except it may assist law enforcement in bringing the perpetrators to justice.
- So that's our commitment.
- When we can, we will release all the information possible about this event.

Mayor Glass commented as follows:

- Now, as we all know, we have delayed on passing the budget.



- Part of that is because of the situation and we didn't want to pass a budget without fully disclosing what is going on to the public.
- So we now disclosed our situation.
- I did want to just express because I have had e-mails from people, people concerned that the city is in dire straits, et cetera, and I just want to express that the city is not in a dangerous situation.
- We do have in addition to our missing cash, we actually have a lot of cash in various kinds of accounts.
- So we have our operating bank account. We also have various reserve and savings accounts.
- So in actuality I'm hearing this narrative from people who think we have been spending and spending and spending and we are less and less money.
- I actually went through and looked at what our cash position has been since 2008.
- Back in 2008, our general fund reserves were \$850,000
- In 2020 at the end of that year, our general fund reserves were actually \$9,626,000.
- So we have gone from 2008 to having less than a million dollars, and 2020, to having more than 9.6 million.
- That is in addition to the money that we actually have in our accounts that is for water and sewer for the enterprise fund. So not general fund money.
- That is money for the water fund, our sewer fund, and any special grant money that we have to keep as restricted because we can't spend it on things other than what it was specifically given to us for.
- For example, the kinds of funds we get for a particular project that we might have gotten from Cal Trans or MTC or some other public agency, and that funding was \$6,733,000 so we actually had \$16 million in cash.
- We had gone from \$13 million in cash including both the restricted and general fund money in 2008 to having \$16 million in 2020.
- So I just want to make it clear, the city is not in dire straits.
- But it does not mean we should go out and spend all this money.
- Because the reason why we save this money is for a rainy day, and partly, it was for a rainy day that is something like what happened in COVID.
- But the other thing we were saving that money for is to make sure that we're adequately funded as our pension obligations come up, that we are funded when we need to buy new vehicles and we are funded when we need to buy new equipment.
- So that has been the strategy we have been using for the past ten plus years to build up our reserves for a rainy day, but also not just for a rainy day but also so that we have adequate funding for the investments we need to make and for our Capital projects and for replacing things that wear out.
- So I want to make sure there's not a rumor out there that the city is in big trouble. Because we are not.
- That does not mean we take the loss of any funds lightly at all.
- We're not taking those things lightly.
- We agreed in the last meeting on what item we wanted to include in the budget.
- I think we should hold on some of the expenses before we hear back, and revisit it in 60 days so we put a hold on the expenses until we have a status update on a reimbursement on the lost funds.
- I'm just putting this out there because to structure the discussion, we need to decide are we going to have a discussion about the departmental needs list and putting a hold on some of these things?

- Or are we going go ahead and adopt the budget or throw it up in the air.
- So I think those are the three options.
- So number one, adopt as is, or adopt with the expectation that we put basically a hold on some of the items, or not adopt as is and make changes.
- That is how we will proceed with our discussion

Mayor Glass opened for questions.

Councilmember Rich commented as follows:

- Before I can make a decision on those three, can we please ask our Administrative Services Director, whether she feels if we just adopt all of it and drop our unassigned reserves to \$587,009, where that creates a risk for us from a financial perspective?
- I look at all the moneys that we have, and clearly there's assignments to other areas to be ahead and responsible, regarding the funds, so we do have the infrastructure reserve, and the technology and vehicle replacement.
- I think about what we heard from our city attorney, the question that I ask myself, and maybe this is the better way to phrase it.
- Let's say that in the unlikely event, worst-case scenario, we don't get \$1.2 million.
- Personally, I think that is highly unlikely.
- Say that happens and we have funded all that.
- We have approximately 600,000 in the unassigned reserve, and we go through this fiscal year and we face next fiscal year.
- Do we have enough of a safety net, given the other funds that would allow us to still move forward, even if we don't get the 1.2 million?

City Manager/City Attorney McLaughlin commented as follows:

- I think there may be a bit of confusion on the members of the public as well.
- We're talking about an assigned reserve, we're still talking about money that can be used in the event of a disaster.
- You correctly stated that after the subtraction of \$1.2 million, we would have \$620,000 in unassigned reserve left.
- \$620,000 on the face of it does not sound like a very safe amount of money.
- However, if disaster truly struck, we could use the remaining part of any remaining reserve, which looks like about \$5 million.
- But we're safe for a disaster.
- That's why it's so hard to answer the question.
- We're safe for the disaster because we could use it if we actually had to.
- Do we want to do that? No.
- Do we want to avoid that? Yeah.
- \$600,000, to avoid it? Most of the time, yes.
- It could happen but it's certainly better to have the \$1.2 added to that because we knew we had almost \$2 million in unassigned reserves.
- Almost \$2 million is safe by anybody's estimation, that's why the Council said it's reserve policy.
- But I want to make sure, the public understands, we have assigned a reserve, we're not prevented from using the money for other things in the event of a disaster.

Director Kwong commented as follows:

- I think the city manager captured the full breadth if disaster struck.
- The Councilmember can undo the assign and reassignment for emergency room.
- Nobody want to undo pension and building and vehicle.
- But again, if disaster struck, that can be done.

Councilmember Rich commented as follows:

- I see it looks like in the building facility fund, we have over 1 million, and in the vehicle replacement, about 1,130,000.
- That is my question regarding safety net.
- That helps me in terms of the decisions.

Vice Mayor Gurney commented as follows:

- I want to offer your comment going back to remarks in 2008 when the reserves were so low.
- Council made decisions to reallocate money just as the city manager described.
- Not based on disaster, as we think disaster now, flood, pandemic, fire.
- But the economic crisis, and it was the value of the Council at the time to staff so we didn't have to fire people to save money and cut back on services.
- So we were doing a jiggling of value and trying to find balance to get us through a financially challenging time, and from the dip in the reserves, I think the Council had developed a policy of putting money away.
- We realized, it's important to put money away but there will be times you need it.
- I remember, and I said, we promised money for a fire truck but we need the money for something else.
- That's the nature of the decisions given the unpredictable times we live in where we have to be sure, and in touch with community values and implement those for the later discussion about the long wish list and where we end up where our financial status ends up.
- One question, I notice in the report for the first time the American rescue plan act money - I thought it was two \$700 payments but there is \$917,000 which is a number that changed in the budget from the last draft.

Director Kwong commented the number is the one that changed in the draft.

Mayor Glass commented as follows:

- I'm asking right now, a thumbs up, thumbs down should we just proceed with discussing and moving forward with adopting the budget as is, without any temporary holds?
- Should we just go for the gusto and adopt it?

Councilmember Hinton commented as follows:

- I think we should go around each Councilmember and answer the questions versus thumbs up and thumbs down.
- They're not so simple.
- I might want to say yes or no or add a little more.
- I'm happy to go now but if you want to put the questions out, maybe just go through, and see what we all weigh in on?
- Maybe we all agree and maybe we have other ideas.

Mayor Glass commented as follows:

- Thought we had three things before us.
- I was trying to get to a point to have a discussion.

Councilmember Hinton commented as follows:

- I don't want to approve the budget without further discussion and looking at the line items we included in the packet that are optional items that we might be able to postpone, and I think that maybe we could go through those and do a thumbs up, thumbs down, and I'm not comfortable with 60 days.
- Some I want to postpone longer.
- We have no assurance at this point,
- We're taking one meeting off in August
- Not sure if we are going to be really ready to go to have another discussion in 60 days.
- Obviously, our workloads are heavy and we have 18 items on tonight's agenda
- So I would be in favor of pushing it further out.
- Stated she is in favor of option 2 – postponing the budget so we know more about what is happening with the insurance money and I'm in favor of postponing more than 60 days.

Vice Mayor Gurney commented as follows:

- Support option two as well
- Agree we need to discuss items.
- Some could be 60 days, some could be longer.
- Maybe there are some we are willing to drop.
- For me, this is an important new part.
- I would like to see where we end at that discussion, and then reassess.
- Does that really make sense?
- We can take it one at a time, but we need to see the whole picture to make sure that we're making choices that are consistent.
- You don't want to do relaunch and take away landscaping.
- Because you're depriving a push to make the business district more attractive and successful and raise more money for us in.
- That is an example.
- I'm not assuming anything about anyone's position.
- I'm option two.
- What's in, what's out, what's delayed.

Councilmember Slayter commented as follows:

- Number two is the way to go for very many reasons
- We have do so much work on the budget.
- This is the longest budget process in my tenure on the Council.
- The things that we agreed for important enough to dip in reserves and use some of the savings we have put aside for things like this, and that was on all of our part, the community part, those things are all incredibly well considered.
- I'm not going to try to play a value on a planning department need versus a fire department need.
- So the things I will be in favor of is kicking off the list in the staff report are targeted, and I think things that absolutely need to go forward.
- I also don't want to go that far down the road without hearing from the public.

Councilmember Rich commented as follows:

- I'm going to take the bold and up popular position here.
- I went through this list, and I was able to come up with about \$200,000 max in this list of about \$700,000, that I was comfortable delaying.
- I then did the math and I thought, what does do it with the reserves raises it from \$600,000 to \$800,000.
- Does that really make a substantial difference?
- My call when I looked at that, to be perfectly honest, was no.
- What it does is it hampers our ability and our community's ability to move forward in the context of an incredibly difficult time that all of us have been facing.
- I look at all the expenses.
- I reflect back and embrace Councilmember Slayter's comments.
- We went through this list very carefully.
- This is a list primarily of investments in our community. The potential, the future.
- I don't see how you're going to persuade me to cut more than \$200,000, and what benefit does it give us in terms of security, and in exchange for hampering hope in the future, and are potential.
- supporting the community and leaping into and taking advantage of the future.
- So I'm option number one.
- Wanted to make sure that it's not included in the departmental needs list but it's important to point out in the community benefit program does include the \$2,000 to help the Lions with the loss of fireworks.
- I also wanted to ask whether we need to add the \$2,000 we just allocated to the police department.

City Manager/Attorney McLaughlin commented we can find that amount of money without doing the line item.

Mayor Glass opened for public comment.

Jack Piccinini commented as follows:

- I'm a community resident of Sebastopol, and I would like to compliment Councilmember Rich with her courage statement
- Pushing back
- I would like to support passing the budget as is

Council Discussion and/or Deliberations:

The Council discussed the budget as follows:

Mayor Glass commented as follows:

- I'm going to proceed with going down through this list.
- I would like to say what we're talking about here is adopting the budget as the document is currently put together and that includes the 20 items.
- What we are discussing what if any of the items we want to put on hold
- The Council may want to provide input on the thing we can put this on hold.
- We have an agreement what the document looks at.
- Then, what would we might want to put on hold

Community Benefit Program:

Councilmember Rich commented as follows:

- Suggested reducing amount by percentage of reduction of overall decision
- Delay portion that is consistent with change in total budget amount making available to our selves

Mayor Glass commented as follows:

- Discussed payments for community benefit grants
- Do not spend that right away
- Advocate for not reducing

Councilmember Rich commented she would support as is and pay out in normal course.

Councilmember Slayter commented as follows:

- Discussed staggered dispersal of funds
- Questioned why Item 2 is not included in Item 1
- In favor of moving forward

Councilmember Hinton commented the Lions are included in the community benefit grants and the Sea Serpents should be also in the total.

Vice Mayor Gurney questioned if both are added together does this meet the 1% policy.

Director Kwong commented it would be 1.1%.

Community Benefit Grants:

1 and 2 Added to the community benefit grants

1.1%

All five Councilmembers in support

Sponsorship Pilot Program

\$15,000

Councilmember Rich commented as follows:

- Should remain in budget
- Process has began
- Doesn't seem like a substantial sum, and it definitely is very supportive of goals and values of the city Council and the people we want to support here in town

Vice Mayor Gurney commented as follows:

- We have to realize it's going to be based on people applying for sponsorships.
- Raises revenue for city
- It's not going to be quarterly but it will be as it's discussed.
- So I'm going to naturally extend over the time

Councilmember Slayter concurred with Vice Mayor Gurney but suggested this be put on hold for 60 days.

Councilmember Hinton commented as follows:

- I'm torn about it.
- It seems like a small amount of money but it doesn't seem responsible.
- I want to point out, we don't know when we get our money back, if there's deductibles that come in play, or fees that are not reimbursable.
- While it seems small, \$200,000 could be what we pay to get our money back.
- So this is one I vote to put on hold as well.
- Maybe we can agree to revisit it, and I think it should be more like 90 days because we have a meeting in August.

Mayor Glass commented as follows:

- My vote on this one is let's continue it because once again, this is another phased expenditure that doesn't happen all at once
- I agree, it's an investment in getting people to participate in activity in our town.

Councilmember Slayter commented as follows:

- In regard to the timing on this, so we have a firmer idea, should we be looking at a specific meeting, say October 19th?
- To revisit these things so we have a firm date.
- I think certainly for staff, and I would think for us as well, members of the Council that having all of these coming back on the same meeting is way, way more efficient use of our time.

Vice Mayor Gurney commented as follows:

- I don't know if that is an organizing structure that helps.
- It would be relevant if there is some change to the status of the stolen 1.2 million.

Mayor Glass commented as follows:

- But October 19th, the money isn't back, we don't have money to spend.
- It's an irrelevant date.
- Agenda setting should set the meetings if there is a change in status.
- The change of status in the \$1.2 million, it's likely to be discussed in a closed session and we'll know because it will be urgent.

Vice Mayor Gurney commented as follows:

- I was going to mention too, we can't really do anything under this category until this sponsorship committee comes back, and the Council adopts a policy.
- I think there's a built-in delay, and after we get the policy in place, you have to have an applicant.
- So I think we're good on time there.
- If we just leave it in, it's going to naturally delay it.

In support to retain in budget

Councilmember Rich

Vice Mayor Gurney

Mayor Glass

In support to defer:

Councilmember Hinton  
Councilmember Slayter

Relaunch Sebastopol

Vice Mayor Gurney commented as follows:

- Relaunch is one of my top priorities.
- I think we need to help our business community and get it up quickly to help with the Council, it has a natural delay already with the RFP process.
- We don't have to add 60 days on top of that.

We need to get the help to the business community.

Councilmember Rich commented as follows:

- Definitely in favor of this amount.
- It's essential for the community to move forward, and I agree there is a natural ramp up that's going to occur.
- I would be in support of leaving it in the fund as it stands.

Councilmember Slayter commented as follows:

- I'm in agreement this is important for community to move forward
- Needs to be ramped up
- However, I also think this is something that needs to be deferred.

Councilmember Hinton commented as follows:

- This is a tough one for me.
- We have to put out an RFP but I want to spend the money if we don't have a sign we're getting back our money in October.
- That's what makes it hard.
- I guess I would want to delay this

Mayor Glass commented as follows:

- I'm of the delay persuasion on this one.
- The whole process will delay it 60 or 90 days any way.
- There's a lot of things I think we could start moving on without spending the money yet.
- RFP will take time to write

In support to retain in budget

Councilmember Rich  
Vice Mayor Gurney

In support to defer:

Councilmember Hinton  
Councilmember Slayter  
Mayor Glass

Contract for Homeless Outreach Services (WCCS):

Mayor Glass commented as follows:

- Discussed speaking with the State personnel when they were here for the press conference



- Governor Newsom signed in Sebastopol a \$12 billion Bill that is for homeless and unhoused
- The person I spoke with is the Secretary of Housing
- She was actually very interested in the things we have been doing and I asked if they would support a pilot program and stated she does want to hear from us
- We can put forward ideas we have
- I think we made a really good connection.
- I think they chose our site as the best model of this type of program

Vice Mayor Gurney commented this is one of my top priorities, and it stays in for me, and we may have the possibility of trying something new.

All Five Councilmembers were in consensus to leave this in the budget.

#### Pension

Councilmember Rich commented if we are going to delay anything that is one I could delay until we know the status of the missing funds.

Vice Mayor Gurney commented as follows:

- I'm going to support it for this reason, and the discipline of putting money away, putting money away, every year, putting money away, and we have so many competing needs.
- We have chopped away at the money we would have usually put in, so I want to preserve a piece of it so we have a track record of always advising the liability.

Councilmember Hinton commented I can't believe I'm saying it because I'm put away for pension all the way but it was such a small drop in the bucket, it was really a place holder, like we want to make a statement even though were we short in the budget this year, I would be for postponing this.

Mayor Glass commented she is going to support our fiscal responsibility, and support keeping it in where it is proposed.

In support to retain in budget

Councilmember Slayter

Vice Mayor Gurney

Mayor Glass

In support to defer:

Councilmember Hinton

Councilmember Rich

#### Municipal Financial Consultant:

All Five Councilmembers were in support of leaving this in the budget.

#### Administrative Services Department Reorganization: \$15000

Mayor Glass commented as follows:

- This would not expend funds until December
- Phased in
- Not spending money for while

Councilmember Slayter was in support to defer.

The Council discussed what is deferring versus what is postponed

Mayor Glass commented as follows:

- Discussed passing a budget with these items in the approved budget but postponing expending funds
- Defer would mean that it would not be in the budget

City Manager/Attorney McLaughlin stated the Council could include the budget items as proposed and direct staff not to spend funds on those items until such time that the Council has information on the missing funds.

In support to retain in budget

Councilmember Hinton

Councilmember Rich

Vice Mayor Gurney

Mayor Glass

In support to defer:

Councilmember Slayter

CivicSpark: \$29000

Planning Director Svanstrom presented information on this item.

All Five Councilmembers were in consensus to keep the item in the budget.

Upcycle Art Project

All Five Councilmembers were in consensus to keep the item in the budget.

SB1383

City Manager/Attorney McLaughlin commented as follows:

- The only argument I saw, it might possibly be delayed.
- Otherwise, you have to spend it.
- So I say we have to keep it in there and not spend it.
- I understand we would haven't to put it in until the first of the year.

Councilmember Rich commented as follows:

- It becomes effective January 1 of 2022, you could argue this is just a natural.
- There may be some expenses.
- Questioned if there are lead-off expenses you're aware of before January 1?

City Manager/Attorney McLaughlin commented as follows:

Generally, if we have to implement, we will take action beforehand.

- We have GHP working on this.
- It will be a small thing from them.

- We already budgeted that.
- That is already included.

The Council was in consensus to approve but freeze any spending of funds.

The Council discussed which date to discuss the items that were postponed or frozen. It was the Council consensus to review the items on October 19, 2021 unless the Agenda Review Committee has scheduled a closed session based on additional information of missing funds.

#### Map Your Neighborhood/EOC Plan Update

Vice Mayor Gurney commented as follows:

Emergency preparedness is a top priority for me.

I would leave this one in.

I think given the threat of fires, pandemics, who knows, maybe we will have a flood in a little while.

I think all emergency preparedness and being ready for whatever comes our way is really important.

The power grid going down, we don't know what it could be.

Chief Braga commented as follows:

- The breakdown of the 10,300 is \$8800, earmarked for the map your neighborhood program that would go out and purchase small, handheld radios that can communicate with neighborhoods and communicate with the fire department.
- It's more eyes out there, and the volunteer firefighters would be out fighting fires and rescuing people.
- It was \$8800 for that and \$1500 for emergency operations plan and emergency operations center, it was just some money earmarked to bring the EOC up to date.

Councilmember Rich commented we need to be prepared we are going into fire season, let's make sure our citizens are willing to do this work, and they have the equipment they need and the manual is updated.

Mayor Glass commented as follows:

- I think we have to keep investing in everything that has to do with emergency services.
- I don't even know what's going to happen.
- We are in the middle of a drought.
- Oregon and California are burning down.

Councilmember Rich commented as follows:

- We need to be prepared.
- Emergency preparedness is a top priority.
- I mention the potential threats.

All Five Councilmembers were in consensus to keep the item in the budget.

#### Long Range Fire Study - \$40000

Councilmember Rich commented as follows:

- This is essential.
- We need to ensure our fire department has sustainable funding going into the future.

- We need to have a consultant come in and give us advice on various options in order to make sure we have stability in the fire department.
- That is essential.
- We definitely have to do this one.
- We should not delay.

Councilmember Slayter commented as follows:

- I agree, this is something where we need to get going and figure this thing out.
- For all the reasons stated, this is one of the essential services of any city.

All Five Councilmembers were in consensus to keep the item in the budget.

Fire Engine: \$80000

Councilmember Hinton commented as follows:

- This is something we talked about a year ago when we passed our other budget.
- We do know we did receive funding.
- When you know it does not have air conditioning and it will take a while to order.
- I do want to move forward on this.
- It's one of the items that other people argued that the money will not be spent tomorrow, we have to get an RFP
- Where to figure out financing that will take a while.
- I don't want to put it on hold for another year.
- I am in favor of this one.
- As you stated, it may not be 80,000 this year, decided what we did was signing.

Mayor Glass commented as follows:

- I just want to point out, I do not think the funding should be coming out of the general reserve.
- It should be coming out of the vehicle reserve.
- This is not affecting the general reserve.
- We have a special vehicle reserve.
- That is appropriately what we were saving for.
- It seems like that is where the money should be coming from.
- We just put in here for transparency.

Councilmember Rich commented as follows:

- I think we need to do this.
- We got a discussion and an e-mail that said the engine was deployed to help with the fire going on right now.
- I think we need to bite the bullet.
- It is expensive, but we need to be prepared.

Chief Braga commented as follows:

- Just a quick update, thank you for your comments, good news, number one, we have been following direction from the fire department long-range budgeting committee.
- We formed a committee, and we are in the process of getting the specs with three fire engine manufacturers.

- We will be submitting three to the long-range planning committee after we prepare these quotes with the manufacturers.
- We are also looking at piggybacking onto orders that are already out there with the manufacturers, so we could save thousands of dollars if we can piggyback on an open order with the fire district right now.
- The other good news is, I did some work and located a finance plan based out of Texas.
- Sonoma County uses them frequently, the gold ridge fire protection district uses this company.
- They are called government capital corporation.
- They have low interest rates, under 3% on a 10 year loan.
- The good news here is that the first payment, if we were to finance through the government capital corporation, if we were to finance it through them, the first payment is not due until one year after the purchase order has been signed.
- I thought that was great news.
- Plus we have the volunteers that earned \$206,000 for the city by taking out the fire engines last year.
- We have that in an account that was set up.
- As Councilmember Diana Rich stated, we have the type III, that we desperately need replaced.
- They have been there for over 24 hours on the Dixie fire.
- They are just in horrendous conditions.
- Do the California system that we all signed up for, we were asked to send an engine, and we are up there.
- I appreciate your consideration, that we can move forward on the quotes.
- Payment would not be made until after one year signing of the purchase order if we go with that financial operation.

Councilmember Slayter commented as I understand it, the fire department is in need of two engines?

Chief Braga commented as follows:

- What we have is the type III wildland engine, and the rescue that we have at the firehouse.
- They were both manufactured in the early 90s.
- The rescue is running out of steam if you want to call it.
- It is definitely slowing down.
- The priority of them would be the wildland engine.
- That makes money for the city and helps pay the bills.
- Of the \$80,000 that is in my budget, we were going to earmark \$40,000-\$50,000, toward the type III wildland fire engine and \$30,000 toward the rescue.
- The wildland engine is the priority.

Councilmember Slayter commented as follows:

- There is no good way to say this, so I'll just say it the way I'm thinking it, how much wildland is in the city of Sebastopol?
- What the residents of Sebastopol be better served by replacing the rescue, rather than the wildland?

Chief Braga commented as follows:

- We have more wildland in the city limits than most know.

- You are quite a few areas in this city that we cannot reach with our standard type I fire engines that are parked on streets or driveways.
- Our type III in areas within Sebastopol off of Robinson Road, off of Sebastopol Avenue, Park Village, there are areas within the city that we need the Four-wheel-Drive, short wheelbase wildland fire engine.
- That is a piece of equipment's that we need to protect our citizens.

Councilmember Slayter commented as follows:

- That has been asked of me, so I thought I would ask it of you.
- The other thing about this item, we talked about approving a \$40,000, long-range study to determine the long-range forecast, or trajectory of the fire department.
- Because these things are happening in such close proximity in time, notwithstanding the need for the new apparatus, I get that.
- It feels like we are ever so slightly, with the cart in front of the horse on this.
- I say that, with hope, because I understand the need.
- I understand the wildland unit is a source of funding for the city.
- I would also like to look at it, more positively, maybe using the fire department as a revenue source, I really wish we are not in that position.
- We are off fighting these horrible wildfires.
- I am okay with this, with more information.
- That more information cannot come until we are okay sending out the RFP for the apparatus.

Chief Braga commented as follows:

- It is called the ISO.
- It is the insurance rating we have in Sebastopol.
- The type III fire engine is part of the total percentage that is graded upon water resources, equipment, number of ladders, it is a long list for us to come up with an excellent, low rating.
- The wildland fire engine plays a part of that insurance rating.
- When we have a low rating, which we do today, we have an ISO of 3.
- That is incredibly low.
- It cannot get any lower for a volunteer fire department.
- Without the type III, and without eventually replacing the rescue, and the type ones, we will lose the rating and the residential and commercial property taxes will go up because of the ISO rating going up.
- This is kind of a package deal.
- It all intertwines with one another.

Mayor Glass commented for clarification for the public, a lower rating is better, as opposed to the other way around.

Vice Mayor Gurney questioned did the wildland truck go out to the fire today?

Chief Braga commented as follows:

- The wildland type III engine is at the Dixie fire in Butte County.
- The highway 12 area is an area that we contract.
- The city gets paid for the Sebastopol fire department to go to highway 12 to monitor roads and assist the city of Santa Rosa.

- We had one fire engine, myself and four firefighters out on the fire.
- Right now, we are getting paid \$10,000 per year to cover highway 12.

Councilmember Hinton commented as follows:

- The chief brought up that his team is getting together bids using the RFQ process.
- I brought up concerns from the beginning of the budget about talking about budget policy, which is on page 187 in the budget that I want to revisit RFP, and not just RFQ.
- I have had a request in for a few months to get that on the agenda.
- I don't know if the chief misspoke.
- I think we need an RFP process on this, not just a RFQ process.
- I just want to mention that.

Chief Braga commented it would be an RFP.

Agenda Review stated they would add this to the agenda review committee agenda.

Councilmember Hinton commented as follows:

- I would like to reiterate that the budget subcommittee, in its process went through, and we were supporting the wildland fire engine replacement, not both.
- The amount does not imply that we can go out and spend money on a second vehicle.
- It is just the one vehicle, and it will come out of the reserve fund for vehicles.
- This is \$80,000 for wildland?
- That is what you are saying?
- That is the maximum that we would spend.
- If it turns out to be less, that does not mean we are purchasing a second vehicle.
- We did recommend one truck this year.
- One truck, and that is the one wildland vehicle?

Chief Braga stated that is correct.

The Council discussed the long range fire study and stated that we are paying money to pay someone to review this and that this approval is not for multiple vehicles but one wildland fire engine.

All Five Councilmembers were in consensus to leave in the budget.

Morris Street handwashing stations.

Mayor Glass commented as follows:

- If I recall, at our last meeting, we said that this item could be accommodated in the public works budget.
- There was going to be further discussion with public works director
- If there was anything that needed to be tweaked in the budget, related to that, I am assuming since I've received no information that we are okay and the \$11,000 covers what is needed.

Councilmember Hinton commented as follows:

- My understanding is that we have some down there, and this was to support additional ones.
- If that is the case, I vote to defer this one.

Public Works Superintendent Del Prete commented as follows:

- \$11,000 is for the current, it was for the original situation with one ADA, one standard restroom, and one handwashing station.
- This is \$11,000 for six months.
- I did add additional money for the hand wash stations.
- There are additional units out there.
- If we carve that back, we would have to revisit it.
- The \$11,000 covers what I need but will not cover the additional
- Right now, I have one standard restroom, and one hand wash station at the end of Abbott, at the county trail.
- I added an additional restroom and an additional hand wash station at the corner of the community center parking lot.
- Those were in addition.
- There is a public health element to this.
- My staff is dumping garbage cans that are very heavy with human waste.
- I hate to be so graphic.
- There is a significant benefit to the additional bathrooms.

Councilmember Rich commented as follows:

- To be clear, the \$11,000 that we are talking about now this is an amount that you need to add the additional porta potty and handwashing station?
- Is that what this is about?

Superintendent Del Prete commented as follows:

- Stated that is correct
- This is for the additional ones for six months.
- I can monitor this and come back to Council with this item.
- It would be the best course of action.

Vice Mayor Gurney commented as follows:

- This is something we need to cover, especially with what has been shared with the public works director, and what his team is doing.
- I would say, keep us posted.
- I think we have to keep this in for public health and safety.
- This is for people that are living on Morris Street, and the staff dealing with the cleanup.

Mayor Glass commented as follows:

- I would agree, because of all the things that have been said thus far, and to cut down on complaints from the nearby businesses, to make sure we are cutting down on problems associated with this.
- I don't see how we can wait, when this is a current automatic situation.

All Five Councilmembers were in consensus to leave this in the budget.

#### Landscaping of City - \$24,000

Councilmember Slayter commented this item should be approved by frozen.



Councilmember Hinton concurred.

Vice Mayor Gurney commented as follows:

- This is a top priority, because I think we owe it to our businesses and citizens to pull our 10, town out of this shabby look.
- We look messy and we have no right in our lace.
- The longer this goes, the more people we have lost, permanently.
- Who wants to come to a lace that looks bad?
- Look at all the people on McKinley Street because it is bright and upbeat.
- It is clean and it looks great.
- You go to the public parking lots, and they have mode weeds.
- It's not good for our image or our businesses.
- The downtown business people, and people coming from the region to shop here need a better look.
- I am in favor of moving ahead with it.
- It will have a natural deferral of three months or so to get the contract up for services.

Councilmember Rich commented as follows:

- Supports moving forward
- It goes with public works.
- It's about growth potential and giving the community the support that it needs in order to move out of this time.
- I am a yes.

Mayor Glass commented as follows:

- Concurs with moving forward
- I am a yes on this, for all of the reasons you have said.
- I don't need to belabor the point.

In support to retain in budget

Councilmember Rich

Vice Mayor Gurney

Mayor Glass

In support to defer:

Councilmember Hinton

Councilmember Slayter

#### Pick Up Truck- Public Works

Superintendent Del Prete commented as follows:

- I think we need to defer this item.
- When I got these quotes, they were back in February.
- I currently checked on them, there is a computer chip issue with purchasing vehicles.
- I cannot purchase this vehicle for that amount today.
- Right now, I am having a public works staffing issue.
- I don't have somebody to put in the seat of this truck yet.

- Even though I have cut \$100,000 from my operating budget, I think this can be deferred.

Councilmember Hinton commented as follows:

Is concerned.

- It's great your proposing we save money.
- I understood you needed this truck
- When will you be in a position to make this purchase?

Superintendent Del Prete commented as follows:

- It's only going to get more expensive.
- I priced out the one that is in the sewer budget.
- That is severely underpriced as well.
- I got the quotes and I added 5% hoping I would be there for the budget.
- The cost of these vehicles has gone through the roof.
- This truck, right now, instead of \$28000, and on the quote I got this week, this week, this would be a \$35,000 truck.
- The utility bed, three-quarter ton truck that we do very much need to replace is about \$48,000, now. It is simply commodity based. It is steel. The additional utility bed is a big part of it.
- They did reference the computer chip with these vehicles being an issue.
- I will have to come back to Council for an amendment when I purchased the truck, after I get an RFP with three quotes.

Councilmember Hinton commented as follows:

- Want to make sure we have a placeholder on this amounts.
- I am okay deferring it.
- I would not want to lose track of it.
- I think we need to make sure it is funded for the public works department.

Mayor Glass commented as follows:

- I want to point out, this is also a vehicle, and it does not need to come out of the general fund reserve but can come out of the vehicle reserve.
- We are taking it out of the vehicle reserve.
- I am just saying, that is where should appropriate, appropriately belong.

Vice Mayor Gurney commented as follows:

- I believe we have a schedule of vehicle replacements
- We know which old ones are rotating out and when, so we can save the money in this account to purchase them when we need them, right?
- Is this vehicle at the top of the list?
- Is that why you want it now?
- The sewer one is next on the list?

Superintendent Del Prete commented both trucks have been deferred, they are up for replacement, mechanically.

Vice Mayor Gurney commented as follows:

- But I don't think we should keep waiting.

- It should come from the vehicle reserve.
- That is what we put the money aside for.
- We can't just go without trucks when we need them.
- If any department has emergencies, especially on the weekends at night, and in the rain, it is Public Works department.
- You need the trucks you need to go rescue people from emergencies.
- Sewer lines, whatever it is, we need to make sure this comes back.
- We need to have your RFP when you are ready.

Director Kwong commented as follows:

- If the public works superintendent is willing to defer purchasing the trucks, and we have the municipal finance people looking at the capital assets as a whole for the city, at some point, the study, or the assessment would come back to Council for review, for recommendations.
- At that point, it would tie in very well to see what the recommendation is, and how much it will cost.
- We will take it from there.
- I think that would be a good compromise.

Mayor Glass commented as follows:

- I think what she is talking about is, one of the things we're planning to have the municipal finance consultants look at is the schedule of vehicle replacements.
- I know Public Works has been working on that schedule.
- He put it up with some software.
- He has great spreadsheets.
- We were going to have the municipal consultant take a look at those schedules because they have a lot of data on what you can expect out of vehicles, and how we should be funding the various reserves.
- We will be looking at that and getting information and recommendations when we get the financial consulting, with the municipal consultants.
- They will give us advice on that.
- What I am hearing is that Public Works is willing to defer this.
- We will put this on approved for now, but when it moves forward, both of these items will be coming out of a different reserve, right?

Superintendent Del Prete questioned the timeframe on the study, is it nine months away it sounds like a lengthy study?

Director Kwong commented we are hoping to get this kick started, as soon as humanly possible.

Superintendent Del Prete commented we will have to ask for a budget adjustment for a sewer truck that is in that enterprise.

The Council discussed the half ton truck.

Superintendent Del Prete commented vehicles are allocated where they are used for proper accounting and this half ton truck is used in parks.

Councilmember Rich commented as follows

- I want to make sure that you come back to us.
- It sounds like what you need is a \$45,000 truck.
- When you need it, make sure you come back to us.

All Five Councilmembers were in support to defer the purchase.

#### Zero Waste Building Upgrades

City staff commented as follows:

- We do not have to do this.
- This is basically a kitchenette with laundry services.
- That way we can wash our dishes, rather than throw away.
- We can wash and launder hand towels, and such.
- It is a stacked washer and dryer and a kitchenette.
- As I recall, when this was discussed with the budget subcommittee, had to do with the policies of zero waste.
- It is very difficult for the city to have zero waste policies when there is no place for dishes, or places to wash the dishes, or to use anything other than paper products.

City staff recommended deferral of this project and the Council was in consensus.

#### Sewer Lateral - \$50000

City Manager/Attorney McLaughlin commented as follows:

- Discussed River Watch
- Believes it has to be done within one year of signing the agreement
- It is in lieu of the ordinance.
- Toni Bertolero has a future date on the agenda with how that was to be structured.
- Can be deferred until October
- The Council was in consensus to defer until October

#### Recap:

The Council deferred the following items until October 19th Council Meeting: 12, 18, 19, and 20.

- SB 1383
- Public Works Half Ton Pick Up
- Zero Waste Building Upgrades
- Sewer Lateral

Council discussed expenses that would be phased over time.

City staff commented as follows:

- Community benefit grants would be expensed quarterly
- Pension transfer is immediate
- RFP policy will need to be reviewed/approved by Council
- RFP for Municipal Financial Consultant could be before the Council within a month or two
- Staffing assessment would be immediate

- CivicSparks would be paid monthly
- Map your neighborhood, that will probably be done quicker.
- Long Range Fire study RFP will return to Council
- Morris Street restrooms funding will be addressed mid-year
- There are only a couple that could be immediate.

The Council requested to see the final spreadsheet with final numbers prior to approving the budget.

The Council discussed freezing of spending items as previously discussed. The Council also discussed the missing funds and how to incorporate those into the budget.

Director Kwong commented this happened in the last fiscal year and the number should be updated to reflect the theft.

- Stated the number is in the unassigned
- The total anticipated reserves on June 2021 is what would be adjusted and the beginning of the fiscal year number would be adjusted as well
- City will add the negative \$1.2 million in there
- Presented a revised spreadsheet to the Council for review
- This is what the actual level will be - 5.2%.
- The deferrals are a hold on spending.
- They are still in the budget.

The Council directed staff to revise the spreadsheet with the revised projections and send to Council for review prior to voting on the budget.

Mayor Glass re-opened public comment.

Jack Piccinini commented as follows:

- I would like to extend my appreciation that the fire truck remain in the budget.
- That is an important item.
- I would like to thank the budget committee, specifically, before all of this, for their efforts to get the item in the budget, and again, to help us keep it in the budget.
- I appreciate the process you went through.
- It was very informative.
- You certainly proved you did your due diligence to address a very serious issue.
- That being said, I think you made my argument, you can or should approve the budget, as a got brought forward, originally.
- He spoke in terms of deferred and token terms of freeze, the reality is, and knuckle down to hundred \$20,250.
- The reality is, he spoke to things like the RFP process, process time, processing time on any item.
- The fact that it's in the budget does not mean that it's a guaranteed X and a chair.
- You can control whether or not an item gets spent or not.
- You have the ability to direct the city managers, excuse me, to directed department heads to be considerate of the situation that you are in, and make sure they don't make any nonessential purchases, or they themselves deferring these items, depending on how they progress with processing times, RFP, etc.
- In addition, you know many of the items all come back to Council for approval.

- Not all of them, but many of these items, whether in the budget or not, the Council presentation gets brought forward.
- You still have ultimate authority to approve the item, usually the department heads speak to the fact that this is a budgeted item in the overall presentation.
- Again, I think you did your due diligence, he went through the process, and I think after the process, you should be very comfortable in simply adopting the budget, as is.
- I would encourage Councilmembers to hold one more discussion on if it is appropriate to simply approve the budget?
- That may prevent staff from having to do more work.
- You could go with your item as you are now.
- Thank you very much.

Councilmember Hinton commented as follows:

- I just wanted to respond once again to the public comment and say, although we have only delayed and set aside a little over \$100,000, I reiterate that we could have attorney fees, and what you call it fees that are not covered by insurance.
- Deductibles
- I would much rather be fiscally responsible
- It feels like a long process tonight, for sure, for all of us.
- I appreciate the process.

Councilmember Rich commented as follows:

- I did appreciate the process as well.
- These four items that have been deferred, it does make sense to me.
- I do appreciate members of the public commenting, especially when it takes until 11:15 P.M.
- I did want to ask a question, Mayor, whether we need to share the document that was e-mailed with us, with the public in some way, by shared screen, or putting it on the Website?

City staff stated the Administrative Services Director will provide the information on the website. City staff also stated that before you vote the item, we have to put the changed pages on the screen for the public.

Director Kwong shared the changes for the Council and public.

The Council discussed the following:

- Going forward from the end of the fiscal year
- That is carried forward to fiscal year 2021/2022, with the deficit of a little over \$1 million.
- The reserve level calls for between 15 and 20.
- It is based on Council action.
- We have the anticipated ending, and a little over half \$1 million.

The Council discussed the reserve policy of a target of 15 to 20% but to not go below 15%.

Councilmember Slayter commented as follows

The unauthorized transfer from the county funding, do we know that those were all for the general fund?

Staff stated they are - property tax proceeds.

Councilmember Slayter commented as follows:

- The funding at the county, I guess everything they have their in that pool for the city of Sebastopol, in their definition is general funding.
- We are the ones that have our own reserves, with the exception of retirement, right?
- That goes to the state.

Staff stated the reserve that the city Council has is housed with the city. It is separate and does not get transferred there to get transferred there, that to create a resolution, and a certain type of trust, and how do you want the money to be allocated? That did not happen. City Council decided to house the assigned pension reserve here at the city.

Director Kwong stated the unassigned is now under the 15% reserve. Also, the direct target is to maintain the undersigned balance within the range of not less than 15 of the annual operating expenditure for the fiscal year but the goal of achieving 20% undersigned balance levels.

The Council discussed 15% as being the floor of the policy.

Staff stated if the money is restored we are within our policy.

Councilmember Hinton commented the budget subcommittee was deliberately aiming to make sure, before we knew about the theft, they were deliberately aiming to be within the policy. Councilmember Hinton requested we should have a number that matches the policy reserves there. I believe it should be at 15%. That is the minimum. We should change it at the beginning to be 15%, or a minimum of 15%. A minimum would be a good word to use, instead of a range.

The Council discussed:

- Reconciling things when the money is returned.
- We will have to have it come back in.
- Should put a footnote that it is included in that number.
- Should note what it was so the public can see it.
- Does \$1.2 million loss show up as a unique number anywhere on this document?
- Location of placeholder to transfer out.
- Numbers should be on a footnote so we see where it is put in a public and see where we accounted for it.
- Transfer out sounds like it is mischaracterizing what happened.
- We are the victims of a crime here.
- Can put any material in a footnote.
- We have to show the public how we accounted for our financial status.
- Once we have a document that substantiates that we have an account receivable from our insurance company, will that get booked as income in the current year?
- Will that be an adjustment against the prior year?

Staff stated the auditor is waiting for us to supply a confirmation, whether the money is coming back in ways of insurance, or other sources. Once they have that confirmation, the booking of the journal entry for the theft would be a reduction in cash and receivable from somebody.

Mayor Glass commented as follows:

- It will have no impact on this budget at all.
- In the time period, is it booked into the prior year?
- It does have an impact if it spans two different fiscal years.

Director Kwong commented we have until September 1 to close the books and get ready for the auditors and commit the journal entries. By September 1, we should have an indication whether this is an acceptable claim with the insurance company, or any other sources. The booking of the entry would be a reduction in cash, and receivable. If we don't have a confirmation, it would be this avenue, which is a reduction in cash, and an increase in expenditures. There are expenses of \$1.2 million. That is how the year of 2020/2021 will end.

**MOTION:**

Councilmember Rich moved and Councilmember Hinton seconded the motion to approve and adopt the operating budget for the City of Sebastopol for Fiscal Year 2021-22.

**Discussion:**

Vice Mayor Gurney requested to add as discussed with the changes tonight.

Councilmember Rich amended her motion and Councilmember Hinton seconded the amended motion to approve and adopt the operating budget for the City of Sebastopol for Fiscal Year 2021-22.

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

The Council requested clarification on the appropriations limit resolution.

City staff commented as follows:

- This is to provide the limit for the state and local governments.
- The background was from the 1980/1981 fiscal year and the appropriations as adjusted for the changes in the cost of living per capita per population.
- On an annual basis, the Department of Finance sends out, what should be the daily limit.
- It should not be exceeding, based on those Cost-of-Living adjustments that they calculate.
- Based on what that number is, the city is never exceeding that amount.
- It is within the annual limitation that we have.
- We stay within the Council Constitution.
- That is what that resolution is about, that we adopt that on an annual basis.
- That is a mathematical formula, and you are certifying that you did it correctly.
- It means you should not exceed your income level from all of the taxes you have, you should not be exceeding what the Department of Finance guidelines for the annual basis, based on your population, and personal income in our jurisdiction, and the county as a whole.



- the Constitution itself, it says, the amount set by the formula involving a base year, allowing adjustments and increases based on increases in population and inflation, and the bottom part of the formula is a limitation of your proceeds of taxes.
- you should not be exceeding the limits that the Department of Finance set.
- It is adjusted by population.

Councilmember Rich commented we cannot collect any more than that from our citizens, basically.

Councilmember Rich moved and Councilmember Hinton seconded the motion to approve establishing the appropriations limit for the City of Sebastopol for the 2021-2022 Fiscal Year Pursuant to ARTICLE XIII B of the California Constitution.

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

Councilmember Rich moved and Councilmember Slayter seconded the motion to approve adopting the expenditure plan for Supplemental Law Enforcement Services Funding (SLESF) or Citizens Options for Public Safety (COPS) for the City of Sebastopol Fiscal Year Budget of 2021-2022.

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

The City Council discussed deferral date for review of items.

Vice Mayor Gurney moved and Councilmember Rich seconded the motion to direct staff to defer expenditures of \$128,250 until expected review at the City Council Meeting of October 19, 2021 subject to modification by the City Council.

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 the actions as listed below:**

1. Approve and adopt the operating budget for the City of Sebastopol for Fiscal Year 2021-22.
2. Approve establishing the appropriations limit for the City of Sebastopol for the 2021-2022 Fiscal Year Pursuant to ARTICLE XIII B of the California Constitution.
3. Approve adopting the expenditure plan for Supplemental Law Enforcement Services Funding (SLESF) or Citizens Options for Public Safety (COPS) for the City of Sebastopol Fiscal Year Budget of 2021-2022.

4. Direct staff to defer expenditures of \$128,250 until expected review at the City Council Meeting of October 19, 2021 subject to modification by the City Council.

Minute Order Number: 2021-161

Resolution Numbers:

Resolution Number 6361-2021

Resolution Number 6362-2021

Resolution Number 6363-2021

**MOTION:**

Vice Mayor Gurney moved and Councilmember Rich seconded the motion to authorize staff to approval to execute the required agreements with Local Government Commission/CivicSpark to receive a CivicSpark Fellow.

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 executing the required agreements with Local Government Commission/CivicSpark to receive a CivicSpark Fellow.**

Minute Order Number: 2021-158

- ~~10. Discussion and Consideration of Approval of Phasing Strategy for Bodega Avenue Pavement Rehabilitation and Bike Lanes Project (Responsible Department: GHD (Toni Bertolero)~~

The remainder of the items listed below were continued to a special City Council Meeting of July 28, 2021 at 8:00 am.

11. Discussion of Consideration of Adoption of Resolution to Amend Stage 2-Mandantory Compliance-Water Alert of Water Conservation Measures for Commercial and Industrial Water customers (Responsible Department: Public Works)

**City Council Action: Item Continued to a special City Council Meeting of July 28, 2021 at 8:00 am.**

Minute Order Number: 2021-163

12. Vehicular Travel Modifications: Palm Ave. between Petaluma Ave. and S. Main St. - Consideration of Roadway Changes Making that section of Palm Ave. a one-way street for traffic to flow westbound only. This would resolve the traffic-related issues that are experienced by drivers traveling eastbound on Palm Ave. turning north onto Petaluma Ave. and pedestrians in the crosswalk on Petaluma Ave., just north of Palm Ave. (Responsible Department: City Engineering/Police)

**City Council Action: Item Continued to a special City Council Meeting of July 28, 2021 at 8:00 am.**

Minute Order Number: 2021-164

13. Discussion and Consideration of approval of City Council Policy for Fireworks Permit Lottery (Responsible Department: Fire)

**City Council Action: Item Continued to a special City Council Meeting of July 28, 2021 at 8:00 am.**

Minute Order Number: 2021-165

14. Discussion and Consideration of Appointment- 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)

**City Council Action: Item Continued to a special City Council Meeting of July 28, 2021 at 8:00 am.**

**Minute Order Number: 2021-166**

15. Discussion of Amending Committee Lists for Clarifications to “Standing” or “Ad Hoc” Committees (Requestor: Vice Mayor Gurney/Councilmember Hinton)

**City Council Action: Item Continued to a special City Council Meeting of July 28, 2021 at 8:00 am.**

**Minute Order Number: 2021-167**

16. Consideration of Re Affirmation of City Code of Conduct Policy and Potential Amendments (Requestor: Vice Mayor Gurney/Councilmember Rich)

**City Council Action: Item Continued to a special City Council Meeting of July 28, 2021 at 8:00 am.**

**Minute Order Number: 2021-168**

17. Discussion and Consideration of Approval of Use of Council Initiatives Fund (FY 20-21). (Responsible Department: Administrative Services/City Administration)

**City Council Action: Item Continued to a special City Council Meeting of July 28, 2021 at 8:00 am.**

**Minute Order Number: 2021-169**

18. Discussion and Approval of Designation of Voting Delegate and Alternates for the League of California Cities Annual Conference 2021 (Responsible Department: City Administration)

**City Council Action: Item Continued to a special City Council Meeting of July 28, 2021 at 8:00 am.**

**Minute Order Number: 2021-170**

**CITY COUNCIL REPORTS:**

19. City Manager-Attorney/City Clerk Reports: None
20. 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): None
21. Council Communications Received: None
22. Future City Meeting Dates/Events (Informational Only): (See Agenda City Web site for Up-to-Date Meeting Dates/Times)

**ADJOURNMENT OF CITY COUNCIL REGULAR MEETING**

July 20<sup>th</sup> City Council Meeting was adjourned to the City Council Special Meeting of July 28<sup>th</sup> at 8:00 am  
July 28<sup>th</sup> City Council Special Meeting will be adjourned to the City Council Regular Meeting of August 3, 2021 at 6:00 pm to (VIRTUAL ZOOM PLATFORM)

Mayor Glass adjourned the regular City Council Meeting at 12:07 am.

Respectfully Submitted:

Mary C. Gourley

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Assistant City Manager/City Clerk, MMC