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## City of Sebastopol

### CITY COUNCIL MEETING AGENDA REGULAR CITY COUNCIL MEETING – 6:00 PM MEETING OF APRIL 5, 2022

The City Council Regular meeting will be held via teleconference pursuant to AB 361. Pursuant to AB 361 (2021), Teleconference Restrictions of the Brown Act Have Been Suspended, as Well as the Requirement to Provide a Physical Location for Members of the Public to Participate in the Meeting. The City of Sebastopol City Council meeting will not be physically open to the public and all City Council Members will be teleconferencing into the meeting via Zoom.

City Council is inviting you to a scheduled Zoom meeting.

**Topic: City Council Meeting - April 5, 2022**  
**Time: Apr 5, 2022 06:00 PM Pacific Time (US and Canada)**

Join Zoom Meeting

<https://us02web.zoom.us/j/88691979105?pwd=S3gxNEFjUVhYenZ5UElvdFEwK0E0Zz0>

Meeting ID: 886 9197 9105

Passcode: 531789

One tap mobile

+16699006833,,88691979105#,,,,\*531789# US (San Jose)

+13462487799,,88691979105#,,,,\*531789# US (Houston)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

Meeting ID: 886 9197 9105

Passcode: 531789

Find your local number: <https://us02web.zoom.us/j/88691979105?pwd=S3gxNEFjUVhYenZ5UElvdFEwK0E0Zz0>

**6:00 pm** **Convene City Council Meeting - Meeting Start Time (ZOOM VIRTUAL FORMAT)**

**CALL TO ORDER**

**ROLL CALL**

**SALUTE TO THE FLAG**

**PROCLAMATIONS/PRESENTATIONS:**

- Proclamation – National Public Safety Telecommunicators Week April 10-16, 2022
- Proclamation of the City of Sebastopol, State of California, Recognizing April 22, 2022 as Earth Day
- Proclamation of the City of Sebastopol, State of California, Recognizing April 2022 as Sexual Assault Awareness Month
- Proclamation - Proclaiming the Fourth Friday in April as Children's Memorial Flag Day throughout Sonoma County in memory of children who have died by violence.

**PLEASE NOTE:**

- Public Comment on all items listed on the agenda will be limited to two minutes, per person, per item.
- The Public Comment Portion of the Agenda will allow for 20 minutes at the beginning of the meeting and public comment not heard during those 20 minutes will continue at the end of the agenda, following the last calendared item and before Reports.

Council welcomes and encourages additional comments via email. Public Comment Emails can be sent to: [citycouncil@cityofsebastopol.org](mailto:citycouncil@cityofsebastopol.org)

**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA :** During General Public Comment, the public is invited to make comments on items of public interest that are within the City Council’s subject matter jurisdiction and that are not listed on the current agenda.

Speakers are allowed to speak for a maximum of three minutes so that all speakers have an opportunity to address the City Council. Power point or visual presentations for public comment shall not be permitted unless approved by the Agenda Review Committee two weeks prior to the requested meeting date.

Speakers may not "yield" a portion of their allotted time to others.

The Mayor has the authority to limit or extend the time allowed for speakers dependent on the number of speakers in attendance.

The Mayor can poll the members of the public for an indication of the number of people wishing to speak, then call on individuals to speak.

It is the goal of the Council to conclude the public comments portion of the agenda within 20 minutes. If the public comment period exceeds twenty minutes, the presiding officer, typically the Mayor, reserves the right to reduce the time per speaker or carry over public comments to after all business items are completed.

The City Clerk will monitor the time for public comments and inform the speakers when the time limitation has been reached.

The Mayor could survey the members of the public, as appropriate, to move agenda items up or back to address the members of the public items of concern.

Public participation is encouraged on all public agenda items.

Council and staff will treat participants and each other with courtesy. Derogatory or sarcastic comments are inappropriate.

The public will likewise be encouraged by the Mayor to maintain meeting decorum.

In Council meetings when citizens are agitated, the Mayor may call a short recess to calm the situation.

If a member of the public is unable to attend the Council meeting, written communications may be sent to the City Clerk by e-mail or by regular mail.

Communications received after distribution of the agenda packet will be made available to the Council at/or as soon after the meeting.

**STATEMENTS OF CONFLICTS OF INTEREST:** Conflicts of interest may arise in situations where a public official deliberating towards a decision, has an actual or potential financial interest in the matter before the Council. In accordance with state law, an actual conflict of interest is one that would be to the private financial benefit of a public official, a relative or a business with which the Councilmember is associated. A potential conflict of interest is one that could be to the private financial benefit of a Councilmember, a relative or a business with which the Councilmember is associated. A Councilmember must publicly announce potential and actual conflicts of interest, and, in the case of actual conflict of interest, must refrain from participating in debate on the issue or from voting on the issue and must remove themselves from the dais.

**CONSENT CALENDAR:** The consent agenda consists of items that are routine in nature and do not require additional discussion by the City Council or have been reviewed by the City Council previously. These items may be approved by one motion without discussion unless a member of the City Council requests that the item be taken off the consent calendar.

The Mayor will read the consent calendar items; ask if a Councilmember wishes to remove one or more items from the consent calendar; and then open public comment to the members of the public in attendance. At this time, a member of the public may speak for up to three minutes on the entire consent calendar and request at that time that an agenda item or items be removed for discussion.

If an item or items are removed from the consent calendar, the item shall be placed at the end of the regular agenda items unless otherwise determined by the Mayor or Mayor Pro Tern.

Councilmembers may comment on Consent Calendar items or ask for minor clarifications without the need for pulling the item for separate consideration. Items requiring deliberation should be pulled for separate consideration and shall be placed at the end of the regular agenda items unless otherwise determined by the Mayor or Mayor Pro Tern.

1. Approval of March 7, 2022 City Council Special Meeting Minutes (Responsible Department: City Administration)
2. Approval of the March 15, 2022 City Council Regular Meeting Minutes (Responsible Department: City Administration)

3. Approval of March 22, 2022 City Council Special Meeting Minutes (Responsible Department: City Administration)
4. Approval of Resolution of the City Council of the City of Sebastopol Approving the Request To Reallocate Funds and Make The Necessary Changes To The Contractual Agreement Between SAVS and the City As Approved at the City Council Meeting of March 15, 2022 (City Administration/Administrative Services)
5. Approval of Resolution Authorizing Continued Use of Teleconference Meetings Based on Circumstances of the COVID-19 state of emergency and that the following circumstances exist:
  - a. The state of emergency as a result of COVID-19 continues to directly impact the ability of the members of City Council and the members of the City's subordinate Committee's, Commission's, and Boards to meet safely in person; and
  - b. The State of California and the City of Sebastopol continue to impose or recommend measures to promote social distancing.
  - c. Resolution needs to be submitted to Council every 30 days. (Due to the 30 day requirement, the April 5th meeting would be too late) (Responsible Department: City Administration/Administrative Services)  
 Continuation of Virtual Meetings:                    First Approved: September 21, 2021  
 Resolutions Approved Every 30 Days:
    - a.        October 19, 2021
    - b.        November 16, 2021
    - c.        December 7, 2021
    - d.        January 4, 2022
    - e.        February 1, 2022
    - f.        March 1, 2022
    - g.        March 15th 2022
    - h.        April 5, 2022
    - i.        Proposed for Approval for May 3, 2022
6. Approval of Contract with agreement between the Sonoma County Community Development Commission (CDC) and the City of Sebastopol (City) for the administration of the Mobilehome Rent Stabilization Ordinance (Responsible Department: City Administration)
7. Approval of Resolution Appointing the Engineer of Work and Directing the Preparation and Filing of the Engineer's Report and Describing Potential Changes to the City of Sebastopol's Lighting Special Assessment District for FY 2022-2023 (Responsible Department: Administrative Services)
8. Approval of Amendment No. 31 of Master Agreement 2010-01-36 with GHD Inc. for the Parquet Street Water, Sewer and Street Improvements (Responsible Department: City Manager)
9. Adoption of Resolution for the Request to the Metropolitan Transportation Commission for the Allocation of Fiscal Year 2022-27 Transportation Development Act Article 3 Pedestrian/Bicycle Project Funding (Responsible Department: Engineering/GHD)
10. Approval of Amended City Purchasing Policy and Approval of Amendments to Environmentally Preferable Purchasing Policy (Responsible Department: Administrative Services/GHD)
11. Approval of City Sponsorships (Responsible Department: Administrative Services):
  - a. Sebastopol Library for Sponsorship of Project for October 2022 (Waiving of Permit fees for Use of Parking Spaces) (Permit Fees Estimated at \$245.00)
  - b. Sebastopol Service and Action Coalition June Summit - The Coalition requests the City provide \$1000 in monetary support for the project as well as additional non monetary requests.
  - c. Sebastopol Kiwanis Club (Fee Waiver of \$400.00 for Use of Ives Park for Easter Egg Hunt)
12. Approval of Second Reading, Waiving of Further Reading and Adoption of Ordinance **1139** Adding a New Chapter to the City of Sebastopol Municipal Code Section 8.70, of the Sebastopol Municipal Code to enact and comply with the provisions required with the passage of AB 481 and also adopts the newly created

“Governing Body Specific Equipment Approval” policy of the Sebastopol Police Department. (Responsible Department: Police)

**INFORMATIONAL ITEMS/PRESENTATIONS:** *(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.)*

13. Informational Item – Learn to Swim Program to be Held at Ives Pool (Greg Jacobs/City Administration)
14. Informational Presentation – Russian River Watershed Association (Requestor: Vice Mayor Hinton/GHD)
15. Quarterly update on Police Department Audit Recommendations (Responsible Department: Police)

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

16. Consideration of Amendment to City Council / City Staff Committee Assignments:
  - a. Request for Second City Council Appointee to the City Wide Staffing Assessment Study Ad Hoc Committee (Requestor: City Administration)
  - b. Disbanding Locals Who Make a Difference Committee (Requestor: Committee Members/Responsible Department: Public Works)
  - c. New Liaison Roles: Map Your Neighborhood and Sebastopol Neighborhood Communications Unit (Requestor: Councilmember Rich/Fire)
    - o Item to include presentation by MYN/Skip Jirrels, a presentation by SNCU (Stan Green)

**PUBLIC HEARING(s):**

17. Public hearing – First Reading and Introduction of Ordinance to revise the Zoning Ordinance to prohibit new Gas Stations in Sebastopol (Responsible Department: Planning)
18. Public Hearing: Introduction, First Reading and consideration of Amendment to Ordinance –Planning Commission (Responsible Department: Planning Department)

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

19. Consideration of Standard Conditions of Approval for Development Projects (Design Guideline Subcommittee/Planning Dept)
20. Consideration and Direction to Mayor or his/her Designated Representative for Voting for Various Boards and Committee Vacancies at the April 14, 2022 City Selection Committee and Sonoma County Mayors and Councilmembers Board of Directors Association Meetings (City Administration)

**City Selection Committee**

- **Airport Land Use Commission**, one position, to fill vacated seat (Tibbetts/Santa Rosa), 4 year term.
- **Local Agency Formation Commission**, one position, to fill expiring term of Councilmember Pam Stafford (Rohnert Park), 4 year term.  
*One letter received – Pam Stafford, Rohnert Park*
- **Remote Access Network (RAN)**, one position, must be filled by a Mayor.  
**\*Note:** The RAN appointment has been vacant for two years. Their next meeting is on April 14<sup>th</sup>. The board has been advised that this position remains vacant. Meetings are as needed and listed as annual but it is anticipated RAN may have several meetings this year.

**CITY COUNCIL REPORTS:**

21. City Manager-Attorney/City Clerk Reports
22. 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)

- 23. Council Communications Received
- 24. Future City Meeting Dates/Events (Informational Only): (See City Web Site for Up-to-Date Meeting Dates/Times)

### ADJOURNMENT OF CITY COUNCIL MEETING

April 5, 2022 City Council Regular Meeting will be adjourned to the April 19, 2022 City Council Meeting, 6:00 pm, Zoom Virtual Meeting Format

American Disability Act Accommodations/Accessibility: If requested, staff will make the agenda and backup materials available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) Section 202 and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation in order to observe and/or offer public comment may request such reasonable modification, accommodation, aid or service by contacting the City Clerk's Office at [info@cityofsebastopol.org](mailto:info@cityofsebastopol.org) or by telephone at (707) 823-1153 who will contact the ADA Coordinator. The ADA Coordinator will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the City procedure for resolving reasonable accommodation requests.

Notification: 72-hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Please note that minutes are not meant to be verbatim minutes and are meant to be the City's record of a summary of actions that took place at the meeting.

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 City of Sebastopol is a general law city formed under the laws of the State of California. With respect to adoption of ordinances and resolutions, the City adheres to the requirements set forth in the Government Code. Unless otherwise required, the full reading of the text of standard ordinances and resolutions is waived.

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.

If you have any questions regarding this meeting, please contact the City at Email: [info@cityofsebastopol.org](mailto:info@cityofsebastopol.org) or please call: 707-823-1153. 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. 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.

#### 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.

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 City Council open 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.*

#### **COUNCIL PROTOCOLS FOR MEETING:**

City staff read the protocols for the meeting.

- This meeting is being conducted utilizing virtual settings for teleconferencing and electronic means consistent with State of California Executive Orders regarding the COVID-19 pandemic and AB 361.
- Live stream and zoom is being utilized for this meeting. In case of technical issues, meetings will be uploaded to the City web site as soon as possible after this meeting.
- Members of the public may view and listen to the meeting by use of Zoom as noted on the City's website and as noted on the agenda.
- Members of the public wishing to speak to the City Council may do so during public comment or may comment on agenda items during the discussion of each item and must be logged into Zoom. Live Stream is a viewing only format.
- 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.

*Please Note If the Council Meeting is zoom bombed or disrupted, the City will end the meeting and immediately try to restart it. If that does happen then all remaining items will be continued to the next agenda. If there is a power outage during the meeting, the meeting is considered ended and all remaining items will be continued to the next agenda. if any of our Council Members lose power at their homes and we lose a quorum, the meeting is considered ended and all remaining items will be continued to the next agenda.*