

City Council

Mayor Neysa Hinton
Vice Mayor Diana Rich
Sandra Maurer
Jill McLewis
Stephen Zollman



City Manager

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Assistant City Manager/City Clerk, MMC
Mary Gourley
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City of Sebastopol

**CITY COUNCIL MEETING AGENDA
Meeting of Tuesday – December 5, 2023**

Regular Meeting Start Time: 6:00 pm

Meeting to be held in Person and Virtual /Remote Participation

Zoom Link is to be used for providing public comment/Live Stream is utilized for viewing only of meeting

In Person Location: Sebastopol Youth Annex, 425 Morris Street, Sebastopol, CA 95472

Remote/Virtual Zoom Link: (see below Join Meeting Link)

City Council is inviting you to a scheduled Zoom meeting.

Topic: City Council Meeting - December 5, 2023

Time: Dec 5, 2023 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81072412484?pwd=OWswUXFULzJGU2RhT0pkNHJ5TTk4QT09>

Meeting ID: 810 7241 2484

Passcode: 977050

One tap mobile

+16694449171,,81072412484#,,,,*977050# US

+16699006833,,81072412484#,,,,*977050# US (San Jose)

Dial by your location

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 810 7241 2484

Passcode: 977050

Find your local number: <https://us02web.zoom.us/j/81072412484?pwd=OWswUXFULzJGU2RhT0pkNHJ5TTk4QT09>

The public may also view the meeting by use of Live Stream. 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. Videos are available for one year from date of meeting.

- Here is the link: <http://bit.ly/sebcctv> or <https://www.ci.sebastopol.ca.us/City-Meetings-TV>

Please note that minutes of meetings 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. The vote/action is the required information of the meeting actions that took place. Approved minutes are available on the City Council Meetings page.

<https://www.ci.sebastopol.ca.us/Meeting-Event.aspx>

Please click on the special Council meeting date. If minutes were approved, they will be listed under that specific Council Meeting date.

As a courtesy, please turn off all cell phones, electronic devices, and pagers during the meeting.

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

6:00 pm City Council Regular Meeting, In Person – Sebastopol Youth Annex, 425 Morris Street, Sebastopol, CA/Virtual Format (Zoom) See Link Below

Join Zoom Meeting

<https://us02web.zoom.us/j/81466035154?pwd=Vnk4Zmx4VEdkZzNCR1FDbUJESlBvdz09>

Meeting ID: 814 6603 5154

Passcode: 014177

CALL TO ORDER

ROLL CALL

SALUTE TO THE FLAG

PROCLAMATIONS/PRESENTATIONS:

Years of Service Award Andrew Cerini – 10 years – Public Works

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.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA (FIRST COMMENT PERIOD):

Up to Twenty (20) Minute Time Limit (Two Minutes for up to ten speakers). Additional public comment will be held at the end of the discussion and action items for up to an additional twenty (20) minutes. Mayor has discretion to allow for additional time beyond the 20 minutes allocated for public comment dependent upon the subject matter or number of speakers.

Process for calling on Speakers: Mayor or designee shall ask for public comment as follows: Speakers to be called on in an alternate manner (One speaker in person to be called on first; then one speaker remote to be called on second with additional speakers to be called on in the same manner) based upon the time limit.

CITY COUNCIL REORGANIZATION/ELECTION OF MAYOR AND VICE MAYOR/MAYOR PRO TEMPORE

Each year the City Council conducts a reorganization by selecting from among its members a Mayor and Mayor Pro Tempore (Vice Mayor) to serve for the upcoming year. The Mayor presides at City Council meetings and serves as the official head of the City for ceremonial purposes. The Mayor Pro Tempore (Vice Mayor) performs the duties of the Mayor during the Mayor's absence or disability. This reorganization usually takes place at the first regular meeting in December or upon certification of the Election if it is an election year.

1. Message from Outgoing Mayor (Mayor Neysa Hinton)

2. ELECTION OF MAYOR:

Election of Mayor (Current Mayor will call for nominations for the Office of Mayor) To make a nomination, Councilmembers need only state "I nominate _____". Nominations do not require seconds at this time. When there are no more nominations, current Mayor will declare nominations for the position of Mayor closed and conduct the following procedures:

a) Announcement of Nominations Received

- b) Public Comment
- c) Council Comments (if any)
- d) Vote: (taken beginning with the first nominee): Nomination requires a second for voting. If first nominee motion fails; the second nominee will be voted on; this will occur until such time that there a motion is approved
- e) Gavel is transferred to Mayor

3. ELECTION OF VICE MAYOR:

Election of Vice Mayor (Mayor will call for nominations for the Office of Vice Mayor) To make a nomination, Councilmembers need only state "I nominate _____". Nominations do not require seconds at this time. When there are no more nominations, Mayor will declare nominations for the position of Vice Mayor closed and conduct the following procedures:

- a) Announcement of Nominations Received
- b) Public Comment
- c) Council Comments (if any)
- d) Vote: (taken beginning with the first nominee): Nomination requires a second for voting. If first nominee motion fails; the second nominee will be voted on; this will occur until such time that there a motion is approved
- e) Gavel is transferred to Mayor

4. Message from Incoming Mayor

Break for Refreshments.

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.

CONSENT CALENDAR:

5. Approval of City Council Meeting Minutes for Meeting of November 7, 2023 (Responsible Department: City Administration)
6. Approval of City Council Meeting Minutes of Special Meeting of November 14, 2023 (Responsible Department: City Administration)
7. Receipt of Mayor's Request for Committee Assignments Submittals from Councilmembers for City Council Committee Assignments and Liaisons. Recommendation and Appointments will be made at the January 16, 2024 City Council Meeting. (Requests to be Submitted to Mayor No Later Than December 27th, 2023 (Responsible Department: City Administration/Mayor)
8. Approval of Amendment to Contract, Muchmore Than Consulting, for Services Provided for the Position of Interim Fire Chief for the Sebastopol Fire Department. Muchmore Than Consulting, LLC sourced Bruce

Martin to serve as Interim Fire Chief for the City of Sebastopol. The Amended Agreement allows for reimbursement of services and reasonable direct expenditures for Interim Fire Chief. MTC will bill the City no more than \$135 an hour for Interim Chief which is the same as that budgeted for the permanent fire chief in the City's currently approved budget. (Responsible Department: City Administration/MTC Consulting)

INFORMATIONAL ITEMS/PRESENTATIONS:

9. Marin Sonoma Mosquito & Vector Control District Annual Report; Presenters: Phil Smith, ED of Marin Sonoma Mosquito & Vector Control District, and Erik Hawke, Assistant Manager of MSMVCD. Presentation to the City Council. (Requestor: Vice Mayor Rich)

PUBLIC HEARING(s): None

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

10. Discussion and Consideration of Adoption of Resolution Approving Objective Design Standards (ODS)
Presenter: Planning Director/Opticos Design (Responsible Department: Planning)
11. Consideration of Purchase of 2020 F550 Fire Rescue Truck from Hopland Fire Department in the amount of \$80,000. Funding for Purchase to be Allocated from the Vehicle Reserve Fund as well as offset from funds to be received from Cal OES for out of service calls reimbursement. (Responsible Department: Interim Fire Chief)
12. Consideration of Request for Waiver of Fees for Use Permit Application for Peacetown Concert Series – Amount of Refund Requested \$2,921.44 /Fee Waiver requested by Jim Corbett (Responsible Department: Planning)
13. Consideration of Amendment to City Council Appointments: Request for Creation of a City Council Ad Hoc Committee - Titled: Enhanced Infrastructure Financing District. An Enhanced Infrastructure Financing District (EIFD) allows for a separate government entity to be created by a city or county within a defined area to finance infrastructure projects with community-wide benefits. EIFDs are financed through tax increment generated from the growth in property taxes collected from within the designated district boundary. The item is to request creation of a Council Ad Hoc Committee to work with the County in collaboration for strategies of financing public capital facilities and projects of communitywide significance; and if approved, make appointments) to this Ad Hoc Committee. (Requestor: Vice Mayor Rich/Councilmember Zollman)

ADDITIONAL PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA: Three minutes per speaker for up to twenty (20) minutes total for public comments but can be reduced at Mayor's discretion depending upon the number of speakers or Mayor has discretion to allow for additional time beyond the 20 minutes allocated for public comment dependent upon the subject matter or number of speakers.

CITY COUNCIL/CITY STAFF REPORTS/COMMUNICATIONS/ANNOUNCEMENTS/FUTURE MEETINGS:

14. City Manager-Attorney/City Clerk Reports: (This will be either verbal or written reports provided at or prior to the meeting).
15. 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. (This will be either verbal or written reports provided at the meeting)
16. Council Communications Received (Information/Meetings/Correspondence Received from the General Public to Councilmembers)
17. Future City Meeting Dates/Events (Informational Only): (See City Web Site for Up-to-Date Meeting Dates/Times)

CLOSED SESSION: NONE

ADJOURNMENT OF CITY COUNCIL MEETING

December 5, 2023 Meeting will be adjourned to the City Council Meeting of December 19, 2023 at 6:00 pm.
(In Person and Remote/Zoom Virtual Meeting Format)

American Disability Act Accommodations/Accessibility: A request can be made orally or in writing, and submitted to the ADA Coordinator by email: building@cityofsebastopol.org or to the City Clerk's Office so as to avoid delay in reviewing and processing the request. Requests can be made by contacting the ADA Coordinator's Office at (707) 823-8597, via email at building@cityofsebastopol.org or by mailing such a request to the ADA Coordinator's Office located at 7425 Bodega Avenue, Sebastopol, CA. Note that if you contact the ADA Coordinators Office, via mail, you need to make the request early enough that a response can be timely provided.

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 or citycouncil@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 in person or 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.

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. In the event of a disruption that prevents the legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda

items during a disruption that prevents the legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

COUNCIL PROTOCOLS FOR MEETING:

This in person and virtual/remote meeting is compliant with the Governor’s Executive Order allowing for a deviation of teleconference rules required by the Brown Act. Traditional Brown Act and AB 2449 requirements can be utilized for all City Council meetings as long as required notice and posting is conducted per the Brown Act.

Please Note the presiding member of the legislative body conducting a meeting or their designee may remove, or cause the removal of, an individual for disrupting the meeting.

Prior to removing an individual, the presiding member or their designee shall warn the individual that their behavior is disrupting the meeting and that their failure to cease their behavior may result in their removal. The presiding member or their designee may then remove the individual if they do not promptly cease their disruptive behavior. This paragraph does not apply to any behavior described in subparagraph (B) of paragraph (1) of subdivision (b).

(b) As used in this section:

(1) “Disrupting” means engaging in behavior during a meeting of a legislative body that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and includes, but is not limited to, one of the following:

(A) A failure to comply with reasonable and lawful regulations adopted by a legislative body pursuant to Section 54954.3 or any other law.

(B) Engaging in behavior that constitutes use of force or a true threat of force.

(2) “True threat of force” means a threat that has sufficient indicia of intent and seriousness, that a reasonable observer would perceive it to be an actual threat to use force by the person making the threat.

How can I provide Public Comment on Zoom?

The Mayor will request public comment during the Public Comment period on the agenda and during each Public Hearing and Regular Calendar Item. Once the Mayor has announced the public comment period, please do one of the following.

USING A COMPUTER OR SMART PHONE:

- Click on the “Raise Hand” feature in the webinar controls. This will notify City staff that you have raised your hand and you would like to speak.*
- City staff will unmute your microphone when it is your turn to provide public comment.*
- A prompt will appear to confirm you would like to be unmuted. Once you accept the prompt, you will have two minutes to provide public comment.*
- Once your public comment has ended, you will be muted again.*

USING A REGULAR PHONE:

- Dial *9 (star 9), this will notify City staff that you have “raised your hand” for public comment.*
- City staff will unmute your microphone when it is your turn to provide public comment. *6 (star 6) is used to mute/unmute.*

- You will hear “you are unmuted” and then you will have two minutes to provide public comment.*
- Once your public comment has ended, you will be muted again*

