

**CITY COUNCIL MEETING MINUTES**

**MINUTES FOR Meeting of February 16, 2021**

As Approved by the City Council at their regular meeting of March 02, 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

**City Council Meeting Minutes of February 16, 2021**

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.*

**5:15 pm                      Convene Regular City Special Meeting (ZOOM VIRTUAL FORMAT)**  
**Design Review Board Interviews**

**CALL TO ORDER:** Mayor Glass called the regular meeting to order at 6:02 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

- 1. Interviews – Design Review Board (Alternate Position) (Responsible Department: Planning/City Administration)

Two applications received to date:

5:15 pm                      Lynn Deedler

5:35 pm Marshall Balfe

**City Council Action: None Taken. Council conducted interviews with appointment to be discussed later in the agenda**

**Reference Order Number: 2021-029**

**ADJOURNMENT:** Mayor Glass adjourned the Special City Council Meeting at 6:10 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  
Fire Chief Bill Braga  
Planning Director Kari Svanstrom  
Interim Police Chief Don Mort  
Public Works Superintendent Dante Del Prete

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

Mayor Glass read protocols for the meeting.

**PROCLAMATIONS/PRESENTATIONS:** There were none

**PUBLIC COMMENT (for items not on the agenda).**

Public comment received to the meeting:

Karina Zappa  
Kamryn Trinkino  
JoJo Sanders  
Katy Spyrka  
Katie Sanderson  
Janis Dolnick

Meg Mizutani, Sebastopol World Friends, commented as follows:

- Sebastopol World Friends is facilitating the Sister City Programs.
- We have an annual event called Friendship Dinner because we have a Sister City in Ukraine and Japan.
- Usually we hold the event at the temple. Community members come together and celebrate not only the Sister city activities but our community's commitment to global peace.
- This year due to COVID we held the event virtually and I spoke at the City Council meeting last month to invite everybody.

*City Council Meeting Minutes of February 16, 2021*

- Today I'm back again to thank you for your support in making the event such a big success.
- We had never hosted such a large event online, we were very nervous, but we had almost 100 attendees, and the program went very smoothly. The event was held on January 23rd.
- We had great guest speakers and fun breakout rooms for socializing.
- We even had some people joining us from Ukraine and Japan.
- Also, we partnered with two local restaurants who made Friendship Dinner special takeout meals for the evening.
- We sold 121 meal tickets in advance, and it was our way of saying thank you to our local partners.
- Another reason why I'm here tonight is to show you all this beautiful word cloud (showed photo on the screen).
- During the program, we asked a question and asked all the participants to write their answers in the chat. The question was, what is something about your community that you'd be proud of during the pandemic? We collected all the answers and created this word cloud.
- I wanted to show you this because it has all the great, positive, and heartwarming comments about our community.
- Why did we ask this question? Because we wanted to highlight our global friendship and our local connections because both are very important.
- We wanted to remind ourselves of the power of citizen diplomacy during this difficult time.
- People who are in the Sister City community know how to build, maintain, and nurture friendships with people that you cannot see in person.
- This event powerfully showcased the importance of people-to-people connection during this difficult time both globally, across the ocean, and locally at home.
- Please check out our website to find out more about the meeting or organization.
- Thank you so much for your support.

Katie Davis, Sebastopol Senior Center, commented as follows:

- Quick shout-out to Sebastopol World Friends for such a successful event.
- I want to give a shout-out to a couple specific people.
- As many of you might know, the Sebastopol Senior Center is a nonprofit, unlike many other senior centers in the County who are fully financed by their parks and rec department. We are thankful for the city's support.
- I know it is a really challenging time for many small cities. Specifically, we have been working really hard to get information out about the vaccine. Thanks to Vice Mayor Gurney and Councilmember Rich, they reached out to see how they could help support and reach out to seniors who might not have the internet or devices that would help them get access to information.
- Thanked Chief Don Mort and the staff at Public Works.
- We're very thankful for their support as well.
- They have been doing some upkeep and maintenance and also just making sure the Senior Center is safe.
- I wanted to just say thank you so much.

Natalie commented as follows:

- I live within the city limits.
- I'm calling about the proposed development on Bodega Avenue near the Senior Center.
- I totally support infill.
- I voted for it, and I support it.

*City Council Meeting Minutes of February 16, 2021*

- I love that this new development is going to have three bedroom apartments. I think it's wonderful that families can live together.
- I'm worried about the evacuation routes more than anything else.
- It's hard to get out and it's hard to get around sometimes, and the traffic gets bad.
- I think you have to really look at evacuation routes with this new development.
- I want to point out that I heard a piece of misinformation about this development.
- I heard that they would take 11,000 truckloads of dirt off site. What kind of a measurement is that? I don't understand 11,000 truckloads. What does that mean? Is that the size of a dump truck or is that the size of a Ford pickup?
- I felt that that was some misinformation and should be corrected with appropriate figures that can be compared to other developments.

Janice commented as follows:

- I learned today that Pacific West Communities, the parent company of the Woodmark development project, has decided to do an end run and will submit its application to the State.
- This is the high density project near Robinson Road on Bodega Avenue east of Nelson Way and next door on the west to the Bears Meadow HOA.
- It will add approximately 300 people to a small lot on which 84 units are proposed to be built with 152 parking spaces.
- That is not enough parking spaces for the number of people who will have cars living there.
- There are many reasons why the size and density of this project on this lot should not be approved. However, that decision may have been taken out of your hands.
- I am here to only speak about the traffic.
- I want to let you know that you have received my letter today, my third letter, actually, regarding the traffic situation and the terrible impact this will have. I ask you to please read it.
- My letter could have been more detailed, and it would have been longer, but you would never have read it so it is not as thorough as I would like it to have been.
- The impact on the greater surrounding neighborhoods because of this project, along with the traffic on the Bodega corridor and surrounding streets will be more than severe, including evacuation strategies.
- There will not be enough parking, which will overflow to the surrounding neighborhood.

Charles commented as follows:

- Janice and Natalie have covered much of what I have to say, but there are big happenings with the Woodmark project that we learned about today.
- They are abandoning activities for the Design Review Board and it's going straight to Planning using State Bill 35.
- I don't know the details of the bill, but I think it limits the City dramatically to what they can do.
- We are concerned about this, there are several issues that were unresolved by the end of the Design Review Board's sessions, and I think they're still appropriate to consider.
- We would like to make sure that you are aware of them, that we are still here, and that we would like to know more about how we will attack these things.
- Paramount among them are the safety issues and traffic.
- With regards to traffic; any person who wants to leave that development going east will probably have to go west first because some of the restrictions imposed upon the party are right turn only out of their driveway.

*City Council Meeting Minutes of February 16, 2021*

- They will then have to travel through the residential streets of Sebastopol, past schools, and down streets that have no sidewalks, that are continuous, and on and on.
- I just want to increase your awareness at this moment.

Marsha commented as follows:

- The traffic is a huge issue. It will continue to be an issue. Safety certainly is an issue, especially pedestrian safety.
- People use Nelson going from Burbank Housing. It does not have sidewalks on either side of the street. People walk in the street. It is a narrow street. They won't go on Washington.
- This will force traffic on designated walking streets to the schools.
- Discussed the environment.
- 11,000 tons of soil removed does translate into hundreds of trucks that will be going down Bodega Avenue, which is not a very good street, and it is also leveling a hill and destroying the roots of trees because of retaining walls, and much of this destruction of a sloped site to become a flat site.
- This has not been fully addressed by the developer.
- Traffic, of course, is going to be enormous. We think it will add approximately 4% to the city for a three-block distance.
- We are opposed to it in this form.
- We are not opposed to lower income housing at all.
- This form is making a real environmental disaster to park cars, actually.
- It is over parking in the back as well.
- We hope that the City will insist that an environmental impact study is done and that a new traffic study is done since they used data from 2016 and two short days in 2019 when it was holiday time.

Scott Meisner, Energy Solutions, commented as follows:

- I'm the general manager of Energy Solutions.
- I address you tonight to admit a fault performance acting as a contractor to the City and explain what we can do better next time.
- We are working together with the City.
- Part of the work that we're doing is we needed to remove 56 water meters from the city for testing.
- We endeavored to notify the public that this was going to happen by hanging 116 door hangers.
- We always try to find the sweet-spot. You want to hang it early enough to give people warning but not late enough that it's too close to the time that it happened.
- Door hangers were hung on Saturday. Hanging 116 door hangers took longer than expected.
- Our last got hung at 8:00 at night, which did cause the person who received that door hanger to be alarmed and call the police.
- I apologize that that effort took longer than expected.
- In addition, the door hanger notified the recipient that their water would be shut off and gave the duration of time being this week because we weren't exactly sure which house was going to have its meter removed at what time.
- That caused a lot of confusion because people thought their water was going to be turned off for the entirety of this week.
- We should have and could have chosen our words better.
- I apologize.

*City Council Meeting Minutes of February 16, 2021*

- I'm happy to report that 25 of those were replaced without incident today.
- In the future we will do a better job of communicating with the residents and business owners of the city of Sebastopol.
- I apologize for this inconvenience and thank you for the opportunity to continue to work with you.

Linda commented as follows:

- I will pick up where I left off last week.
- Discussed the comments of the previous speaker.
- Discussed the lack of sensitivity and being cooked alive with all this radiation.
- I am cell phone free, computer free.
- I would like a clarification and I don't expect to get it right now. I am hoping that those water meters are not being replaced with wireless meters. If they are, it's something that the public needs to know about.
- Discussed safety issues with electromagnetic fields.
- It occurs to me that while we're doing this wirelessly, it just makes an opportunity for us to get world class authorities to speak on this.
- I can arrange to have some of them here. I've got a few books that some of them have written. *The Great Power-line Cover-up: How the Utilities and Government are trying to Hide the Cancer Hazard Posed by Electromagnetic Fields*, *Radiation Nation: The Fallout of Modern Technology* by Daniel DeBaun and his son, Ryan DeBaun.
- Most recently, I had the pleasure and the privilege of speaking with Dr. George Carlo who is both an attorney and an epidemiologist, and is the author of, *Cell Phones: Invisible Hazards in the Wireless Age: An Insider's Alarming Discoveries about Cancer and Genetic Damage*.
- We need to have a study of the levels of radio frequency electromagnetic fields, magnetic fields themselves, and microwave radiations throughout town.
- It's been done before. It is relatively easy to do. All we have to do is have somebody equipped with the right kind of meter who can walk throughout town and take notes on the levels.
- We're killing ourselves, our kids, and our communities.
- Sebastopol should take the lead and stop it.

Katy commented as follows:

- We have a business in Sebastopol on Morris Street.
- We have been having problems with the people living in the trailers down below.
- They come up and go through our garbage can and take papers at night.
- We have video of them trying to break into our van, but we have had secure locks put on.
- There has been drug action down behind our dumpsters. We found needles. During the day there are active people selling drugs down there, coming by in cars. They park for a few minutes, and then they go on their way.
- I'd like to know what there is that can be done about getting those motor homes to move and not be there more than three days.
- I just want to know what you guys are doing about it. We have called the police and they have said that it's up to the City Council, that you guys are the ones letting them stay there for more than three days, that you guys really are not wanting them to pursue them to move.
- They said I have to talk to you about it. How do I go about that now?
- Does it come up at all for a public meeting to talk about this besides from a staff member?



*City Council Meeting Minutes of February 16, 2021*

- I already got an e-mail today from the Vice Mayor saying there is a new police chief coming, but I want to know, how do I find out what's going to happen with this?
- What are you guys doing? Where do I find out? That's what I need to know.

Mayor Glass and City staff responded to public comments as follows:

- Thanked Mr. Meisner for the apology.
- We really appreciate that. We did get a lot of calls.
- I also want to point out that when you're turning off water when there are medical facilities somewhere you can't just ask them with a couple of days' notice. It definitely needs to take a little planning there for a situation like that.
- Can staff address the question on this new news about what's going on with the development on Bodega Avenue?
- We have had some members of the public say that it is being kicked up to the state.

Councilmember Slayter and Councilmember Hinton both indicated that if this issue was discussed there would be a 500-foot radius proximity conflict and departed the meeting.

City Manager McLaughlin commented as follows:

- I don't have that much to tell you because I think some of the commenters may have jumped the gun a little bit.
- We are still analyzing this project. Certain types of projects which provide certain types of affordable housing can remove some of the discretionary aspects of project approval.
- They could even become basically ministerial.
- We have not yet made that determination with respect to this particular project.
- In fact, we brought in outside counsel last week to make sure we carefully cross all our T's and dot all our I's in the review of this particular project.
- We have only just now begun that review.
- There has been no determination made of the level of City discretionary powers with regard to this project.
- However, there is the ability of a project applicant to basically create a type of project that largely does remove the discretionary powers of the reviewing body.

Director Svanstrom commented as follows:

- The one note on this project is that we have received a notice that they intend to submit an application under SB-35. We have not received it yet.
- This is a state program. It is called SB-35, and it is one of the sticks that I will probably be talking about later in my RHNA presentation and can be used if a city is not meeting their housing target goals for the regional housing needs allocation.
- We have actually met in some categories, but not in all.
- Think there is four entities in the state that are not subject to this regulation or four counties.
- All of the cities in Sonoma County are also subject to this.
- It provides a streamlined process but the City is still the reviewing body.
- There is a number of different criteria that we need to evaluate unless specifically noted.
- We have received notification of their intent to submit under this.
- We are just starting our evaluation of it and we will wait for the next submittal to evaluate some items.
- They're still subject to our zoning standards, but not discretionary standards.



*City Council Meeting Minutes of February 16, 2021*

Mayor Glass commented as follows:

- I would expect that we will be agendizing this sometime in the future to give the public an update on how this is moving forward just so everybody can understand where we are with it.
- Could staff clarify the issue of people on Morris Street and trailers?
- It was my understanding that they have to move the trailer within three days and have to move it a certain amount of space.
- What is the legal issue with people being able to park in a location for three days, versus longer?

Councilmember Slayter and Councilmember Hinton returned to the meeting.

City Manager McLaughlin commented as follows:

- We do have our Interim Police Chief, Don Mort on the meeting if we need to elaborate on this.
- I want to tell members of the public that the City Council has visited this subject in Council meetings on I believe three occasions previously.
- There are some legal restrictions that prevent cities from forcing overnight campers completely out of areas.
- There are some restrictive court cases so the City's hands are largely tied.
- That doesn't mean that we choose in our discretionary decision not to take action, it means that we are legally restrained from taking action.
- Trailers that are on Morris Street right now are allowed to remain indefinitely.
- There is a vehicle code section that does require that vehicles, when they're properly marked, must be moved every 72 hours.
- The City does not have an ordinance in that regard. The City relies on the vehicle code section.
- The vehicle code section doesn't require much in the way of any vehicle movement in order to comply.
- City's often have difficulty enforcing the 72-hour restriction effectively.
- On the other hand, we do not condone, and we attempt to enforce our laws against criminal activity wherever it may take place.
- If people are using illegal drugs or doing other illegal acts over on Morris Street our police can enforce those criminal codes over there as they do in any other area of the city.
- We will certainly want to talk to any of our concerned citizens that have specific information on that.
- We will be happy to set up a meeting with ourselves and our Police Chief to talk to individual citizens about their concerns about illegal activity, and criminal acts.
- Our police are certainly doing the best job they can to continue to try and enforce those laws on Morris Street as well as elsewhere in the city.
- To some extent, our hands are legally tied because of court decisions.
- We certainly don't condone and will enforce laws against criminal activities.

Chief Mort commented as follows:

- The other thing I would like to add without going into a lot more detail is that I did receive a forwarded message from the Vice Mayor today regarding this.
- I didn't get a chance to respond to Katie prior to leaving for this meeting.
- I have since sent an e-mail and I plan on meeting with her tomorrow.

*City Council Meeting Minutes of February 16, 2021*

- The lieutenant and I will be having conversations to get more in-depth detail as far as what the concerns, issues, strategies, and legal ramifications are out on Morris Street, what we can and can't do, and what we have been doing.

Linda Berg commented as follows:

- It seems as though the City did address the concerns of the other people that made public comments but I'm feeling that the answer about the smart meters, the water meters is left unaddressed.
- I'd like to know how I can get that information.
- If he's still here, he can just simply tell us.

City Manager McLaughlin commented the City has no plans to do those fancy wireless water meters in Sebastopol.

**STATEMENTS OF CONFLICTS OF INTEREST BY MAYOR/CITY COUNCILMEMBERS FOR ITEMS ON THE AGENDA.** There were none.

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

2. Appointment to Design Review Board (Alternate) (Responsible Department: Planning/City Administration)

Director Svansson presented information on the Design Review Board as follows:

- The City's Design Review Board actually functions as two boards - the Design Review Board and the Tree Board.
- They review design review mainly for commercial, multifamily, and industrial projects that come to the City.
- They also review the facade improvement applications so that they can help the City in granting funding for facade improvements.
- They also review tree removal requests for the same types of property. They don't do single family tree removals, those are done by our city arborist.
- Their responsibilities are wide ranging, landscaping reviews, facade, whole building reviews. There are a variety of projects that they get to review.
- They did the preliminary review for the Woodmark project as well as the Davis Townhomes that are currently under construction. They also reviewed the project at the corner of Burnett and Main Street. Those are some of the bigger projects the Board has reviewed within the last couple years.
- The alternate votes when a member has a conflict which happens because of property ownership, proximity, or if they can't attend for another reason.

Mayor Glass commented as follows:

- As I recall, there are specific categories of professionals that are on that board.
- We have one applicant that has applied under category B or D and another under category D.
- I gather it is a case that either of these individuals would work under the categories.

Mayor Glass asked for questions. There was none.

Mayor Glass opened for public comment. There was none.

Council Considerations:

Councilmember Slayter commented as follows:

- My preference is to reopen the application and see what other applications we might receive.
- I'm not fully comfortable with our choices this evening.

Councilmember Rich commented as follows:

- I was impressed by both applicants.
- When I look at the composition so far, and I think about what I might think is important in an alternate, I see strengths with both of these applicants, commitment to community, backgrounds that show expertise, and prior experience.
- Obviously, a passion for the community.
- Knowledge, expertise, commitment to the project, and understanding of what's entailed.
- The difference I see are two things.
- With Lynn Deedler, he's had his shot. He had seven years on the Board, really participated and had that community engagement.
- I guess I look at it as an opportunity for community engagement.
- Both of these people are passionate about it.
- When I look at Marshall Balfe, he expressed interest twice and also has the background and expertise and is now before us again.
- I look at that, and that's the sign of someone who definitely is willing to take on this task and has not had the opportunity in our town to contribute his vision and his expertise.
- I see the general contractor, the architectural expertise, art, history, design review experience, and a commitment to the community.
- To me that's my comparison.
- If I were forced to choose between these two, I would probably choose Mr. Balfe.

Vice Mayor Gurney commented as follows:

- I'm enthusiastic about Mr. Balfe as well.
- He's been rejected twice and he's here again having found out about this opportunity.
- He said something several times, something reflective of an attitude I have great respect for, it was a lot of fun. He said that about his work and about wanting to volunteer here.
- I think that's a really important attitude to bring when we're looking at a professional body which, by its nature and definition could have some conflicts in design choices and we're asking them to get on collaboratively and work together.
- I think Mr. Balfe brings that spirit, particularly. He had another remark. On what he likes to do, he said, I like to talk it out.
- Which again reflected to me the spirit of the current board, which is not let's have differences and then just vote and move on, but to really figure out the better collective, wiser resolution.
- He said he was willing to compromise. He can stand up for his point of view, and he's not a my way or the highway kind of guy. He said, let's talk it out.
- Both of those statements really resonated for me as attributes of an appointee.
- I would be in favor of choosing him this evening.

Councilmember Hinton commented as follows:

- I also would be in favor of choosing Mr. Balfe this evening.

*City Council Meeting Minutes of February 16, 2021*

- While he's lived in the city three years, he's applied twice, and I do remember him from those interviews in 2018 and 2019.
- He also is an architect and has quite a background, over time I think that would be beneficial to the group.
- Mostly, I think that he seems to be, as Vice Mayor Gurney stated, a consensus builder, willing to work as a team.
- I think those are important traits.
- Even though you might have a strong opinion, when you hear opinions of the other members, talking it out is a good way to come at it as a team approach.
- I like that about him.
- I do always wish we had, in some ways more applications, but I'm not sure that reopening the process would draw us additional candidates.
- I also feel a sense of fairness that when we do put something out, if we have candidates that have potential to be on the board then I think we should move forward.
- I would be willing to put my support behind Mr. Balfe tonight.

Mayor Glass commented as follows:

- I am somewhat concerned that our Councilmember design professional feels the need to open this up again.
- I am rather concerned that he feels that we need to have a larger pool of applicants.
- It is very hard to get people to do this work because it takes a lot of time and we have to be really appreciative of the people that do the work because it is a big contribution to the community because it does take a lot of time and effort.
- I'm just wondering if there is any other comments regarding that.
- We have someone that knows a lot about this and he is concerned about opening it up a little bit more.
- Any further thoughts from anyone?

Vice Mayor Gurney commented as follows:

- I have leaned on our architect Councilmember.
- Many times people have seen Councilmember Slayter help me read the architectural drawings at the dais.
- However, I'm not sure that his professional background needs to sway this body's decision tonight in this regard.
- I'm an attorney. I wouldn't want my legal advice or my legal perception of things to influence this board when we have a city attorney who has practiced in the area of all the responsibilities the City has legally.
- I think we have to be rather careful not to cross lines and mix things up there. Especially when I think we have a good applicant.
- We do have the difficulty, in almost all openings, of having either the number of applicants per opening, or maybe only one extra. I'm not sure how we can go about getting more applicants.
- It seems like it is a long, enduring problem that we have.
- Instead of having a field of five or six for two spots, we may have two for one spot, that kind of situation. I know our City Clerk, Outreach Coordinator, and everyone at City Hall do their best to advertise.
- I think we have a strong applicant who has shown his commitment and got through the Zoom difficulties tonight to talk to us for a third time, and I feel comfortable appointing him.

Councilmember Rich commented as follows:

- I just want to reiterate my opinion and encourage us to not lose sight of the fact that if you look at the applications of these two individuals, they have very strong backgrounds.
- These are people who have strong and deep expertise in the area that's directly applicable to the Design Review Board's obligations.
- I think we've got some excellent applicants.
- Despite my huge respect for Councilmember Slayter, I would urge us to move forward and choose one of these very qualified applicants.

Councilmember Slayter commented as follows:

- I feel like I need to maybe explain my position a little bit. I completely agree with you, Vice Mayor Gurney.
- My profession is not necessary, other than being familiar with research methods about things, knowing where to look for professional references and things like that, that's the only thing that I was using.

**MOTION:**

Vice Mayor Gurney moved and Councilmember Rich seconded the motion to approve Mr. Balfe for Appointment to Design Review Board (Alternate) for term ending December 2022.

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

**VOTE:**

Ayes: Councilmembers Hinton, Rich, and Vice Mayor Gurney

Noes: Councilmember Slayter and Mayor Glass

Absent: None

Abstain: None

**City Council Action: Appointed Marshall Balfe For Appointment to Design Review Board (Alternate) for term ending December 2022.**

**Minute Order Number: 2021-030**

**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. There were none.

Mayor Glass asked for any public comment on the consent calendar items. There were none.

Mayor Glass called for a motion.

**MOTION:**

Councilmember Slayter moved and Councilmember Hinton seconded the motion to approve Consent Calendar Item(s) Number(s) 3, 4, and 5.

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

**CONSENT CALENDAR ITEM(S):**

*City Council Meeting Minutes of February 16, 2021*

3. Approval of Minutes of the City Council Meeting of February 2, 2021 (Responsible Department: City Administration)

**City Council Action: Approved Minutes of the City Council Meeting of February 2, 2021**

**Minute Order Number: 2021-031**

4. Approval of Re-designation of the Alternate Seat on the Climate Action Sub-Committee as the Council's RCPA Representative (Requestor: Vice Mayor Gurney)

**City Council Action: Approved Re-designation of the Alternate Seat on the Climate Action Sub-Committee as the Council's RCPA Representative**

**Minute Order Number: 2021-032**

5. One Bay Area Grant (OBAG) – Approval to Direct Staff to Prepare Documentation for Application for OBAG Application; Authorize Mayor to Sign Letter of Interest and Resolution for Application for a One Bay Area Grant (OBAG) 2 Program; and Authorize Staff to Submit Application (Responsible Department: Engineering)

**City Council Action: Approved One Bay Area Grant (OBAG)/Quick Strike – Approval to Direct Staff to Prepare Documentation for Application for OBAG Application; Authorize Mayor to Sign Letter of Interest and Resolution for Application for a One Bay Area Grant (OBAG) 2 Program; and Authorize Staff to Submit Application**

**Minute Order Number: 2021-033**

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

Mayor Glass commented as follows:

- Before the next item I would like to make some comments as Mayor.
- The first thing I wanted to do was to apologize to my colleagues for those of you who were at the Mayor's and Councilmembers meeting, I dropped the ball on one of our votes.
- I have to explain how I got so baffled about what was going on.
- I had looked at all of my notes and then I had everything altogether and then I had asked our City Clerk to send me the minutes.
- I printed out the minutes and had them sent to me so I knew how I was supposed to respond and I printed them with a black and white printer and all of the items that she had sent me were highlighted in yellow.
- All of a sudden, I was sitting in the meeting and I had this black and white document and I couldn't tell what my votes were supposed to be. I was kind of scrambling trying to figure out what my votes were.
- I'm sorry if I appeared flustered. I apologize for that.
- The second thing I wanted to do was just to say something to the public about the process that we're going through here.
- We have a number of things on our agenda this year. We can't do everything simultaneous.
- I know there is concern regarding our budget.
- There is concern regarding how we are funding the police department.
- There is concern about what we're doing regarding climate issues.
- Part of what we're doing as a City Council, if you aren't involved in it on an every week basis and you aren't involved with all these meetings, it is hard to see the continuity of things going on.
- Going back from last year, we started a process of auditing our police department and auditing the policies, procedures, and information about our police department.
- We have employed a consultant to work on that, and we will be receiving a presentation from that consultant in the very near future.
- We have also hired our new Police Chief who will be introduced at our next City Council meeting.

- Those are two really important components that we need to look at as we move forward on making our plan for what our city is doing regarding law enforcement policies and our budget and how we're expending money on more than just police but other kinds of things.
- I just wanted to say that we are going through this process.
- It's the same thing with the climate policies. We just seated our Climate Action Subcommittee.
- The Climate Action Subcommittee is doing work to determine what our policies should be in that area, and they will be reporting back to the full Council so that the full Council can be making informed decisions about what actions we can take in response to the climate emergency that we declared last year and what policies we can move forward with that are going to be effective in responding to the public's desire for our city to do something about climate.
- We have a lot of other items like that that we are going through a process that will take several months and a year to go through.
- It's not that we are being inactive on specific items. We are going through a process.
- That process takes subcommittee work, reports back to the Council, reports to staff, and then sometimes public outreach for a community involvement process, and then finally a decision-making process to move forward with policies and budget items, et cetera.
- I just wanted to bring that to the public's attention so that they could understand a little bit about our process.
- We're not ignoring things that I know members of the public are very appropriately concerned about.

6. Discussion of Mid-Year Budget Review (Responsible Department: Administrative Services Director)

Mayor Glass commented as follows:

- We will be discussing our mid-year budget changes.
- For those in the public that may not know, our City runs a fiscal year that goes from July 1st until June 30th.
- Councilmember Hinton and I reviewed where we are to date met with department heads in order to determine where we were in terms of the budget that we adopted that started on July 1st.
- That's what we're going to be looking at this evening.
- We're going to be starting next year's budget in March.
- Because the situation with our finances has been so volatile recently, we feel a need to have mid-year budget review.
- The purpose of mid-year budget review is not to re-do our entire budget.
- It is to do some tweaks that are based on things that are very critical that have to be changed, or in response to changes in our economic situation.
- As we know, things have been very odd this year because our normal revenues have been very disrupted because of COVID.
- We have had a lot of extraordinary expenses related to COVID.
- It was prudent for us to go and revisit these issues and do some tweaking of our budget.
- This is not meant to be a time when we reconsider our entire budget and re-do the whole thing.
- We will be starting to do that for those interested in the budget process.
- We will be starting that budget process in March, and we will be meeting with department heads to get information about the budget.
- We will be meeting with our Finance Department to find out what our revenues look like, and then we will be holding public hearings for the public to have input on that process.



Councilmember Hinton commented as follows:

- I just wanted to say I really appreciate your recall for the vote the other night.
- Much better to realize you made a mistake and with transparency as we watched.
- Maybe there were other mistakes where nobody had the courage to speak up and say, wait.
- Thank you.
- I really appreciated that and thanks for explaining it tonight.
- Regarding the budget. I just wanted to say for the public, I think that when COVID hit last year and we were starting our normal budget meetings, I think we really did a great job by doing what we call the carryover budget because we had no idea how long this was going to last.
- I watched other cities who threw together budgets to meet their deadlines in mid-summer and they had to do a lot more guessing games with that.
- Even though we have been in budget meetings a lot more than usual, I think that that really helped us try to predict although, there is no predicting what could be happening.
- During the mid-year review, we were trying to be conservative when we put the budget together, we, at least from my perspective, continued to be conservative and bring forth conservative plans to the full Council because we're still not out of it.
- It is painful to even be spending any more money at mid-year review.
- As we went through these three meetings, we saw and we did trim other areas, but we saw there was really nothing else we could do except what we're bringing forward tonight.
- I feel really good about the work we do and that we have done, and I think staff can do the presentation, and we can answer questions.

Mayor Glass commented as follows:

- Also, I went over with our Administrative Services Director information about where our City is.
- I just wanted to mention that when I came on to the Council back in 2014 our reserve was just about zero. It went from zero up and we segmented our reserves.
- Our reserves means our savings. It is like the extra money we have.
- We had no savings. Back in 2014 it was just about zero. If something went wrong, we were kind of in big trouble.
- By 2017/18, we had a \$3.88 million reserve and a \$1.5 million reserve that was just going for our unfunded pension obligations.
- We had a \$1.1 million reserve for purchasing vehicles and things like that, and then a \$685,000 reserve for buildings and infrastructure.
- We had gone from zero in 2014 to about \$7.16 million in reserves.
- That's a pretty big gathering of a reserve over a fairly short amount of time.
- The general reserve that wasn't allocated was up close to a \$5 million reserve.
- We had \$2.7 million in the pension reserve.
- We still have the vehicle reserve.
- We went from basically having no reserve to having a significant reserve which is actually how we got through this year.
- We are operating in a big deficit this year, but the reason we are able to sustain that is that we had saved somewhere around \$7.5 million. We had that in savings, that was a cushion for a rainy day and we haven't had a flood this year, but we had COVID instead in the past year.
- We've had some serious problems here.
- The reason we have been able to get through it is because we did save for a rainy day, and we have been using those savings in order to get through this past year.

*City Council Meeting Minutes of February 16, 2021*

- Just so everybody knows, that's where we are, we're not broke, but we really need to be very prudent about where we go from here.

Director Kwong presented the agenda item recommending the City Council Discuss and Consider Adoption of Resolution Approving the Mid-Year Budget adjustments to the City of Sebastopol Budget for FY 2020-21 and provided the following highlights:

- The item before the City Council for discussion and consideration for the mid-year budget amendment requires an approval, an adoption of these changes.
- As you are aware, mentioned by the Mayor and Councilmember Hinton that –the 2020/2021 budget was rather unique because of COVID.
- Council adopted the interim budget on June 16, 2020 with a planned use of reserves to cover the budgetary short fall of \$1.5 million.
- Subsequent to the June adoption, the budget committee began to review in depth, with each department head, their budget and propose a revised budget that was adopted on October 14, 2020 with a planned use of \$2.18 million to cover the short fall.
- This amendment is not intended, as the Mayor alluded to earlier to be a full-blown discussion of the budget and every single line item, but it serves as an opportunity for the Council to review and make changes where and when appropriate to the general fund and any other funds to achieve a more accurate picture of the current budget and to help shape the development of the next budget, which is already underway.
- The overall increase of the mid-year revenue is approximately 6.84%, which includes a small adjustment to property tax on the recent December receipt.
- Sales tax did have an increase upward since the adoption of the revised budget.
- The adopted budget in October for sales tax was based on a conservative approach since we did not have full data of quarter one which happened to be January through March.
- In addition, the state also issued a 90-day extension for sales tax payment as a result of COVID and many businesses did not pay their Q1 until quarter two.
- Now we are almost a year into this pandemic and our sales tax consultant has a better handle on how the pandemic was affecting purchasing and has recalibrated their projection, resulting in an increase to our sales tax number.
- The budget committee met multiple times to review the requests from each department and provide the recommendation as follows.
- The Planning Department requested a \$60,000 adjustment to the General Plan Update fund to begin work on the 2023 Housing Element. The budget committee is not recommending this adjustment at this time as preparation for the request for proposal work can begin in this fiscal year and the funding for a consultant can be further discussed and budgeted in the next fiscal year.
- The Building Department showed a small budget reduction to conference and training expenses due to COVID-19, and that was \$1,500. The budget committee approved this budget reduction.
- The Engineering Department anticipated for the retirement payout for the leave of 40 hours of admin leave per policy and 192 hours of anticipated vacation approval.
- In addition, the remainder of 2021, the civil engineering position will remain vacant and the work will be outsourced.
- A net saving of \$51,000.
- The budget committee approved this overall budget reduction.
- The Fire Department has reduced \$10,000 in expenditure for fire calls during COVID-19.

- The Fire Department anticipated receiving \$205,000 from CalOES for vehicle utilization during the disaster for fire disaster reimbursement.
- This reimbursement will be placed in the vehicle reserve funds that the Mayor alluded to earlier.
- The Fire Department also requested \$175,000 for the purchase of Type 3 Fire Engine using the reimbursement fund to pay for it.
- The Budget Committee recognized the need for an upgraded engine and are concerned about the safety of our volunteer firefighters and recommended that the Fire Chief to conduct a search for lower cost used alternative and can return to the City Council for a more cost-effective savings options.
- The Police Department requests the following:
  - Due to an unexpected vacancy, COVID-19 quarantine, and short staffing, the department has been operating at 60% to 75% staffing level.
  - Overtime was warranted and requested an increase of \$150,000.
  - The budget committee recommends approval.
  - City anticipates hiring two officers, one reserve and request an increase to related cost for reimburse of \$3,000.
  - The budget committee recommends approval on this item as well.
  - Additional legal fees of \$60,000 for outside legal counsel on arbitration hearing pending civil lawsuits.
  - In addition, the department also received an invoice from 2019 that we received in October of 2020 in the amount of \$6,000 that was not budgeted in the current year.
  - Request an increase in the total of \$66,000.
  - The budget committee approved these requests.
  - The City also received from Sonoma County Animal Service for May 2020 invoice but was not received until November of 2020.
  - It was a fee for services to be expended to the humane society not previously budgeted in 2021 in the amount of \$1,000.
  - Reduction in other services and supply in the amount of \$10,000.
  - Reduction in travel in the department to the tune of \$20,000.
  - Both of these items the budget committee approved for this budget reduction.
- The Public Works Department requests the following:
  - Requests for an increase in costs continuing to provide COVID portable hand wash stations and rest rooms to the tune of \$43,000.
  - Additional safety supplies for all the government buildings related to COVID, that costs \$8,600.
  - These items have a potential of FEMA eligibility for COVID reimbursement.
  - The budget subcommittee approved this recommendation.
  - Delay in building facility maintenance, costs will reduce the budget by \$20,000.
  - In addition, staff was able to achieve the cost for the fire department exterior wall leak and dry rot repair lower than budgeted amount and the budget savings was \$12,000.
  - Pool equipment generator repair was not needed so much this year, so there is a reduction of \$6,000 in that area as well.
  - The budget subcommittee approved this budget reduction.
  - Request for reclassification of the current position of Maintenance Worker II to Senior Maintenance Worker/Sanitary Sewer System Operator, a cost of approximately \$8,000 which can be absorbed in the current budget.

*City Council Meeting Minutes of February 16, 2021*

- Overall, the general fund department expenditure resulted in a net increase of \$164,000 or a 1.25% increase.
- The projected short fall is \$1.78 million by June of 2021.
- To that end, the deficit will reduce the fund balance to \$2.49 million.
- This is 22.6% of policy reserve.
- There will be no changes to water and sewer revenues.
- Water and sewer expenditure decrease is due to filter media replacement, was able to achieve cost savings and sewer expenditure decrease due to saving in the sewer replacement.
- All the other decreases in the water and sewer enterprise is due to direct general and administrative cost allocation from various departments.
- With that, staff recommends the adoption of a resolution approving the mid-year budget adjustment to 2021 as presented.
- We have respective department heads attending this meeting tonight in the event that the City Council has specific questions for those departments.

Mayor Glass asked for questions.

Councilmember Rich commented as follows:

- Thank you for all of this work, both to Ms. Kwong, our amazing Administrative Services Director, and also to the Mayor and Councilmember Hinton.
- I mean, it boils down to this little document, but surely it reflects a huge effort.
- I have a number of questions but the one that particularly interests me is to have an explanation of how confident you are in this increased revenue number for sales tax that seems to be driving quite a bit of this report, and it's substantially different.
- I'm looking at a difference of \$583,000, I think. How do you feel about that number? Can we rely on it?

Director Kwong commented as follows:

- We can definitely rely on that.
- The consultant has done a lot of analysis since COVID.
- When COVID hit, I really took a conservative approach, and the data was not available at all.
- The state extended the payment of the first quarter to the second quarter, and then just a whole host of chaos.
- We are almost a year into COVID, and our sales tax consultant is pretty much on target with their projections.
- I'm very confident with this new forecast level that they provided.

Councilmember Rich questioned if these are consultants that you have relied on in the past?

Director Kwong stated that is correct.

Councilmember Rich commented as follows:

- I would like to have addressed the one piece which is the Zero Waste upgrades.
- I see that there is a proposal that we reduce the budget by \$20,000 but that what we do is we delay efforts in our Zero Waste upgrades.

*City Council Meeting Minutes of February 16, 2021*

- I see the Climate Action Committee trying to push forward on these issues. I know that we have made commitments as a City Council. I'm on the Zero Waste Committee, and I see those commitments pushing forward.
- I look at this number and I think, really, is this where we're going to cut?

Councilmember Hinton commented as follows:

- That number is for a dishwasher, commercial grade in City Hall where, due to COVID, there is very limited staff working there now and we're not holding meetings there.
- I just want to be clear, this really isn't a position that I think Mayor Glass and I think, oh, we're just pushing that off and is it really even safe to do the construction right now in a place where nobody is working when we can do it when we're a little further down the line.
- It's about practicality and truly safety because in a COVID environment having people doing construction that doesn't have to be done is probably best put off until we're in a safer non-COVID environment.

Councilmember Rich commented that my follow up comment would be given our commitments on the climate side, I would appreciate having more detail in the report that would represent the ask such as a delay in our Zero Waste upgrades, additional information would help inform our public and memorialize our rationale.

Vice Mayor Gurney commented as follows:

- That was going to be my question. What were the Zero Waste efforts that were cut from the budget right now?
- I understand it's a commercial grade dishwasher at City Hall. Nobody is using it. Nobody is there, working safety issues, and construction.
- I'm just not sure why the dishwasher cost is \$20,000.
- I'm wondering, are there Zero Waste upgrades in addition to the dishwasher, or the budget subcommittee people for whose work I'm very grateful.
- Is it more than a dishwasher at \$20,000? That seems really high.

Superintendent Del Prete commented as follows:

- It was going to be kind of a mini kitchen area, moving plumbing, and electrical.
- It was somewhat of a remodel facilitating getting that dishwasher.
- There was also discussion about a stackable washer and dryer to wash the linens as well.
- It was more than just a dishwasher.
- I would add, in an effort to meet those Zero Waste goals, we have received several grants for water bottle filling stations, recycle cans for downtown and most recently I received a grant and we installed in Public Works three stream waste containers. Those were all at no cost to the City.
- That was a way to continue to work towards our goals at Zero Waste.

Vice Mayor Gurney commented as follows:

- On page 6 of the report, I'm looking at the unassigned fund balance history.
- It's page 6 of agenda item number 6.
- As I read the history, it's not quite as dire as the Mayor stated.

Director Kwong commented as follows:

*City Council Meeting Minutes of February 16, 2021*

- What the Mayor was trying to say is that it took a long time to get to where we are and it only took a year to almost deplete it completely.
- That is the path that we are going down.
- Almost five million and it is barely two million way back when. It is not completely zero.
- Compared to what we have accomplished for the last four or five years, it took a long time to get where we are, and it doesn't take very long to deplete the reserves that the City Council worked so hard to get back.
- If this chart were to go further to the left or earlier in time to 2008, we would have seen the numbers go even lower.

Vice Mayor Gurney commented as follows:

- I appreciate you underscoring what the Mayor has said because that dramatic and quick fall is an important point that the Mayor has made for us.
- It is important to keep that in mind always.

Director Kwong commented as follows:

- \$2 million one year in COVID, as you already saw, that's what the deficit was.
- It will only take one disaster, and we will deplete our budget.
- The Council work again, very hard to get to where we are and we want to be able to continue to reserve that.
- We're entering year number two also in COVID.

Mayor Glass commented as follows:

- Clarified the funding
- Though the unassigned fund balance history, if you look back at 11/12, we had \$700,000 of reserve of an \$8-\$9 million budget, that's not very much money.
- It did get up to almost \$5 million at one point. Now it's gone back down.
- One thing to remember is that this is just the unassigned fund balance.
- In 2017 we decided to create some assigned fund balances.
- We actually have other savings in those other accounts that I mentioned.
- We have taken several million dollars and put it into a savings account that is for just for our unfunded pension obligation.
- We have got several million that is in a special account because we know we're going to be going negative in PERS which are our obligations for retirement.
- We have another account that is over one million that is for vehicles.
- Every time, if we have to buy a big fire engine, we've got money saved in there.
- We have an additional amount a little less than a million that is for buildings and facilities.
- This unassigned fund balance is actually our rainy-day fund for everything subsidized by the general fund.
- That's what we have been using to subsidize our general fund because we have been in a deficit situation.
- However, we do have other rainy-day funds that we have been saving.
- The scariest one is the pension money.

Councilmember Slayter commented as follows:

- The year or two that I was on the budget subcommittee with Councilmember Kyes all those years ago were among the most frustrating endeavors of my life.

*City Council Meeting Minutes of February 16, 2021*

- The two of us started to right the ship all these years ago.
- I will be indebted to Councilmember Kyes and the Mayor for his efforts at the time, it was a difficult time coming out of the recession.
- There wasn't much to find under the couch cushions back then.
- Next thing is the delay of construction and following COVID safety protocols.
- I can certainly attest to that.
- With the nonprofit that I'm involved with here in town, Rebuilding Together, we have delayed non-essential, non-safety repairs for homeowners for that very reason.
- \$1.7 million in COVID relief would be our share.
- If you look at the deficit, we're within spitting distance of the red ink in our budget.
- The independent review of law enforcement, the community vitality position, the consultant that we have for that. Those are the two larger things that I can think of right away.
- Every single department has these kinds of extraordinary one-time expenses.
- Knowing that that money is coming our way, and that we've already figured out a way to pay for them out of hard-fought savings, that is put away for that very reason.
- If this isn't a rainy day, I don't know what is.
- I think we'll be in good stead with the Federal Announcement that has been coming out.
- I'm curious if you can speak to the conflict, honestly, in the information between what the State of California is seeing for their tremendous windfall that is currently pegged at around \$26 billion, and it could go up to \$40 billion, and that's largely due to the rich getting richer, which is a really unfortunate thing.
- The difference in the rich or the haves and have nots is really under a big microscope these days.
- I'm curious why we're not seeing our fair share of property tax increases.
- Do you have any information or data that you can share on that?

Director Kwong commented as follows:

- Staff stated they did not know the answer to that.
- I don't have any data on the property tax, as far as the big windfall for California.

Councilmember Slayter commented as follows:

- I wondered if maybe any of the consultants or analysts had mentioned it.
- If they hadn't, maybe do a little digging and find out where's our cut of the pie?

Director Kwong commented as follows:

- That windfall, if I had to guess, that was probably from the last C.A.R.E.S. Act, it's probably more than what it appears to be.
- Our share was only \$95,000 from that first wave of relief.
- If I have to guess, I'm sure that the State of California probably had more than that.
- There's thousands of pages into that C.A.R.E.S. Act that no one has fully read

Councilmember Rich commented as follows:

- I just want to recognize as we look at this budget, we see the numbers there.
- The numbers look big to us on the expense side.
- What I see as a new Councilmember is the amazing work ethic of this entire staff.
- One of our most valuable assets, I think, is our staff.



*City Council Meeting Minutes of February 16, 2021*

- I just want to put out there my observation of the amazing number of hours and the quality of those hours that we get and our city benefits from, particularly from our City Manager and City Attorney - one person doing two jobs.
- Our Assistant City Manager and City Clerk – one person doing two jobs.
- Just for the public and for our purposes behind all of those numbers, city staff is working hard and the staff is definitely worth it.
- I'm so pleased that we have that reserve, because we need every moment of that staff's effort, and their amazing contribution.
- Because this is a particularly sensitive topic, I would love some sort of additional detail regarding the Police Department increase in budget and the need for that additional staff .
- I have confidence that there is an explanation, but I think it's worth asking the question for us and for the public and then I also would like after that some explanation about the fire truck.
- I want to make sure that we are going to provide the fire truck that is needed.

Chief Mort commented as follows:

- This is not a request for additional staffing. We're not increasing staffing numbers.
- We have struggled since I've been here, my authorized strength is eight officers, four sergeants, and myself. 14 staff members.
- The lieutenant and I are typically not on the streets. Although my lieutenant has been working on the streets.
- Of the 12 assigned to patrol, we have been operating since August with about 6 to 7 people.
- Short staffed for multiple different reasons. Everything from vacant positions, COVID related quarantines, on the job injuries, and just normal sick leave, vacation uses, and so forth.
- When I first got here, our minimum staffing level has always been two during the bulk majority of the days. During busy hours we had three.
- We've lowered minimum staffing levels to two, and we're still facing overtime trying to make sure we have at least two officers on, on a 24/7 basis.
- There's been multiple reasons for that.
- We are in the process of trying to fill those positions.
- I won't get into recruiting right now, which is extremely difficult for a variety of reasons. I'm hoping to be able to get back up to full staff.
- The new chief should be hoping to get back up to full staff, I should say, in the very near future, with some things we have in the works.
- This is not an increase in staffing.
- It's an increase in maintaining an adequate staff out there to meet the needs of the community and to meet the needs of our officers' safety, to provide the services this Council is looking to do.

Councilmember Rich commented as follows:

- I think it's amazing that you can manage to cover 24/7, our town, with only 6 to 7, plus that staff working overtime.
- You can't have one officer out on his or her own, because if something bad happens, then you have to have the other person with you.
- I think that's important for everyone to understand, that that really is minimum staffing.
- You're really short staffed, and the fact that we have officers that are willing to work the overtime is really an incredible compliment in terms of their commitment.
- Thank you.

*City Council Meeting Minutes of February 16, 2021*

Chief Mort commented as follows:

- The staff that has worked there, they have been tremendous.
- In December, we had a very rough month with holidays and vacations.
- I've had some staff members that have been working 70, 75-hour weeks.
- It does wear on some other sides of the coin, that's why we're trying to get staffing up.
- We have some sergeant recruitments coming up and we hope to make some announcements in the coming weeks.
- I'm still going through officer interviews to back fill for those, but it's been a longer process than anticipated.

Councilmember Rich commented as follows:

- I want to grab this opportunity to say thank you for everything you've done.
- You've been such a safety net for all of us in this community.
- I really appreciate it, and I know that I speak for others in the community, too.
- Your heart is there, and your expertise is there.
- We've been so fortunate.
- Thank you.

Mayor Glass commented as follows:

- Discussed the fire engine request.
- Councilmember Hinton and I were very concerned that we do provide safety, particularly for our volunteer firefighters.
- This is an engine that they use for fighting wildfires, which certainly has become an annual event.
- We have an engine that is quite elderly and that does not have air conditioning.
- To me, that's the biggest problem, we need to have air conditioning.
- Those guys are out there in a fire in very smoky conditions.
- We want to make sure that they have a vehicle that has filtered air in it.
- If they're trying to get out of a difficult situation, there should be some place where they have safe air.
- However, the first proposal we saw was for using Cal OES's money to purchase a new engine, and we would have to subsidize that amount out of our savings.
- Councilmember Hinton can chime in on this, too, but it's our feeling that we're not the kind of town that buys brand new several hundred thousand-dollar vehicles.
- We're a thrifty town, and we need to find something that is sound and usable and is going to be safe for our fire staff.
- We don't need to do that thing of go down to the showroom and buy something that will depreciate by 15% the first day you drive it out the door.
- We appreciate that finding the right thing used is harder. We get that.
- We're still encouraging looking for alternatives.

Councilmember Hinton commented as follows:

- When we first brought this up, this is a wildfire engine, and we had originally bought it, I believe, from Marin County used and added some money to it.
- I think we got the deal of the century.
- We have maybe \$40,000 to \$50,000 into it, and we've used it a lot.
- Mayor Glass is right, it's not our primary engine, it's used for fighting wildfires.

*City Council Meeting Minutes of February 16, 2021*

- Can we put out a wide net and see if we can find another nicely used vehicle before we go and special order something brand new, as it's a specific type of engine that is not used every day.
- We discussed it with our Chief.
- Hopefully he's throwing the net out there to see if we can maybe get a slightly used engine off of another bigger department for our city.
- That's our thinking, anyway.

Mayor Glass opened for public comment.

Kyle Falbo commented as follows:

- What I find interesting about the recommendations is how we're given justifications for the two items we're choosing not to support, but no justifications to the increases, just a statement of support.
- It's my hope that our primary budgetary subcommittee would be providing arguments justifying increases.
- I find the increase of almost \$200,000 to the police concerning.
- This will bring the surplus of the budget to 49%.
- Please don't make me update my virtual background to reflect that half the entire budget of the City is law enforcement.
- Our Police Department is currently under an independent audit.
- It would be my hope that any increase to the budget to a department of this size be deferred until we have a better understanding of the effectiveness of the department.
- In particular, I'd like to make reference to the listed FTEs for the Police Department, at 28.75.
- This number is interesting, considering that our interim chief just referenced 14, and that doesn't reflect the number of 28.75.
- It isn't just the suggested midyear changes I'm concerned about, but the lack of additional midyear changes to the budget.
- At a time when such enormous reduction in revenue is taking place, it's my hope that the budget subcommittee can find further reductions, perhaps a broader discussion of the amount of contract services.
- I will briefly highlight some of the amounts being spent on contract services:
  - City Manager/Attorney, \$46,000.
  - Planning, \$154,000, 23% of that department's budget.
  - Building, 20%.
  - Engineering, 18%.
  - Public works, 14%.
  - Community service, 9%.
  - Finance, \$494,000 are being used on contract service. That makes up 47% of that department's budget.
  - Nondepartmental, 31%.
- The 2011 budget was near \$5 million, not the \$8 million suggested by the Mayor.
- Money is funny, you can be applauded for squirrelling it away, but doing at a time when we have taxation sold to us with the understanding that this would be used for road maintenance, it's a little disingenuous.

Mayor Glass commented as follows:

*City Council Meeting Minutes of February 16, 2021*

- I just want to address one of the statements that was mentioned by the public, which is that we should defer spending money on hour police staff when we our Chief has just told us that we have staff that are working 60, 70 hours a week and I would think that it is prudent to pay less overtime and have enough staff so that we're not paying so much overtime.
- I would also like to say that one of my criteria for information that is given out in our City Council meetings, is to strive for accuracy.
- When I think something is inaccurate, I'm going to say so.
- I just think some of the things that were just mentioned are very inaccurate.
- Since I've been on the City Council, we have had 14 sworn officers, there was a time from when we had a federal grant, I'm not quite sure what years it was, it was before I was on the Council, I think it might have been when my husband was on the Council, we went up to at one point three more officers that were funded through a federal grant.
- Once we no longer had that federal grant, we stopped having that many officers.
- Just to reassure the public, Chief Mort's comments about how many staff we have, I'm sure are accurate.
- I just wanted to reassure everyone that that is the case.

Council Considerations:

Councilmember Hinton commented as follows:

- I think that maybe there's just a little confusion out there because Chief Mort addressed that we have 14 officers, but we also have five full-time dispatchers, four reserve officers, and I think a couple of records people.
- Obviously, there are tons of records involved in law enforcement.
- I do think that we have about 21 staff, so Chief Mort can correct that.
- I just want to make sure, I feel like the member of the public as you call 911, somebody answers the phone. Then the call goes out.
- There's other people within the department besides the sworn officers.

Chief Mort commented as follows:

- If I can set the record straight? I only spoke about the sworn staff.
- We do also have five dispatchers, as Councilmember Hinton mentioned.
- We have a Records Communication Supervisor, which brings us up to 20 staff members.
- We also have a 0.75 Police Aide that does parking, and other community complaints.
- That staff spends a lot of time dealing with community issues and animal control.
- Our actual full-time equivalency is 20.75, if I did the math correctly there.
- We do have four reserve officers. They're not paid. They're volunteer. The only time that reserve officers do get paid is if they're working a shift.
- They're paid straight time officer pay, no benefits or overtime.
- We do have four citizen volunteers that are not paid.
- That may have been where the 28 number came from, in a typo in previous years, if those were added in.
- Those are unpaid positions.
- Our full-time positions are 20.75.

Councilmember Hinton commented as follows:

*City Council Meeting Minutes of February 16, 2021*

- I do believe we still have the placeholder in place with the thought of hiring someone to possibly share with another City or depending on the City's negotiations for social services, to have some help with our social services related to policing.
- I'm not exactly sure where it is, because I'm not doing that negotiation.
- As Council, we can't all serve on the same committee.
- I know we're committed to that, and I think that is still sitting as a place holder.
- I just wanted to bring that up as well.

Mayor Glass commented as follows:

- Yes, that is out there, the law enforcement subcommittee as well as the housing subcommittee, we're hoping that maybe some of that funding for social services may come out of some of the mitigation money that we're getting from the County.
- That might help pay for social services.
- That's another issue that I'm planning on bringing forward on the agenda once we have more concrete information about the kinds of funding that are available.
- We can look at how we can do that Are we going to partner with existing nonprofit partners?
- I've had discussions with other cities about sharing people, as I believe you have.
- We are going to be moving forward with looking at how to shift some of our non-policing kinds of activities over to social services.

Vice Mayor Gurney commented as follows:

- Do you have a more specific timeline on that?
- When are we going to get to putting together this social services position?
- Did we previously set aside money, reserve a small amount for that?
- Was it \$25,000, or \$40,000?

Director Kwong commented that it is \$25,000, and it's resigned in the police budget under contracted services.

Councilmember Slayter commented as follows:

- As the co-member of the law enforcement committee, I will go ahead and give a little mini report on that.
- Those conversations are taking place as far as revising law enforcement services, and the delivery thereof, and how some of those duties do not belong with law enforcement.
- We're talking about those things.
- Everybody on the Council and anybody who has paid attention to these meetings over the last several months knows, we have an outside audit going on of our Police Department, and a new Police Chief coming onboard.
- We have a tremendous opportunity, and all of the things are coming together in a really fortuitous way.
- I'm excited about this moment in our city's history, and our ability to continue, or maybe to forge a new path in leadership, regionally.
- I know the City of Santa Rosa is getting a lot of ink right now, and deservedly so.
- That's a really interesting model that they've had great success with.
- That's a great opportunity for Santa Rosa.
- I think there's an economy of scale for them that we do not enjoy.
- We need to look at those things.

*City Council Meeting Minutes of February 16, 2021*

- The public comment and e-mails we've received about the increase of this item at hand are very well considered.
- I thank everybody for bringing those to our attention. We're in transition.
- I'm willing to work with that concept, given the midyear that this item is.

Mayor Glass commented as follows:

- To respond to Vice Mayor Gurney's question about time frame, I'm seeing the time frame for that as being continuous with the new budget update.
- It's a critical path, we need the information coming from our new Police Chief, information coming from the police audit, information coming from the County about the exact form of the mitigation money we're getting out of the County.
- Putting all of those pieces of information together.
- Through the new budget process, we will have collected all of that information and we can start to look at what we're actually doing.
- That, I would imagine, is continuous with the budget process, there would be some agenda items that will come out that have to do with these kinds of issues.
- What resources will we have to address doing things a little bit differently in law enforcement?

Councilmember Rich commented as follows:

- I'm realizing as I hear this discussion, we're talking about bringing in this expertise, the CAHOOTS model, and I look at how small our city is.
- I think it's worth noting, and I'm sure others can confirm this, when we look at why are we contracting, why do we get consultants in to do various jobs, we're a small city.
- We want real expertise.
- We can't hire someone full-time to work a CAHOOTS model or do a police audit.
- We have all these areas of expertise where we embrace a consultant to do a smaller job, and it's cost-effective, because that's the size we are.
- I'm sure on the budget subcommittee, you guys look at this issue. That's got to be what you're looking at; how can you effectively do this for the right cost?
- Sometimes it's employees, and sometimes it's consultants.

Mayor Glass commented as follows:

- It's a real balancing act.
- The art of doing the budget is quite an exciting prospect every year.
- Are there other comments from my colleagues regarding this item?

**MOTION:**

Councilmember Slayter moved and Councilmember Rich seconded the motion to approve Adoption of Resolution Approving the Mid-Year Budget adjustments to the City of Sebastopol Budget for FY 2020-21. 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 Adoption of Resolution Approving the Mid-Year Budget adjustments to the City of Sebastopol Budget for FY 2020-21.**

**Resolution Number:** 6328-2021  
**Minute Order Number:** 2021-034

Mayor Glass called for a break at 8:35 pm and reconvened the meeting at 8:47 pm

**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.)

7. Informational Item – RHNA (Regional Housing Needs Allocation) Numbers (Responsible Department: Planning)

Director Svansson presented the agenda item recommending the City Council Receive report. If desired, schedule a study session for additional discussion on RHNA, Housing Elements, or other topics of interest to the Council with the following highlights:

- Every eight years, the State of California Housing and Community Development Department issues what is called a regional housing needs determination.
- It's given to each regional government in this state.
- That number, it's a big number, it's 441,176.
- It's a housing target of the number of housing units the bay area counties need to produce or the target for them to produce over an eight-year housing cycle.
- That number is 135% greater than it was for the 2015 to 2023 cycle that we're in right now.
- The Association of Bay Area Governments/Metropolitan Transportation Commission is the San Francisco bay area's regional government.
- It's their responsibility to figure out how to parse out the targets into each region.
- They set up a public process with representatives from each county, and Sonoma County has one representative for the county, as well as at the staff level called the housing methodology economy.
- They met over several months, they started before COVID, and just released the final draft.
- Over several months, they look at how to allocate the big number to jurisdictions, not based on numbers originally, they start with goals.
- They try to get to some guiding principles that everyone can agree on.
- You have San Francisco, San Jose, Oakland, the smaller communities, you have the mid-size communities in Alameda County, and Santa Clara County.
- Everyone has their own interests. They get to some guiding principles. Those are on page two of the staff report.
- The numbers are allocated to each city and county, and based on the four different income categories, very low, low, moderate, and above moderate, that's what we call it in the general public.
- The county planners met and talked about this as the process was going on.
- Simultaneously, they've been working on an update to the regional plan, called Plan Bay Area 2050. This plays into the cycle because they have a population projection model that they utilized to take the methodology and come up with the actual numbers.
- In October, the housing methodology group did their final recommendation, including numbers that were reviewed and forwarded on by the regional planning committee, and adopted by the ABAG/MTC executive board.



*City Council Meeting Minutes of February 16, 2021*

- That original allocation had hit rural counties and towns very, very heavily.
- They had a 135% increase in the overall number from the last cycle to this cycle, the unincorporated areas of the counties were being hit with somewhere between 340% and 900% increases.
- As we met with the Sonoma County planning directors as well as planning staff, we felt this is antithetical to what we wanted to do. We put together a letter that was sent to the executive committee expressing concerns
- One issue was recognizing and factoring in transit. Housing balance is one thing, but how do you get to that job if you don't have transit?
- Sebastopol's was about 410 units, about 240% more than our current number of 120.
- We had a lot of meetings with ABAG staff, they were great about actually meeting with us, talking with us. They helped us understand where the projections were coming from, and the models and assumptions. We got them to share the assumption maps that they were using as inputs and allowed them to mark them up because there were a lot of errors and inappropriate assumptions, like high-density housing in the floodplains, and some parcels in the Laguna marked as being a potential development.
- ABAG gave us the opportunity to review that and send in our comments and incorporate those. We certainly appreciated that, and I think helped us out in the process.
- In October the executive board reviewed and accepted the methodology.
- In December and early January, they were finalizing the Plan Bay Area and modeling, and they not only incorporated staff comments, but they also had to look at meeting the greenhouse gas targets.
- Between those two factors, they ended up having to refocus development on places that had access to transit. Because they weren't meeting greenhouse gas targets, and factoring transit much more, that reduced the projection numbers for our areas significantly.
- Sebastopol's went from 410 to 213, which is a 77% increase over our current targets.
- It's still big, but it is much more doable for a community our size. It's within what our growth management ordinance allows.
- Unincorporated Sonoma County went down by 1,300 units, and the overall for all of Sonoma jurisdictions went down by 3,000.
- I believe Senator McGuire is looking at an effort to carry over excess production in the housing cycle.
- There are some communities where they're not really trying to do housing, but most of the communities in Sonoma County will be exceeding in at least one category.
- I anticipate we will probably meet our targets if not exceed slightly, not huge numbers, in multiple categories – the only one we actually may not fully meet is the market rate.

Mayor Glass asked for questions.

Mayor Glass commented as follows:

- You're mentioning the rollover, being able to move the excess.
- We actually had excess in the prior, not the current one, but we had excess in the very low category in the prior planning period.
- Any chance that Senator McGuire might let us move those forward?
- We keep meeting the low ones, I think this is one of our issues, we have one of the lowest average incomes of all the nine cities, and I think the reason for that is that we have built more subsidized housing per capital than probably any of the other cities.

*City Council Meeting Minutes of February 16, 2021*

- That leads us to have low income because we're accommodating working people, which is good, but I'm just wondering when we do this excess, any chance we can rollover?

Director Svanstrom commented as follows:

- It will take state legislation to be able to rollover. It's worth an ask.
- There was a bill a number of years ago that was actually going to carry over any deficits.
- Housing policy has changed so much in this cycle.
- I know there are a lot of folks in the state legislature, the deficit is so great we can't make a number and give everyone breaks on it.

Mayor Glass asked if the ADUs and Junior ADUs count towards the numbers?

Director Svanstrom stated yes.

Councilmember Hinton commented as follows:

- I was just curious if you look at the reallocation.
- Sebastopol got more than what is reasonable.
- Healdsburg went up. What was behind that?
- Did that have to do with transit being on the 101 mostly?

Director Svanstrom commented as follows:

- In January the executive board decided to include an equity adjustment.
- It's an equity factor, it's trying to indicate more housing in higher source areas.
- That's what these final numbers on the percentage changes, that's what accounted for the big change in Healdsburg and also Windsor.
- 20 or 30 communities went up significantly in the percentages because of that equity adjustment, and everyone else pretty much went down 1%.
- We dropped two units.

Vice Mayor Gurney commented as follows:

- Interestingly about Windsor too, they have the highest median income of all cities in Sonoma County.
- I don't think anybody would necessarily know that.
- If you read the E.D.D. Reports, we're the lowest, they're the highest.
- Our property values are in the top three.
- This is actually what makes the methodology, that's just one factor.
- That's not trends, jobs, housing or any other ratio disparities, educational disparities.
- There's all sorts of factors.
- My mind would say they should look at the zoning that we have and then figure out the numbers.
- It seems like what they're doing is figuring out numbers and then telling us to change our zoning to accommodate their numbers.
- I would think they'd look at U.G.Bs for starters and then the land available inside those U.G.Bs.

Director Svanstrom commented as follows:

- There are two different sides to that and they certainly did look at who had a PDA, a Priority Development Area.
- They were originally created as a way of focusing development within an area.

*City Council Meeting Minutes of February 16, 2021*

- Ours was originally the rural P.D.A., ABAG dropped the rural designation a while ago and now they treat them as factors in where these people want growth.
- There are certain things that give you some advantages when it comes to grants, but we have pretty significant area, more than may be appropriate, within the PDA boundary.
- They were expanded at some point a few years ago.
- It's probably a conversation we're going to have with the Planning Commission and the Council at some point.

Vice Mayor Gurney commented as follows:

- Next time it comes around, does it make more sense to modify them?
- It does include a lot of area in the flood plain and some of the areas that aren't done, the city center, and downtown centered growth.
- It would be good to focus on.

Director Svanstrom commented as follows:

- When I talked about the maps, marking up the maps that were our inputs for the projections, those were based on information that I got from the cities, but they took some of it out of context.
- The way they applied it was more of an economic forecast.
- I had several discussions about making assumptions of high density housing in a flood plains being in appropriate assumptions with ABAG staff, it just isn't a good idea.

Mayor Glass commented because studies have been done about climate change and sea level rise around the bay area communities, they factored sea level rise as they were looking at those communities.

Director Svanstrom commented as follows:

- They did not factor flooding rise along the river and the Laguna and Russian River because they didn't have the information.
- Flood plains don't go down, and due to climate change, the frequency of those events are going to be more. We already know that.
- Just because we haven't studied it doesn't mean you can't find a way to factor it in.
- Those were in my conversations with ABAG.
- They also had some sites like Burbank Heights as a potential development site.
- This is an affordable housing project, not something you would redevelop.
- Current zoning wasn't their only basis, though, because there are communities that have specifically not zoned for any growth. Our General Plan has 29 units an acre for higher density areas, which is a pretty high number for a small community to have.
- 29 units an acre may be average for a big city, but for a smaller town, that is high.
- Unfortunately, due to State law, once something is set in zoning you can't down zone things any more, you can't rethink it.
- There are communities where the highest density maximum zoning is closer to 15 units per acre.
- They didn't want to factor in only zoning because then people who are trying to be exclusionary would be accommodated.

Vice Mayor Gurney commented I appreciate your endurance getting through frustrating conversations.

Mayor Glass commented as follows:

*City Council Meeting Minutes of February 16, 2021*

- The thing that seems so crazy is sea level rise is related to the flooding.
- The Laguna floods, because of sea level rise, the higher the sea level goes, the river floods and then the Laguna floods because of the backup and it's related to the tides.
- It's related to the ocean.

Director Svanstrom commented as follows:

- That's what I tried to explain to them.
- Because there wasn't a study already done, that's a disadvantage to a community that doesn't have the funding or hasn't done a study.

Mayor Glass commented as follows:

- The other thing that strikes me as super outrageous is this number, we went to all this trouble to create urban growth boundaries to try and densify with urban boundaries and they do this with the unincorporated area.
- That is ridiculous, it is beyond belief.
- You couple that with the carbon footprint.
- The fact that we have more rural roads per capita or per mile than any other county in the state, which is why we can't afford to maintain them, and all of these factors that they should not have given those allocations to unincorporated area, it's just nutso.
- Then you put that together with the fire thing.
- We shouldn't be building out in the wild lands where there's more fires.
- That's really dumb.

Councilmember Slayter commented as follows:

- On the first page of the item, in the second large paragraph under discussion, go down towards the bottom.
- It reads, if a community does not have adequate suitable land to zone for high density housing, then it will not receive state certification of its housing element.
- I'm curious, does that statement speak at all to the item that Councilmember Hinton and I departed for and projects of its ilk?

Director Svanstrom stated it does not.

- Those communities that don't have high density housing because by policy have chosen not to be inclusive of that type of housing, that's kind of what that would mean.
- That means, if you don't have enough sites for the appropriate types of housing or housing element, you actually have to rezone, then you would have to rezone some sites to be able to have enough sites to submit to HCD that qualify.
- The community that's probably going to struggle is Sonoma County, they have some really big concerns given the numbers because they're a county.
- They don't have a huge amount of high-density zoning, they are concerned about whether they are going to have enough sites to get a certified housing element.

Councilmember Slayter commented as follows:

- This is a question that's based more on what you may have heard attending some of these meetings.
- There seems to be a significant disconnect from reality for the promulgation of these numbers.

*City Council Meeting Minutes of February 16, 2021*

- I totally understand that it's up to government to do the planning, the zoning, the housing elements.
- That's clear.
- But we don't, as government build the houses.
- If a project doesn't pencil out for a developer, it's not going to get built.
- There are very few developers who are willing to pay money to have a job.
- I'm just curious, does anybody at these regional meetings, do they even talk about the cost of construction?

Director Svanstrom commented as follows:

- I would say the first thing you said is what everyone recognizes is the issue.
- These numbers are huge and aspirational.
- No one is meeting the current targets or is barely meeting current targets.
- Doubling isn't going to help anybody.
- I think that's probably a question for the state legislature in HCD.
- They're giving this big number and then having to figure out how to help everyone get it allocated out.
- There's a lot of different policies that aren't about these numbers.
- Some of those things attributed, whereas redevelopment was dollars for cities so that they could guide development and do funding and get developers on board and have a chance of guiding that.

Councilmember Slayter commented as follows:

- Are there any considerations of the impacts of second and third homes and vacation rental conversions?
- Keeping these units in circulation as primary residences seems like something that should be recognized and encouraged and given credit for when due.

Director Svanstrom commented as follows:

- There has not been a lot of discussion about that.
- I do know there were some communities that actually had that as part of their plan for the zoning update.
- They were in Southern California which went through this process a couple years ago.
- There was a Southern California community that appealed the process because all the surrounding communities were doing a lot of vacation rentals and they were tight on protecting existing housing.
- Protecting existing housing was the easiest way to make sure there was housing available for people.

Councilmember Slayter commented as follows:

- I don't know what the solution is for that, but I think it would be great if it was somehow factored in.
- We're clearly on record as not being down with second and third getaway homes for rich people and whole house vacation rentals.
- We've got a track record on that.
- I think that's something that I can imagine that some of our partners in other cities around the county that may be interested in looking at that also.

*City Council Meeting Minutes of February 16, 2021*

Director Svanstrom commented as follows:

- There was an initiative a couple of years ago, it was a bay area initiative only called CASA.
- One of the things that was in there as a potential, I think it was a funding mechanism for housing programs, but it would have had policy repercussions, was to tax vacant homes and vacation rentals, and second homes differently from regular property.
- Unless something economically is tied to it, it's hard to get everyone on board.

Councilmember Slayter commented as follows:

- Are there any rehabilitation targets?
- Is this all new numbers, new dwelling units?

Director Svanstrom commented as follows:

- These are all new numbers.
- We report new units to HCD every year.
- I've been talking with HCD because we have, you can do up to a certain percentage if you actually preserve a unit and place a deed restriction on it.
- I've been working with HCD to get some information on that.

Councilmember Slayter commented so not entirely dissimilar from the housing land trust?

Director Svanstrom stated that is correct.

Councilmember Slayter commented as follows:

- What's the market break down of the 213 units?
- There are four categories.

Director Svanstrom commented as follows:

- Does not know the answer tonight but will get Council that information.
- I literally got an e-mail at 4:57 today on the number released in the full report.
- I will get that link to you, but I will also try to find what the actual categories are.

Councilmember Slayter commented as follows:

- That just seemed like a glaringly non-apparent piece of information, so thank you for getting that to us when it comes.
- On page, item 405, it's the chart with the new numbers that are the RHNA numbers.
- The one that really jumps out at me is Santa Rosa where they're at negative 1%, and I just don't understand that, that's not good planning.
- That's a lack of planning, where the largest city with the most infrastructure and the most available sites has a reduction in their target, and all that does is push it into locations where it's less appropriate.

Director Svanstrom commented as follows:

- That's a good question.
- I think everyone was a little surprised.
- Again, these numbers don't account for any lost units in fires that need to be rebuilt.
- That may have been factored in.

*City Council Meeting Minutes of February 16, 2021*

- Frankly, I was trying to focus in on rural in Sebastopol and Sonoma which has a growth ordinance.

Councilmember Slayter commented as follows:

- Finally, the comment/question about unincorporated Sonoma County and the total lack of acknowledgment of the effects of more residents, in our case, rural Western Sonoma County, and there aren't a lot of options to get from here to the county seat in Santa Rosa other than through Sebastopol.
- The lack of road maintenance, the lack of infrastructure, we talk about that with some regularity.
- If they're going to require a 654% increase in dwelling units, in unincorporated Sonoma County, there also needs to be a 654% increase in infrastructure dollars.
- Is there no equation in these calculations or these targets?

Director Svanstrom commented as follows:

- I don't know what the link is between funding, there's a lot of population per capita allocations and then there's competitive grants, but it isn't based on % increases.
- How that works out when you're getting a number with that kind of increase that's not part of this process, unfortunately.

Vice Mayor Gurney commented on that same chart for Sonoma County, is that number broken down by the five districts, do we know what part goes to West County?

Director Svanstrom commented as follows:

- No, that is up to the local planning jurisdiction.
- Just like our number doesn't say where it is in town, it just says this is the number.
- The County does have a couple P.D.A.s where they're trying to focus growth, the airport area is one of them.
- This is going to be huge for the County.
- One of the things they did do with their zoning recently was, in the County, they started basing the number of units, have the property based on the size of the units, the units and the size instead of building a four-bedroom big main house, you can build two or three small cottages.
- It's the same septic capacity, so why not be able to accommodate that?

Councilmember Rich commented as follows:

- I just want to be clear on our obligations here.
- Am I correct that our obligation is to make sure that our zoning provides for a sufficient number of dwellings?
- It's not necessarily to ensure that those dwellings are built.
- Is that correct?

Director Svanstrom commented as follows:

- Correct, that is what the housing element requires, they call it a site inventory.
- Basically, you have to go through and identify sites, there's a lot of metrics and criteria involved.
- Vacant sites and sites with certain marginal development being developed is what they want to see.
- That's all part of the housing element, to go through that site analysis component of it.
- I will say that they have changed the site analysis requirements for that significantly.



*City Council Meeting Minutes of February 16, 2021*

- Some areas, like San Mateo County area, have hardly any sites that can be included again - reused -because of more stringent methods.
- In a community like ours it would be infill.
- It keeps the character of the community.
- The State want to eliminate a little parcel of land that wasn't rebuildable.
- But it will be a little bit tougher in this next go around.

Councilmember Rich questioned will we in Sebastopol need to re-engage in rezoning to meet these additional numbers?

Director Svanstrom commented as follows:

- I can't say for certain, –but we're probably in pretty good shape as there was a significant rezoning done in 2018 before I started with the city.
- It included the general plan increasing some of the densities and we have minimum density in some of the zones, too, so that you can't take what should be a higher density housing site and put two units on it.
- I think we're in pretty good shape, but I haven't gotten into the weeds on that.

Mayor Glass commented as follows:

- I have to say I simply can't understand if they're looking at carbon footprint and they're looking at transportation, how they do things like they're putting the 654% out there in the county.
- It is just unbelievable, but I know that you've been out there fighting the good fight.
- I assume that Jane Riley probably gave her a piece of her mind as well.
- Thank you very much for that information.
- This is really important for us to understand as you are going to be updating the housing element over the next year.

Mayor Glass opened for public comment.

Kyle Falbo commented as follows:

- I'll try to be careful with my wording.
- As we saw from the presentation, the discussion from the City Manager earlier tonight as well as hearing a little bit from Director Svanstrom about these RHNA numbers, it is entirely possible and very realistic that some hypothetical developer could bypass our Design Review Board, our Planning Commission, our City Council and push through a housing development without any sort of oversight happening within the City.
- I think it's important for this Council to recognize this reality and see if there are other places that things could be done to circumvent this possibility.
- I just want to talk maybe a little bit about the municipal code.
- A third guiding principle in Sebastopol's general plan is to improve traffic conditions downtown, to reduce congestion, reduce speed, increase for bicycles and pedestrians.
- Provide a transportation system for single occupancy vehicle.
- Encourage bicycle use.
- Policy 1-3 states pedestrian and bicycle facilities are deemed more important than accommodating vehicle circulation.
- I could go further, but it should be clear that bicycle and pedestrian networks are fundamental to the General Plan of Sebastopol.

*City Council Meeting Minutes of February 16, 2021*

- Bicycle being mentioned 106 times within the document.
- As I continue to research this proposed housing development on Bodega Avenue, a road in critical need of maintenance repair to accommodate pedestrian and vehicular traffic, I find municipal code 17.110.030.
- The schedule of off-street parking space requirements.
- Now, I'm unaware of when this municipal code was last updated, but as it's currently written, it does not seem to reflect our community values of nonvehicular focused housing that resonates within the general plan.
- The proposed housing development consisted of 84 units.
- Based on this municipal code would require 150 parking spaces.
- 150 parking spaces does not suggest housing that is pedestrian or bicycle focused.
- Across the country, municipalities are recognizing that existing parking requirements that promote one vehicle per person are a self-fulfilling prophecy.
- With the changing dynamics and vehicle centric housing it's likely time to change the municipal code to one that accurately reflects our values as a community.
- Our municipal code should reflect our priorities.
- Any development on a transit line or a bicycle network should be, by default, have a reduced amount of allowable parking spaces.
- That's my hope moving forward in trying to address this issue.

Linda Berg commented as follows:

- If you're talking about the building, I have a contractor's license.
- I've been in construction, on and off.
- At any rate, the point is, in our General Plan, for the last two General Plan's, we had very specific information about the reduction of exposure to electromagnetic fields.
- The last General Plan totally ignored it.
- Under the leadership of our previous Planning Director it was totally ignored.
- We've had several activists, myself included, that got this language into the new General Plan about the reduction of exposure to electromagnetic and now is your opportunity to implement that.
- Getting it into every plan that you have, you have to, in this day and age, we're being cooked alive.
- What needs to be done is there needs to be insulation in the walls.
- No more extensive or more difficult than just simply putting aluminum foil, , that is already used for insulation along with fiberglass or other materials in the wall which will effectively block the microwave radiation.
- My apartment is shielded.
- The ceiling, exterior walls are all shielded from the inside, but I had to do it after the fact after it was built.
- We need to take this seriously, this is a very important issue that needs to be taken into consideration, the planning and the construction of the building.
- Also our environment.
- We need to have somebody who addresses this from the city.
- It should be public works, but we can get local people who know enough about this.
- They'll probably just do it for free if you'll start listening.

Mayor Glass commented that this was a very helpful and informative report and closed the item.

**City Council Action: No Action Taken. Informational Report.**

**Reference Order Number: 2021-035**

**PUBLIC HEARING(s):**

8. Continued Public Hearing – Benedetti Car Wash – Conditional Use Permit, Variance, Tentative Parcel Map, Mitigated Negative Declaration (CEQA). **This item has been continued to the March 2, 2021 City Council Meeting at 6:00 pm (zoom virtual format).**

**City Council Action:**

**Reference Order Number: 2021-036**

9. Public Hearing – First Reading and Introduction of Ordinance Titled Electronic Filing of Campaign Finance Disclosure and Statements of Economic Interests and Authorization to Execute Contract with Granicus for Software Hosting for Disclosure and Campaign Documents. (Responsible Department: City Administration)

Assistant City Manager Gourley presented the agenda item recommending the City Council Approve Waiving of Further Reading and Approve Introduction of Ordinance Titled Electronic Filing of Campaign Finance Disclosure and Statements of Economic Interests and Authorization to Execute Contract with Granicus for Software Hosting for Disclosure and Campaign Documents.

Mayor Glass asked for questions. There were none.

Mayor Glass opened the public hearing. There were none.

Hearing no comments Mayor Glass closed the public hearing.

Council Considerations: There were none.

**MOTION:**

Councilmember Slayter moved and Councilmember Hinton seconded the motion to Approve Waiving of Further Reading and Approve Introduction of Ordinance Titled Electronic Filing of Campaign Finance Disclosure and Statements of Economic Interests and Authorization to Execute Contract with Granicus for Software Hosting for Disclosure and Campaign Documents.

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 Waiving of Further Reading and Approve Introduction of Ordinance Titled Electronic Filing of Campaign Finance Disclosure and Statements of Economic Interests and Authorization to Execute Contract with Granicus for Software Hosting for Disclosure and Campaign Documents.**

**Minute Order Number: 2021-037**

**CITY COUNCIL REPORTS:**

*City Council Meeting Minutes of February 16, 2021*

10. City Manager-Attorney/City Clerk Reports:

- COVID-19 RESPONSE UPDATE (Oral Report). This will be a standing item on the agenda.
- It was mentioned at the beginning of the meeting, but I just want to reiterate for the council and any members of the public still on the Zoom meeting that our -- we officially released the press release to about our new Police Chief, Kevin Kilgore, because the press release goes through.
- You can see that we are very excited about Mr. Kilgore.
- He has a very strong educational background.
- He brings 24 years of law enforcement experience to this city.
- He has constructed his own courses on subjects like implicit bias.
- These are courses that he has developed and that he has presented.
- We think he brings a very high level of educational and other experience to the position.
- We're very excited to have him.
- We expect his first day to be March 1st.
- He'll be sworn in.
- We'll have a little swearing in over at the police station and introduce him.
- Then he will be formally introduced to the Council and the public the next night, March 2 at the City Council meeting where he'll be present and at that particular meeting.
- Chief Mort has agreed to preside over at least a one-week transition with Mr. Kilgore, which Mr. Kilgore is very excited about.
- We're also going to be using Chief Mort on a consultant basis for a period of time after Mr. Kilgore gets here, specifically to help with the budget preparation for the Police Department, as well as when Gerry Prete has finished his work and given it to the Council.
- He will primarily be working from home but as a limited basis as a consultant for the City.
- The only COVID related report I have this evening is the old news to everybody on the call, I'm sure.
- The vaccine clinics are ongoing.
- Cal has upgraded its website to provide timely information, and our Fire Chief indicated, it's a frustrating process to try and get vaccinated these days.
- Actually, he has told me that the registration often closes before the link to get registered is even posted.
- How that can actually happen, I'm not sure.
- Maybe it's some kind of technological marvel there.
- I've found that to be true myself.
- In fact, there's been news stories that have been written saying we're excited to announce the opening of a new clinic.
- By the way, all the slots are filled.
- That is the news story.
- Hopefully this will sort itself out in the future.
- Presently being vaccinated, those of age 70 and older, health care workers, food and agricultural production, and child care and essential workers.
- That's my report for this evening.
- Next Council meeting, you will be formally introduced to your new Police Chief.

**Reference Order Number: 2021-038**

11. 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)

Vice Mayor Gurney reported out as follows:

- I have a couple of reports.
- Let me start out with information from the library.
- That I learned from the library advisory board meetings as well as the lantern meetings.
- A message from Ann Hammond, the library executive director head person.
- The library was re-working its strategic plan on the way to COVID hitting all of us.
- And that changed their plans somewhat, and they have created a campaign, they're now calling re-imagining your library.
- That's the new plan.
- They're having three public listening sessions scheduled for February 22nd at 10:00 A.M., February 27th at 10:00 A.M., or March 4th at 6:00 P.M.
- They're inviting community leaders, members of the schools, the families, elders, business leaders, everybody who is a library booster and patron to come and participate in the in-depth conversation about what a new library would look like, given that we face things like fires, floods, pandemics, a changing Internet world.
- They've really, I think, pivoted in their perceptions of the work that needs to be done in order to re-imagine the library.
- Everyone is ready, I mean, invited to do that, if you want more information go to [reimaginingsonomalibrary.org](http://reimaginingsonomalibrary.org).
- LANTERN is planning an event that looks to many more and more collaborative through the CBO council.
- This is a walk they're intending to do in the summer or fall with homemade paper mâché lanterns.
- The last meeting, they wanted to include the chamber of commerce and the downtown association.
- This walk will be in our downtown area.
- I'm really impressed that folks are coming out of their small silos and really interested in helping each other.
- Also, I submitted through Ms. Gourley my SETA/RCPA report, and have asked that be included in the minutes.
- To give some highlights, one item we handled this evening on the consent calendar, that was the mobility quick strike program, it's an OBEG 2 grant opportunity with a tight timeline.
- I learned about it last Monday, referred it to staff, and they were able to do enough workup including City Manager McLaughlin's memo today we could pass it and see if we could apply and get some money.
- The OBEG 1 grant I think was \$1.2 or \$1.5 million for the paving, dealing with pedestrian safety and complaint issues.
- Let's be hopeful there.
- There was a really long discussion about our Climate Action Committee, to which we've appointed. Staff was recommending that the jurisdiction give up one of their two appointment seats, which generated a long conversation about this difference between citizen engagement and reserving seats for advocacy groups.

*City Council Meeting Minutes of February 16, 2021*

- The consensus direction to staff was to look to the upcoming vacancies and work with the appointing elected board member to see if we can get better diversity through citizenship, rather than put assignments on seats for certain organizations to create equity.
- We're looking for real people with real concerns, and activity participating in that work.
- I was at a meeting yesterday for Gravenstein Health Action Coalition.
- The GHAC is still working on how to put together the assessment process so we can analyze the community needs.
- This is based on adverse childhood experiences.
- With the assessment, it will be more of a collective idea of the needs and the services that could be directed to meet them.
- Obviously, to make a better world for our children as they all grow up into being adults so they're higher functioning adults.

Councilmember Rich reported out as follows:

- On the environmental side, Vice Mayor Gurney and I attended the Climate Action Committee meeting.
- What an impressive group.
- They confirmed support for Climate Safe California, which the City Council will be seeing soon.
- They are moving forward very quickly, I feel, to put together task forces in order to prioritize their work and sort through all of the amazing menu of options when it comes to climate action.
- Zero Waste Sonoma, I am in the process of working with community church, love those guys, to establish a CRC kiosk, a location where people can donate cans and bottles to be recycled.
- Those are a project of Zero Waste Sonoma, and the money comes through grants.
- We just needed the location.
- I think that will probably pan out.
- The organic waste provision that will be kicking in soon, and that is moving forward.
- Meetings are pulling together.
- There's all sorts of obligations that you'll hear more about.
- A comment on treated wood waste, which is a big issue.
- That's the wood that comes from decks and fences. Right at the moment, just so everyone knows, there's nowhere for it to go, really.
- I'll be talking more about that.
- But it really is a big issue.
- There's a gap in the timing in terms of legislation.
- Zero Waste Sonoma is advising everyone to collect, all of the contractors to collect that wood waste for the moment.
- Send it up to button willow for \$1,000 a pound or something.
- On the emergency side, I continue to represent, be the City Council liaison on the Sebastopol neighborhood communications unit.
- They're moving forward with their neighborhood communications plan, and that should be coming to fruition within the next couple of months.
- On the emergency committee, we're moving forward, which is a city committee, just to kind of assess what is going on with the department and what the future might be, where we could support our fire department.
- On the collaborative community engagement side, I continue to do my e-news.
- Anyone who wants to receive it, let me know.

*City Council Meeting Minutes of February 16, 2021*

- The service organizations council, Craig is actively involved there.
- We had a meeting that involved the Rotaries, Kiwanis, and the Lions Club that was very productive.
- We expect to move forward to collaborate on needs and services.
- Parklets, I think you're going to see some action there.
- In a really fun point, I had the privilege of working with a library advisory board youth representative, while he drafted a grant application for a midnight deadline.
- He managed to get a grant application submitted to provide for public wi-fi, which would be the only public wi-fi in Sebastopol, based out of the library.
- I don't know if he'll get the money, but it was a very impressive experience.
- A dedicated young man.

Councilmember Hinton reported as follows:

- I had a number of meetings regarding regional boards.
- Still working on open space matching grants, and ASAP money.
- I did have a discussion which I will report at a later date, but I'm going to be working with Keri on possible locations on a walk of our park with them upcoming.
- Will also be attending as the alternate for Councilmember Rich the Zero Waste meeting this Thursday.
- That's at 9:00 P.M.
- We did, even though our budget got approved tonight, Mayor Glass and I had a budget subcommittee in the last two weeks.
- One or two of them.
- You'll probably mention it, but we all attended 100% support for our city for Sonoma County Mayor and councilmembers.
- Which is impressive.
- We're the smallest city, but we have the most people.
- That's my report.

Councilmember Slayter reported as follows:

- As was noted, the emergency services subcommittee that Councilmember Rich and I with staff are on, we met a couple of times recently.
- That committee is invigorated and moving forward.
- The law enforcement subcommittee, the Mayor, myself, and assorted staff.
- We had a meeting recently and received a presentation from our acting Police Chief that we will be bringing to the council for a much longer discussion, more exciting news about changes And revisions and dialing in that to really meet our community needs as well as our community values.
- Good news all around on that front.
- Sonoma Clean Power, we had our meeting Thursday following our previous Council meeting.
- I'm no longer chair, cue the sad trombone.
- Melanie is now the chair, and Dave King from Petaluma is now the vice chair.
- I'm chair emeritus, and I will continue on the three-person executive board that looks at agendas and advises staff on short notice and things like that.
- That's big news there.
- The agency, I don't have anything to report from that other than it was a nuts and bolts, run of the mill meeting.
- Nothing big to report out of that meeting.



*City Council Meeting Minutes of February 16, 2021*

- The water, or the groundwater sustainability agency hasn't had a meeting.
- We were going to have one in February, and then we weren't, then we were.
- Now we're not, and it's in March.
- I don't have anything to report from that.
- Reporting-wise, I can report that I, in my day job, I have received several inquiries recently, both within the city and nearby county, for ADUs.
- I know there continues to be interest in those units.
- Al am hoping that once we are through COVID, , so it might be a year from now, that the housing committee starts looking and this will be news to Mayor Glass, but I think we should hold another housing workshop, and it may be something we can somehow do online.
- Just an idea, the last one we did a couple of years ago was very successful.
- I think there is renewed interest in our discussion about the numbers and housing allocations.
- ADUs and JDUs are great ways to tick box those units off in a rapid fashion.

Councilmember Slayter and Councilmember Rich reported on the Cal Cities Webinar on Federal Funding.

- The big news is that it's a noncompetitive pot of money.
- I forget the total numbers, they're so big, it's sort of irrelevant.
- But the number is between \$1.5 million and \$1.7 million.
- It can be lump sum or metered out over a period of years for communities with immediate substantial need, you can get it all at once.
- Otherwise, you can get it over a period of time.
- The requirements for it, there's not a lot of restrictions.
- As long as there's a nexus between loss due to COVID and what you're using the money for, you're good.
- We do things the right way here.
- Yes, there's always the potential that they'll come along and ask for an audit or a report.
- That wouldn't scare us at all because we follow the rules.
- They don't want this to be a fraudulent thing.
- Some communities, I'm sure will look at this and think, new community center.
- New sporting rink.
- New whatever.
- That's not how we do it.
- The money is almost ready to go, I guess.
- Waiting on a final vote, and approvals.
- Then the government bureaucracy needs to get cranked in to action to cover it.
- They noted there's a \$90 billion loss across the country for jurisdictions in general.
- This amount is \$65 billion from the feds.
- Going to 19,000 municipal governments.
- They are for those cities with 50,000 or more in population, the money will come directly from the Treasury.
- For the rest of them, it's being funneled through the state.
- There's a real push to base it on per capita.
- Which is what Councilmember Slayter was talking about, not a lot of delay in terms of negotiating standards or that kind of thing.
- The outline was, it could be used for revenue replacement, anything to address health, harm, and economic harm.

*City Council Meeting Minutes of February 16, 2021*

- That it's not locked into CDBG.
- Which seemed important to everyone.
- It's reconciliation money.
- Not a lot of give and take.
- It will go out of the house, I think, next Thursday.
- Then it's off to the Senate.
- They were concerned that one piece may be lost, wasn't it the minimum wage?
- I think that's been reported a lot in the media.
- I don't think that's going to be part of it.
- I don't think that is a path to success.
- Other than that, they expected it to move forward.
- You could use it for money, losses going back to, I think, January of 2020.
- There was no end date for use of it.
- They want to get it available to people within 60 days.
- That would be kind of from March.
- They're trying to move it along quickly.
- It was impressive, they want to give money to jurisdictions.
- Cal city said they would be pursuing the windfall amount that the state is showing, which is over \$20 billion, I think.
- I think that might go to education.
- Cal cities on behalf of jurisdictions would be pursuing some amount to benefit jurisdictions.

Councilmember Rich reported as follows:

- I attended an ADU webinar where Sebastopol featured.
- We've been talking about RHNA numbers tonight, and our employees were featured about how to build ADUS.
- There had been a finance session earlier, and then Director Svanstrom maybe can jump in.
- It was very impressive.
- Maybe that's leading to more questions about ADU right now.
- Asked staff to post the videos to the City website

Mayor Glass reported as follows:

- One thing, I went to another Project Home Key report out.
- That was a meeting with County staff, with the staff that are actually running Project Home Key and our staff.
- There was a report on how it's going.
- There has still been zero law enforcement issues with the project.
- Still not one single incident.
- We had the guy from the county who is working on the fencing and designing the fencing, et cetera, had some drawing and pictures of where all of that is going, what it's going to look like.
- It looks quite pleasant, it doesn't look like icky chain link stuff.
- They were having a meeting later that day, they were looking at partnering with Ceres, and Ceres may be providing the meals to the location, which we would be really enthusiastic about.
- Especially since it's one of our homegrown nonprofits.
- That was all good.

*City Council Meeting Minutes of February 16, 2021*

- Councilmember Slayter already reported, we had the law enforcement committee, and we had a really interesting report from the chief that actually has to do with more public information.
- There will be more reporting on that.
- After our new Chief gets here.
- That was a very interesting meeting.
- As Councilmember Hinton reported, we had a couple of budget subcommittee meetings, and you saw the report.
- I went to the Mayor's and councilman's meeting, and the boards where we took the votes.
- I got confused, but we came out right in the long run.
- There's one other one that.
- I went to the countywide health action meeting and listened to the report of the various health action chapters, and had a discussion regarding equity and making, bringing equity into everything we do.

12. Council Communications Received

Vice Mayor Gurney commented as follows:

- A student at UC Davis is looking for an internship.
- I'll forward it on to you.
- I don't know what the rest of us can do to help this young fellow.
- But he's a local kid.
- Santa Rosa high school graduate, interned at the EDB, the climate center, Catholic charities.
- Now he wants to intern with the city.
- I'm going to send it to City Hall.

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

**CLOSED SESSION:** None

**ADJOURNMENT OF CITY COUNCIL REGULAR MEETING**

Meeting will be adjourned to the City Council Regular Meeting of March 2, 2021 at 6:00 pm (VIRTUAL ZOOM PLATFORM)

Mayor Glass adjourned the Regular City Council Meeting at 10:27 pm.

Respectfully Submitted:

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