


Agenda Report Reviewed by:  
City Manager: 

CITY OF SEBASTOPOL  
CITY COUNCIL  
AGENDA ITEM

**Meeting Date:** October 18, 2022  
**To:** Honorable Mayor and City Councilmembers  
**From:** Larry McLaughlin, City Manager  
**Subject:** Allocation of Flood-designated Funds to Sebastopol Community Cultural Center (SCCC)  
**Recommendation:** Adopt a Resolution approving a Budget Allocation for flood-related Expenditures and Consultant Services for the SCCC  
**Funding:** Currently Budgeted: \_\_\_\_\_ Yes  No  N/A

Account Code/Costs authorized in City Approved Budget (if applicable) AK (verified by Administrative Services Department)  
See funding breakdown in Fiscal Impact section.

**INTRODUCTION/PURPOSE:**

The item is to request Council adopt a resolution approving allocation of budget from the designated flood funds. The budget allocation request is for SCCC reimbursement of expenses and consultant services for the management of the SCCC flood mitigation program and architectural consultation for additional flood repairs. The source of funding is the 2019 Flood Relief received from the State of California.

**BACKGROUND:**

In February 2019, Sebastopol, along with many communities in the area, experienced significant flooding and damages to the SCCC. In July 2019, Government Newsom approved the fiscal year 2019-20 State budget and through the help of Assemblyman Marc Levin's Office, the City was awarded \$1.5 million in flood relief funds for the 2019 flood event.

Some repairs have been completed but there is still much work to be done in the short term as well as long term improvements to the building and/or the site for flood resiliency.

**DISCUSSION:**

SCCC had flood damage and repairs were made in the total amount of \$60,000 (see Attachment). The repairs made are related to flood damage due to the 2019 flood and is appropriate for reimbursement from the flood relief fund.

GHD has been requested to perform program/project management services such as:

- Acting as City liaison and providing general oversight of the SCCC flood mitigation improvements as planned/designed by GHD or other consultants;
- Assist in the tracking of flood mitigation funds;
- Performing budget and schedule oversight for projects that may be implemented;
- Coordinating with SCCC staff;
- Coordination with City department managers regarding flood mitigation improvements;
- Providing as-needed status updates.

Interactive Resources has been requested to provide architectural consultation for immediate and near-term flood damage repairs and mitigations. Recommended flood repairs and improvements will require future design services and ultimately, construction. These future services and construction are not known at this time and will be presented to Council for approval.

Under the City's purchasing policy, the City Manager is authorized to approve a consultant contract up to a maximum of \$50,000 provided there is budget allocated for the work. Since there is currently no allocated budget for these services, this item is to request Council allocation of budget for consultant services related to the SCCC flood mitigation program management and architectural services.

**GOALS:**

This action supports the following City Council Goals and General Plan Actions:

- Goal 2 - Maintain, Improve and Invest in the City's Infrastructure (Water, Sewer, Streets, Circulation, Parks, Storm Drains and Public Facilities).

**PUBLIC COMMENT:**

As of the writing of this staff report, the City has not received any public comment. However, staff anticipates receiving public comment from interested parties following the publication and distribution of this staff report. Such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of the agenda item.

**PUBLIC NOTICE:**

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to schedule meeting date.

**FISCAL IMPACT:**

The proposed budget allocation for this request is for \$110,000 for SCCC flood damage repairs and consultant services. The account codes for this budget allocation will be as follows:

1. 124-42-02-5100 project management code ZFLD19-00227 for \$60,000
2. 100-42-02-4210 project management code ZFLD19-00227 for \$50,000

The City has approximately \$900,000 in designated flood relief funds for the above identified expenses and therefore, there are sufficient funds for this budget allocation request.

**RECOMMENDATION:**

Staff recommends the Sebastopol City Council adopt the Resolution (Attachment 1) approving a budget allocation of \$60,000 for the reimbursement to the SCCC for flood repairs and \$50,000 for consultant services for SCCC flood mitigation program support and architectural services for a total budget allocation of \$110,000.

**Attachment:**

- 1 - Resolution for budget allocation
- 2 - SCCC Flood Damage Repairs Summary

RESOLUTION NUMBER: \_\_\_\_\_

CITY OF SEBASTOPOL

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEBASTOPOL AUTHORIZING A BUDGET AMENDMENT FOR THE SEBASTOPOL COMMUNITY CENTER FOR FLOOD RELATED EXPENSES AND CONSULTANT SERVICES FROM THE 2019 FLOOD ALLOCATION ACCOUNT

WHEREAS, in February 2019, Sebastopol Community and Cultural Center (SCCC), experienced significant flooding and damages to the building and its contents; and

WHEREAS, Government Newsom approved the fiscal year 2019-20 State budget and through the help of Assemblyman Marc Levin’s Office, the City was awarded \$1.5 million in flood relief funds for the 2019 flood event; and

WHEREAS, some repairs have been completed but there is still much work to be done in the short term as well as long term improvements to the building and/or the site for flood resiliency; and

WHEREAS, the repairs made by the SCCC are related to flood damage due to the 2019 flood and is appropriate for reimbursement from the flood relief account; and

WHEREAS, GHD and Interactive Resources have been requested to perform program/project management and architectural services to assist the SCCC with immediate and near term flood damages repairs and mitigation; and

WHEREAS, the cost for such management services and architectural services is \$50,000; and

WHEREAS, under the City’s purchasing policy, the City Manager is authorized to approve a consultant contract up to a maximum of \$50,000 provided there is budget allocated for the work. Since there is currently no allocated budget for these services, this item is to request Council allocation of budget for consultant services related to the SCCC flood mitigation program management and architectural services and the funding source for such expenses will be allocated from designated flood relief account; and

WHEREAS, the proposed budget allocation for this request is for \$110,000 for SCCC flood damage repairs and consultant services. The account codes for this budget allocation will be as follows; and

1. 124-42-02-5100 project management code ZFLD19-00227 for \$60,000
2. 100-42-02-4210 project management code ZFLD19-00227 for \$50,000

WHEREAS, the City has approximately \$900,000 in designated flood relief funds for the above identified expenses and therefore, there are sufficient funds for this budget allocation request; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Sebastopol does hereby approve a budget amendment of \$110,000 identified in the accounts listed in this resolution to provide reimbursement and to perform program/project management services to assist SCCC with flood related repairs.

Resolution No. \_\_\_\_\_

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The above and foregoing Resolution was duly passed, approved, and adopted at a meeting by the City Council on the 18th day of October, 2022, by the following vote:

**VOTE:**

Ayes:

Noes:

Absent:

Abstain:

APPROVED: \_\_\_\_\_  
Mayor Patrick Slayter

ATTEST: \_\_\_\_\_  
Mary Gourley, Assistant City Manager/City Clerk, MMC

APPROVED AS TO FORM: \_\_\_\_\_  
Larry McLaughlin, City Attorney

Resolution No. \_\_\_\_\_  
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**Sebastopol Community Cultural Center  
Transaction Report - Main Hall Flood Repair Reimbursement Request  
January 2021 - September 2022**

Repair & Maintenance	Date	Transaction Type	Num	Ref	Name	Memo/Description	Amount
Main Hall Repairs	12/14/2021	Bill	450665-1	1	The Rental Place	Ceiling repairs - lift rental	780.00
	12/17/2021	Bill	196395778	2	ALCAL Specialty Contracting Inc.	Ceiling repairs	30,726.00
	12/27/2021	Bill	104	3	Salmon Share	Floor reassembly after ceiling work	200.00
	02/10/2022	Bill	2102022-1	4	PCD Audio Video System Integration	Curtains, mail hall	23,940.73
	04/06/2022	Bill	80028883	5	ALCAL Specialty Contracting Inc.	Ceiling repairs 10% retention balance (insulation work)	3,414.00
							<b>\$ 59,060.73</b>