

September 2024 Departmental Monthly Report

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City Administration Activity Report

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Monthly Statistics

Received and Processed Seven (7) Public Records Act Requests (PRAs)

Meeting Hours: 83.5 (Clerk) 80 (City Manager) City Meetings Conducted/Attended such as: City Council/Agenda Review/Budget Committee/Fire Ad Hoc Committee/Miscellaneous Meetings with Members of the Council; Public Members; other Organizations

Processed Twenty Five (25) City Council Agenda Reports/Two Resolutions

Attended 5 Trainings

Received/Read/Responded to if Needed 3464 Emails (City Clerk Emails) and 1,300 (City Manager e-mails)

Received and Processed One Claim to City for Property Damage

Noteworthy Information

1. Meetings with development review committee
2. Ad Hoc Committee on Council Protocols Meeting
3. Ad Hoc Fire Committee Meetings
4. Budget Committee Meeting
5. Meeting with Garbage Hauler Consultant/Ad Hoc Committee for Garbage Delivery Services
6. Interviewed Proposers for Garbage Delivery Services/Continuation of Evaluation of Criteria
7. Analy High School/SRJC Internship Program
8. Worked on FAQs and Presentation for Education and Outreach for Measure U
9. Continued working on Barlow Hotel Development Agreement for a hotel. Planning staff have been reviewing and discussing their project application with them.
10. We are continuing working on the EIFD project.
11. Attending meetings with the Non-profit collaborative
12. Numerous fire reorganization-related meetings.
13. Planning underway with Police Department for Homelessness Town Hall
14. Developing quarterly financial reporting capacity with Administrative Services
15. Completed tour of sewer system.
16. Began meetings with all Council candidates, both 1:1 and with Department Heads