

City Council

Mayor Stephen Zollman
Vice Mayor Jill McLewis
Councilmember Phill Carter
Councilmember Neysa Hinton
Councilmember Sandra Maurer



City Manager

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Assistant City Manager/City Clerk, MMC
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City of Sebastopol

CITY COUNCIL MEETING AGENDA
Meeting of Tuesday, March 18, 2025
Meeting Start Time: 6:00 pm

Meeting to be held in Person and Virtual /Remote Participation

In Person: 425 Morris Street, Sebastopol, CA 95472

Zoom Link Below: Zoom Link can be used for providing public comment/ (Vimeo) is utilized for viewing only of meeting

City Council is inviting you to a scheduled Zoom meeting.

Topic: City Council Meeting - March 18, 2025

Time: Mar 18, 2025 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84446958622>

Meeting ID: 844 4695 8622

Passcode: 297138

One tap mobile

+16694449171,,84446958622#,,,,*297138# US

+16699006833,,84446958622#,,,,*297138# US (San Jose)

Dial by your location

- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
- +1 346 248 7799 US (Houston)
- +1 719 359 4580 US
- +1 253 205 0468 US

Meeting ID: 844 4695 8622

Passcode: 297138

Find your local number: <https://us02web.zoom.us/u/kbuYYMjpUP>

Vimeo Link: <https://vimeo.com/event/4788673>

COUNCIL PROTOCOLS FOR MEETING:

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

Please Note the presiding member of the legislative body conducting a meeting or their designee may remove, or cause the removal of, an individual for disrupting the meeting. “Disrupting” means engaging in behavior during a meeting of a legislative body that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting.

PUBLIC COMMENT

**MEETINGS ARE HELD AT 425 MORRIS STREET, SEBASTOPOL, CA 95472
(SEBASTOPOL YOUTH ANNEX) UNLESS OTHERWISE NOTICED**

Due to the length of recent City Council Meetings, it is strongly encouraged that written comments be submitted to the City Council by sending them by email to: citycouncil@cityofsebastopol.gov with either General Public Comment Written in the Subject Line or the Specific Agenda Item Number or Title Written in the Subject Line. Emails are distributed to the City Council as well as posted to the City Council meeting as public comment. Public Comment questions may be directed to City staff for a response at a later time.

CALL TO ORDER

ROLL CALL

SALUTE TO THE FLAG

REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED): To consider and take action on any request from a Council Member to participate in a meeting remotely due to Just Cause or Emergency Circumstances pursuant to AB 2449 (Government Code Section 549539(f)). Assembly Bill 2302 (2024) ("AB 2302") revises rules for when members of local legislative bodies may participate in meetings remotely. Specifically, it amends the number of meetings that may be attended remotely for just cause and under emergency circumstances and clarifies the definition of the term "meeting," for purposes of remote attendance. AB 2302 caps the number of remote meetings a member can attend each year based on the frequency of a legislative body's meetings: Five meetings per year for those meeting twice a month.

PROCLAMATIONS/PRESENTATIONS/INTRODUCTIONS: NONE

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

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA (FIRST COMMENT PERIOD): *Up to Twenty (20) Minute Time Limit (Two Minutes for up to ten speakers). Additional public comment will be held at the end of the discussion and action items for up to an additional twenty (20) minutes. Mayor has discretion to allow for additional time beyond the 20 minutes allocated for public comment dependent upon the subject matter or number of speakers.*

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

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

The Mayor will read aloud the title of each consent item (either full agenda title or a simplified version of the agenda title), and ask if a Councilmember wishes to remove one or more items from the consent calendar; and then open public comment to the members of the public in attendance. At this time, a member of the public may speak for up to two (2) minutes on the entire consent calendar and request at that time that an item or items removed for discussion.

If an item or items are removed from the consent calendar, the item shall be placed at the end of the regular agenda items unless otherwise determined by the Mayor. Council Members may comment on Consent Calendar items or ask for minor clarifications without the need for pulling the item for separate consideration. Items requiring deliberation should be pulled for separate consideration and shall be placed at the end of the regular agenda items unless otherwise determined by the Mayor.

1. Approval of City Council Meeting Minutes of March 4, 2025/(Responsible Department: Assistant City Manager/City Clerk)
2. Approval of City Council Special Meeting – Closed Session – Minutes of March 10, 2025/(Responsible Department: Assistant City Manager/City Clerk)
3. Receipt and Approval of 2025 Fireworks Show. Approval request from the Sebastopol Kiwanis Club to

conduct their Annual Fireworks Show on July 3, 2025 located on private property of the West Sonoma County Union High School District, Analy High School

There is no fiscal impact to the City's budget with approval of this item.

(Responsible Department: Fire)

4. Receipt of General Plan Annual Progress Report for housing unit projects within the City of Sebastopol. Per Government Code Section 65400(a)(2) requires that public agencies prepare a General Plan Annual Progress Report, and submit it to HCD by April 1.

There is no fiscal impact to the City's budget with approval of this item.

(Responsible Department: Community Development Director)

5. Approval of Amendments to Protocols – City Council Policy Number 3 – Role of Mayor and Vice Mayor – As Directed by the City Council at their meeting of March 4, 2025; Removal of following language:
It is the Mayor's duty to serve as the City's primary media spokesperson in coordination with City staff; and Appropriate City staff should always be alerted to media contact.

There is no fiscal impact to the City's budget with approval of this item

(Responsible Department: Assistant City Manager/City Clerk)

6. Appoint Retired Annuitant as Interim Police Captain and Certify Critical Need Prior to 180-Days From Date of Retirement. This item is to approve a resolution of the City Council of the City of Sebastopol appointing Ron Nelson, a retired annuitant, as interim Police Captain and certify the appointment is necessary to fill a critically needed position prior to 180 days from Ron Nelson's retirement date, to prevent slowdown or stoppage of work. The Fiscal Impact of appointing Ron Nelson, a Retired Annuitant, as Interim Police Captain will be a not to exceed a monthly amount of \$12,899.

There is no fiscal impact associated with approval of this item. This is included in the approved fiscal year 24/25 budget and does not exceed the salary budgeted for the Police Captain position. Staff is not asking for any additional appropriations to cover the cost of the interim position. (Responsible Department: Human Resources/City Manager)

7. Approval of Ordinance Generally Amending the Sebastopol Municipal Code Referencing Public Works Superintendent to the Public Works Director

There is no fiscal impact associated with approval of this item.

(Responsible Department: Public Works/Engineering)

INFORMATIONAL ITEMS/PRESENTATIONS: Informational Items or Presentations are items that are informational only and do not require action by the City Council. Presentations shall be scheduled as necessary for the promotion of an event or service or general information items to the Council and should be limited to ten (10) minutes total in length of item (total length includes questions of Council to presenter and public comment).

NONE

PUBLIC HEARING(s):

8. Introduction and First Reading of Ordinance Amending Section 13.08.110, Basis of Sewer Service Charges, of the Sebastopol Municipal Code and Proposed Changes to City Policy 94

There is no fiscal impact with approval of this item to the City's budget

(Responsible Department: Public Works/Engineering)

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

9. Consideration of Council approval to authorize use of City Council budget for Mayor Zollman and Vice Mayor McLewis to attend the Legislative Committee Meetings as both the Mayor and Vice Mayor are on the following League of CA Cities Committees:

- a. Community Services

- b. Governance, Transparency, and Labor Relations
- c. Attendance at League of CA Cities City Summit

There is no fiscal impact to the City’s budget with approval of this item as funding is allocated in the FY 24 25 Budget.

(Responsible Department: Mayor/Vice Mayor)

- 10. Consideration of Approval Electronics Policy Reconsideration and Incorporate the Policy into the City Council Policies and Procedures Handbook

There is no fiscal impact with approval of this item to the City’s budget

(Responsible Department: Mayor/Vice Mayor)

- 11. Consideration for Approval of Reconfiguration of the Climate Action Committee Composition and Duties and Meeting Frequency. Item would be to approve the reconfiguration of the composition of the Climate Action Committee; direct staff to set up interviews at the next available City Council meeting, and approve every other month (odd months) meeting frequency.

(Responsible Department: Community Development)

- 12. Consideration of Approval of City Council Goals Setting Session Agenda

There is no fiscal impact to the City’s budget with approval of this item.

(Responsible Department: City Manager)

- 13. Consideration of Request for Quarterly Joint City Council/Sebastopol School District Meetings

There is no fiscal impact with consideration of the request

(Responsible Department: Mayor Zollman)

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

COUNCILMEMBER(S) REQUESTS FOR FUTURE CITY COUNCIL AGENDA ITEMS

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

- 14. City Manager and/or City Clerk Reports: (This will be either verbal reports at the meeting, or written reports provided at or prior to the meeting)
 - a. Departmental Reports
 - b. Updated Budget Calendar as directed at the Feb 18th Council Meeting
 - c. Updated Classification and Compensation Study Per Council Direction
- 15. City Council Reports/Committee/Sub-Committee Meeting Reports: (Reports by Mayor/City Councilmembers Regarding Various Agency Meetings/Committee Meetings/Sub-Committee Meeting /Conferences Attended and Possible Direction to its Representatives (If Needed) on Pending issues before such Boards. ((This will be either verbal reports at the meeting, or written reports provided at or prior to the meeting)
- 16. Council Communications Received (Information/Meetings/Correspondence Received from the General Public to Councilmembers)

CLOSED SESSION: NONE

ADJOURNMENT OF CITY COUNCIL MEETING

March 18, 2025, City Council Regular Meeting will be adjourned to the City Council Workshop Goals Setting of Tuesday April 1, 2025 at 1:00 pm at the Sebastopol Youth Annex, 425 Morris Street, Sebastopol, CA.

April 1, 2025 Goals Setting Workshop will be adjourned to the next Regular City Council Meeting of Tuesday, April 1, 2025 at **6:00 pm**, Sebastopol Youth Annex, 425 Morris Street, Sebastopol, CA.

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

NOTICE: All Resolutions and Ordinances introduced and/or adopted under this agenda are waived of all reading of entire resolution(s) and ordinance(s). The City of Sebastopol is a general law city formed under the laws of the State of California. With respect to adoption of ordinances and resolutions, the City adheres to the requirements set forth in the Government Code. Unless otherwise required, the full reading of the text of standard ordinances and resolutions is waived.

SB 751 Legislative bodies of local agencies must publicly report: (1) any action taken and (2) the vote or abstention on each action taken by each member present for the action at a meeting.

If you have any questions regarding this meeting, please contact the City at Email: info@cityofsebastopol.org or citycouncil@cityofsebastopol.org or please call: 707-823-1153. The public is advised that pursuant to Government Code section 54957.5 all writings submitted to the City Council are public records and will be made available for review at City Hall during normal business hours. The Sebastopol City Council welcomes you in person or remotely to its meetings that are generally scheduled for the 1st and 3rd Tuesday of every month. Your interest and participation are encouraged and appreciated.

Government Code Section 54953.

(a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.

(b)

(1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

There are times that the City Council open meetings may not be live streamed due to technical issues; if that is the case, the meeting will be video-taped and uploaded as soon as possible to the City Web Site. In the event of a disruption that prevents the legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

COUNCIL PROTOCOLS FOR MEETING RESTATED:

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

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

(b) As used in this section:

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

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

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

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

How can I provide Public Comment on Zoom?

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

USING A COMPUTER OR SMART PHONE:

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

USING A REGULAR PHONE:

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

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