

City Council
Mayor Una Glass
Vice Mayor Sarah Glade Gurney
Diana Gardner Rich
Neysa Hinton
Patrick Slayter



Agenda Item Number 6

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

CITY COUNCIL MEETING MINUTES
MINUTES FOR Meeting of November 16, 2021

As Approved by the City Council at their regular meeting of December 7, 2021.

The City Council Regular meeting was held via teleconference pursuant to AB 361.

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.

ZOOM LOG ON INFORMATION:

Topic: City Council Meeting - November 16, 2021
Time: Nov 16, 2021 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87593663790?pwd=ekFINGtxeXZBcGwwL3grTIQvR0VJUT09>

Meeting ID: 875 9366 3790

Passcode: 103867

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6:00 pm Convene City Council Meeting - Meeting Start Time (ZOOM VIRTUAL FORMAT)

CALL TO ORDER: Mayor Glass called the regular meeting to order at 6:00 pm.

ROLL CALL:

Present: Mayor Una Glass – By video teleconference
Vice Mayor Sarah Gurney – By video teleconference
Councilmember Neysa Hinton – By video teleconference
Councilmember Diana Gardner 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

City Engineer Joe Gaffney
Engineering Consultant GHD Toni Bertolero
Planning Director Kari Svanstrom
Police Chief Kevin Kilgore
Public Works Superintendent Dante Del Prete

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

COUNCIL PROTOCOLS FOR MEETING:

Mayor Glass read the protocols for the meeting.

- This meeting is being conducted utilizing virtual settings for teleconferencing and electronic means consistent with State of California Executive Orders regarding the COVID-19 pandemic and AB 361.
- Live stream and zoom is being utilized for this meeting. In case of technical issues, meetings will be uploaded to the city web site as soon as possible after this meeting.
- Members of the public may view and listen to the meeting by use of Zoom as noted on the City's website and as noted on the agenda.
- Members of the public wishing to speak to the City Council may do so during public comment or may comment on agenda items during the discussion of each item and must be logged into Zoom. Live Stream is a viewing only format.
- 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.

PROCLAMATIONS/PRESENTATIONS: None

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

The City has received written public comments which have distributed to City Council, appropriate City Staff and posted to the city web site.

Linda Berg commented as follows:

- I am still more than a little concerned about the decision that you passed the million of dollars package without any bids on the individual items, but particularly, of course, the wireless water meters which is over a \$2 million item, again, without any kind of in-depth critique about how it works and what its effects are
- What the effects of more wireless radiation, more smog in the city.
- As of august 13th this year, there is a historic win. The Children's Health Defense won a case against the FCC, Federal Communications Commission, on safety guidelines for 5g and wireless. This was headed by none other than by Robert F. Kennedy Jr.
- What it does, it recognizes that the previous standards for health and safety on wireless radiation done by the FCC were capricious and arbitrary. The majority decision was written by Judge Wilkins of the U.S. Court of Appeals for the D.C. Circuit.
- It is requiring the complete review of the thousands and thousands of studies and research that have confirmed the harm and danger of wireless radiation.
- I'm asking you to slam on the brakes and delay the thing about the wireless water meters until you get more information.

Arthur George commented as follows:

- West County Homeless Advocates
- Expressed support for Mayor Glass and Councilmember Rich whose initiative on the subcommittee on the unhoused is the driving force behind the RV village proposal.

- This would be the first project of its type by SAVS, but SAVS has been active here in outreach.
- It has developed plans for a village over several years and has a history of service.
- In recent weeks SAVS at the Cultural Center had a community meeting of neighbors, business owners, service providers and volunteers and a greatly received outdoor picnic for RV dwellers to explain the rules, and listed local preference for those over new arrivals.
- The problems are already known as impacts already exist.
- The village clears Morris of the problems of which people complain and relocates individuals into a comprehensive supervise, sanitary, centralized site. It is the only idea anyone has come up with for any for this situation.
- It has been asked what happens after this one-year emergency-based program. Frankly, that is unknown. The project could continue with additional funding, it could be relocated elsewhere with other funding and services, or it could just end, leaving us much in the same place as at present.
- How would people be removed then? That, too, is under review.
- To be sure, even after clearing Morris there will be homeless people here.
- That is the unfortunate nature of these times everywhere, and the City should be prepared for that reality as well.
- There should be no illusions as to whatever people thought Sebastopol Inn would offer.
- The point is for the vehicles, to do something now, to help people now while we plan for whatever the future may hold.
- As Councilmember Diana Rich wrote in her recent citizens' newsletter, if there's no contract Morris Street continues with health and safety risks for all concerned, RV residents and the rest of the community

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. **There**

was no Statements of Conflict of Interest stated.

CONSENT CALENDAR ITEM(S):

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

The Mayor will read the consent calendar items; ask if a Councilmember wishes to remove one or more items from the consent calendar; and then open public comment to the members of the public in attendance. At this time, a member of the public may speak for up to three minutes on the entire consent calendar and request at that time that an agenda item or items be removed for discussion.

If an item or items are removed from the consent calendar, the item shall be placed at the end of the regular agenda items unless otherwise determined by the Mayor or Mayor Pro Tern.

Councilmembers may comment on Consent Calendar items or ask for minor clarifications without the need for pulling the item for separate consideration. Items requiring deliberation should be pulled for separate consideration and shall be placed at the end of the regular agenda items unless otherwise determined by the Mayor or Mayor Pro Tern.

Mayor Glass read the consent calendar.

Mayor Glass opened for public comment on the consent calendar. **There was none.**

Mayor Glass questioned if any Councilmember(s) wanted to remove any item(s) from the consent calendar.

There was no request for removal of an item.

City Manager/Attorney McLaughlin commented as follows:

- I would like to take a moment for a brief discussion or explanation related to agenda item number 5 concerning the City Engineer, as I have been asked a question by one Councilmember about that item.
- It is not directly related to approval of the item.
- Joe Gaffney, who is here at the meeting this evening for the item, has been our long-time City Engineer, many years with the city.
- His current contract was set to expire on December 31 of this year. Joe has elected to not seek to extend that contract.
- He has given notice to us that he will be resigning his position at the end of that contract, December 31.
- We have discussed this matter with our Engineering Firm, GHD.
- We will be hearing from them on other matters this evening for the purpose of obtaining the services of an interim, temporary, acting, services of a City Engineer for a period of time while at the same time we will be putting forth an RFP for permanent services of a City Engineer.
- This item was in the process before Joe Gaffney gave us notice.
- The work of the City Engineer is definitely variable depending on a number of factors including which projects are being worked on at any particular time and a lot of other actors.
- It was short budgeted a bit, and this agenda item was brought this evening to make sure there were sufficient funds to pay that position towards the end of the year.
- We did change the calculations somewhat due to Mr. Gaffney's resignation, but basically this item was in the process before we received that notice.

Mayor Glass called for a motion.

MOTION:

Vice Mayor Gurney moved and Councilmember Rich seconded the motion to approve Consent Calendar Item(s) Number(s) 1, 2, 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:

1. Approval of Minutes of the City Council Special Meeting of October 27, 2021 (Responsible Department: City Administration)

City Council Action: Approved Minutes of the City Council Special Meeting of October 27, 2021

Minute Order Number: 2021-285

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

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

Minute Order Number: 2021-286

3. Approval of Extension of Emergency Proclamation of Local Emergency (COVID-19) issued by the Director of Emergency Services (Fire Chief)

City Council Action: Approved Extension of Emergency Proclamation of Local Emergency (COVID-19) issued by the Director of Emergency Services

Minute Order Number: 2021-287

Resolution Number: 6382-2021

4. Approval of Resolution Authorizing Continued Use of Teleconference Meetings Based on Circumstances of the COVID-19 state of emergency and that the following circumstances exist: The state of emergency as a result of COVID-19 continues to directly impact the ability of the members of City Council and the members of the City's subordinate Committee's, Commission's, and Boards to meet safely in person; and The State of California and the City of Sebastopol continue to impose or recommend measures to promote social distancing. (Responsible Department: City Administration)

City Council Action: Approved Resolution Authorizing Continued Use of Teleconference Meetings Based on Circumstances of the COVID-19 state of emergency and that the following circumstances exist: The state of emergency as a result of COVID-19 continues to directly impact the ability of the members of City Council and the members of the City's subordinate Committee's, Commission's, and Boards to meet safely in person; and The State of California and the City of Sebastopol continue to impose or recommend measures to promote social distancing

Minute Order Number: 2021-288

Resolution Number: 6383-2021

5. Approval of Budget Amendment in the amount for \$15,000 for City Engineering Consultant Services (Responsible Department: Engineering)

City Council Action: Approved Budget Amendment in the amount for \$15,000 for City Engineering Consultant Services

Minute Order Number: 2021-289

Resolution Number: 6384-2021

INFORMATIONAL ITEM(S) /PRESENTATION(S): *(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.)* **There was no Informational Items/Presentation(s).**

PUBLIC HEARING(S):

6. Public Hearing- To conduct a Public Hearing on the Sebastopol Solid Waste Collection Services Rate Adjustments by Recology Sonoma Marin (Responsible Department/GHD/City Administration)

Ryan Crawford, GHD, City Engineering Consultant, presented the agenda item recommending the City Council review and approve the Sebastopol solid waste collection services rate adjustments as proposed by the City's Franchise Solid Waste Collector/Hauler, Recology Sonoma Marin. If approved, it is further recommended that the City Council authorize the City Manager to execute the amendment to the Franchise Agreement with Recology Sonoma Marin with the proposed SB 1383 services and rates.

Mayor Glass opened for questions of staff/presenter.

Mayor Glass commented as follows:

- I think the public might want to know what the strategy is on our pricing, and by that I mean is do we give a better price to people who conserve more? I think we do.
- Before you start going through the whole pricing strategy, I think that is part of our pricing schedule, is that you actually get a benefit by not having as much trash.
- That applies to our City Council goals

Celia Furber, Recology representative, commented as follows:

- Thank you for bringing that up, Mayor.
- Yes, in Sebastopol, recycle and compost services are completely free of charge for residential and commercial customers.
- All customer types are greatly incentivized to maximize their recycle and compost services by having the largest bin or cart size possible, and then therefore by recycling and composting as much as possible then they can decrease their garbage size and they're only paying for whatever size garbage cart or bin they have.
- If they can decrease their garbage, cart or bin size, they're saving money.

City Manager/Attorney McLaughlin commented as follows:

- I just wanted to emphasize something that Ryan Crawford did mention, and that is by the nature of this particular rate increase because it is services that are required by SB-1383, and the percentage is applied across the board.
- There can't be any adjustments to that based on factors such as usage.
- It is just strictly applied across the board because of the nature of the increase.

Councilmember Rich commented as follows:

- I just want to make sure that we understand that unlike the regular annual increases that our citizens face, this is a one-time increase.
- We don't expect this to happen every year. It would be a one-time increase, is that correct?

Mr. Crawford commented as follows:

- There's some rates that over time may be different.
- Recology might be able to answer that as well, but I know there's some things that change throughout the life cycle of SB-1383.

Celia Furber commented as follows:

- This is a one-time 6.3% rate adjustment for SB-1383 and there wouldn't be any additional rate increases.
- There would just continue to be the RRI increases that happen July of every year.

Councilmember Rich commented about the 6.3% rate increase, how does that compare to rate increases that are being faced by other jurisdictions that Recology serves as a result of SB-1383?

Celia Furber commented as follows:

- They're very much in line with other jurisdictions.
- It is based off of the trucks needed to provide organic service to all accounts, so there's several commercial accounts that will need compost service for SB-1383 so there's additional truck need, driver need.
- There's additional waste zero specialist time needed so that's factored in as well as all of the bins and carts and labels and posters that are needed for the state law.
- All of the costs are factored in there.
- That's how we arrived at the 6.3%, but it is very comparable to all of the neighboring jurisdictions.
- It is within 1% to 2%

Councilmember Slayter commented as follows:

- If you look at the multifamily and commercial rates in that chart that was shared, and it is on page two of our agenda item, look at the six cubic yard one time a week for the multifamily and commercial, and that's the largest bin.
- Of course, it will be the most expensive.
- The increase in that seems to have an out size percentage.
- I am just curious if you can give us an idea of how many customers in Sebastopol have refuse bins that large?
- Is that a big taker?

Celia Furber commented as follows:

- No, it is not extremely common to have a six-yard garbage bin.
- I actually just confirmed, because I was looking at that when Ryan Crawford had that slide up.
- That is an error, that number that jumped from \$663 to \$1000. It should be \$705.

Councilmember Slayter commented as follows:

- That brings it into the percentages that make more sense.
- I'm glad I asked about that.
- My other question is unrelated to this particular item but certainly within Recology's wheelhouse, how is our new truck?

Celia Furber commented as follows:

- We do have the new commercial front-load truck.
- I want to check on this before I give you a total answer, but I believe one of the two trucks is in operation already and the other one is coming shortly.

Mayor Glass opened the public hearing.

Natalie Timm commented as follows:

- I heard something that I was wondering about, and it really doesn't apply to the fact that we may or may not have a rate increase, and I'm sure we probably will, but did I understand it correctly that if I have the smallest garbage, trash, that I would have the same bill
- That I could have a larger recycling container and the largest compost and not have a change in my rates or that I would be billed at the smallest rate if I didn't recycle more? Because my recycling bin is small and my neighbor's is large.
- I'm wondering if I would increase my rates if I increased my recycling.
- I just want to say in further discussion of garbage and trash that I need a smaller garbage bin and I need two or three small recycling bins and two or three small compost bins because I can't get those huge things out to the street when they're full.
- It is too hard.

Mr. Crawford commented as follows:

- As I understand it, it is almost as large as the size of the recycling and compost.
- It is the size of your garbage bin you pay for.
- I think that's what Recology was mentioning earlier in the discussion.
- I don't know if that answers your question.
- You don't get punished by the amount of recycling or compost you have, and that's all done by free by Recology services.

Celia Furber commented as follows:

- You are only paying for the size of your garbage cart.
- You can increase the size of your recycle cart.

Linda Berg commented as follows:

- I'm computer free, and so the way that I get the information like the agenda, the City sends me an email to an e-mail mail service which is across the road from me, which I go over and I happily pay 12 cents a page to be printed out.
- I've got three pages and that's all that I have about tonight's agenda.
- The point is it would be very helpful to me, and I think probably others, if you would routinely write out what the acronyms stand for.
- Like in this item I am wondering what GHD stands for.
- Also, all of the rest of the acronyms that you use, you know, like COS, I think I know what that means.
- If you could at least say it at least once during your discussion to make it clear, both to yourselves, because there's no point in you all discussing something that you don't know what it is about like has happened.

Hearing no further comments, Mayor Glass closed the public hearing.

Mr. Crawford responded to public comments as follows:

- GHD is the name of the company or outside consulting firm.
- It stands for Gutteridge, Haskins and Davey.
- They were the original founders in 1928 and those are the names of the engineers that started the company.

City Council Discussion and/or Deliberations:

There was no further discussion.

MOTION:

Councilmember Slayter moved and Councilmember Rich seconded the motion to approve the Sebastopol solid waste collection services rate adjustments as proposed by the City's Franchise Solid Waste Collector/Hauler, Recology Sonoma Marin; and further authorizes the City Manager to execute the amendment to the Franchise Agreement with Recology Sonoma Marin with the proposed SB 1383 services and rates.

- Correction to largest bin price

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 the Sebastopol solid waste collection services rate adjustments as proposed by the City's Franchise Solid Waste Collector/Hauler, Recology Sonoma Marin; and further authorizes the City Manager to execute the amendment to the Franchise Agreement with Recology Sonoma Marin with the proposed SB 1383 services and rates.

- Correction to largest bin price

Minute Order Number: 2021-290

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

7. Approval of Memorandum of Understanding Between the Jurisdictions of Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, Sonoma, Windsor, and the County of Sonoma and The Sonoma County Waste Management Agency Regarding Implementation of SB 1383 Regulations - It imposes major requirements regarding “organics” handling for all jurisdictions. (Responsible Department: GHD/City Administration)

City Manager/Attorney McLaughlin commented as follows:

- GHD will be providing the staff report on this item this evening.
- As Ryan Crawford alluded to, the simple version of this is that SB-1383 imposes a number of duties on jurisdictions, and in Sonoma County the work of implementing 1383 is going to be done by a combination of zero waste, Sonoma, of the city of Sebastopol and Recology, as we just learned a few minutes ago.
- I believe Mr. Crawford will give you the details on that and the MOU before you this evening is to provide what zero waste Sonoma will do with the city and for the city as part of this implementation.

Ryan Crawford, GHD, City Engineering Consultant, presented the agenda item recommending the City Council approve the Memorandum of Understanding Between the Jurisdictions of Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, Sonoma, Windsor, and the County of Sonoma and the Sonoma County Waste Management Agency Regarding Implementation of SB 1383 Regulations and authorize the City Manager to sign the MOU.

Mayor Glass opened for questions of staff/presenter.

Councilmember Rich commented I just want to confirm for the public's purposes that the halftime FTE that zero waste Sonoma will need is not to be covered, that expense is not being covered by the city at all, correct?

Mr. Crawford commented I believe that's- we've come up with so far in the memorandum of understanding.

Councilmember Rich commented as follows:

- That's my understanding, too but I wanted to confirm to reduce confusion.
- I know we have Administrative Services Director Ana Kwong in the room, but I know we set aside funding related to SB1383 procurement of compost.
- I just wonder whether the amount referred to in the report, the \$30,000 that's already in the budget, includes the amount set aside for compost by the City Council.

Administrative Services Director Kwong commented as follows:

- In the engineering budget there's the \$30,000 for SB1383
- Asked if the question was whether it is for the cost of administer this SB1383 and if stated if so, I am not sure

Councilmember Rich commented the question is whether this \$30,000 that's being referred to as being in the Engineering budget is, in fact, the same amount that the City Council set aside for compost procurement.

Director Kwong commented I believe it is.

Councilmember Rich commented the reason being that if we have some extra money that's no longer needed for compost procurement it would be good to know but it sounds like those amounts are probably aligned.

Councilmember Hinton commented as follows:

- The report talks about it costing us \$30,000 and we're in partnership with these other cities, but nowhere that I could find did it talk about what the other cities were paying.
- Is it population based?
- So is City of Santa Rosa is paying more than the City of Cloverdale or the City of Sebastopol?

Mr. Crawford stated that is correct.

Councilmember Hinton commented is that the calculation in the staff report for all of the other jurisdictions?

Mr. Crawford commented I don't believe we show all of the calculations summarized in this report

Councilmember Hinton commented since we are the smallest city, are we paying the least?

Mr. Crawford commented the smallest cities are paying the least.

Councilmember Hinton commented is the \$30,000 is round number or is it based on an exact calculation by population or did the small cities just take the \$30,000 round number?

Mr. Crawford commented I think it is slightly rounded up so it is not to the exact dollar.

Toni Bertolero, GHD, commented as follows:

- If I could offer a little bit since I helped with the fiscal impact portion of it.
- The \$30,000 actually consists of two numbers.
- One is roughly \$20,000 for the compost portion for six months of purchase of compost materials, and that \$20,000 was based on an estimate that came out of a calculation formula.
- There's actually a spreadsheet that all of the cities have, and it is based on population.
- To answer your question, that \$20,000 is approximate.
- It was something like \$40,200 for one-year period so we roughly cut it in half since we have six months left in the fiscal year.
- So that's how we came up with \$20,000.
- The \$10,000 is also an estimate, and it is also an estimate based on what we assume will be consultant costs to help assist in program management for the SB1383 implementation.

Councilmember Hinton commented is that because we are short? I think I read in the staff report it is based on that the City is short an employee.

Toni Bertolero commented that is correct.

Councilmember Hinton commented if we had that employee in place we wouldn't be paying that extra ten?

Toni Bertolero commented as follows:

- That is correct.

- It was originally being handled by the Engineering Manager
- Waste management activities were handled by the Engineering Manager.
- Because that position is vacant, it is being handled by consultants.

Mayor Glass opened for public comment.

Linda Berg commented as follows:

- I want to thank the fellow there for saying memorandum of understanding for MOU.
- There's another one that was mentioned, FTE. I would like a clarification on that.
- I don't know what is going on. First one to admit it.
- I got three pages and so I have a question about whether this company handles other hazardous waste, like, for example, the fluorescent lights that were distributed by your predecessors, Kathleen Schaeffer and Larry Robinson years ago when they went door to door distributing fluorescent lights, which as you might know for now that they are hazardous waste from beginning to end.
- I'm wondering if you deal with that? Also electronic waste.

Natalie Timm commented as follows:

- I was wondering when they mentioned Cal Recycle, is that a government entity?
- It sounds like a nonprofit.
- I was active in solid waste management years ago, so I just was wondering.
- I love the idea of the recovery food program and I would like to stay in touch about that because I just think that's a wonderful title.
- It could be a great program.

Mayor Glass responded to public comment:

- There are a few questions I'm going to respond to from public comment.
- The first one was what does FTE stand for. I think FTE is full-time equivalent.
- What that means is a full-time employee, the cost of a full-time employee and how much time they are working as a full-time employee, which is eight hours a day, and their cost.
- Then there was I think questions about like how e-waste is dealt with.

Ryan Crawford responded to public comments as follows:

- I do know that they generally don't handle e-waste or hazardous waste
- It was referred to as regular recycling and garbage pickup program, but there are several different programs that happen throughout the county
- I think they happen on certain dates on the calendar where you can actually bring in certain types of hazardous waste, whether it be e-waste, lights or paint and such.
- That's usually not handled at the corner just because it is actually a risk to have people leave out hazardous waste. It is dealt with separately.
- Then another one was I think she referred to GHD as part of that.
- We're consulting engineering company so we don't have anything to do with recycling or hazardous waste, but we do projects regarding mitigation and control and containment of it once it is released in the environment
- Cal Recycle - that is an arm of California, the state government, and it has actually grown quite big and has large programs throughout the state and this is just one of them.

City Council Discussion and/or Deliberations:

There was no further discussion.

MOTION:

Councilmember Hinton moved and Councilmember Rich seconded the motion to approve the Memorandum of Understanding Between the Jurisdictions of Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, Sonoma, Windsor, and the County of Sonoma and the Sonoma County Waste Management Agency Regarding Implementation of SB 1383 Regulations and authorize the City Manager to sign the MOU.

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 the Memorandum of Understanding Between the Jurisdictions of Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, Sonoma, Windsor, and the County of Sonoma and the Sonoma County Waste Management Agency Regarding Implementation of SB 1383 Regulations and authorize the City Manager to sign the MOU.

Minute Order Number: 2021-291

8. Approval of Request for Proposals for Consultant to Assist with Design Objective Standards (Responsible Department: Planning)

Planning Director Kari Svanstrom presented the agenda item recommending the Council authorize staff, by minute order, to release an RFP. Staff will review the proposals and return to City Council with the recommended vendor for further authorization.

Mayor Glass opened for questions of staff/presenter.

Vice Mayor Gurney commented as follows:

- I'm just checking in about the status of this committee.
- First, I'm just feeling a little uncomfortable we are deciding tonight but they're meeting tomorrow.
- Also, it seems a little awkward that this committee wasn't on our list of discussion under the standing committee and ad hoc committee conversation we had over several meetings where we are looking at identifying a purpose and a timeline and clarifying that status.
- So I'm not sure if that's appropriate material tonight, but if they're going on tomorrow I think we are going to have to clarify, do they exist beyond tomorrow?
- We have a committee that hasn't been on our list.

Director Svanstrom commented as follows:

- That's probably my fault. I see it more as a design review board subcommittee that happens to have a Councilmember on it than a subcommittee but that was my misunderstanding of the committee.
- I can certainly provide the staff report for how it was originally established, its main purpose is to help develop the objective design standards.
- If council needs, we can certainly bring it back as an item.
- In terms of this going to the committee tomorrow what I am requesting is you authorize us to issue the RFP subject to any revisions and input that the subcommittee may have on the RFP, the draft scope of work that's included.

- I did my best effort at a draft of what we want the consultant to do, but I do want input from the subcommittee before we release it.
- It is my understanding that it is standard procedure to come to Council for requests to authorize an RFP.

Vice Mayor Gurney commented as follows:

- I am just trying to understand if the RFP goes out and we get a consultant and they come back with the recommendations, is it then your understanding those recommendations would go to this committee to review and determine and recommend to the Council?
- I mean I am a little confused about the process we are following here.

Director Svanstrom commented as follows:

- That is correct.
- I think I described it a bit in the scope of work in terms of who they would be working with.
- I do want to leave it open for consultants who might have ideas to improve the process.
- I myself used to be a consultant, and you always have a particular way you might want to do participation to get your best result.
- We do know it is going to be working with the committee, which has members from the Planning Commission, City Council and Design Review Board, some really great minds and different perspectives.
- The final draft would then be reviewed by the DRB and the Planning Commission before coming to council.
- It will go through all of our boards involved with the development review process.

Vice Mayor Gurney commented this leaves me confused as to how long this committee lasts.

Director Svanstrom commented I would anticipate this is probably a six to nine-month project and is specific to this one task.

Assistant City Manager/City Clerk Gourley commented this committee will be on the list coming back before the Council in December with clarifications.

Director Svanstrom concur and stated it would be returning to the Council in December.

Councilmember Rich commented as follows:

- To the extent there's a need for a procedural bridge between now and our addressing committees in December, to the extent that that's necessary and I look to our City Attorney, Larry McLaughlin, for direction on that point, my recommendation would be simply that we as a City Council approve this ad hoc committee to last through the meeting in December to do the work related to the effort that our public -- or planning director has described, to the extent that's necessary, but maybe we can -- because then we can kind of table this particular topic to that date.
- That would be my suggestion.

Councilmember Slayter commented as follows:

- Stated Vice Mayor Gurney, you are correct.
- I do not remember this committee landing on the list, but I will absolutely own up to the fact that a report out in the format that the other full council committees were requested to report out, that was not accomplished.

- I do have a memory of it being discussed at some point in the not so distant future, the existence of this committee.
- As the planning director noted, this is something that is a big lift.
- The committee has met once or twice, I would say, in the last year, and as this has become more of a Front-of-Burner kind of topic, the need for this work has become more and more apparent.
- I think we are all aware of the reasons why.
- A little history lesson for those who may not know the history, this committee was originally intended to analyze and potentially revise a draft revision for the council to approve of the design standards writ large.
- In a lot of ways we, I think, every one of us is some sort of a design professional on this subcommittee and we're in and out of those design standards very often, and we understand them and we know what works and what doesn't work.
- I think we came to the conclusion that as they're written, yes, there are some places that need probably some modest revision, but in whole they're really pretty solid in comparison to whether communities.
- Then this other thing came along that we decided was really important as a council, and then the subcommittee was already in existence so we just sort of pivoted slightly to the other work of this other thing that we rapidly determined a consultant was going to be needed and we have the planning grant to cover the cost.
- I think the question about the existence of the committee, the life of the committee and the work of the committee, those are things that do need to be answered, but it is ancillary to what this actual agenda item is.
- So we can flesh that out and make a report when we come to that next in the council agendas.
- This looks like something we should do.

Councilmember Rich commented I would like to hear from our City Attorney, Larry McLaughlin, whether there's a need to validate in some way the activities and the existence of this particular committee.

City Manager/Attorney McLaughlin commented I believe it is just over a month before the council will take up the subject of committee appointments again, but this ad hoc committee appears to have work to do in the meantime, so I think it would be good, prudent move for the council this evening to authorize that particular committee to do its work pending further council review in December as part of the regular committee appointment process.

Councilmember Rich commented can we actually move to continue the work of this committee or authorize continuance of this work as it relates to the agenda item. I think you could limit the ad hoc committee's work to the subject matter of this agenda item.

City Manager/Attorney McLaughlin commented that is correct.

Mayor Glass opened for public comment.

Linda Berg commented as follows:

- I am working off of three pages so I don't have the details on what everything is about, but so what I heard, I heard local control, I heard housing, and so that's enough for me to point out that a real disservice is being done to this city and the residents by ignoring, not acknowledging the existence of electromagnetic fields which, you know, is literally cooking us all.
- It is somewhat readily fixed in the housing, if you could mandate putting in shielding.

- It is no more expensive than plain old aluminum foil in the walls, is an effective -- the cheapest, most effective shielding material that I know of to protect the occupants from electro -- microwave radiation.
- Of course, at the same time cut back on adopting it like those stupid wireless water meters.
- Also, I would like to mention if I could here, too, the lighting.
- I just bumped into a neighbor and he has already contacted the City and the lights at his neighbor's business are too bright. They keep him up.
- This has been an issue before, but also where I live is a 60-unit apartment complex, got a \$10 million rehab thing and they used it and they put in these really extraordinarily bright L.E.D.S which, I got my hands on the packaging and the installation instructions say very clearly, do not look directly at these lights.
- What you need to do is cut down, you need to stop blinding your citizens with these inordinately unnecessarily bright lights throughout the city.
- That's just something else that is part of that \$4.9 million package that you approved, that you need to take another look at the lights and the brightness and cut it down.
- Cut the L.E.D.S - they burn the retinas of your eyes and there are studies to back this up.
- There are safer alternatives.

City Council Discussion and/or Deliberations:

Councilmember Rich commented I just wanted to get on the record the individuals who are members of this ad hoc committee and specify that it would exist until the December meeting when we assess committees moving forward and confirmation of the members.

Director Svanstrom commented the committee members are as follows:

- Councilmember Slayter
- Commissioner Fritz
- Boardmember Langberg
- Boardmember Level

Vice Mayor Gurney commented as follows:

- I just wanted to say I agreed with the comments of Councilmember Slayter earlier reciting the history of this and also the real significance of this committee's work.
- I wanted to add this comment. For me it is really important that we have objective standards that are legally defensible.
- That's where I need this committee to go, and we look at its purpose.

MOTION:

Vice Mayor Gurney moved and Councilmember Rich seconded the motion to authorize this ad hoc committee to continue its work with our planning director to review the RFP under our discussion this evening and return on December 7th with a statement of their purpose and the timeline for their future work.

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 and authorized this ad hoc committee to continue its work with our planning director to review the RFP under our discussion this evening and return on December 7th with a statement of their purpose and the timeline for their future work.

Minute Order Number: 2021-292

MOTION:

Councilmember Rich moved and Councilmember Slayter seconded the motion to authorize staff, by minute order, to release an RFP. Staff will review the proposals and return to City Council with the recommended vendor for further authorization.

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 to authorize staff, by minute order, to release an RFP. Staff will review the proposals and return to City Council with the recommended vendor for further authorization.

Minute Order Number: 2021-293

9. Review, Discuss and Approve the work of Pension Liability Refinancing Process (Responsible Department: Administrative Services)

Administrative Services Director Kwong presented the agenda item recommending the Council Receive the Report and Direct and Approve Staff to Move Forward with the Work of Pension Liability Refinancing Process.

Nikki Tallman, with Brandis Tallman, a division of Oppenheimer, provided a presentation.

Mayor Glass opened for questions of staff/presenter.

Councilmember Rich commented as follows:

- Very interesting options here.
- I note in the staff report that there's an indication that there is no cost associated with this effort, but I can see that the work that will be taken on by this group, the financing team, is going to take time and effort.
- Is this a cost that has already been approved and is already in our budget?

Ms. Tallman commented as follows:

- The financing team members work on spec, if you will.
- We are paid if and when the bonds are issued.
- The only cost that would be incurred would come quite late in the process.
- If we were to do a pension obligation bond, we would go for a rating on the bond issue from S&P or from Moody's, and when we decide to incur the rating we would incur a cost for that.
- That cost could be paid from the bond issue, but if for some reason the bonds are not issued that would be a cost that would be incurred by the city. But the financing team works on spec.

Councilmember Rich questioned does that mean that the costs, the amount paid to the financing team is, in essence, folded into the cost of the bonds?

Ms. Tallman commented that is correct.

Councilmember Rich commented as you look at the POB, what would be the downside to the POB?

Ms. Tallman commented as follows:

- I think the downside is that we cannot anticipate what CalPERS will earn in the future.
- While we can show the interest savings today, we really won't know the total savings until the end of the term of the bond.
- Some agencies feel like there's some risk because we could project 3 million in savings. It might be 2.5 million, it could be 3.5 million, but there's some uncertainty with what CalPERS will earn in the future and, therefore, there's some uncertainty about the true value of the POB.

Councilmember Rich commented it sounds like regardless, your projection would be that there would be a return, that there would be a positive difference.

Ms. Tallman stated that is correct.

Mayor Glass commented as follows:

- I thought a few years ago when we had a presentation that we could not prepay the unfunded part of our obligation to CalPERS.
- Did that change recently or was I completely confused?

Ms. Tallman commented as follows:

- It hasn't changed recently.
- I know that Bartel did provide a presentation several years ago, and to my knowledge it has been an option to prepay the UAL.
- Historically interest rates were not as favorable many years ago, so maybe it wasn't an option to issue a POB where today the interest rates provide that option.

Mayor Glass commented as follows:

- So one of the other downsides, I would gather, is even if we do a POB, we pay off this difference in what our assets and future earnings are versus what's predicted, we could still have the earnings plummet to below 6.8%.
- They could go down to 5%, so we can't be believing that just because we pay this down it is paid down forever, because it could be worse in the future, right?
- That would be worse on top of worse, so we're still ahead if we pay it down, right?

Ms. Tallman stated that is correct.

Director Kwong commented as follows:

- We need ways to pay that down and manage the unfunded liability, like Nicki Tallman just mentioned, POB should work in tandem with establishing a 115 trust where right now there is a \$2.8 million in assigned fund balance as for pension obligation, and that could be moved into the trust and use that to mitigate any future spike from Cal PERS.

- At least this way, it is manageable.

Mayor Glass commented I am still a little cautious about having not flexibility about our own money.

Councilmember Slayter commented as follows:

- The League of California Cities, or as they're known now Cal Cities, conference over the past several years I have made a significant and concerted effort to attend every single session on PERS and future liabilities and all of those things.
- Earlier this fall, I attended a presentation by the CalPERS CEO and some board members.
- The overall tone was one of guarded optimism, I would say, that the gloom and doom of the dot-com crash and the real estate bubble and all of those things in the mid 2000s, they figured out how to try to avoid those things.
- I do have that potential hope.
- The question is why you, why your company?
- I assume because you are working on spec you must have competitors in the marketplace, and I'm trying to understand why this team, et cetera.

Ms. Tallman commented as follows:

- Well, in conjunction with the refinancing that we did with the City earlier this year, we met with staff and reviewed that refinancing and we started talking about what else could the city do to maybe achieve some savings.
- We looked at what are some of the biggest expenses for the city and we were asked what are other agencies doing to save money, and then the conversation of the pension obligation bond, looking at the pension cost, whether or not you issue a bond, developing some policies around pension funding.
- We gave Ana that information from the market. That is how we became involved.
- As of June 30th of this year, we issued or underwrote more pension obligation bonds than any other underwriter.
- In Marin County alone I think we did maybe six, and so we are working with staff to talk about ways that maybe we could provide other savings for the city.
- In our ongoing review and in consultation with the city the topic came up.
- I do have one note as far as costs go. The financing team members work on spec.
- The bond council may have a fee for filing the validation.
- That would be paid up front.
- It could be recuperated in the bond issue, but if for some reason the bonds are not issued and we file for validation there could be a charge to that.
- We'll look into that for you.
- I don't know what that would be, but in thinking through it, it might be one cost that would occur up front.
- I will get back to staff on that.

Mayor Glass commented as follows:

- So just to state something that may not be entirely obvious to everybody in the public, this is that we would need to do this, a POB, sooner rather than later because right now what we would have to pay for interest on those bonds is extraordinarily low and people such as economists are predicting that interest rates will increase.
- So we want to borrow money at as low a rate as possible
- Time is of the essence is sort of what I'm understanding here, is that correct?

Ms. Tallman stated that is correct.

Vice Mayor Gurney commented as follows:

- I just want to check because you mentioned on June 30th, 2022, it sounds like the timing is designed if we move quickly now to fall within this fiscal year and not run over.
- Is that intentional or significant in some way?

Ms. Tollman commented as follows:

- It is intentional, really to get credit for the pay-off as of June 30, 2022.
- If we can close the bond issue in April, then we will get pay-off credit.

Mayor Glass opened for public comment.

Steve Pierce commented as follows:

- Mayor Glass and Councilmembers, it sure looks like this is like a no-lose proposition.
- I did have a few questions. One was around the reduction in 2036.
- According to the graph our unfunded accrued liability dramatically goes down, and I am wondering what the cause of that might be.
- I assume that's regardless if we do this POB or not.
- We talked a couple of weeks ago about an RFP for financial consulting and revenue enhancement.
- It sounds like this is not part of that.
- I just wanted to make sure that this POB analysis is not part of that RFP.
- And then it just seems like if there is a large economic collapse, God forbid, in a year or two and the state ends up reassessing how this unfunded accrued liability is appropriated and dealt with at the City level, are we still on the hook as a city for these pension obligation bonds no matter what?

Natalie Timm commented as follows:

- Do I understand this as we're kind of like trying to out manipulate CalPERS, kind of beat the system that's already in place?
- That's what it sounds like. Because I really don't understand, but, also, I believe that all movements like this around insurance are very costly.
- That's been my experience as a homeowner.
- I think that you folks know a lot more about this than I do, about unfunded liability, but I just think that any time you deal with time is of the essence it is not a good thing, and sometimes it is phony.

Ms. Tallman responded to public comment:

- The drop-off in 2036, as CalPERS layers in, each year they decide do I need to increase the city's UAL or decrease it, and if they increase it they give a new base.
- It is what they call it. It is a new debt line item.
- CalPERS has a way of amortizing that, whether it is 10 years, 12 years, 15 years, 20 years.
- So they continue to layer on bases, kind of like a layer cake, with different amortization periods and it gives you the shape.
- In the CalPERS' report you can see a list of all of the layers and you can see the final amortizations.
- So it is the way that Cal PERS amortizes the UAL.
- It drops off after 2036, and it may be with a POB the final maturity is in 2036, to shorten it, which is really where the debt kind of drops off.

- Again, I think that that UAL will be re-amortized given the CalPERS' board meeting this week.
- We just don't know yet what that will look like, but that will be taken into consideration if we go forward with additional analysis.

Mayor Glass asked staff to respond to public comments as to whether this analysis is a part of our budget.

Director Kwong commented as follows:

- So to answer Mr. Pierce's question whether the municipal adviser for this POB is related to the revenue enhancement that the city will go back out for an RFP
- They are two independent municipal advisor.

Mayor Glass commented I think the essence of the question is have we already budgeted for this, for whatever small amount of fees there might be?

Director Kwong stated not yet.

Ms. Tallman commented as follows:

- Once you issue the bonds, you are responsible for the payment of the debt unless you call the bonds in or you prepay them.
- You would be responsible no matter what.

City Council Discussion and/or Deliberations:

Councilmember Slayter commented as follows:

- Is there an estimate for across all members of CalPERS what the total UAL is across the state?
- I mean are we talking trillions of dollars in unfunded liabilities?

Ms. Tallman commented as follows:

- I'm sure there is an estimate.
- I don't know it offhand, but I'm sure there is an estimate, and that's something we can find out as we begin the work.

Councilmember Slayter commented as follows:

- Do you have a sense of where Sebastopol sits in our position with the unfunded liabilities?
- We hear about larger municipalities just anecdotally in the media, about just literally millions and millions and maybe even billions of dollars for larger municipalities, and my sense is that we're not as bad off as a lot of members.
- I don't want to sugar coat this, but we're not so bad, right?

Ms. Tallman commented as follows:

- Your funded ratio between the 66% and 70% is right about average.
- The dollar amount is lower than many of the larger cities or we see fire districts have very large UALs in their safety plans.
- So when we looked at that will come down with the new CalPERS estimates, we're not significantly frightened, but we look at it, we say, we could do something here to reduce the cost
- It's not out of line, it's not shocking. But it is a large debt that there may be something we can do better.

Councilmember Slayter commented as follows:

- Is there a sense we are on the hook to pay our debt if something happens. I assume the answer is yes regardless of why we incurred the debt.
- But it might be a little easier if we didn't have these UAL's every year.
- I really hold out hope that there will be a gigantic bail out and that we can have a gigantic paving party in town and everybody gets a new street. No more potholes, even Petaluma so, those are my questions.
- My comments are, I don't see any down side in us moving forward with this exploration, it's no money out of pocket and I have faith in the staff's analysis of this team and I'm you know anything we can do to help address this, my colleagues understand, I'm on board with.
- More data is better than less data so I'm good with this.

Mayor Glass commented as follows:

- I'm going to interject that of that \$14.6M that we have pointed out that the UAL we actually have a reserve of as I recall \$2.8M so that actually means we're in a situation of 11.8 rather than over 14.
- Because we have already put aside money we have a reserve that is not in a trust but is designated for our unfunded pension liability just so you know, pie put that in Nikki, put that in your calculations.

MOTION:

Councilmember Slayter moved and Councilmember Rich seconded the motion to Direct and Approve Staff to Move Forward with the Work of Pension Liability Refinancing Process.

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 Staff to Move Forward with the Work of Pension Liability Refinancing Process.

Minute Order Number: 2021-293

Mayor Glass called for a break at 8:35 pm and reconvened the meeting at 8:44 pm.

10. Consideration of Approval of RFP/RFQ Process (Requestor: Councilmember Hinton)

Councilmember Hinton presented the agenda item recommending the Council Receive the Report and Approve the revised purchasing policy.

Mayor Glass opened for questions of staff/presenter.

Councilmember Rich commented as follows:

- Looking at this policy my question would be for our Administrative Services Director which is when you look at this revised policy what changes would it cause in your process as compared to now?
- I'm just looking at what is the practical consequence of the changes in this policy?

Director Kwong commented as follows:

- The old policy where you can see the strike through, I left it all there so that it's transparent for all the council to see.
- The new policy provide clarity in the procurement process, you know, it's involve the type and method of the procurement and the process in how staff, in the daily operation if they were to do this and if you

look at the policy, this is what you're supposed to do if you fall into this category versus the current before the strike through it's quite vague and it left a whole lot of room for interpretation.

- This revised policy provides more clarity so that's why we bring this forward as we look at other city what councilmember Hinton mentioned they have more modernized approach.

Councilmember Rich commented do you feel this would be beneficial these changes.

Director Kwong commented absolutely.

Vice Mayor Gurney commented as follows:

- I just have a question, I'm not sure if I've got this straight, so if I look at the document I'm on the yellow part on page seven, it says section Roman you numeral seven, methods of procurement, you go down that to the RFP process it says valid more than \$30,000 is meant to be \$50,000 to be consistent with the rest.
- See the 30,000 is in the paragraph above that as well.
- Looking at the other chart about the city manager responsibility where it says \$50,000.

Councilmember Hinton stated that is a type and should be \$50,000.

Councilmember Slayter commented as follows:

- I had that same question so thank you for catching that.
- Along those same lines, in that same area, I'm seeing, well consultant professional services, that's pretty well understood, and then there's informal, the small-dollar item that's are \$5,000 or less or I guess, less than \$5,000, and then the \$50,000.
- I'm curious, do a total for number one of general services as well?
- I guess I'm trying to understand which category that would fall into.
- I mean, would we want to go get an RFP for cleaning services?

Councilmember Hinton commented as follows:

- We kind of left it a little open.
- But for example, I talked to Director Kwong a bit about our accounting company that we use, our auditing company, and we should change that every five years.
- So I think at a point it makes sense, I don't think we have a hard and fast rule according to this policy on cleaning services, for example, we might not want to never get a bid again in our life.
- I think we get bids, just to keep everybody on track and for example, we use I.T. Services, we've been using Marin I.T for a while but we did have a cybersecurity issue this year so maybe after five years it's a good time to put it out for bid.
- Maybe we go for the same company but we have a chance to look at what is in the market because things change.
- Don't know if we have that hard and fast but using that for an example.
- How often do these general service things which are noted
- I'm sure it's not a comprehensive list, office equipment, I.T., support, disposal and food delivery services -- I suppose some of those are one-time only, others are more lengthy-year or multi-year obligations.
- Maybe leaving it looser makes more sense.

Director Kwong commented as follows:

- I think there's a definition of general services providing here that it's non-professional and for example, the audit was mentioned.
- Every five years, the state controller office does recommend the city cycle through the auditors, and or for whatever reason, for example, with the current audit, the current consultant that we have, we did take it out to the City Council and ask for an extension, so at least in that sense it's transparent.
- You have a cleaning company for a little while, I think it would be in the best interest of the city to take it out and there see what's available, see if there's competitive bidding or at least get some kind of quote.
- I think general service category is kind of give an example of what that would be.
- Depending on what it is that we do then there's the method of how you go about to do that.

Councilmember Slayter commented as follows:

- I think it might come down to the inclusion of I.T. Support services in general services now that I'm thinking about this a little bit and hearing staff speak.
- It's difficult for me to imagine a more specialized consultant or professional service than I.T.

Director Kwong commented IT could move into the consultant professional services.

Councilmember Slater commented they're just not that level of professional services that is so specialize that we need specific people for and I just wanted to flesh that out a little bit.

Vice Mayor Gurney commented as follows:

- I think the auditor, which was offered as an example is also professional services, just trying not to be confused by the answer there.
- I want to check with Councilmember Slayter, because I thought maybe the question was, should general service contracts under or over \$50,000 also go out for bid?
- Should they go out for bid because of the value of them, to have a competitive bid.
- Why can't landscape people be as competitive as auditor people without this professional more or less divide.
- I think that's your question, and I was wondering what the answer was to that question.

Councilmember Hinton commented as follows:

- If you're asking if landscaping or HVAC-type service should go out for bid, was that the question? If it is over \$50,000, I agree it should.
- That could include a multi-year contract for example, I don't know how much we pay for landscaping but I think it should go out for bid, that's a big contract.
- That's what I'm thinking to be consistent.

Councilmember Rich commented as follows:

- My reading of this revised policy was simply that the services items number one general services number two consultant professional services were definitional in some way but when we get to methods of procurement, that all provisions regarding methods of procurement would apply whether it happened to be in general service or consultant professional service.
- That was my reading of the revised policy and I'd be supportive of that.
- I think that's what I'm hearing from others too.
- My question for Councilmember Hinton and for Director Kwong is what's the importance of this definition?

- Does it matter within the document? Or is just a useful for accounting, that it has relevance for others in the department and elsewhere in procedure, I think we should take that into consideration.

City Council discussed staff word smithing the document for consistency.

Councilmember Hinton commented as follows:

- I think it's good to leave the definition there in case someone's wondering, general services, what do you mean by that, consulting? Professional service? What's that mean?
- I think it's good to just leave it there because it does provide a few examples.

Councilmember Rich commented as follows:

- You do use the term in other areas
- General services, as a term, is used within section 7, methods of procurement.
- To the extent you're going to use it and it is then also used purchases of goods, general services, non-public works, construction projects and consultant professional services.
- Have you gone through and are comfortable with the use of those terms within the rest of the document are consistent?

Director Kwong commented as follows:

- I believe I have. I can certainly take another crack at it.
- I think the only major thing in question is whether these two terms of services are used to split out two different ways of procurement.

Councilmember Rich commented as follows:

- I see under informal procurement micro purchasing may be used for purchasing of goods for general services valued under \$5,000 which would mean that that would not be an option for consultant professional services.
- I don't know if that was the intent.

Director Kwong stated it was.

Vice Mayor Gurney commented as follows:

- That's confusing. I think that's not the intent.
- This is how we're getting confused.
- Professional services under \$5,000 isn't our notion that whether it's general services or professional services it should have the same process, vary according to the threshold amount over \$50,000.

Councilmember Hinton commented that's what we presented so maybe we should change that line right there to say just micro purchasing may be used, or may be valued under \$5,000 -- may be used for purchases and get rid of goods and general services there, just get rid of that and say valued under \$5,000.

Vice Mayor Gurney commented in which case you have to do the same thing in the formal competitive in the RFP section which references only professional services but doesn't reference general.

Councilmember Rich commented is there a way that we can simply ask that the document be reviewed by Director Kwong to ensure that services that term is used consistently throughout, so just do a double check and we'll move forward and allow her the discretion to do that.

Vice Mayor Gurney commented another possibility is for it to come back on consent calendar so we can see the revisions have been done either way. I think we know what we want, question is do we want to see the hard copy with the real copy with the final changes or not?

Mayor Glass opened for public comment. There was no public comment on this item.

City Council Discussion and/or Deliberations:

There was no further discussion.

MOTION:

Councilmember Rich moved and Councilmember Hinton seconded the motion to direct staff to make changes to policy and return item to consent calendar item on December 7, 2021.

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

Minute Order Number: 2021-294

11. Discussion of City Council Retreat (Requestor: Agenda Review Committee)

The Agenda Review Committee presented the agenda item recommending the Council Discuss and Consider a City Council Retreat and possible direction to staff.

Mayor Glass opened for questions of staff/presenter.

Vice Mayor Gurney commented it does say on here RGS personnel consultant as the other named body on this actually staff report and I'm wondering did staff get any feedback or ideas from our personnel consultant regarding this item?

City staff commented as follows:

- As Vice Mayor Gurney stated it's not about the goals and priorities for the City Council, it's really about team-building, communication, how to streamline processes, how to work with staff, so there are two separate distinctions.
- RGS would help to facilitate it if the Council was in agreement to do like a half-day retreat or something like that.
- The item tonight is just to see if the council was in consensus of being supportive of doing a retreat and we'd send out dates and things to try to schedule it.
- Agree with Vice Mayor Gurney this is totally separate from goals and priority sessions this is mainly focusing on team building, communication, how to work with staff, items such as that

Vice Mayor Gurney commented as follows:

- I'm not imagining like a half day

- I would want to collapse that's longer than I think I can endure
- I'm thinking something more like two hours, two and half hours, you know, not a four-hour drawn-out process.
- But if we have a facilitator I would certainly listen to the wisdom and experience over the facilitator telling me what it needed.

Councilmember Hinton commented as follows:

- Since it's not budgeted if we had any idea roundabout what it might cost and I assume we would maybe hold this at the beginning of the year some time.
- I'm curious about timing

Mayor Glass commented as follows:

- Sometime in the first quarter of the year.
- Would tend to think maybe a three-hour process and it would take some prep time with our consultant and so I don't think this would be really a very large amount of money.
- We could do it in one of our large number of copious buildings that we have as a City Council and actually do something in person.
- Or we could even do it outdoors if it were warm enough.
- But I don't see a lot of expense attached to it.
- I think we've all been really happy with our consultant with RGS. She is a really good facilitator.
- I think that would be money well-spent on her facilitating.
- I don't think it would be terribly expensive.
- It would just be six hours of her time between prep time and everything else.

Councilmember Rich commented as follows:

- I think this is an excellent idea, being the newbie on the block here as I think about how helpful that would have been an effort like this would have been in terms of really team-building and communication skills and getting ourselves and creating an identity and a working group process at the outset.
- That would have been incredibly helpful to me.
- Everyone has been wonderful, no complaints, but as I think about moving forward, those opportunities these days are so slim and few if we can do that for the City Council within that first three months of the new calendar year, I think that would be great.
- I do like the idea of less than half a day and facilitated would be essential to me.
- I do have very positive experience with the individuals who are advising us already on personnel issues so I'm all gung-ho here.

Mayor Glass opened for public comment.

Linda Berg commented as follows:

- I thought there was a law preventing councilmembers from getting together like two or more people out of view of the public.
- if you want to know how to improve your performance, I think you ought to also ask the public.
- I'll tell you what would be very helpful to me is if you all were more accessible, what that means to me, since I'm computer-free, cellphone-free, et cetera and rely on a landline phone, I would love it if I could access any of you by phone from time to time.

- Now, there was a time when Councilmember Slayter was really pretty good at returning calls and we had some nice chats. But you know who was really, really good at this is Michael Carnacchi you called him he picked up the phone, got to hand it to him on that, I miss him.
- He was so good. He came. He helped the public out.
- You don't know it because you're new there because there's a cancer cluster that's not getting better.
- This whole town, the health is going down
- It's because largely a lot of it is because the microwave poisoning and stuff that you all are facilitating and embracing
- You have an obligation to educate these people what the wonderful city, what they've done before, the history of it.
- With our former police chief, putting a \$500 fine on unwanted installation of smart meters, and our city then came to a request with petitions and they kept smart meters out the crest trailer mobile home park.
- Just time and time again, the city has done the right thing, but these people don't know it.
- That would help if you could come and make a public report update them, give them a little bit of history on the city.
- Also like I said, greater accessibility at least for me, because, again, I rely on a landline phone.
- So I would love to be able to talk to you from time to time

City staff commented this would be a public meeting.

City Council Discussion and/or Deliberations:

Councilmember Hinton commented as follows:

- I'm super excited about it, I think that with many organization that's I've belonged to or groups, we've talked about communication styles
- You get to kind of have a different feel about it, and we work together so much, number of hours and we haven't seen each other in personal generally and spent any time for a long time so I would be really excited about this with an agenda that would guide us through so that we could figure out how to work really well together and kick off the year.

Vice Mayor Gurney commented as follows:

- I was just going to say that the discussion of doing this in the first quarter, I would suggest we move it up with a definite early January, mid-January date.
- It's as important as our goals and everything else and we might as well fine-tune the way we work together and optimize as soon as we can.

Councilmember Hinton commented she would be out of town through the 15th.

Councilmember Slayter commented Sacramento is happening this year too, we want to avoid that if it is.

Vice Mayor Gurney commented as follows:

- I was just going to say that the discussion of doing this in the first quarter, I would suggest we move it up with a definite early January, mid-January date.
- It's as important as our goals and everything else and we might as well fine-tune the way we work together and optimize as soon as we can.

Councilmember Hinton commented she would be out of town through the 15th.

City staff to conduct a doodle poll for Council and consultant on a date/time.

City Council Action: Consensus was to have staff conduct a doodle poll for Council and consultant on a date/time.

Minute Order Number: 2021-295

12. Discussion and Consideration of Preparation of Request for Proposals for City Web Site Re-Design and Authorization for Budget Amendment of \$35,000 (Requestor: City Administration)

City staff presented the agenda item recommending the Council Discuss and Consider Approval of Request for Proposals for City Web Site Re-Design and Authorization for Budget Amendment of \$35,000.

Mayor Glass opened for questions of staff/presenter. There were no questions.

Mayor Glass opened for public comment.

Oliver Marks commented as follows:

- Strongly in favor of that.
- That's sensible thinking, it is very outmoded technology.
- I know for a fact it gets regularly hacked these days.
- So I think it's spot on to just redo the whole thing.

Linda Berg commented as follows:

- Most of you probably heard that on the weekend the FBI Website was hacked.
- Everything's getting hacked.
- All computer things, they're all hackable. Especially the wireless stuff. The smart meters and stuff.
- So anyway, you know, we've already lost apparently \$1.2 million.
- So of course I'm all for security.
- Having lost \$1.2 million due to what I think is hacking, I may be mistaken about that, nonetheless, it had to do with computers, I'm sure, and somebody being able to get in there and get access to it, same thing can happen of course with all of our smart, which means wireless, all of that stuff has opposed to wireless is readily-hackable, not to mention deadly from a health point of view, and then at the same time go ahead and embrace it and vote for in the form of again those stupid wireless meters.
- You got to put the brakes on this.
- There's a safer alternative, of course, what we already have had, the analog meters, both the electric meters, the gas meters and also the wireless meters.
- They last a long time. Much, much longer they're more reliable, they're un-hackable, we remain in control of it.
- And of course they do not contribute to the waste, you know, in the landfills and the oceans because they have to be replaced every five to seven years compared to the durability of an old analog mechanical meter which lasts 40 to 70 years and is un-hackable, does not emit dangerous wireless radiation around the clock.

City Council Discussion and/or Deliberations:

Mayor Glass commented as follows:

- I would certainly be in support of this idea.
- We definitely need to move forward with contemporary technology that works.

Councilmember Slayer commented as follows:

- We're going to be putting out an RFP but you're also asking for the budget adjustment.
- I'm trying to understand I mean, sometimes we set the budget first, sometimes we set the RFP first.

City staff commented as follows:

- I'm requesting both. I don't want to go out with an RFP without having a budget approved.
- So based on the research that I've done with other city that's have just gone through Website re-design the average that I found has been \$30,000 - \$40,000 for a Website re-design.
- In speaking with them, \$35,000 to me seemed reasonable to do a Website re-design
- I do not have it in my budget right now so we need a budget amendment to include it to authorize the re-design but if the RPP came in higher than what is budgeted, we need to look at doing a budget higher than that or rejecting the re-design at that time and reduce the scope of the RFP as well.

Councilmember Slayter commented as follows:

- That helps a lot. This is a one-shot deal, which is a little out of the ordinary for us.
- Another question is I know that we have in the billing department we collect fees and in the Planning Department we collect fees for future work.
- Things like general plan update which when we finished the last round I said how about we start saving for the next time in 20 years and we have a very modest fee attached to building permits and planning applications for that work, do we not have something like that for, I mean, technology upgrade.
- It's a very common rider fee that's attached to applications.

City staff commented as follows:

- I believe we have the technology fee but I believe it's only for the online permitting type of technology
- Director Kwong might be able to provide more information but that's my understanding what that is used for.
- We could not use it for general Website redesign
- It would be an item we need to come back and discuss it to see if that could be something, part of the user fee.
- So that could come back when we bring the user fee schedule back to see if it's something we can put into that.
- We'll definitely look into that and bring it back.
- Once we get additional information and bring it back to the council at that point.

Vice Mayor Gurney commented as follows:

- Do we have a budget category that is reserved for technology?
- I'm thinking maybe that's where this comes from, is that what this fund is for, question for the budget subcommittee, also I'm thinking if the RFP goes out and responses are due December 29th so whatever contract is finalized isn't going to happen until January which is kind of mid-year budget review and adjustment time.
- Bids come in way high and staff needs to bring it back with updated information saying we need more in our budget for it then it's coming in mid-year budget review time.
- So while we're talking about putting out money now it seems like it's going to fall in the same range of time as this sort of consideration would.
- So, will the budget subcommittee help me with this question about that reserve account.
- We have a reserve account that's for equipment and technology.
- And I know there is money sitting in it, so we should be able to transfer some money out of that to pay for anything that we need that has to do with equipment and technology.

Director Kwong commented as follows:

- There's a chart in the budget that has different groups the reserve is broken out.
- One of them is equipment.
- This is the balance \$1.132 and anticipate at June 30, 2022.

Vice Mayor Gurney commented as follows:

- We got money in that reserve.
- So it seems appropriate it be taken out of there.
- Is what staff is asking for tonight an actual budget amendment or estimate of what the RFP is going to be incurring and that when you know the exact amount we could take further action to, like, moving money from a reserve or from the budget, whenever, did you want it specifically done tonight?

City staff commented as follows:

- My understanding is that for the City to be able to go out for the RFP we'd need to have that money set aside.
- It is my understanding need to set aside that \$35,000 on the assumption that's the estimate, because when I go out, I will be giving a range similar to what we just did with the relaunch that there's a \$35,000 is what our budget is for this and then to see what we get from that.
- We don't like what we get from the RFP I can come back and say we need to have more money because the RFP's are way above that.
- I recommend the Council do a budget adjustment amendment tonight from that reserve fund for \$35,000 for the RFP.
- They come in higher they can do budget mid year review, it would not be awarded until January some time.
- We'll still have to do the interviews and all that even if it comes in on the 29th so it would be later in January before we award it.

Director Kwong commented as follows:

- Yes you can direct staff to go out with RFP with place holder -- for the \$35,000 asked in the staff report and we will move forward to issue the RFP.
- Staff will give a range. Then if it comes back a lot more then staff would bring back an item to say that, you know, this is what we have.
- Either we can increase the placeholder, or we can roll this into the mid-year.
- So the Council would be authorizing staff to go out with the RFP and approving the resolution to do a budget adjustment of the \$35,000 from the reserve fund into the city clerk fund as a placeholder so that would be the action tonight, yes.

MOTION:

Vice Mayor Gurney moved and Councilmember Hinton seconded the motion to approve the Request for Proposals for City Web Site Re-Design and Authorization for Budget Amendment of \$35,000 to be allocated from the reserve equipment fund.

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 the Request for Proposals for City Web Site Re-Design and Authorization for Budget Amendment of \$35,000 to be allocated from the reserve equipment fund.

Minute Order Number: 2021-296

Resolution Number: 6385-2021

13. Locals Who Make a Difference Program Update (Locals Who Make A Difference Subcommittee (Councilmember Hinton/Councilmember Rich) Responsible Department: Public Works)

Superintendent Del Prete presented the agenda item recommending the Council Discuss and Consider Approval of the Proposed Updates to the Locals Who Make A Difference Recognition Program.

Mayor Glass opened for questions of staff/presenter. There were no questions.

Mayor Glass opened for public comment.

Linda Berg commented as follows:

- I was just wondering if that could be expanded to people who try to make a difference.
- There have been so many over the years
- Most of you on City Council haven't about around long as I have, lived here for 20 years
- There's been so many wonderful people, this town is chalk full of do-gooders, but wonderfully talented people, including people like Jane Nielsen, PhD, geologist and Helen Shane who is now in Santa Rosa, but over the years, most you don't know because you weren't around but there's been so many activist, including my colleague, Debbie Harrison, Sandi Maurer, so on, so forth.
- It occurs to me, I thought about it, I wondered why you all spend tens of thousands of dollars for out of town consultants on a variety of issues when you have got so many really talented people with expertise, you know, PhD's and this and that, that have been routinely trying to give their expertise to you, you know, like, for free.
- This area is just as you know chalk full of very talented people.
- So, you know, that is a question in my mind why you continue to get out of town consultants on a variety of issues when you've got a lot of in-town people that are more than willing to try to help with their expertise on things.

City Council Discussion and/or Deliberations:

Councilmember Rich commented as follows:

- I just wanted to identify that the staff report does have dates outlined in it for this first round, which Superintendent Del Prete has labelled as round 11 and to make sure everyone understands that the banner recognition program outline that's also included even though it has dates for nominations for honorees those dates need to be replaced with the new dates that Superintendent Del Prete has included in his detailed list.
- You'll see in that detailed list that he has this round beginning tomorrow on the assumption that this City Council will approve this plan.
- So to the extent anyone seen those inconsistency please just assume the new date that's Superintendent Del Prete has put in there.
- I just wanted to thank Superintendent Del Prete and Holly Hansen for their efforts to get all of this done because it's taken, you just have the staff report but it's taken a lot of work on their parts.

Superintendent Del Prete commented as follows:

- One thing I would add is I too would like to express my appreciation for Holly Hansen
- She's working on new artwork, trying to refresh the program and bring new light to the subject.
- So I just again would like to appreciate Holly Hansen for all her work on this and the committee as well.
- When I did put together this list of dates it's amazing how much action it takes to nominate one nominee, to actually make that recommendation.

Councilmember Hinton commented as follows:

- I just wanted to add at this time before we brought this proposal forward we did have to sit as a committee and decide what we were going to do with this program and there was consideration to even drop the program.
- I think that this new theme is going to get us a new group of nominees and focus on people that are still doing great things, locals that make a difference in our community and I think as we talked about it, you know, in my experience with this program for however many years now, four years, that a, I think it's a really great marketing concept for our banners around town, it's unique in that, we're featuring our own people, I think that, it makes it really personal and Councilmember Rich I'm sure can attest that when we deliver the awards to the locals, they -- every single time, are just so honored because a lot of them have been doing things in our community for a long time and many of them grew up here and it's a nice little apple and so many people have said that this is like the best award I've ever gotten, nobody's even really even noticed.
- And so, with this refresh we really think it's a great program we can keep alive, do this thing this year and possibly look at other themes in the future so we can market it to certain groups so we can get a good handful of nominees instead of again, kind of felt like it was too broad and it was hard to market it.
- So that's what we're trying to do this year with the program.

Vice Mayor Gurney commented as follows:

- I'm just going to start this comment and see if anybody feels similar to me.
- I feel rather awkward considering recognizing people in our service clubs, in our community benefit organizations, I understand that the idea comes from the structure of these new councils having been established but for me, seeing the effort that's gone into pulling all the different community benefit organizations together and seeing who is there, who is missing, pulling that missing person in, and creating a pretty consistent group of attendees who come back the next time and come back.
- I would feel awkward saying you're the one nominated we're going to elevate you above the rest of everybody.
- That seems contrary to the purpose of the collaborative -- the collaboration and spirit we're trying to develop between these organizations to have an award and awards and prizes are generally competitive and most people's emotional world I just feel a little awkward about that part of it.
- As well as this reality, this is our budget reality.
- Many of our groups we actually support through our community grant pressure pro -- program.
- In fact some smart non-profits will ask for sponsorship for their regularly yearly events, the idea feels awkward, potentially a little bit messy to me, I'm not feeling very good with that suggestion for a theme.

Councilmember Rich commented as follows:

- It's so hard to recognize the contributions of some people without it being unintentionally a slight to others.
- However, that has been a continuing tension with this program, whether you select a theme or not.

- We have wonderful people in the community, we recognize for instance Joe and Melinda Maloney, many others, I can personally identify, couples doing amazing things in the community, so whether a theme or not is identified that is inherent in this recognize program.
- I would like to point out that the intent in choosing this theme was in no way to expect that leadership or board members or individuals who were specifically associated with a particular non-profit or service organization would be the only ones nominated.
- So I think of the rotary club where there are so many individuals in the community who have contributed.
- Yes they're associated with the rotary club but they're contributing because it's in their heart.
- The same could be said on so many in Kiwanis or so many other organizations.
- So I understand the concern but if we're going to recognize individuals over others than that's part of what's going to happen here.

Councilmember Hinton commented as follows:

- We did as a committee kick around other themes. We talked about youth as a theme. We talked about other things.
- But we thought still non-profits were a theme and that people were going above and beyond and just in the nature of recognizing putting people on a banner, I mean, senior center highlights their honoree for age to perfection every year.
- The chamber highlights their people with whatever their theme is, they honor people.
- it's hard to pick one, I think, when you apply for anything or somebody nominates you, sometimes you get it, sometimes you don't.
- It is awkward, but at the same time, I think, it's still a great program, it recognizes our community members, and we'll have to choose based on who is nominated.
- First people have to be nominated. Generally people haven't nominated themselves.

Vice Mayor Gurney commented as follows:

- In my experience on the committee generally the nominations declined over time.
- There's great interest at first and then the activity wand, do I say wand or weaned I always ask that question.
- I want to go back to remarks, thank you Superintendent Del Prete staying this late on the meeting, the one item you're here for and you managed all the way to 10:00. I appreciate your committee to this program.
- I am concerned right now that Holly Hansen is spending a lot of time on it because I'm not sure that the return on marketing is as great as if those hours and dollars for Holly Hansen were spent elsewhere.
- Because we have so many challenges in our marketing for our economic recovery and our economic vitality and our opportunity sites and all of the kind of next-wave of energy we might want to bring into our community so that we are a more financial success.
- I understand this is good internal marketing amongst our community but like Councilmember Hinton said, our non-profits do a pretty good job of that.
- The chamber of commerce has total awards program and puts out 12 or 16 awards every year, age to perfection.
- The senior center has its awards, I imagine the service clubs recognize outstanding performance of their members, maybe that's how you become a president of a non-profit or service club, I don't know.
- But right now, I just -- I'm not having my discomfort with this being very successfully addressed by the comments, particularly that one where we are in a financial relationship with many of these non-profits.
- It's just a little messy still for me.
- Thank you though for considering my comments.

Mayor Glass commented as follows:

- I'm a little uncomfortable also with the non-profit thing.
- As everyone knows, I work for a non-profit. But, I guess my feeling is, we do the grant program and so we have a lot of the non-profits applying for grants but it just feels a little messy when we're going to awarding grants but we're also giving awards, and the other part I feel uncomfortable about is people that might be getting an award who are also employed in that arena.
- That feels a little uncomfortable to me too.
- I'm just a little concerned about, we're stretching to try and make this get exciting again.
- I get it that you are working on trying to make it exciting again, but this isn't really resonating with me.
- It's making me feel a little uncomfortable.
- You put work and thought into this but it is feeling a little bit of a stretch to me.
- I don't think I should be getting recognition for my paid job by the city.
- As somebody that works for a non-profit I think I get paid to do my job.
- I'm not really thinking the city should be giving me any recognition but I'm not thinking they should be giving recognition to other people that are getting paid.
- It just feels uncomfortable to me.
- But those are my thoughts and I don't want to undermine or like dis the work that you all have put into this because I know you do feel like it's important to the community and that it resonates with some of our community members.

Councilmember Rich commented as follows:

- Thank you Mayor Glass and Vice Mayor Gurney for your comments also.
- I have a suggestion we might be able to work with moving forward but I'm also noting that Councilmember Slayter has yet to weigh in with an opinion.
- I would love to hear what he has to say and his perspective on this topic, you know, this program to be successful has to be a City Council endorsed program.

Councilmember Slayter commented as follows:

- I don't understand how creating themes and narrowing the field because somebody's good work is not within a certain theme I'm not sure how that's going to actually increase the number of nominees, seems like it's going the opposite direction from the intent.
- To me, that didn't make a lot of sense.
- But then, in order to get more nominees, we're going to maybe start widening who is eligible to include people who, as the Mayor just noted, do the work for a living.
- That doesn't feel all that great either. I think the intent was for locals that volunteer who make a difference.
- I think that's the way I always looked at it.
- So I'm not sure if I'm on board with this revision.

Councilmember Rich commented as follows:

- We're hearing a lot of hesitation from our fellow Councilmembers here about these changes, this has been a program that is been embraced historically, proposed by you, one option, that I will just put out there is that we simply leave the program as is.
- Well, one option would be that the committee go back to the drawing board and reassess.
- That would be one. It would delay our process.
- The selection of an honoree for this cycle that's starting tomorrow.

- The other option would be that we simply agree to not make the changes for now and leave the program as is, supported by the City Council as it has been in the past, and that we -- during this cycle -- reassess and then come back to the City Council if we like to introduce a theme mid- -- in the middle of this coming calendar year.
- Obviously Councilmember Hinton and I haven't discussed this.
- And she is quite passionate about the program and heavily invested, and also may have some specific answer that's would persuade the rest of the City Council here so I'm going to stop talking and leave it to you Councilmember Hinton to pick up the thread here and lead us through this.

Councilmember Hinton commented as follows:

- Well, I think there's really three options, one is to keep it the same, and try to continue it, and see what we've got, I think that we need to decide tonight because it's supposed to pick up tomorrow.
- Because it takes a while to get the nomination process going.
- I'm not attached to the theme so if non-profit feels awkward, you know, we could drop the theme.
- But what we have done was that we picked up people could earn some money from it and frankly, I didn't see it as the heads of organizations that are executive directors, I saw it as the little guy that maybe made a little bit of money or somebody like Jim Corbett who has a foundation but is doing a lot for the city.
- So we did kind of talk about, it's true, I hear what you are saying, that we are funding some non-profits from the city, but for me, we're not funding organizations,
- So to me the people asking us for money are not the same people that are going to be nominated generally.
- I kind of seen it as more the worker bees.
- We already had some nominees that came from service organizations.
- We looked at one of those as a potential for the future as maybe somebody who would be recognized because he's done a lot for the city.
- So it's really a matter of if the Council wants to continue it. I want to detach myself from it.
- This was my idea, it actually came from an idea from someone that was on staff with the city that thought We should recognize service organization folks like other cities did and at the time I felt like that was great but that we should embrace a bigger theme.
- It could be a lot of different types of people.
- I think we just need to vote about if we need to continue the program and if we want to continue it as is or if we, sounds like people are uncomfortable with the non-profit theme but if by want to keep it folks can earn a little bit of money and still be nominated there's a lot of people that do things that aren't full time that do a lot of extra.

Vice Mayor Gurney commented as follows:

- Discussed the source of money - it's primary source of income you want to take out, you want to remove that.
- By removing that clause it could be their primary source of income. Maybe we just need to rework that part.
- You're recommendation is to take it out so it could be anybody from a worker bee, volunteer, or the top-paid executive director, who knows.
- I am feeling, just because of the conversation tonight it would be best for the committee members to go back and reassess the program.
- Keep it the same for now and reassess it.
- I don't think this is the revitalization that's going to work.
- That is acceptable tonight, is what I'm saying.

- So then in that suggestion do we still go out tomorrow with a no-nominee using the old criteria or does the Council's pleasure want us to meet and then represent?

Councilmember Hinton commented as Councilmember Rich said, I think it needs to be a full Council initiative so I think we need to hear from the whole Council on that question.

Councilmember Rich commented as follows:

- I would like to recognize the generalized message here and propose that this program continue unchanged and that we not change the criteria for now, but that Councilmember Hinton and I be allowed to reassess for purposes of the next cycle in this year's program and be allowed to come back to the City Council with additional proposals that we might develop regarding changes to the program.
- That's my proposal that we kind of cut to the chase, get this program going, Councilmember Hinton, and get those honorees selected. And then report back.
- So, go tomorrow with the same old application and then you and I meet and we come back to Council?
- And we do already have it budgeted

Mayor Glass commented as follows:

- I wouldn't assume that in the next quarter this program would go ahead one way or another way or at all.
- Because those have been the options tonight, continue as is, make these changes, or continue and reassess, I think that's still where it is.
- I think we really need to assess whether this is the highest and best use of Holly's money and her time.

The committee stated they do not have a report of how much of Holly's time we're using, we can certainly come back with Council with a report on that information.

Councilmember Rich commented as follows:

- I think we have a proposal out there to just leave things as is, the person we haven't asked for input on this is Superintendent Del Prete who may have already changed in the staff report so we may be creating more work for him but it's important for policy to move forward.
- Can staff even start the program tomorrow given now we're looking at not making any changes and may have already moved forward to make changes.

Superintendent Del Prete commented as follows:

- I have not moved forward with anything other than the work that's been going on behind the scenes with Holly to make sure we have this chronologically laid out.
- As you can see it's a PDF but excel spreadsheet does require a ton of work to get it from nomination process to end.
- I can call Holly tomorrow.
- I'm still having difficulty in my office with lack of a key staff member that was key in this process as well.
- I'll do what I can to get it started tomorrow with the remaining process if that's the Council's decision this evening.

Councilmember Rich commented as follows:

- Not urgent to launch tomorrow
- As soon as get it moving

Councilmember Rich commented as follows:

- I don't feel like this is an urgent matter that absolutely has to launch tomorrow.
- I think it's more as soon as you could get it moving.

The Council was in consensus to move forward with the program as it is, Dante go forward with what he needs to get done as soon as viable, and then the committee is going to come back with additional information for the Council.

City Council Action: Council was in consensus to move forward with the program as it is, Dante go forward with what he needs to get done as soon as viable, and then the committee is going to come back with additional information for the Council.

Minute Order Number: 2021-297

City Manager reported as follows:

- My report actually is we will have a report, we'll endeavor to bring the Council up to speed on what progress has been made in the cyber fraud matter in the next Council meeting.
- We had to refocus our attention away from that a bit.
- We were pressed with other matters recently but we'll endeavor to bring an update on that at the next meeting.
- I think we're at the 375,000 recovered Mark but we have several insurance companies that have been lagging in terms of response.
- So, we'll endeavor to bring the Council report at the next meeting.

Vice Mayor Gurney departed the meeting at 10:27 pm.

Councilmember Slayter commented as follows:

- Sonoma Clean Power, it's a little quiet right now.
- There's work about CCA's that are banning together to produce production facilities and that's working its way through the state.
- But it's really a pretty exciting thing where us and other regional CCA's build a gigantic solar farm or wind farm or something so that's kind of the focus there right now.
- The big GSA meeting was couple weeks ago with the release of the draft, initial report that will now be delivered to the state.
- I think it's due right around the first of the year. So that's a big thing.
- I think if you were out this weekend, out pruning in your yard you may have heard or seen a helicopter using a big hoop that was shooting rays down into the Earth to help measure ground water, that was kind of a cool thing to see.

Councilmember Hinton commented as follows:

- Attended Russian River Water Shed.
- We had some presentations. Obviously everybody's focused on the drought.
- I did brag about our Sebastopol conserve water signs.
- They asked for our marketing person to see if there's basically they want Holly's info so that though can forward us for our newsletters, things that are happening, regarding the water shed when there's room for our newsletter to promote their stuff.
- I'm going to coordinate that.
- This Friday I will have the legislative committee meeting.

Councilmember Rich commented as follows:

- The ad hoc committee on the unhoused has been very busy.
- The work we've been doing has been honestly an under statement - rather endless and very intense.
- But aside from that, I just wanted to comment on our own city's zero waste committee and climate access committee.
- Zero waste committee in contest to change the header on the Website that's an interesting process collecting various pieces of artwork.
- That committee also has a very active student group that is doing the rounds to present a slide show on SB13-83.
- They've done that at a number of groups around time and climate action committee has our civics spark fellow moving rapidly with her project to update our climate action plan, actually, reflecting more of the theme of our regional group.
- She's updating that and she's also focusing on a micro grid project.
- So those two are moving forward within the climate action committee
- The committee on the unhoused. We've done an incredible amount of outreach, and active listening and development of details to be reported out to City Council on the November 30 upcoming meeting.

Mayor Glass commented as follows:

- I just need to say we've done an incredible amount of outreach.
- We have meeting regularly with city staff.
- We have been meeting with the neighborhood stakeholders, including the residents in the neighborhood and some businesses in the neighborhood and non-profits in the neighborhood.
- We've had some of those meetings with city staff including our city manager and including our chief of police.
- We've had multiple meetings guys SAVS.
- We had a meeting with the SAVS and many residents of Morris street, interesting conversations.
- And we've had meetings or discussions also with our outreach coordinator and WCCS, our contractor, with their continuing outreach work.
- And a discussion with people on the COC board.
- We've had a lot of discussions with various entities.
- All of that is going on.
- I think it would be best if we present a complete report, which is scheduled to go on in a meeting, where we certainly have been looking at with staff a lot of highly-complex, logistical information and trying to address issues and problems and I think it best we just continue that work and present a complete report in another -- on the 30th which is when we're scheduled to do that.

ADJOURNMENT OF CITY COUNCIL MEETING

November 16, 2021 City Council Meeting will be adjourned to the City Council Special Meeting of November 30, 2021 at 6:00 pm (ZOOM VIRTUAL MEETING FORMAT)

November 30, 2021 City Council Special Meeting will be adjourned to the City Council Special Meeting – CLOSED SESSION - December 1, 2021 AT 9:30 am (ZOOM VIRTUAL MEETING FORMAT).

December 1, 2021 City Council Special Meeting – CLOSED SESSION will be adjourned to the City Council Regular Meeting of December 7, 2021 (ZOOM VIRTUAL MEETING FORMAT).

Mayor Glass adjourned the regular City Council Meeting at 10:37 pm.

Respectfully Submitted:

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