

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



**City Manager**  
Larry McLaughlin  
[lmclaughlin@cityofsebastopol.org](mailto:lmclaughlin@cityofsebastopol.org)  
**Assistant City Manager/City Clerk, MMC**  
Mary Gourley  
[mgourley@cityofsebastopol.org](mailto:mgourley@cityofsebastopol.org)

## City of Sebastopol

### CITY COUNCIL MEETING AGENDA – November 2, 2021

\*5:00 pm – SPECIAL CITY COUNCIL MEETING TIME

The City Council special and regular meeting will be held via teleconference pursuant to AB 361. Options for observing the meeting and participating in public comment are attached.

#### \*5:00 pm Convene City Council Meeting - Special Meeting Start Time (ZOOM VIRTUAL FORMAT)

**Topic:** City Council Regular Meeting

**Time:** Nov 2, 2021 05:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88968764047?pwd=b0FXdENBR0tBYnJKRTFYM2N6Vm1kUT09>

**Meeting ID:** 889 6876 4047

**Passcode:** 548340

One tap mobile

+16699006833,,88968764047# US (San Jose)

+13462487799,,88968764047# US (Houston)

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#### CALL TO ORDER

#### ROLL CALL

#### SALUTE TO THE FLAG

#### PROCLAMATIONS/PRESENTATIONS

Proclamation - Recognizing Ives Pool on 80 Years

Proclamation – Support for Local Businesses

#### PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

#### STATEMENTS OF CONFLICTS OF INTEREST

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

1. Discussion of City Budget Process (Responsible Department: City Administration/Administrative Services Director)
2. Discussion of No response to RFP For Services for Municipal Financial Services Consultant and proposed Amended Scope of Work (Responsible Department: Administrative Services)

#### CITY COUNCIL REPORTS:

3. City Manager-Attorney/City Clerk Reports:
  - a. After Action Report of Laguna Encampment Mitigation Measures of September 21, 2021 (Written Report)
4. City Council Reports/Committee/Sub-Committee Meeting Reports: (Reports by Mayor/City Councilmembers Regarding Various Agency Meetings/Committee Meetings/Sub-Committee Meeting

/Conferences Attended and Possible Direction to its Representatives (If Needed) on Pending issues before such Boards)

- a. Report out of Status of Budget Items from FY 21 22 Approved Budget (Mayor Glass) (Written Report)

**CONSENT CALENDAR:**

5. Approval of Minutes of the City Council Meeting of October 19, 2021 (Responsible Department: City Administration)

**INFORMATIONAL ITEMS/PRESENTATION:** *(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.)*

6. Presentation Regarding Requested Revisions to polystyrene ordinance. Committee presentation (high school member) (Requestor: Zero Waste Committee)

**PUBLIC HEARING(s):** None

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

7. Discussion and Consideration of Recommendations from the Committee for Unhoused (Requestor: Mayor Glass/Councilmember Rich)
8. Consider of Appointment/Reappointment to the By-Laws Subcommittee of the Sonoma County Mayors and Councilmembers Association (Responsible Department: Mayor/City Administration)
9. Discussion of City Council Retreat (Requestor: Agenda Review Committee)

**CITY COUNCIL REPORTS:**

10. City Manager-Attorney/City Clerk Reports:
11. City Council Reports/Committee/Sub-Committee Meeting Reports: (Reports by Mayor/City Councilmembers Regarding Various Agency Meetings/Committee Meetings/Sub-Committee Meeting /Conferences Attended and Possible Direction to its Representatives (If Needed) on Pending issues before such Boards)
12. Council Communications Received
13. Future City Meeting Dates/Events (Informational Only): (See City Web Site for Up-to-Date Meeting Dates/Times)

**ADJOURNMENT OF CITY COUNCIL MEETING**

November 2, 2021 City Council Meeting will be adjourned to the City Council Special Meeting of November 10, 2021 at 9:30 am CLOSED SESSION

November 10, 2021 City Council Special Meeting will be adjourned to the City Council Regular Meeting of November 16, 2021 at 6:00 pm (ZOOM VIRTUAL MEETING FORMAT)

American Disability Act Accommodations/Accessibility: If requested, staff will make the agenda and backup materials available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) Section 202 and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation in order to observe and/or offer public comment may request such reasonable modification, accommodation, aid or service by contacting the City Clerk's Office at [info@cityofsebastopol.org](mailto:info@cityofsebastopol.org) or by telephone at (707) 823-1153 who will contact the ADA Coordinator. The ADA Coordinator will use their best efforts to provide reasonable accommodations to provide as much accessibility as

possible while also maintaining public safety in accordance with the City procedure for resolving reasonable accommodation requests.

Notification: 72-hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

NOTICE: All Resolutions and Ordinances introduced and/or adopted under this agenda are waived of all reading of entire resolution(s) and ordinance(s)

SIMULTANEOUS MEETING COMPENSATION DISCLOSURE (Government Code § 54952.3): Members of the City Council receive no additional compensation as a result of convening a joint meeting of the City Council and Successor Agency to the Former Community Development Agency

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

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

Government Code Section 54953.

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

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

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

City Council Regular Meetings are available in real time and archived on Livestream. Important Notice The City of Sebastopol shows both live broadcasts and Video Archive of City Council Meetings over the Internet. Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice.

- Here is the link: <http://bit.ly/sebcctv>

*There are times that the City Council open meetings may not be live streamed due to technical issues; if that is the case, the meeting will be video-taped and uploaded as soon as possible to the City Web Site.*

*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.*

*Please Note If the Council Meeting is zoom bombed or disrupted, the City will end the meeting and immediately try to restart it. If that does happen then all remaining items will be continued to the next agenda. If there is a power outage during the meeting, the meeting is considered ended and all remaining items will be continued to the next agenda. if any of our Council Members lose power at their homes and we lose a quorum, the meeting is considered ended and all remaining items will be continued to the next agenda.*

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## City of Sebastopol

### INSTRUCTIONS FOR CITY COUNCIL VIDEO AND TELECONFERENCE MEETING OF November 2 2021

#### SPECIAL MEETING

#### 5:00 PM

The City Council special and regular meeting will be held via teleconference pursuant to AB 361. Options for observing the meeting and participating in public comment are attached.

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Find your local number: <https://us02web.zoom.us/u/kch7E4mkr4>

Please Note: The City of Sebastopol has scheduled a Zoom Meeting (A video communications technology platform for video and audio conferencing).

In order to minimize the spread of the COVID-19 virus, the City of Sebastopol is providing multiple alternatives to viewing Council meetings and providing comments on items on the agenda. These alternatives allow the City Council to conduct City Meetings via teleconference pursuant to AB 361. Options for observing the meeting and participating in public comment are listed below. Closed Session items are not open to the public but prior to adjournment into Closed Session, the public may speak up to 3 minutes on items to be addressed in Closed Session.

**IMPORTANT NOTICE TO PARTICIPANTS:** If you are logged onto zoom whether by computer or phone, your information (such as name or phone number) is shown publicly as a participant. If you do not wish to have this information public, please submit written comments as the City does not yet have the capability to hide names and/or phone numbers in zoom.

#### **PARTICIPATING IN CITY COUNCIL MEETINGS IN CONFORMANCE WITH SOCIAL DISTANCING REQUIREMENTS**

The City Council special and regular meeting will be held via teleconference pursuant to AB 361. Options for observing the meeting and participating in public comment are attached.

#### **CORONAVIRUS DISEASE (COVID-19) ADVISORY**

To protect our constituents, City officials and City staff, the City requests all members of the public to follow the California Department of Health Services' guidance and the County of Sonoma's Public Health Officer Order for the Control of COVID-19 restricting group events and gatherings and maintaining social distancing.

In order to minimize the spread of the COVID-19 virus, the City of Sebastopol is providing multiple alternatives to viewing Council meetings and providing comments on items on the agenda. These alternatives allow the City to adhere to social distancing requirements pursuant to AB 361.

### **VIEWING MEETINGS ONLINE**

For this meeting, the City of Sebastopol will be utilizing the Program ZOOM which allows for audio and visual participation. However, Closed Session items are not open to the public but prior to adjournment into Closed Session, the public may speak up to 3 minutes on items to be addressed in Closed Session.

### **VIRTUAL PARTICIPATION BY ZOOM VIDEO CONFERENCING**

The City of Sebastopol is now offering the ability to view and participate in Council meetings via video meetings and telephonic conferencing via “Zoom” video conferencing computer technology. Instructions for participating via Zoom are provided below.

#### ***How do I join the City of Sebastopol City Council meeting via Zoom Video Conferencing?***

Please visit <https://zoom.us> and either sign-up for a free Zoom account or continue as a guest. Once you have downloaded the app on your smart phone, joined from your web browser, or downloaded the Zoom software on your computer you will be ready for the Council meeting .

If you have previously signed up for Zoom, you can enter the meeting ID to join the meeting.

#### ***I do not have a computer or smart phone; can I still use Zoom?***

If you don't have a smart phone or computer to access the meeting via Zoom, no problem! You can participate on the phone, by calling 1-669- 900- 6833 and entering meeting ID.

#### ***Public Comment While Attending Council Meeting Through Zoom Virtual Platform?***

The Mayor will request public comment during the Public Comment periods on the agenda (Consent Calendar, Informational Items, Public Hearing (if any) and Regular Calendar Item(s). Once the Mayor has announced the public comment period, please do one of the following.

#### **USING A COMPUTER OR SMART PHONE:**

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

#### **USING A REGULAR PHONE:**

- Dial \*9 (star 9), this will notify the Meeting Host that you have “raised your hand” for public comment.
- Meeting Host will unmute your microphone when it is your turn to provide public comment.
- You will hear “you are unmuted” and then you will have three minutes to provide public comment.
- Once your public comment has ended, you will be muted again.

#### ***I don't want to provide public comment live; can I provide my public comment for the record another way?***

Of course! Please submit all public comments via email for inclusion into the public record.

You may also leave a voice mail that will be made a part of the public record (but will not be read into the record). Please call 707-823-1153 to leave a message (by recording or comments provided verbally to City staff). If recorded, your voice mail will be transcribed by the city and provided to the City Clerk as a public record but will not be read into the minutes at the City Council meeting. Comments should be received by 4:00 pm of the meeting date.

*I am having difficulties preparing for the meeting and learning Zoom, do you have any resources to help me?*

Yes, please visit Zoom's website support page on helpful tips to prepare for the meeting: <https://support.zoom.us/hc/en-us/categories/201146643>

#### **ATTENDING MEETINGS IN PERSON**

Consistent with AB 361, in-person participation by the public will not be permitted and no physical location from which the public may observe the meeting will be available. Remote public participation is allowed using the ZOOM program.

*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.*

*Please Note If the Council Meeting is zoom bombed or disrupted, the City will end the meeting and immediately try to restart it. In the event of a disruption in the broadcast of the meeting or a disruption within the local agency's control that prevents members of the public from offering public comments via a call-in or internet-based service option, the legislative body shall take no further action until public access via call-in or internet-based service is restored. If there is a power outage during the meeting, the meeting is considered ended and all remaining items will be continued to the next agenda. if any of our Council Members lose power at their homes and we lose a quorum, the meeting is considered ended and all remaining items will be continued to the next agenda.*