

## Budget Committee

Councilmember Stephen Zollman  
Councilmember Sandra Maurer



## City of Sebastopol

City Manager  
Don Schwartz  
[dschwartz@cityofsebastopol.gov](mailto:dschwartz@cityofsebastopol.gov)  
Assistant City Manager/City Clerk, MMC  
Mary Gourley  
[mgourley@cityofsebastopol.gov](mailto:mgourley@cityofsebastopol.gov)  
Administrative Services Director  
Ana Kwong  
[akwong@cityofsebastopol.gov](mailto:akwong@cityofsebastopol.gov)

### BUDGET COMMITTEE Meeting of Wednesday, February 7, 2024 10:30 AM

Meeting to be held in Person and Virtual /Remote Participation  
Zoom Link is to be used for providing public comment or viewing of Meeting. A video of the meeting will be uploaded to the City website within 48 hours of conclusion of the meeting.

In Person Location: Sebastopol City Hall, 7120 Bodega Ave, Sebastopol, CA 95472

Remote/Virtual Zoom Link:

To participate, please use the zoom option or telephone option listed below.

Topic: **Budget Committee Meeting - February 7, 2024**

Time: Feb 7, 2024 10:30 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89099151206?pwd=RWRrS0VWbTY0ZGNTY21JWnNUd2t5UT09>

Meeting ID: **890 9915 1206**

Passcode: **849910**

---

One tap mobile

+16694449171,,89099151206# US

+16699006833,,89099151206# US (San Jose)

Meeting ID: 890 9915 1206

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

### Call to Order

#### Roll Call

1. Budget Committee Discussion
  - a. Spending Reinstatement – city issued credit card
  - b. Status of monthly budget committee meeting
  - c. FY24-25 Proposed budget calendar
    - i. Budget process/timing
  - d. Future of Community Benefit Grant application
  - e. Others
    - i. Mid-year financial update

- ii. Cost allocation plan status
- iii. Baker Tilly Long Range Forecast Project
- iv. Water/Sewer Rate Study Status

### Public Comment for Item(s) on Agenda.

SUBMITTING COMMENTS: Comments shall be submitted by email to [akwong@cityofsebastopol.org](mailto:akwong@cityofsebastopol.org) or mailed/left at City of Sebastopol Administrative Services Department, at 7120 Bodega Avenue, Sebastopol, CA 95472 or you may also leave a voice mail that will be made a part of the public record. Please call 707-823-7863 to leave a message (by recording or comments provided verbally to City staff). If you have any questions regarding this meeting, please contact the City of Sebastopol Administrative Services Department at [akwong@cityofsebastopol.org](mailto:akwong@cityofsebastopol.org) 707-823-7863. The public is advised that pursuant to Government Code section 54957.5 all writings submitted to the City are public records and will be made available for review.

### Adjournment

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

### 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.

- This meeting is being conducted utilizing virtual settings for teleconferencing and electronic means consistent with State of California Brown Act Requirements
- 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.

PUBLIC MEETING	FY24-25 PROPOSED BUDGET CALENDAR BUDGET MEETINGS	TIME LINE
1	<b>Budget Committee Meeting Session 1:</b> FY24-25 Discussion of Revenue Overview	March 25, 2024 9:00 AM - noon
2	<b>Budget Committee Meeting Session 2:</b> FY24-25 Review Recommendation of Police Departmental Budget	March 26, 2024 9:00 AM - Noon
3	<b>Budget Committee Meeting Session 3:</b> FY24-25 Review Recommendation of Fire/Building Departmental Budget	March 27, 2024 9:00 AM - Noon
4	<b>Budget Committee Meeting Session 4:</b> FY24-25 Community Center   Senior Center   Ives Pool	March 28, 2024 9:00 AM - Noon
5	<b>Budget Committee Meeting Session 5:</b> FY24-25 Review Recommendation of Public Works Department & Enterprise Fund Budgets	April 2, 2024 9:00 AM - Noon
6	<b>Budget Committee Meeting Session 6:</b> FY24-25 Review Recommendation of Engineering/CIP Budgets	April 3, 2024 9:00 AM - Noon
7	<b>Budget Committee Meeting Session 7:</b> FY24-25 Review Recommendation of City Hall Department Budgets City Council   City Manager   City Attorney   Assistant City Manager/City Clerk Administrative Services   Planning	April 4, 2024 9:00 AM - Noon
8	<b>Budget Committee Meeting Session 8:</b> FY24-25 Discussion of Community Benefit Grants (If Applicable)	April 9, 2024 10:00 AM to Noon
9	<b>Budget Committee Meeting Session 9:</b> FY24-25 Budget Review Recap/Follow-up	May 2, 2024 10:00 AM - 12 Noon
10	<b>Budget Committee Meeting Session 10:</b> FY24-25 Budget Review Recap/Follow-up (Cont)	May 9, 2024 10:00 AM to 12 Noon
11	<b>City Council Budget Hearing</b>	June 4, 2024
12	<b>City Council Budget Formal Adoption</b>	June 18, 2024

**Major Items that Might Impact the Budget Schedule**

- 1 Outcome of Labor Negotiation
- 2 Water/Sewer Rate Increases
- 3 Subregional Budget Recommendation from Santa Rosa Technical Advisory Board
- 4 Fire Department Status