

City Council

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Councilmember Neysa Hinton
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City of Sebastopol

CITY COUNCIL MEETING AGENDA

Meeting of Tuesday, November 19, 2024

Meeting Start Time: 6:00 pm

Meeting to be held in Person and Virtual /Remote Participation

Zoom Link is to be used for providing public comment/Live Stream is utilized for viewing only of meeting

City Council is inviting you to a scheduled Zoom meeting.

Topic: City Council Meeting – November 19, 2024

Time: Nov 19, 2024 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89899036447?pwd=ejdvt0t3NU5ORVg3dFRSeEZybVd3dz09>

Meeting ID: 898 9903 6447

Passcode: 313440

One tap mobile

+16699006833,,89899036447#,,,,*313440# US (San Jose)

+16694449171,,89899036447#,,,,*313440# US

Dial by your location

• +1 669 900 6833 US (San Jose)

• +1 669 444 9171 US

• +1 253 215 8782 US (Tacoma)

• +1 346 248 7799 US (Houston)

Meeting ID: 898 9903 6447

Passcode: 313440

Find your local number: <https://us02web.zoom.us/u/krljZ9w0z>

CALL TO ORDER

ROLL CALL

SALUTE TO THE FLAG

REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED): To consider and take action on any request from a Council Member to participate in a meeting remotely due to Just Cause or Emergency Circumstances pursuant to AB 2449 (Government Code Section 549539(f)).

PROCLAMATIONS/PRESENTATIONS/INTRODUCTIONS: NONE

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

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA (FIRST COMMENT PERIOD):

Up to Twenty (20) Minute Time Limit (Two Minutes for up to ten speakers). Additional public comment will be held at the end of the discussion and action items for up to an additional twenty (20) minutes. Mayor has discretion to allow for additional time beyond the 20 minutes allocated for public comment dependent upon the subject matter or number of speakers.

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

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

The Mayor will read 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.

1. Approval of Minutes of City Council Special Meeting - Closed Session Meeting of November 4, 2024 (Responsible Department: City Clerk)
2. Approval of Minutes of Regular City Council Meeting of November 5, 2024 (Responsible Department: City Clerk)
3. Approval of Biennial Review of City of Sebastopol Conflict of Interest Code. As required by the Political Reform Act (Government Code Section 87300 et. seq.), the City is required to review and amend, biennially, the previously adopted Conflict of Interest Code. This Code designates employees who must periodically disclose certain personal financial holdings based on their position by filing a Statement of Economic Interests (Form 700). These filers are informally referred to as designated officials. (Responsible Department: City Attorney/City Clerk)
4. Approval of City Council Protocols and Procedures (As directed at the November 5, 2024 City Council Meeting):
 - a. Policy Number 6 City Council Policy for Agenda Preparation/ Agenda Review Committee Standing Committee
 - b. Policy Number 7 Rules of Conduct of Its Meetings, Proceedings and City Business
5. Approval of City Council Protocols and Procedures:
 - a. Policy Number 8 City Council Liaison
 - b. Policy Number 9 City Council and City Staff Annual Committee Assignments
 - c. Policy number 10 City Council Ad Hoc Committees
 (Responsible Department: City Clerk/Ad Hoc Committee for Council Protocols and Procedures)
6. Approval of Amendment to Electronics Device Policy/Newly Named City Council Policy Number 11 (Responsible Department: Administrative Services/City Clerk/City Attorney)
7. Adoption of Resolution Revising the City’s Publicly Available Pay Schedule, Effective July 1, 2024, Revised November 19, 2024 (Responsible Department: Administrative Services/Human Resources Consultant)
8. Approval of Funding Agreement for Use of the Fiscal Year 2022-2023 Community Development Block Grant (CDBG) funds for the Burbank Farm Americans with Disabilities Act (ADA) Project (Responsible Department: Public Works/Engineering)

INFORMATIONAL ITEMS/PRESENTATIONS: Informational Items or Presentations are items that are informational only and do not require action by the City Council. Presentations shall be scheduled as necessary for the promotion of an

event or service or general information items to the Council and should be limited to ten (10) minutes total in length of item (total length includes questions of Council to presenter and public comment).

9. Informational Presentation – Quarterly Report – Enterprise Funds (Responsible Department: Administrative Services/City Manager)
10. Informational Presentation – Quarterly Report – General Fund(Responsible Department: Administrative Services/City Manager)

PUBLIC HEARING(s):

11. Public Hearing – Building Valuation Fees; Building Valuation Data for Building Permits To conduct a Public Hearing for Resolution setting the Valuation rates for certain building projects and affirming the Building Officials authority to set rates for construction not listed in this resolution. These set rates and any rates set by the City Building Official will be subject to annual cost of living increases on July 1 of each year based on The Consumer Price Index (CPI) for the previous year (Responsible Department: Building)

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

12. Draft Active Transportation Plan – Update & Discussion. The Sebastopol Active Transportation Plan (ATP) is an update to the Sebastopol Bicycle and Pedestrian Master Plan adopted in 2011. The ATP is being developed as part of the Countywide Active Transportation Plan through a grant awarded to the Sonoma County Transportation Authority (SCTA) and a contract held by SCTA. The primary focus of this meeting is to receive an update regarding the Draft ATP content. Feedback on the presentation contents and the Draft ATP are requested from the City Council to help ensure local needs are prioritized and met through this effort. (Responsible Department: Planning)
13. Enhanced Infrastructure Financing District (EIFD) Feasibility Analysis Findings and Next Steps. The purpose of this item is to submit to the City Council a report out from the EIFD Ad Hoc Committee to the City Council. The action for consideration tonight is as follows:
 - Receive the report of Kosmont EIFD Feasibility Analysis Findings
 - Provide direction to continue EIFD formation process and bring back a non-binding Resolution of Intention for City Council consideration at a future meeting, subject to certain conditions being met; or
 - Other direction as Council deems appropriate(Responsible Department: Planning/EIFD Ad Hoc Committee)
14. Receipt of Meet Your Neighbors (MYN) and Sebastopol Neighborhood Communication Unit (SNCU) Presentation and Approval of Agreement to Provide Funding Assistance to Gravenstein Health Action Coalition (GHAC) (Responsible Department: Fire)
15. Consideration of Approval of Resolution of the City Council of the City of Sebastopol appointing Marsha Raines, Retired Annuitant Special Project. The Fiscal Impact of appointing Marcia Raines, Retired Annuitant Special Projects will be no more than \$1,500 This is included in the approved fiscal year 2025 budget (Human Resources).

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

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

16. City Manager and/or City Clerk Reports: (This will be either verbal reports at the meeting, or written reports provided at or prior to the meeting)

a. Departmental Reports

17. City Council Reports/Committee/Sub-Committee Meeting Reports: (Reports by Mayor/City Councilmembers Regarding Various Agency Meetings/Committee Meetings/Sub-Committee Meeting /Conferences Attended and Possible Direction to its Representatives (If Needed) on Pending issues before such Boards. ((This will be either verbal reports at the meeting, or written reports provided at or prior to the meeting)
18. Council Communications Received (Information/Meetings/Correspondence Received from the General Public to Councilmembers)

CLOSED SESSION: NONE

ADJOURNMENT OF CITY COUNCIL MEETING

November 19, 2024 City Council Regular Meeting will be adjourned to the Regular Meeting of Tuesday, December 3, 2024 at 6:00 pm, Sebastopol Youth Annex, 425 Morris Street, Sebastopol, CA.

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

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

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

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

Government Code Section 54953.

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

(b)

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

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

There are times that the City Council open meetings may not be live streamed due to technical issues; if that is the case, the meeting will be video-taped and uploaded as soon as possible to the City Web Site. In the event of a disruption that prevents the legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control that prevents members of the public from offering

public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

COUNCIL PROTOCOLS FOR MEETING:

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

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

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

(b) As used in this section:

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

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

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

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

How can I provide Public Comment on Zoom?

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

USING A COMPUTER OR SMART PHONE:

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

USING A REGULAR PHONE:

- Dial *9 (star 9), this will notify City staff that you have "raised your hand" for public comment.*
- City staff will unmute your microphone when it is your turn to provide public comment. *6 (star 6) is used to mute/unmute.*
- You will hear "you are unmuted" and then you will have two minutes to provide public comment.*
- Once your public comment has ended, you will be muted again*