

City Council

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

**Acting City Manager
Assistant City Manager/
City Clerk, MMC**

Mary Gourley
mgourley@cityofsebastopol.gov

City of Sebastopol**CITY COUNCIL MEETING AGENDA
Meeting of Tuesday, May 20, 2025**

Meeting Start Time: 6:00 pm

Meeting to be held in Person and Virtual /Remote Participation

In Person: 425 Morris Street, Sebastopol, CA 95472

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

Topic: City Council Meeting - May 20, 2025

Time: May 20, 2025 06:00 PM Pacific Time (US and Canada)

Vimeo Link: <https://vimeo.com/event/4788687>

Join Zoom Meeting

<https://us02web.zoom.us/j/82529374681>

Meeting ID: 825 2937 4681

Passcode: 944086

One tap mobile

+16699006833,,82529374681#,,,,*944086# US (San Jose)

+16694449171,,82529374681#,,,,*944086# US

Dial by your location

• +1 669 900 6833 US (San Jose)

• +1 669 444 9171 US

• +1 719 359 4580 US

• +1 253 205 0468 US

• +1 253 215 8782 US (Tacoma)

Meeting ID: 825 2937 4681

Passcode: 944086

Find your local number: <https://us02web.zoom.us/j/82529374681>

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.

MEETINGS ARE HELD AT 425 MORRIS STREET, SEBASTOPOL, CA 95472

(SEBASTOPOL YOUTH ANNEX) UNLESS OTHERWISE NOTICED

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

PUBLIC COMMENT

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

CALL TO ORDER

ROLL CALL

SALUTE TO THE FLAG

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

PROCLAMATIONS/PRESENTATIONS/INTRODUCTIONS:

- Proclamation – Proclamation Recognizing the Sebastopol Rotary Club 100 Years

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

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA (FIRST COMMENT PERIOD): *Up to Twenty (20) Minute Time Limit (Two Minutes for up to ten speakers). Additional public comment will be held at the end of the discussion and action items for up to an additional twenty (20) minutes. Mayor has discretion to allow for additional time beyond the 20 minutes allocated for public comment dependent upon the subject matter or number of speakers. Process for calling on Speakers: Mayor or designee shall ask for public comment as follows: Speakers to be called on in an alternate manner (One speaker in person to be called on first; then one speaker remote to be called on second with additional speakers to be called on in the same manner) based upon the time limit.*

CONSENT CALENDAR: The consent agenda consists of items that are routine in nature and do not require additional discussion by the City Council or have been reviewed by the City Council previously. These items may be approved by one motion without discussion unless a member of the City Council requests that the item be taken off the consent calendar. The Mayor will read aloud the title of each consent item (either full agenda title or a simplified version of the agenda title), and ask if a Councilmember wishes to remove one or more items from the consent calendar; and then open public comment to the members of the public in attendance. At this time, a member of the public may speak for up to two (2) minutes on the entire consent calendar and request at that time that an item or items removed for discussion. If an item or items are removed from the consent calendar, the item shall be placed at the end of the regular agenda items unless otherwise determined by the Mayor. Council Members may comment on Consent Calendar items or ask for minor clarifications without the need for pulling the item for separate consideration. Items requiring deliberation should be pulled for separate consideration and shall be placed at the end of the regular agenda items unless otherwise determined by the Mayor.

1. Approval of City Council Meeting Minutes – Regular Meeting of May 6, 2025

(Responsible Department: Assistant City Manager/City Clerk)

There is no fiscal impact associated with approval of this item

2. Approval of City Council Meeting Minutes – Special Meeting/Closed Session Meeting of May 12, 2025

(Responsible Department: Assistant City Manager/City Clerk)

There is no fiscal impact associated with approval of this item

3. Approval of Letter of Support for SB 346 – Durazo. Local agencies: transient occupancy taxes: short-term rental facilitator. This bill would authorize a local agency, defined to mean a city, county, or city and county, to enact an ordinance to require a short-term rental facilitator, as defined, to report, in the form and manner prescribed by the local agency, the assessor parcel number of each short-term rental, as defined, during the reporting period, as well as any additional information necessary to identify the property as may be required by the local agency. The bill would authorize the local agency to impose an administrative fine or penalty for failure to file the report, and would authorize the local agency to initiate an audit of a short-term rental facilitator, as described. The bill would require a short-term rental facilitator, in a jurisdiction that has adopted an ordinance, to include in the listing of a short-term rental any applicable local license number associated with the short-term rental and any transient occupancy tax certification issued by a local agency. The bill would state these provisions do not preempt a local agency from adopting an ordinance that regulates short-term rentals, short-term rental facilitators, or the payment and collection of transient occupancy taxes in a manner that differs from those described in the bill.

(Requestor: Vice Mayor McLewis (Legislative Representative)/Responsible Department:

Assistant City Manager/City Clerk)

There is no fiscal impact associated with approval of this item

4. Resolution Declaring Weeds a Public Nuisance and Setting Public Hearing Date

(Responsible Department: Fire)

There is no fiscal impact associated with approval of this item

INFORMATIONAL ITEMS/PRESENTATIONS: Informational Items or Presentations are items that are informational only and do not require action by the City Council. Presentations shall be scheduled as necessary for the promotion of an event or service or general information items to the Council and should be limited to ten (10) minutes total in length of item (total length includes questions of Council to presenter and public comment). **NONE**

PUBLIC HEARING(s): **NONE**

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

5. Discussion and Consideration of Action Plan for City Council Goals/Priorities. Item is to review and consider the Action Plan tied to City Council's established goals and priorities. Item includes the proposed action plan detailing:
 - a. Specific objectives
 - b. Proposed initiatives or projects
 - c. Timelines
 - d. Responsible departments or personnel
 - e. Estimated budgets and funding sources

(Responsible Department: Acting City Manager)

Fiscal impacts will be determined by the action taken at this meeting. It is recommended that for those projects that have budgets associated with the item, that the Council direct staff to return those items to the budget committee for inclusions into the upcoming FY budget discussion.

6. Budget Amendment – Payment of Lease for Fire truck. Approve the allocation of Measure H funds towards purchasing a new Type 1 fire engine as agreed upon through the reorganization process. The City of Sebastopol is projected to receive approximately \$840,000 in Measure H sales tax revenue this fiscal year. As part of the reorganization negotiations with the Gold Ridge Fire Protection District (GFD), a plan was developed to complete the purchase of a new fire engine to limit future obligations, thereby streamlining reorganization efforts. Both entities' Fire Ad Hocs agreed to share the cost of these payments. The City will contribute one payment using Measure H funds, while GFD will fund the other. The City's total contribution toward the final payoff is \$231,335.50. (Responsible Department: Fire/Administrative Services)
Fiscal impact: Staff is requesting a budget adjustment of \$231,335.50 from the Measure H fund to settle the City's debt financing obligation
7. Budget Amendment – Payment of Lease on Fire station - Fire building collateral payoff with Trust Bank - On May 16, 2006 the City adopted a resolution authorizing lease financing in the amount of \$2,880,000 for various public improvements and utilized the Fire Station as collateral for the refunding lease agreement. The lease funding was used to fund City projects that have since been completed such as replacement of the sewer force main; construction of the Skate Park; and installation of solar panels to name a few of the projects. On May 18, 2021 the City adopted a resolution authorizing the refinancing of the City lease in the amount of \$1,109,000. This lease was scheduled to be paid in full on June 30, 2026; however, the fire station is the collateral for the current financing debt and because ownership of the fire station will be transferred to the Gold Ridge Fire Protection District on July 1, 2025 as part of the fire reorganization, staff has recommended paying-off the debt early.
(Responsible Department: Fire/Administrative Services)
Fiscal impact: Budget adjustment of \$210,000 to cover this early debt service obligation payment in FY 24-25.
The budget adjustment will be allocated as follows:
 - General Fund: Account code 100-99-71-6100 for the principal amount of \$56,700
 - Park in Lieu Fund: Account code 212-99-71-6100 for the interest amount of \$27,300
 - Water Fund: Account code 500-99-71-6100 for the interest amount of \$67,200
 - Wastewater Fund: Account code 510-99-71-6100 for the interest amount of \$58,800
8. Approval of proposed 3rd of July Fireworks and Music Festival Special Event Permit and request for fee waiver/Temporary Use permit for road closures. \$6,930.00
(Responsible Department: Public Works)
Fiscal impact: Application Fee: \$150.00, Daily Use Fee: \$500.00, Amplified Sound Use Fee: \$50.00. Bouncehouse User Fee: \$30.00, Public Works Staff Time: \$2,500., Police Staff Time: \$2,700. A fee of \$1,000.00 would be allocated against our New Garbage Franchise Agreement allowance of \$10,000., for waste carts, portolet rentals and handwash stations.
9. Consideration of Partial Waiver of Fees: Peacetown Summer Concert Series: \$1,550.00
(Responsible Department: Public Works)
Fiscal impact: Special Event Fee: \$150.00, Amplified Sound/Stage Fee: \$1,400.00.
10. Consideration of Approval of a reduction of Special Event Permit Fees for the Many Moons Festival Sponsored by the Asian American Pacific Islander Coalition of North Bay. Total Reduction Fees: \$725.00. If approved, this reduction would allow the applicant to pay the resident fee of \$1,125.00 instead of \$1,850.00.
(Responsible Department: Public Works)

Fiscal impact: Application Fee: \$100.00, Daily Use Fee: \$550.00, Amplified/Stage Use Fee: \$75.00.

11. Approval of Adoption of Resolution of intention to levy and collect the annual assessments for Fiscal Year 2025-26 for the City of Sebastopol Street Lighting Assessment District, preliminarily approving the annual Engineer's Report and setting the date of the Public Hearing in accordance with provisions of the Landscaping and Lighting Act of 1972.

(Responsible Department: Administrative Services/Public Works)

Fiscal impact: The proposed annual assessment charge of \$35.00 for each ESD is expected to generate approximately \$140,100 in revenue with corresponding expenses estimated at around \$139,300.

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

COUNCILMEMBER(S) REQUESTS FOR FUTURE CITY COUNCIL AGENDA ITEMS

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

12. 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
13. 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)
14. Council Communications Received (Information/Meetings/Correspondence Received from the General Public to Councilmembers)

CLOSED SESSION: NONE

ADJOURNMENT OF CITY COUNCIL MEETING

May 20, 2025 City Council Regular Meeting will be adjourned to the next Regular City Council Meeting of Tuesday, June 3, 2025 at **6:00 pm**, Sebastopol Youth Annex, 425 Morris Street, Sebastopol, CA.

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

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

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

If you have any questions regarding this meeting, please contact the City at Email:

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

Government Code Section 54953.

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

(b)

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

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

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

COUNCIL PROTOCOLS FOR MEETING RESTATED:

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*