



City of Sebastopol

CITY OF SEBASTOPOL CITY COUNCIL
AGENDA ITEM REPORT FOR MEETING OF: May 5, 2026

To: Honorable Mayor and City Councilmembers
From: Sebastopol Commons: Committee for Building the Commons
Department: Public Works
Subject: Approval of Extension of Sebastopol Commons: Committee for Building the Commons. Extension is for Three Months (From June 2026 – September 2026)

RECOMMENDATION:

That the City Council approve the extension of the Sebastopol Commons: Committee for Building the Commons through September 30, 2026, at which time the Committee shall be disbanded. This extension will provide the Committee with a full year of meetings (from its September 2025 appointment) to complete its work and deliver a comprehensive final report to the City Council.

PROCESS OF AGENDA ITEM:

- If the item remains on the Consent Calendar, no presentation is required and the item will be approved as part of the Consent Calendar.
If the item is removed from the Consent Calendar, it will be heard as a regular agenda item and will proceed as follows:
a. Presentation by staff
b. Council questions and discussion
c. Public comment
d. Council deliberation and action

EXECUTIVE SUMMARY:

The Sebastopol Commons: Committee for Building the Commons, established by the City Council to develop a shared multi-use civic space anchored by the Sebastopol Regional Library, is requesting a three-month extension of its term. The current term expires on June 30, 2026 per Resolution No. 6714-2025. Extending the term to September 30, 2026 will allow the Committee to complete a full year of work, fulfill all deliverables, and submit a final report.

BACKGROUND:

On August 5, 2025, the Council approved the composition of the Sebastopol Commons: Committee for Building the Commons standing committee with an amendment to the committee structure approved on November 18, 2025. The Committee was formed to advance the vision of a shared multi-use civic space anchored by the Sebastopol Regional Library and enhanced through partnerships with community organizations, service providers, businesses, and local institutions.

The Committee members were formally selected and appointed in September 2025. Per Resolution No. 6714-2025, Section 6, the terms of the Committee members are "no more than one year; expiring on June 30, 2026 or termination of the committee whichever is earlier."



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The Committee has requested additional time to fully execute its duties, which include:

- Developing a detailed project concept and funding plan for the Proposed Sebastopol Commons;
- Exploring grant, foundation, and public-private funding partnerships;
- Identifying and securing membership; developing lists of needs and shared needs;
- Compiling research on similar projects;
- Exploring and defining the project concept; and
- Determining the scope of work for a feasibility study.

Quarterly progress reports are also required to be provided to the City Council and two have been provided as of the writing of this report; and the third quarterly report is scheduled for a June City Council meeting.

DISCUSSION:

The Sebastopol Commons: Committee for Building the Commons has been meeting monthly since its formal appointment in September 2025 and has made steady progress toward its assigned duties. The Committee has already submitted two quarterly progress reports to the City Council and is preparing the third quarterly report for the June 2026 City Council meeting.

Committee members have actively worked to identify and prioritize community needs, compile research on comparable multi-use civic projects in other jurisdictions, and begin preliminary discussions regarding potential grant opportunities and public-private partnerships. The Committee has formally requested the three-month extension to ensure it can complete the remaining deliverables.

This extension aligns with the original intent of Resolution No. 6714-2025 and will allow the Committee to deliver a comprehensive final report to the City Council by September 30, 2026. The additional time will support a more thorough advisory process.

STAFF ANALYSIS:

Extending the Committee's term to September 30, 2026 (exactly one year from the September 2025 appointment) will allow the members to complete a full cycle of work without interruption. The extension maintains the existing composition, duties, meeting schedule, and Brown Act compliance requirements established in Resolution No. 6714-2025. No new members or structural changes are proposed at this time.

The Committee will continue to be staffed by the Public Works Director (or designee) and will remain advisory only, with no delegated authority to act on behalf of the City. All members continue to serve at the pleasure of the City Council.

CITY COUNCIL GOALS/PRIORITIES AND GENERAL PLAN CONSISTENCY:

This agenda item represents the City Council goals/priorities as follows:

Goal 4: HIGH PERFORMANCE ORGANIZATION

- Restoring public trust
- Improve Public Communications



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PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment. However, if staff receives public comment from interested parties following the publication and distribution of this staff report such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of the agenda item.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to the scheduled meeting date.

FISCAL IMPACT:

There would be three additional meetings for staff time to prepare the agenda/agenda packet and attend the meeting. Meetings are limited to no more than two hours and committee members have been preparing documents themselves for the meeting to reduce staff workload.

RESTATED RECOMMENDATION:

That the City Council approve the extension of the Sebastopol Commons: Committee for Building the Commons through September 30, 2026, at which time the Committee shall be disbanded. This extension will provide the Committee with a full year of meetings (from its September 2025 appointment) to complete its work and deliver a comprehensive final report to the City Council.

OPTIONS:

1. Deny the request for extension and disband the committee on June 30, 2026;
2. Deny the request through September and shorten the extension.

ATTACHMENT(S):

None

APPROVALS:

Department Head Approval: Approval Date: 4/15/2026

CEQA Determination (Planning): Approval Date: NA

The proposed action is not a project under the California Environmental Quality Act (CEQA)

General Plan Goal (Planning): Approval Date: N/A

Administrative Services (Financial) Approval Date: N/A

Costs authorized in City Approved Budget: Yes No N/A

Account Code (f applicable) _____

City Attorney Approval: Approval Date: N/A

City Manager Approval: Approval Date: 4/15/2026