

City Council

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



Interim City Manager

Mary Gourley

mgourley@Cityofsebastopol.gov

City of Sebastopol

CITY COUNCIL MEETING AGENDA
Regular Meeting of Tuesday, May 5, 2026
6:00 pm Start Time

Meeting to be held in Person and Virtual /Remote Participation

In Person Location: 425 Morris Street, Sebastopol, CA 95472

City Council is inviting you to a scheduled Zoom meeting.

Topic: City Council Meeting - May 5, 2026

Time: May 5, 2026 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89712529868>

Meeting ID: 897 1252 9868

Passcode: 384621

One tap mobile

+16694449171,,89712529868#,,,,*384621# US

+16699006833,,89712529868#,,,,*384621# US (San Jose)

Join instructions

<https://us02web.zoom.us/join/89712529868?signature=eQs5r4CfMhelcYQ0vZEyCC5PYTsbo-KCLHkpDXeCGDI>

Vimeo: <https://vimeo.com/event/5424078>

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. "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

REMOTE PARTICIPATION

SALUTE TO THE FLAG

LAND ACKNOWLEDGEMENT: The City of Sebastopol acknowledges that we live and work within the unceded ancestral homelands of the Southern Pomo and the Coast Miwok people. We pay our respect to the past, present, and future generations of these peoples, including the Federated Indians of Graton Rancheria.

REMEMBERING THE HISTORY OF SEBASTOPOL

PROCLAMATIONS/PRESENTATIONS/INTRODUCTIONS:

- Proclamation – Proclaiming May 2026 as Bike Month and May 14, 2026 as Bike to Work Day in Sebastopol
- Proclamation – Proclaiming May 2026 as Jewish American Heritage Month

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 -Goals and Priority Workshop - Meeting of April 14, 2026**
Responsible Department: Interim City Manager
Fiscal Impact: Staff time required to prepare the minutes is covered within existing budgeted salaries.
Additional Fiscal Impact: None
- 2. Approval of City Council Meeting Minutes of April 21, 2026**
Responsible Department: Interim City Manager
Fiscal Impact: Staff time required to prepare the minutes is covered within existing budgeted salaries.
Additional Fiscal Impact: None
- 3. Approval of Extension of Building the Commons; Sebastopol Commons Committee. The current committee terms per the City Council resolution ends June 30, 2026 or upon termination of the Committee whichever is earlier. The Committed members were selected September 2025. It is requested that the committee continue through September 30, 2026 and be disbanded at that time. This will allow the committee a full year of meeting and to provide a full report to the City Council.**
Responsible Department: Public Works
Fiscal Impact: Staff time required to prepare the minutes is covered within existing budgeted salaries.

Additional Fiscal Impact: This would require three additional meetings to complete the scope of work as proposed in the committee duties and preparation of final reports. Meetings are typically two hours each. Once final report is provided, it is proposed that the committee be disbanded.

4. **Approval of Amendment to Flag Policy.** This amendment is to approve placement of United States Flags to be placed and displayed by the Scouts or other non profit organization for certain holidays as noted. The Scouts have requested the following days for flag display:

Martin Luther King Junior Day, Presidents' Day, Memorial Day, Juneteenth National Independence Day, Independence Day, Women's Equality Day, Labor Day, Columbus/Indigenous Peoples' Day, and Veterans Day.

Responsible Department: Public Works

Fiscal Impact: Staff time required to prepare the minutes is covered within existing budgeted salaries.

Additional Fiscal Impact: None; Scouts would be responsible for installing and removing flags placed in the public right of way.

5. **Approval of Direction to Voting Delegate for Appointment to the Sonoma County Mayors and Councilmembers City Selection Committee.**

a. **Appointment: Airport Land Use Commission - 1 seat (to fill the expiring term of Todd Lands of Cloverdale). 4 year term with expiration in May.**

i. **Airport Land Use Commission vacancy: one letter of interest has now been received by Ariel Kelley of Healdsburg.**

Responsible Department: Interim City Manager

Fiscal Impact: Staff time required to prepare the agenda item is covered within existing budgeted salaries.

Additional Fiscal Impact: There is no additional fiscal impact.

6. **Approval of Resolution Continuing Participation as a part of the "Urban County" for purposes of qualifying for HUD monies including CDBG, and Emergency Solutions Grants.**

Responsible Department: Planning

Fiscal Impact: Staff time required to draft this report

Additional Fiscal Impact: None

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).***

7. **Receipt of Information/Update of Programs for Sebastopol Police Department (request from Jan 6th 2026 City Council Meeting) such as Police Explorer Program; CSV; Citizens Academy; Horse Mounted Unit**

Responsible Department: Police

Fiscal Impact: Staff time required to prepare the agenda item is covered within existing budgeted salaries.

Additional Fiscal Impact: There is no additional fiscal impact with receipt of this item; however, implementation of programs will require budget considerations. It is unknown at this time costs to implement programs. Staff will be reviewing costs as part of the Priorities for FY 26-27.

8. **FY25-26 Quarter 3 (Jan-Mar 2026) Financial Update : General Fund and Enterprise Fund. The Sebastopol City Council receive year-to-date financial information for the General Fund and Enterprise Fund.**

Responsible Department: Administrative Services

Fiscal Impact: Staff time required to prepare the agenda report is covered within existing budgeted salaries.

Additional Fiscal Impact:

PUBLIC HEARING(S):

9. **Public Hearing: To conduct a Public Hearing to consider approval for a Tentative Map at 7983 Covert Lane to create a new undeveloped parcel with a remaining developed parcel and review the Tentative**

Map recommendation from the Planning Commission to allow the creation of a new parcel and remaining parcel.

Responsible Department: Interim Planning Director Jane Riley (Consultant, 4 Leaf)

Fiscal Impact: Staff time required to prepare the agenda item is covered within existing budgeted salaries.

Additional Fiscal Impact: None. Staff and consultant time reimbursed through deposit account for this project for cost recovery.

- 10. Public Hearing - Introduction and First Reading of Ordinance for Purchase of Cameras for the Sebastopol Police Station/ Amendment for Safe House Security System to be paid for from the Police Endowment Fund. This item was continued from the April 21st 2026 City Council Meeting.**

Responsible Department: Police/City Attorney

Fiscal Impact: Staff time required to prepare the agenda item is covered within existing budgeted salaries.

Additional Fiscal Impact: Costs for Cameras are covered by endowment fund in the amount of \$13,875.

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

- 11. Consideration of Receipt of Water Master Plan**

Responsible Department: Public Works

Fiscal Impact: Staff time required to prepare the minutes is covered within existing budgeted salaries.

Additional Fiscal Impact: There is no immediate fiscal impact associated with receiving and filing the Water Master Plan Update (CIP #0821-23.09). The Plan identifies approximately \$10.8 million in capital improvements over the next 5–10 years. These unfunded projects will be prioritized through future CIP budgets and are expected to be funded by the Water Capital Fund and adopted water rate increases, as outlined in the Water Master Plan.

- 12. Cost Allocation Methodology. This item is for Direction to Staff on Cost Allocation Methodology for the upcoming FY 26 27 City Budget. This item will include the Consultant Clear Source providing an overview of the recommended approach and its impact on the budget. The Budget Committee and Enterprise Oversight Committee received presentations on the recommended approaches and supported a placeholder of Option A until full Council discussion.**

Responsible Department: Administrative Services

Fiscal Impact: Staff time required to prepare the agenda item is covered within existing budgeted salaries.

Additional Fiscal Impact: The current FY25-26 allocated \$6000 for update to the Cost Allocation Plan. Additional fiscal impacts are noted below dependent upon the approved Plan to be discussed at this meeting.

Option 1: an increase in GF reimbursement of \$44,908

Option 2: A decrease in GF reimbursement of \$93,971

Option 3: A decrease in GF reimbursement of \$303,033

Option A: a decrease in GF reimbursement of \$209,048

Option B: a decrease in GF reimbursement of \$323,263

- 13. Approval of Resolution of Compensation of 3% for Cost of Living Adjustment for Management and Mid Management Employees**

Responsible Department: Human Resources/Personnel Attorney/Interim City Manager

Fiscal Impact: Staff time required to prepare the agenda item is covered within existing budgeted salaries.

Additional Fiscal Impact: The proposed cost-of-living adjustment for the Management and Mid-Management groups includes \$29,500 for salary adjustments and \$4,650 for associated workers' compensation and general liability costs. This fiscal impact is incorporated into the FY 2026–27 Proposed Budget, for a total estimated cost of \$34,150 for the upcoming fiscal year.

14. Approval of Amendment of Contract for Police Chief for Compensation of 3% for Cost of Living Adjustment

Responsible Department: Human Resources/Personnel Attorney/Interim City Manager

Fiscal Impact: Staff time required to prepare the agenda item is covered within existing budgeted salaries.

Additional Fiscal Impact: The proposed cost-of-living adjustment for Police Chief position includes \$6,280 for salary adjustments and \$925 for associated workers' compensation and general liability costs. This fiscal impact is incorporated into the FY 2026–27 Proposed Budget, for a total estimated cost of \$7,200 for the upcoming fiscal year.

15. Approval of Award of Contract for City Manager. Item is to appoint Interim City Manager Mary Gourley to City Manager

Responsible Department: Human Resources/Personnel Attorney

Fiscal Impact: Staff time required to prepare the agenda item is covered within existing budgeted salaries.

Additional Fiscal Impact: The estimated fiscal impact of the proposed contract consists of \$10,630 for salary costs and \$1,785 for associated workers' compensation and general liability expenses, for a total estimated cost of \$12,415.

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:

- 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)
- 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

May 5, 2026 City Council Regular Meeting will be adjourned to the next Regular City Council Meeting of Tuesday, May 19, 2026 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*