

Budget Committee

Councilmember Phill Carter
Councilmember Sandra Maurer



City of Sebastopol

Interim City Manager
Assistant City Manager/City Clerk, MMC
Mary Gourley
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BUDGET COMMITTEE Meeting of Monday November 17, 2025 10:00 AM

(REVISED NOVEMBER 13, 2025 @ 3:25PM)

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

Time: Nov 17, 2025 10:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85875632003>

Meeting ID: 858 7563 2003

Passcode: 829898

One tap mobile

+16699006833,,85875632003#,,,,*829898# US (San Jose)

+16694449171,,85875632003#,,,,*829898# US

Join instructions

<https://us02web.zoom.us/join/85875632003/invitations?signature=4Sobs-Vc8J8VvCNYdKkkz5NBoggnIWjQtKdHEjQ-Y8>

Call to Order

Roll Call

Public Comment

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.

Agenda Items:

1. Approval of Budget Committee Meeting Action Minutes of October 14, 2025
Responsible Department: Administrative Services
2. Update on Water Master Plan Preliminary CIP projects – Verbal Report

Responsible Department: Public Works

3. Ives Park - Calder Creek Storm Drain Repair

Responsible Department: Public Works

4. Report out of Review of SPOA MOU – Work Dispute/Temporary Assignment. No additional financial impact is anticipated with approval of this item as costs can be absorbed within current police department budget. No additional financial impact to the general fund.

Responsible Department: Interim City Manager

5. Review of Art in Lieu Fund.

- a. Discussion of Use of Funds of \$3,000 for POMO Art Mural and Update on Proposed Costs for Storm Drain Lid Painting Project.

- b. \$250 for CaFE for call for artists for community sculpture garden

Responsible Department: Planning

6. 4Leaf Contract – Discussion of continue of interim planning support. No additional financial impact is anticipated with extending the contract as cost will be absorbed within the current budget from salary savings where the director position has been vacant.

Responsible Department: Interim City Manager

7. Travel Policy Update – Proposal to adopt revised Employee Travel and Reimbursement Policy aligning with current IRS and GSA standards

Responsible Department: Administrative Services

8. Resolution: Utility Payment Relief – Proposal to establish a program providing utility payment relief for unpaid federal employees

Responsible Department: Administrative Services

9. Standing Topics – Verbal Report

- a. RFPs Issuance List – Status Update on upcoming RFPs

- b. Budget Related Items – Open discussion on current budget-related items

Responsible Department: Administrative Services

10. Future meeting schedules

- a. December 15, 2025 starting at 10AM

Responsible Department: Administrative Services

11. Current Meeting Recap

Responsible Department: Administrative Services

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.gov 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.gov 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 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 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 Chair of this meeting will request public comment.

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