

City Council

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



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Administrative Services Director
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Enterprise Fund Oversight Committee

Councilmember Phill Carter - Chair
Greg Dabel – Vice Chair

City of Sebastopol

ENTERPRISE OVERSIGHT COMMITTEE
TUESDAY, FEBRUARY 10, 2026
9:00 A.M.

MEETING AGENDA

In Person Location: Sebastopol City Hall, City Hall Conference Room, 7120 Bodega Avenue, Sebastopol
A video of the meeting will be uploaded as soon as possible after the meeting.

CALL TO ORDER 9:05am

ROLL CALL

Phil Carter – Chair

Oliver Dick – Committee Member

Kate Haug - Committee Member

Mary Melhaus - Committee Member

Greg Dabel – Committee Member

Mary Gouley – Interim City Manager

Ana Kwong- Administrative Services Director

Erik Billing- PW Operations Supervisor

Torran Korman- PW Administrative Technician

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.

Committee Chair Phil Carter motioned to add emergency agenda item at end of meeting to discuss Bayren program ending. Committee unanimously agreed to add the agenda item at the end of the meeting.

1. APPROVAL OF MINUTES

- a. Committee meeting: January 13, 2026. This item is to approve the January 13, 2026 Meeting Minutes.

Minutes approved unanimously.

2. FINANCE AND BILLING PROCESS: This item provides the Committee with requested materials related to water and sewer matters

- a. Request for Information (RFI) – Follow-Up Items includes:
 - i. Multiple second requests for detailed analyses
 - ii. New items to be included in Finance Department processes
 - iii. Requests for Public Works operating activity reporting – March meeting

iv. Requests related to cost allocation, billing, staffing, engineering, and utility operations – April meeting

3. SYSERCO LOAN: This item is to discuss the Syserco Loan.

a. Competitors

Committee motioned to request City Council to forgive the Syserco loan. Committee unanimously approved the motion.

4. WALKING TOUR: This item is to consider a formal walking tour of City infrastructure. If approved the committee should discuss and act on the items below:

a. Ad-hoc tour updates

b. Date, time, and location

Operations sub-committee to conduct second infrastructure tour before operations meeting in March.

5. UPLOAD FACILITY TOUR VIDEOS TO CITY WEBSITE: This item is to discuss uploading the facility tour videos and discussions to the City website.

Committee voted not to upload videos to city website or make them publicly available as they show critical infrastructure. Unanimously agreed not to upload videos.

Bayren Program Discussion (Emergency Agenda Item)

Committee discussed City's options with program closing and how to handle accounts that were a part of the program.

6. NEXT STEPS / FUTRE MEETINGS

a. Next meeting date

Committee agreed to meet on Monday, March 2, 2026, at 1PM

b. Future agenda items for consideration

Committee asked to track/review hours of Public Works maintenance staff time spent on water and sewer related work. Committee would like to review increase in flow and electrical usage of pump station during rains. Committee to discuss infrastructure tours at next meeting.

7. ADJOURNMENT OF MEETING

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.

If you have any questions regarding this meeting, please contact the City at citypw@cityofsebastopol.gov or please call: 707-823-5331. The public is advised that pursuant to Government Code section 54957.5 all writings submitted to the Committee are public records and will be made available for review at 714 Johnson Street, Sebastopol, CA during normal business hours