

City Council

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



City of Sebastopol

Agenda Item Number 1 City Manager
Mary Gourley
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Administrative Services Director
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Budget Committee

Vice Mayor Sandra Maurer
Councilmember Phill Carter

Meeting of Wednesday September 28, 2026

BUDGET COMMITTEE

MINUTES FOR MEETING OF September 28, 2026

Call to Order 10:05 am

Roll Call

Budget Committee:

Sandra Maurer – Vice Mayor
Phill Carter – Councilmember

Staff:

Mary Gourley –City Manager
Ana Kwong – Administrative Services Director
Oriana Hart – Public Works Director
Eli Arreola – Associate Planner

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.

Public Comment – None

CONSENT: The consent agenda consists of items that are routine in nature and do not require additional discussion by the Committee or have been reviewed by the Committee previously.

1. Approval of Budget Committee meeting of September 9, 2026 – **Approved by the Committee**
Responsible Department: Administrative Services

INFORMATIONAL ITEMS/PRESENTATIONS: *Informational Items or Presentations are items that are informational only and do not require action by the Committee. **Presentations should be limited to ten (10) minutes total in length of item (total length includes questions of Committee to presenter).***

2. FY26-27 Budget at a Glance - Review of the FY 2026-27 Budget at a Glance document
Responsible Department: Administrative Services
Staff explained that the Budget at a Glance summarizes information from the adopted budget document as follows:
 - Page 1 summarizes page 25.
 - Page 2 summarizes page 33.
 - Page 3 summarizes information from pages 30, 31, and 34.
 - Page 4 summarizes information from pages 162 through 177 and Tab M of the Capital Improvement Plan.

Staff also explained that the Enterprise Fund section was revised in response to public comments. Revenues and expenses are now presented separately, with additional expense categories and cost allocation identified as a separate line item. The Committee discussed adding percentages to the charts as part of a future annual update.

Budget Committee Action: The Committee supported the FY 2026-27 Budget at a Glance to move forward as presented for City Council consideration on October 6, 2026.

REGULAR CALENDAR AGENDA ITEMS (DISCUSSION AND/OR RECOMMENDATION)

3. Commission & Committee Work Plans and Proposed Meeting Frequency Increases

Responsible Department: *Planning*

The Committee reviewed requests for the Public Arts Committee to return to monthly meetings and for the Design Review Board to add a second monthly meeting focused on work plan items. Staff explained that the additional meetings would require staff time for agenda preparation, research, reports, attendance, and minutes. Due to current staffing and workload constraints, staff recommended delaying the increased meeting schedules.

Budget Committee Action: The Committee supported the requested meeting frequency increases in concept but directed staff to bring the matter back in approximately January or February 2027 to reassess staffing capacity. In the meantime, these committees' members were encouraged to use properly constituted ad hoc subcommittees, where appropriate, to advance work plan items.

4. Approval of Financing for Replacement Vector Truck

Responsible Department: *Public Works*

Staff described the operational need to replace the City's aging Vector truck, which is used for sewer maintenance, storm drain maintenance, hydro-excavation, and emergency response. The Committee discussed financing, potential grant funding, the effect on current and future utility rates, equipment-sharing possibilities, and whether a newer used vehicle could meet the City's needs.

Budget Committee Action: Staff will research reasonably newer used Vector trucks, including government surplus options; clarify the potential effect of the purchase on current and future utility rates; revise the staff report; and return the item to the Budget Committee on October 5, 2026, for further review before City Council consideration.

5. CITY STAFF REPORTS/COMMUNICATION/NEXT STEPS / FUTURE MEETINGS

- Department Reports
None
- Next meeting dates
To be determined
- Future agenda items for consideration
To be determined

6. ADJOURNMENT OF MEETING 10:42 am

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