

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

mgourley@cityofsebastopol.gov

Administrative Services Director
Ana Kwong

akwong@cityofsebastopol.gov

Budget Committee

Vice Mayor Sandra Maurer
Councilmember Phill Carter

Meeting of Monday July 13, 2026

BUDGET COMMITTEE

MINUTES FOR MEETING OF July 13, 2026

Call to Order **11:03 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

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 June 8, 2026 - **Approved**

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).***

None

REGULAR CALENDAR AGENDA ITEMS (DISCUSSION AND/OR ACTION)

2. Approve Contract Award and CIP Budget Amendment for the Morris Street Sewer Pump Station Wet Well Repairs Project (CIP No. 0617-25.02) – **The project was originally budgeted at \$300,000; however, the lowest bid received significantly exceeded the budget estimate. Following discussions with the bidder and further clarification of the project scope, staff negotiated a revised project cost not to exceed \$400,000, including a 10% contingency and construction management. Both Budget Committee members supported moving the item forward.**

3. Approve Amendment No. 1 to GHD Construction Management Task for Bodega Ave Bike Lanes Phase 2 Project. Both Budget Committee members supported moving the item forward.
4. Investment Policy Statement Update - This important update to the City's Investment Policy Statement. The current policy has been in place since 2017, and while it remains compliant, the proposed revisions modernize the policy and align it with current California Government Code investment authority and best practices. The updates were recommended by the City's investment fiduciary and are intended to preserve the City's priorities of safety, liquidity, and return, while allowing some additional flexibility within conservative limits. There is no direct fiscal impact, and staff recommends approval of the resolution. Both Budget Committee members supported moving the item forward.
5. Approval of Contracts for City Consultants as approved in the FY 26 27 City Budget – This item is intended to improve administrative efficiency. The funding for these services was already approved through the FY 2026-27 budget process. The resolution simply authorizes the City Manager to execute professional services agreements within approved budget appropriations, avoiding delays in implementing projects and services already approved by Council. The resolution does not approve new programs, increase funding, waive procurement requirements, or apply to public works contracts. Both Budget Committee members supported moving the item forward.

6. NEXT STEPS / FUTURE MEETINGS

- Department Reports:
 - Public Works: Staff is working with Sonoma County Library personnel to relocate library materials away from the exterior walls so remediation work can begin. Staff met with the remediation contractor and library personnel on Friday to coordinate the move and conduct a thorough inspection of the Library meeting room on the south side of the building, which is separated from the remainder of the facility by the public entrance corridor. ServePro has confirmed that no mold remediation is required in this room, and it may be used for limited library services such as book pickup. Library staff are currently evaluating whether use of this isolated space will meet their operational needs. They are also continuing to coordinate with the Community Center regarding space for planned programs and events.
 - Administrative Services: Staff is finalizing the budget message, which is currently under review. Once completed, the final budget book will be compiled. The budget message incorporates all changes made by the City Council during multiple budget hearing discussions. The final budget also includes an expanded five-year financial forecast that evaluates several options beyond the status quo.
 - City Manager: Staff is working with Saint Vincent de Paul to secure additional funding for 8th Wave so the project can continue moving forward, as the original \$50,000 funding allocation is nearly exhausted. The item is scheduled to come before the City Council on August 4 for consideration and approval.
- Next meeting dates
 - Wednesday September 9, 2026 10AM
 - Monday October 5, 2026 – 10:30AM
- Future agenda items for consideration

7. ADJOURNMENT OF MEETING 11:40 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