

CITY COUNCIL MEETING MINUTES

MINUTES FOR Meeting of December 1, 2020

As Approved by the City Council at their regular meeting of December 15, 2020.

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.

Please note that minutes are not verbatim minutes and are meant to be the City's record of a summary of actions that took place at the meeting. City Council video recording are kept for a period of one year from date of meeting.

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.

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 Sebastopol City Council welcomes you to its meetings that are generally scheduled for the 1st and 3rd Tuesday of every month. Your interest and participation are encouraged and appreciated.

SIMULTANEOUS MEETING COMPENSATION DISCLOSURE (Government Code § 54952.3): Members of the City Council receive no additional compensation as a result of convening a joint meeting of the City Council and Successor Agency to the Former Community Development Agency.

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.

[GOVERNOR'S EXECUTIVE ORDER N-29-20](#)

RE CORONAVIRUS COVID-19

CITY COUNCIL MEETINGS WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.

This meeting complies with the Sonoma County Health Officer's COVID-19 Order to Shelter in Place issued on March 17, 2020, and pursuant to California Governor Newsom's Executive Order N-29-20 issued on March 17, 2020.

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.

CORONAVIRUS DISEASE (COVID-19) ADVISORY

To protect our constituents, City officials and City staff, the City requests all members of the public to follow the California Department of Health Services' guidance and the County of Sonoma's Public Health Officer Order for the Control of COVID-19 restricting group events and gatherings and maintaining social distancing.

Consistent with Executive Order N-29-20, in-person participation by the public will not be permitted and no physical location from which the public may observe the meeting will be available. Remote public participation information is available on the City website.

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 Sebastopol City Council welcomes you 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.

SIMULTANEOUS MEETING COMPENSATION DISCLOSURE (Government Code § 54952.3): Members of the City Council receive no additional compensation as a result of convening a joint meeting of the City Council and Successor Agency to the Former Community Development Agency.

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.

City Council Regular Meetings are available in real time and archived on Livestream. Important Notice The City of Sebastopol shows both live broadcasts and Video Archive of City Council Meetings over the Internet. Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice.

Here is the link: <http://bit.ly/sebcctv>

There are times that the 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.

Anyone using abusive, vulgar, offensive, threatening, or harassing language, personal attacks of any kind or offensive terms that target specific individuals or groups will be muted and removed from the meeting.

6:00 PM Convene Regular City Council Meeting (ZOOM VIRTUAL FORMAT)

CALL TO ORDER: Mayor Slayter called the regular meeting to order at 6:03 p.m.

ROLL CALL:

Present: Mayor Patrick Slayter – By video teleconference
Vice Mayor Una Glass – By video teleconference
Councilmember Michael Carnacchi – By video teleconference

Councilmember Sarah Gurney - By video teleconference
Councilmember Neysa Hinton -By video teleconference
Absent: None
Staff: City Manager/City Attorney Larry McLaughlin
Assistant City Manager/City Clerk Mary Gourley
Administrative Services Director Ana Kwong
Engineering Manager Henry Mikus
Fire Chief Bill Braga
Planning Director Kari Svanstrom
Interim Police Chief Don Mort
Public Works Superintendent Dante Del Prete

SALUTE TO THE FLAG: Mayor Slayter led the salute to the flag.

PROCLAMATIONS/PRESENTATIONS: None

PUBLIC COMMENT (for items not on the agenda).

Rei commented as follows:

- Wanted to at least be one person in the public here to address my gratitude to Michael Carnacchi for his time served on the City Council and for his service with the Downtown Association as the liaison to the City Council for the last four years.
- His participation with the Downtown Association reaches from being a business owner on Main Street, allowing him to have connected with many merchants along Main Street during critical moments of different projects over the years, and that's been a great service to the SDA.
- Welcome Diana Rich to the City Council and wish her all the best in her tenure on it.
- Want to do a shout-out for the Public Works Superintendent and Interim Police Chief today along with the City Manager's assistance to move the Masked Cat just a little bit off of the plaza to accommodate the Maker Market that is happening this weekend on the square that the SDA is hosting.
- Really appreciate the attention and quick response

STATEMENTS OF CONFLICTS OF INTEREST BY MAYOR/CITY COUNCILMEMBERS FOR ITEMS ON THE AGENDA. There were none at this time.

CONSENT CALENDAR:

1. Approval of Resolution Reciting the Facts of the General Municipal Election Held on November 3, 2020 and Declaring and Confirming the Results and Such Other Matters as Provided by Law. (City Administration). This item is to confirm the November 3, 2020 Election Results Certifying Diana Rich and Neysa Hinton have been elected to the Office of the City Council.

Mayor Slayter read the consent calendar.

Mayor Slayter questioned if any Councilmember(s) wanted to remove this item from the consent calendar. There were no requests.

Mayor Slayter asked for Public Comments on the Consent Calendar Item(s):

Vice Mayor Glass commented as follows:

- Thanked Councilmember Carnacchi for his service
- Congratulated Diana Rich and Neysa Hinton on their successful election to the Council

Dave Cary commented as follows:

- Thank you Councilmembers and congratulations to the two councilmembers elect.
- There were a lot of good things about this City Council election. The candidates, their campaigns, their supporters, voters who cast their votes and the poll workers and other election officials who conducted the election for us.
- One thing that was not so good was the voting election method that was used.
- As was rather predictable, that election method failed us again.
- It left 43 almost 44% of the vote unrepresented by the elect candidates, a horrible rate for representation.
- It left us with 19 almost 20% of the vote as wasted votes. Votes that could have helped elect any two of the top three finishers.
- I know the City Council would never pass a budget that wasted 20% of the city's revenues. A budget that didn't spend 20% of the revenue didn't save it, just through it in the dumpster and set it on fire.
- None of you would do that with something valuable like money.
- But votes seem to be a different matter. Election after election, decade after decade.
- Those aren't the only problems with this old racist vote for plurality block voting method that exhibited it again.
- In so many ways it was just another perhaps more subtle version of voter suppression.
- Once again, it gives Sebastopol a Council that is not representative of the voters.
- The new City Council is not represented and diverse as the citizens
- Not as diverse by race and ethnicity, not as diverse by age, not as diverse by economic status and perhaps most importantly, not a diverse politically.
- Want to make it clear this isn't the fault of any of the candidates or the way they ran their campaigns.
- It's just systematic voter suppression that has long been popular for excluding certain groups of people.
- Sebastopol voters deserve better.
- I hope the new City Council make it a priority to do better for Sebastopol voters.

Councilmember Hinton commented as follows:

- I wanted to also weigh in on thanking Councilmember Carnacchi for his service.
- I know he put a tremendous amount of time into his work on the Council.
- As he knows, we both agree that we don't agree a bunch of times, but I know he has been really dedicated to doing a great job for the people of Sebastopol.
- I know that is always his intention and goal and he worked very hard on issues such as the Caltrans issues and the ADA ramps
- Want to say thank you to him so much for his very dedicated service

MOTION:

Vice Mayor Glass moved and Councilmember Gurney seconded the motion to approve Consent Calendar Item(s) Number(s) 1.

Mayor Slayter called for a roll call vote. City staff conducted a roll call vote.

VOTE:

Ayes: Councilmember Carnacchi, Gurney, Hinton, Vice Mayor Glass and Mayor Slayter
Noes: None

Absent: None

Abstain: None

City Council Action: Approved Resolution Reciting the Facts of the General Municipal Election Held on November 3, 2020 and Declaring and Confirming the Results and Such Other Matters as Provided by Law. (City Administration). This item is to confirm the November 3, 2020 Election Results Certifying Diana Rich and Neysa Hinton have been elected to the Office of the City Council.

Minute Order Number: 2020-242

Mayor Slayter commented as follows:

- At this moment, I'm also going to thank our local elections officials - Mary Gourley and Deva Proto at the County.
- The election went off as far as I know and in conversation with a couple of folks at the county without a hitch.
- The professionalism, the security, it was all unparalleled and the amount of work that those fine professionals put in every election is profound amount of work with a profound amount of professionalism.
- So thank you for yet another successful election.

Elected Councilmembers will take their seats on the dais.

2. Administering of Oath to Elected Councilmembers. After the Certification of the Election, the City Clerk will administer the oath to Elected Councilmembers. Oaths will be conducted virtually with newly sworn Councilmembers signing the Oaths virtually. (Copy of oath attached)

City Clerk Gourley administered the oaths of office to Diana Rich and Neysa Hinton.

City Council Action: None. City Clerk Gourley administered the oaths of office to Diana Rich and Neysa Hinton.

Minute Order Number: 2020-243

ELECTION OF MAYOR AND VICE MAYOR/MAYOR PRO TEMPORE

Each year the City Council conducts a reorganization by selecting from among its members a Mayor and Mayor Pro Tempore (Vice Mayor) to serve for the upcoming year. The Mayor presides at City Council meetings and serves as the official head of the City for ceremonial purposes. The Mayor Pro Tempore (Vice Mayor) performs the duties of the Mayor during the Mayor's absence or disability. This reorganization usually takes place at the first regular meeting in December.

The selection process proceeds as follows:

Current Mayor will ask for nominations for the position of Mayor. To make a nomination, Council members need only state "I nominate _____". Nominations do not require seconds; however, other members may express support of a nomination by making a seconding speech. When there are no more nominations, current Mayor will declare nominations for the position of Mayor closed and will allow public comments, if any. A roll call vote will then be taken beginning with the first nominee. If that nominee receives a majority vote, they are declared the winner and no additional votes are taken on the remaining nominees. If a majority vote is not achieved for any of the nominees, the nomination and voting process will be repeated, voting on the nominees in the order of their nomination, until a candidate has received a majority vote. The gavel is then turned over to the new Mayor who take his/her

place at the dais and call for nominations for Mayor Pro Tempore (Vice Mayor) using the same process described above.

Mayor Slayter commented as follows:

- I too would like to express my most sincere gratitude for Michael's service on the City Council.
- I know having served on a number of subcommittees the amount of time and effort that you put in, it was an amazing amount of work that you volunteered to do.
- You would remind us of those important things with some regularity.
- I always appreciate that and I will continue to appreciate it.
- I know that you are not going to get on your steel horse and disappear off into the hills.
- You have a nice little business downtown and you'll stay involved and interested.
- I thank you for your service on the City Council.

Councilmember Hinton commented as follows:

- Councilmember Carnacchi knows my number and I know his.
- I'm sure we'll continue on this path.
- Councilmember Carnacchi and I were elected together four years ago.
- That was a special bond that we shared as being new members of the City Council for the very first time.
- We have lively conversations and we at times do and do not agree
- The great part about Councilmember Carnacchi is that he never hides his opinion and he's willing to listen to yours
- We can always walk away friends, agreeing to disagree if that's how it goes.
- Thank you so much. I know that you gave up a lot of time at your business and personal time and you were always passionate about every opinion that you had and shared.
- And I'm sure you'll continue to be.
- The city owes you.
- Not everybody gets to serve on City Council as we all know.
- I really appreciate the time that you spent and continue to spend making sure that we hear from me.

Councilmember Gurney commented as follows:

- I want to add my appreciations too.
- I think Main Street owes you as well.
- You've been a tremendous advocate for our business community downtown and I hope you'll continue to be.
- I also want to note your exceptional service in our relationship to Caltrans.
- You made it really well connected and did quite a lot of work for the disabled on our sidewalks and their safety.
- All of your service is really unique and individual to you.
- I hope our community expresses gratitude not just tonight but for all that you contributed.

Councilmember Carnacchi commented as follows:

- Thank you for the opportunity to serve and it has been quite a learning experience.
- I struggled at times as you are all witness to.

- If there is one request that I had going out would be that we do maintain that relationship with Caltrans.
- Think it's so important going forward that we really continue to maintain that relationship.
- I have all the contacts in my e-mail list.
- So whoever is going take up that position of keeping that relationship alive, I'm happy to share all the contacts with I think that's really important.
- I can say that since the election, this huge burden has been lifted off my shoulders like you wouldn't believe.
- I really never thought it would be so great.
- Thank you for all the words that you said.
- I will stay engaged.
- I've always been engaged for 27 years and I will continue to stay engaged
- To Diana Rich, I just want to say congratulations, you got my seat.

Councilmember Diana Rich commented as follows:

- A campaign I think can be a real test of character.
- I was so impressed by the upstanding, open hearted, ethical approach that everyone in this campaign took and Councilmember Carnacchi was right there at the forefront.
- I learned a lot about his character.
- You and I even in that support period of time had some substantial discussions
- We did disagree on a few things.
- The smile was always at the end of that.
- He would encourage me and say don't change anything about you, Diana.
- That is a reflection of who you are and what could have been a very difficult situation.
- But you made it quite the opposite and that's an indication for me of the incredible service that you have offered to the town of Sebastopol.
- Thank you very much to your service to Sebastopol.

- Message from Outgoing Mayor

Mayor Slayter commented as follows:

“Henry David Thoreau wrote: *“It's not what you look at that matters, it's what you see.”* Occupying the mayor’s seat in 2020, I see a Sebastopol community that is strong and resourceful. I see a Sebastopol City government that is responsive, frugal and professional. And I see volunteer and service organizations doing an immeasurable amount of good. Sebastopol continues to be an authentic and democratic small town; we govern ourselves in a way that is consistent with the majority opinion; we make decisions while listening to input from all; we respect the environment and, when appropriate, we speak out on issues of national and international importance.

I also see a vast amount of uncertainty, angst and worry. A global pandemic and the related economic struggles were not occurrences the City of Sebastopol had planned for. We have readiness plans for floods, earthquakes, fires, power shut-offs, civil unrest, traffic collisions, water main breaks, legal challenges, municipal well pump failures, wastewater infrastructure misadventures, personnel and staffing challenges, and facility maintenance - but why would a small city in western Sonoma County need a pandemic plan?

One doesn’t need to look very long at the national conversation to see deep difficulties in our near, and long term future; millions have been infected with a potentially deadly virus, and for almost 300,000

Americans and their families, that desperately sad potential has been realized; this fall it seemed like half the country was on fire and the other half was under water, having been pummeled by a never ending string of hurricanes; almost a quarter of Americans are unemployed; food insecurity is at an all-time high; climate change is still an existential threat; the housing and shelter crisis we work so hard on only seems to get worse; and for some reason I will never understand, hate groups, both overt and subversive, are on the rise. Aren't we better than this?

We need to pay attention to these issues, and we must do all we can to help others in need. But - we also need to look after ourselves and by doing so, we will make conditions better for those around us.

Get a national or regional parks membership, and use it. Recycle some stuff. Fix something instead of throwing it away. Install solar panels. Buy a hyper efficient or electric car. Ride your bicycle to work. Vote. Volunteer. Donate. Compost. Organize a protest. Organize a counter-protest. Punch a Nazi. Wear a mask. Keep your distance. Don't go to a holiday party. Avoid using Zuckerberg's Conspiracy Theory and Bad Faith Augment Emporium of Ill-Will as your primary news source. Who knows what else? The list is endless. But whatever your small thing is, please do it, because it matters.

The new constitution of the Sebastopol City Council is one I am proud to be a member of. It's curious how easy it is to find Government bodies with a sharply skewed bias towards white males, yet, most likely due to my position of privilege, not even realize that it is awkwardly and inappropriately lopsided. We're conditioned to think that's just the way things are - but what I see around me gives hope for the future; that women, people of color, and people who don't want or need labels are being elected to policy-making positions. These are steps towards a more perfect union. The day when a second gentleman residing in the Naval Observatory with his vice-president wife or a first gentleman residing in the White House with his husband, the President, isn't news. When Black Lives really do matter. When science and medicine stop being used as political cudgels. Healthy community needs disagreement, but it cannot survive contempt. Closed-minded side-taking does no one any favor. We need to learn how to communicate with people we disagree with, understanding differences where they exist, but always looking for common ground to share.

In closing, I would like to extend deep appreciation for the entire staff of the City of Sebastopol, particularly in this very strange year. The Fire Department, the Police Department, Public Works, Planning, Building, Administrative Services, and City Management; you all set standards any business or industry could be proud of, quietly, competently and professionally, but especially this year.

My thanks to my coworkers on the Council; you all bring your strengths to the work and passion for our community.

And finally, deep thanks to the Sebastopol Community. Your generosity of spirit, intellect, opinion and kinship make this the special place it is. "

- Election of Mayor (Mayor will call for nominations for the Office of Mayor)
 - Nominations Received
 - Public Comment
 - Council Comments (if any)
 - Vote (taken beginning with the first nominee)
 - Gavel is transferred to Mayor

Mayor Slayter called for nominations for Mayor.

Mayor Slayter nominated Vice Mayor Glass as Mayor.

Mayor Slayter called for additional nominations. There were none.

Mayor Slayter opens for public comment. There was none.

MOTION:

Mayor Slayter moved and Councilmember Rich seconded the motion to approve Una Glass as Mayor for the City of Sebastopol.

Mayor Slayter called for a roll call vote. City staff conducted a roll call vote.

VOTE:

Ayes: Councilmembers Gurney, Hinton, Rich, Glass, Slayter

Noes: None

Absent: None

Abstain: None

City Council Action: Appointed Una Glass as Mayor for the City of Sebastopol.

Minute Order Number: 2020-244

- Message from Incoming Mayor

Mayor Glass commented as follows:

- Discussed pandemic
- Science drive response in how to deal with crisis
- Need to be thinking of every way to help our residents get through this crisis
- How can we help the members of our community that do not have a job because of the COVID crisis?
- How sustain small businesses
- How support our youth and schools
- How collaborate with other public agencies and schools
- Support and ensure safety of people who work for the City of Sebastopol
- Need to take care of our workers
- Moving forward on Law Enforcement Review
- Jerry Threet doing audit
- Zeroing in on Audit
- Get report early next year
- First step in reviewing law enforcement policies and practices
- Work on tolerance for respect
- Be an inclusive community
- Not put up with people who do not adhere to our standards
- Not okay to call people names
- Not okay to be disrespectful to other peoples
- Not be respectful of lies or disinformation
- Climate Action
- Zero Waste Committee
- Policies that are forward thinking
- Ensure staff has training and policies in place
- How do we embed in culture?
- Vigilant for funding
- Likely funding from the Federal Government

- Running deficit budget this year
 - Get financial support to recover from economic disaster of past year
 - Work to collaborate with our non-profits
 - Work complementary with City work
 - Be peacetown
 - Be respectful
 - Community that cares about each other
- Election of Mayor Pro Tempore (Vice Mayor) (Newly Elected Mayor will call for nominations for Office of Vice Mayor)
 - Nominations Received
 - Public Comment
 - Council Comments (if any)
 - Vote (taken beginning with the first nominee)

Mayor Glass called for nominations for Vice Mayor/Mayor Pro Tem.

Mayor Glass nominated Sarah Gurney as Vice Mayor.

Mayor Glass called for additional nominations. There were none.

Mayor Glass opened for public comment.

Rei commented as follows:

- Would like to see Councilmember Neysa Hinton as vice mayor this year.
- I would like to give her a shoutout and say thank you for your service
- Sorry she did not get the nomination. Maybe somebody will counter it.
- Thanked Councilmember Hinton
- Stated to the newly elected Mayor, as everything was so great and wonderful what was shared and expressed so much and covered so many topics, from a public standpoint, over three minutes is just too much for us to take in for anybody to talk about something.

MOTION:

Councilmember Slayter moved and Councilmember Rich seconded the motion to approve Sarah Gurney as Vice Mayor/Mayor Pro Tem for the City of Sebastopol.

Mayor Glass called for a roll call vote. City staff conducted a roll call vote.

VOTE:

Ayes: Councilmembers Gurney, Hinton, Rich, Slayter and Mayor Glass

Noes: None

Absent: None

Abstain: None

City Council Action: Approved Sarah Gurney as Vice Mayor/Mayor Pro Tem for the City of Sebastopol.

Minute Order Number: 2020-245

Councilmember Gurney commented as follows:

- Appreciate our former Mayor's remarks.

- Very eloquent
- Appreciate our incoming Mayor's remarks.
- Thank you for those.
- The Mayor outlined an agenda for the upcoming year going through so many challenges for us.
- Wish the five of us to step up and be as highly functioning as we can learn to be together so that we take the actions that our community designate as their top priority.
- There is a lot of work ahead.

Councilmember Rich commented as follows:

- It's just an absolute pleasure to be here as a member of this incredible City Council.
- Want everyone in Sebastopol to know that I will be there for Sebastopol and I'm in for the long haul, 110%.
- I do what is needed. I'm up for the challenges. I'll put my time in.
- I've made a big commitment to dedicate this next four years to doing my best to meet all of those laudable goals
 - COVID-19 definitely
 - Economic recovery
 - Social and environmental justice
- Want to invite everyone to reach out to me by e-mail or by phone, any way you can.
- I've already received a lot of communications and I appreciate them.
- Sebastopol Inn is a big issue and that will be addressed as we move forward.
- Don't have my rose-colored glasses on.
- I know it's going to be hard and I will be there for the difficult parts.
- Thank you, Councilmember Hinton, for an incredible campaign standing out there on the corner and also to Councilmember Carnacchi and everyone else who was involved.
- I am ready to take on this challenge.

The following presentations were made:

- Presentation to Outgoing Mayor (Newly Elected Mayor)
- Presentation to Outgoing Councilmember Carnacchi

City Council Action: None Required.

Minute Order Number: 2020-246

Mayor Glass asked for statements of conflict of interest from newly appointed Councilmember Rich. There was none.

CONSENT CALENDAR CONTINUED:

Mayor Glass read the consent calendar.

Mayor Glass questioned if any Councilmember(s) wanted to remove any item(s) from the consent calendar.

Councilmember Hinton requested to pull off item number six and asked that to be reconsidered by the agenda setting committee for future meeting or midyear budget review based on conversation with the City Manager and notes that came up today.

Mayor Glass asked for Public Comments on the Consent Calendar Item(s): There were none.

MOTION:

Councilmember Hinton moved and Vice Mayor Gurney seconded the motion to approve Consent Calendar Item(s) Number(s) 3, 4, and 5. Item Number 6 was pulled from the consent calendar.

Mayor Glass called for a roll call vote. City staff conducted a roll call vote.

VOTE:

Ayes: Councilmembers Hinton, Rich, Slayter, Vice Mayor Gurney and Mayor Glass
Noes: None
Absent: None
Abstain: None

3. Approval of Annual AB 1600 Report. (This report is related to legal requirements for enactment of a development impact fee program are set forth in Government Code §66000- 66025 (the "Mitigation Fee Act") (Responsible Department: Engineering Manager)

City Council Action: Approved Annual AB 1600 Report. (This report is related to legal requirements for enactment of a development impact fee program are set forth in Government Code §66000-66025 (the "Mitigation Fee Act")

Minute Order Number: 2020-247

4. Approval for purchase and Installation Mobile Data Terminals for Police Department Vehicles. FY 20-21 Budgeted Item (Responsible Department: Police Chief)

City Council Action: Approved purchase and Installation Mobile Data Terminals for Police Department Vehicles. FY 20-21 Budgeted Item

Minute Order Number: 2020-248

5. Approval to Authorize Staff to Issue a Request for Proposals (RFP) for an Electronic Permitting System (Responsible Dept: Planning)

City Council Action: Approved and Authorized Staff to Issue a Request for Proposals (RFP) for an Electronic Permitting System

Minute Order Number: 2020-249

Pulled from the Consent Calendar:

6. Approval of Restructuring of Administrative Services Department and Approval of Job Descriptions and Pay Rates and Ranges (Responsible Department: Administrative Services/HR consultant)

City Manager McLaughlin commented that the Council can request that agenda number six be referred back to staff for further review and either return to the next council meeting or referred to the midyear budget discussion.

MOTION:

Councilmember Hinton moved and Councilmember Rich seconded the motion to direct staff to make a recommendation to the agenda setting committee to either bring it back at the next meeting or defer it to midyear budget discussions after reviewed at staff level.

Mayor Glass called for a roll call vote. City staff conducted a roll call vote.

VOTE:

Ayes: Councilmembers Hinton, Rich, Slayter, Vice Mayor Gurney and Mayor Glass

Noes: None
Absent: None
Abstain: None

City Council Action: Directed staff to make a recommendation to the agenda setting committee to either bring it back at the next meeting or defer it to midyear budget discussions after reviewed at staff level.

Minute Order Number: 2020-250

INFORMATIONAL ITEMS/PRESENTATION: None

PUBLIC HEARING(s):

7. Public Hearing – To conduct a public hearing to fulfill the public protest hearing requirements in the updates to the Comprehensive User Fee Schedule (Amendment to approved User Fee Schedule). Upon its conclusion, the City Council shall consider adoption of Resolution Approving the Comprehensive User Fee Schedule which lists certain fees and deposits collected by City departments for FY 2020-21 for the City of Sebastopol. The item tonight is to discuss potential fees for the recently approved Tobacco Retail License Ordinance. The fees are for license application submittal, review, and approval, along with education outreach and compliance checks. (Responsible Department: Police Chief)

Interim Chief Mort presented the staff report recommending the City Council conduct a public hearing to fulfill the public protest hearing requirements in the updates to the Comprehensive User Fee Schedule (Amendment to approved User Fee Schedule). Upon its conclusion, the City Council shall consider adoption of Resolution Approving the Comprehensive User Fee Schedule which lists certain fees and deposits collected by City departments for FY 2020-21 for the City of Sebastopol. The item tonight is to discuss potential fees for the recently approved Tobacco Retail License Ordinance. The fees are for license application submittal, review, and approval, along with education outreach and compliance checks.

Mayor Glass asked for questions.

Mayor Glass commented as follows:

- Indicated that this would be brought back for January of 2022.
- Is this running on a calendar year and not our fiscal year?

Chief Mort commented as follows:

- Thought was we were going to run the licensing fee on the calendar since we're starting January of 2021.
- We can certainly make adjustments if Council prefers to do a six-month fee for this year and keep it on a fiscal year.
- Thought process was calendar year for the licensing for businesses

Mayor Glass commented as follows:

- Question to Administrative Services Director is how do we do all our other fees?
- Are they on calendar or fiscal?
- What is the current user fee schedule?
- If we have a change on a fee from year to year do we usually make the change on an annual basis or on a fiscal year basis

- Is it a calendar or fiscal year?

Administrative Services Director Kwong commented the user fee schedule is based on calendar year.

Councilmember Slayter commented as follows:

- Stated business license renewals are on the calendar year.
- Supposition is that it would make sense it would run in parallel to the business license procedure.
- Simplifies it for everyone.

Councilmember Rich commented as follows:

- When I look at this graph that is in the report here, I just want to be clear on the total cost of this license.
- I think it looks like the service cost is \$283 with the recovery from the grant being \$222.
- And the proposed recovery -- the fee with the grant covering would be \$60.
- So it's actually a total fee of \$283.
- Is that correct?

Chief Mort commented as follows:

- Yes.
- \$222 is offset from the grant.
- Once you receive the grant, the actual fee is \$283.
- My recommendation coming back to Council is if we don't get the grant, the fee would be \$283, not the \$60 for year 2022.

Councilmember Rich commented as follows:

- Second question had to do with the appeal fee.
- It looks like I'm not following the recovery from the grant versus the service cost.
- Can you explain that?

Chief Mort commented as follows:

- Grant doesn't cover anything relative to an appeal.
- If someone is denied the licensing, the fee will be the \$840 because now you get into lawyer fees and attorney fees for the appeal process and the hearing officer and so forth.
- The grant we apply for covers straight inspections and enforcement actions throughout the calendar year.

Councilmember Hinton commented as follows:

- The grant would be for two years.
- If we get it, we have it for both years, correct?

Chief Mort stated that is correct.

Councilmember Hinton commented as follows:

- Then it really wouldn't come back or have to come back next January because we would have the fees through January 2023.
- When will we know if we have the grant?

- Are we waiting to impose the fees until such time that we know we have the grants or moving forward with \$60?
- When do the fees start?
- \$60 fee for 2021 and if denied it is brought back to Council correct?

Chief Mort commented as follows:

- The fees would actually start January 4th for calendar year 2021.
- I've been in communication again with Sonoma County Health and Tobacco Reliance who has grant money and said if for some reason the grant is not accepted, they'll use their grant money to help us through 2021.
- That's why I feel comfortable keeping the \$60 fee for 2021.
- If we're denied the grant, will let Council know for 2022, we didn't receive the grant and there are no other grants available and they would revert to the \$283 fee.

Councilmember Slayter commented as follows:

- It's clarification on math. 60 plus 222 does not equal 283.
- Seems like a rounding issue
- We should make our mathematics accurate.

Chief Mort commented it was his understanding in working with Clear Source is that it was supposed to be \$283.

Mayor Glass opened the public hearing.

Kyle Falbo commented as follows:

- Want to make reference to the tobacco retail licensing in terms of the new license application processing in which we're getting an hourly rate of \$121 and then estimated labor time of 30 minutes.
- Just want to point out the numbers here and the costs associated with things types of things.
- Not in any sort of way arguing about lowering or raising any sort of fees in regard to tobacco sales or anything like that.
- Concern is really about the cost and the amount that we're paying for labor in the city for actions such as filing paperwork at \$121 an hour if they're 30 minutes to file one application.

Hearing no further comments, Mayor Glass closed the public hearing.

Council Deliberations:

Mayor Glass commented as follows:

- Would like to ask our Administrative Services Director regarding the hourly cost that we have, the labor cost that is built into this - that is estimated.
- I'm assuming that this cost actually is a burden rate.
- So it is including the cost, the actual labor cost plus some overhead is that correct?

Director Kwong stated that is correct.

Mayor Glass commented as follows:

- So that's not what we're actually paying people.
- That's what we're paying for that to be done.
- So we're paying for the person, their benefits, the chair they're sitting in, the computer they're using and the roof over their head.
- It's a burden labor cost.
- It's not what we're actually paying people.

Councilmember Slayter commented as follows:

- This all looks fine to me.
- I think that the analysis is adequate and appropriate.
- Also looking at what other communities around the county who are taking the same similar actions, I guess same as similar, and this is kind inform line with all that.
- I'm in favor of it.

MOTION:

Councilmember Slayter moved and Vice Mayor Gurney seconded the motion to approve Resolution Approving the Comprehensive User Fee Schedule which lists certain fees and deposits collected by City departments for FY 2020-21 for the City of Sebastopol. The fees are for license application submittal, review, and approval, along with education outreach and compliance checks.

Mayor Glass called for a roll call vote. City staff conducted a roll call vote.

VOTE:

Ayes: Councilmembers Hinton, Rich, Slayter, Vice Mayor Gurney and Mayor Glass
 Noes: None
 Absent: None
 Abstain: None

City Council Action: Approved Resolution Approving the Comprehensive User Fee Schedule which lists certain fees and deposits collected by City departments for FY 2020-21 for the City of Sebastopol. The fees are for license application submittal, review, and approval, along with education outreach and compliance checks.

Minute Order Number: 2020-251

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

8. Discussion and Consideration for a Sign Program and Sign Exception for 231 Petaluma Avenue, a three-tenant commercial building between the Feed Store and CVS. (Responsible Department: Planning)

Alan Montes, Associate Planner, presented the agenda item recommending the City Council Discuss and Consider Sign Program and Sign Exception for 231 Petaluma Avenue, a three-tenant commercial building between the Feed Store and CVS.

Mayor Glass asked for questions.

Councilmember Slayter commented as follows:

- As a member of the subcommittee reported on process that was recommended by the subcommittee.

- This is largely in keeping with the approved signs that the Council took a look at before and first the subcommittee and then the full Council because of the uniqueness of the Council's position with regard to the design of this particular project.
- The suggestion from the subcommittee was that it go to our Design Review Board in an advisory fashion.
- Those are the professionals that we have entrusted with that work.
- This is the result of that preliminary analysis for us to take an action on.
- Question is related to what if the building is subdivided into two spaces or if a single tenant comes in and remodels the entire space what then in each of those two cases?

Associate Planner Montes commented as follows:

- So in those cases, essentially, it's one sign per lease frontage per tenant.
- One tenant came in and took over the entire building, they are allowed two signs.
- If five tenants move in, in theory, there could be up to five tenant spaces.
- They could have up to continue signs.
- So essentially, it's the tenant spaces and the number of frontage that's they have.

Councilmember Slayter commented as follows:

- At the end of the building, the face furthest away from Petaluma avenue on the North side, which is on the CVS building side, that is the enclosure area.
- To this design professional, does not feel like a frontage to the building.
- If it was remodeled and the enclosure is moved somewhere else and an entrance was created there, then that becomes a frontage?

Associate Planner Montes commented as follows:

- As they currently have it, yes.
- So as the applicant is proposing it, that is two different ways of looking at it right now.

Director Svanstrom commented as follows:

- If they remodeled that space, added an entrance, essentially, they're allowed to have two signs and it be required to be placed over an entrance or bay window.
- If they do want to design the space that way, we'll be able to review and add additional conditions in that case.

Councilmember Slayter commented for the life of this project, the design review rests with the City Council or does that come to an end.

City Manager/Attorney McLaughlin commented as follows:

- Discussed this structure
- Discussed the formula business license ordinance
- Does not apply to the first tenant's usage of the building or portion of the building.
- So essentially when Peet's occupied the Peet's portion of the building, we could not apply the formula business to that use.
- But a subsequent use in the same space would be subject to the formula business
- It's my understanding that the Council remain the design review body for this project.
- I would have to review the settlement agreement

Director Svanstrom commented as follows:

- The initial approval of the sign program is approving the initial signs for the initial tenants.
- They never pulled this license.
- Not sure if they actually inhabited the building or not.
- I don't believe they have at this point.
- They just got approval to use it and approval for signage.
- They never actually got a business license or opened for operation.
- For the design, it's the initial design.

Vice Mayor Gurney commented as follows:

- Not sure I understand why we're approving a general sign design requirement without seeing specific signs for specific businesses.
- This seems like we're working at the convenience of a landlord to make approvals for businesses we don't know about and we're not looking at their sign proposal.
- Is that unusual?

Associate Planner Montes commented as follows:

- We're setting up rules and regulations for the building.
- We're not actually approval individual signs.
- We're saying here is the template and rules and regulations and we're okay with the standards.

Vice Mayor Gurney commented as follows:

- that's what why I'm wondering why are we doing this for this building?
- Other than landlord convenience is this a typical practice that the DRB does?
- Somebody build a building, we don't know how many tenants there are and there is this general sign program that they can follow?

Associate Montes commented this is fairly typical for multitenant buildings to have a sign program.

Vice Mayor Gurney commented as follows:

- Asking have we ever done this?
- With Peet's, we saw the design.
- We talked about centering it and all the design review considerations as with super cuts.
- Now we're allowing signs to pass requirements and we're not even seeing the signs.

Director Svanstrom commented as follows:

- This is a typical practice for people, for buildings that have multiple tenants.
- They have a sign program.
- One thing about the sign program is that the sign program is there and that if they want to change those metrics at all, they will need to come back to the Board to get approval
- They modify the sign program two or three times a year as they modify things.
- What the sign program allows is they still need to do a sign application.
- The difference is it's reviewed on a staff level.
- Staff is reviewing it for compliance.

Vice Mayor Gurney commented as follows:

- Needed the context to understand all the work you did on this better and understand that we're not making an exception because this is the big CVS big deal.
- Have a question about the DRB advisory comments and DRB proposal, particularly about the Kelvin.
- The Council has had a lot of conversations about the number of Kelvins and somehow the DRB is advising we amp them up or increase them from what it was - 2700 which is the applicant request to 3200 to 3500.
- Wondering what our subcommittee thinks about that part of the DRB advisory remarks.

Associate Planner Montes commented as follows:

- The 2700 was based on my recommendation to the applicant based on the Council's preference for the 2700 Kelvin.
- That is also noted and discussed by the Design Review Board.
- The DRB felt for signage, 3200 to 3500 is appropriate whereas for coding lights and street lights, they agree with the 2700 Kelvin.

Councilmember Slayter commented as follows:

- That is not related to brightness but to warmth.
- Advisory point is to go warmer, up to 3200.
- That will be more blue or less yellow.
- The color rendering is much truer with that 3200 to 3500.
- It won't have the yellow washout that we have from street lights
- The quality of the light, the color of light for a building, lighting up a sign in a building, it needs to have a different color of light in order to render the building's colors accurately.

Associate Planner Montes commented as follows:

- Going to reference the conversation between the Design Review Board.
- Confirmed 3200 to 3500 is more common for signage.
- The big box retailers are using what they like to go with the 5,000 which is a much more white or blue light.
- 3200 to 3500 is more yellow than orange.
- That was the recommendation and their discussion that they had.

Director Svanstrom commented as follows:

- it will have the colors that it's shining on or behind less so than a warmer yellow.
- It would actually start to make the colors render differently.

The applicant commented as follows:

- With United Sign Systems
- Thank the Board for the help and recommendations working through that process.
- Can answer questions

Councilmember Rich commented as follows:

- It sounds from what I've heard so far that there was a fairly involved process of compromise and discussion.

- Want to make sure the applicant feels the process is one where one could be heard and that the results are results that you can live with from a business perspective.
- From a City of Sebastopol and City Council perspective, we see our staff working really hard to try to find arrangements that will work effectively for the community and support business.
- It's a pleasure to hear that there has been a process and that you have been heard

The applicant commented as follows:

- Would say yes to both
- Obviously, there are things with he would rather have like 5,000 Kelvins
- Other than that, you know, we're satisfied with the end result.

Mayor Glass opened for public comments.

Kyle commented as follows:

- Want to talk about the Kelvin.
- Early generations of LEDs are 5,000 K or higher which was the up earned of the technology capacity for products that are economically viable and energy efficient.
- A general deficiency of the LED is the excessive amount of blue light they leaded and they were too cold, glaring, created uncomfortable environment.
- The only option available at the time was the provided adequate lumens per Watt and were energy efficient.
- But within a few short years the industry has dramatically improved the efficiency of LEDs ushering in 3,000 K warmer color products that emit less blue lights.
- They're cost and energy efficient, safer, better for human health and distribute less to sky blow.
- Today 3,000 LEDs represent millions of consumers in the United States and aren't world.
- There's an anticipation that as LED technology advances it's only a matter of time before 2700 K or lower is the new norm.
- There are numerous municipalities that have requirements of less than 3,000 K or lower.
- Encourage that our City Council could stick to its requirements as having a higher than 3,000 K is not going to be very good for us in the future, especially with -- as the amount of technology increases in this nature.

Council Deliberations:

Councilmember Slayter commented as follows:

- This all is exactly why the subcommittee suggested it go to the design review board for their input.
- Those are the professionals that we asked to do the work.
- This recommendation is in keeping with the Council's review of the specific sign design for the Peet's
- This is consistent with that.
- Comfortable with the recommendations as presented.
- The number and size are appropriate.

Councilmember Hinton commented as follows:

- Happy that we asked Design Review for our recommendations.

- Feel extremely comfortable with their recommendations, especially the one that three signs are too many.
- Think that we need to be consistent throughout our city
- In support of the recommendations tonight.

Vice Mayor Gurney commented as follows:

- Discussed the Kelvins.
- Heard Kyle's remarks.
- Thanked Kyle for his comments
- We know that Peet's came in at the 2700 Kelvin number.
- Not entirely convinced there is a point in increasing that number other than to benefit the advertiser.
- Just looking at the mood we're trying to create in our signs, the amount of exposure in the sky, all of those particular details.
- Need to hear more from the subcommittee and how you think this increased number is better than what was approved for Peet's at 2700 or why it is necessary
- Why it is necessary to change it up?

Councilmember Slayter commented as follows:

- The 3,000 number is appropriate and honestly to the naked eye there is not a lot of difference between 2700 and 3,000 or 3200.
- The really important thing is that it is appropriately used in the design.
- That it's not pointed at the stars.
- That it is an adequate amount and dispersed correctly around the machinery of the design.

Associate Planner Montes commented as follows:

- Would it make sense that the sign program has an approval that lasts for three years?
- That at three years one day, the sign program needs to be renewed.
- So they have three years to essentially establish the sign program by installing the if I ever line that is consistent with it.
- So once it's approved and essentially bested, it's permanent.

Councilmember Slayter commented as follows:

- Would it make sense for the Council to consider a sunset date?
- Is that something that would be possible for review of the sign program?
- It may be something we might want to take a look at as far as the establishment for sign programs writ large across the city.

Director Svanstrom commented as follows:

- We have run into this.
- Would say that, yes, you could put a time limit or a condition approval that the sign program -- -- the sign program either be reviewed after certain amount of time or that any new signs, say they have three years, they get all three signs.
- All the tenants end up being long term tenants.
- Obviously, the signs are approved and they wouldn't be subject to revision at all.
- Any future signs would trigger the review of the sign program.

Councilmember Rich commented as follows:

- Reminded the group that we do have a subcommittee that looked at this closely and they worked with staff to come up with this proposal.
- This undoubtedly involved some compromise and discussions and substantial expertise from people that we relied on in the past.
- As I look at this proposal, the Kelvin issue, I have a sense that the proposal here took into consideration the various consideration
- We have to accept the directs, advice, and proposal the subcommittee participated in proposing to us here today.

Councilmember Hinton commented as follows:

- Want to weigh in at the subcommittee level.
- We've been working on it for a while.
- Remember when it came to Council, the Peet's sign was discussed a lot
- Want to just say I'm very comfortable with what our design review committee has recommended moving forward.
- Am familiar with the sign agreements.
- Have some personal experience with the sign policy that was implemented.
- Ready to move forward tonight.

Vice Mayor Gurney commented as follows:

- Appreciate the suggestions to move forward and get on with it.
- Have a last question about Kelvins.
- Mentioned sign programs at the station and the Barlow.
- Do you know the Kelvins approved there?

Staff stated they do not have any specifics of the various sign programs.

MOTION:

Councilmember Hinton moved and Councilmember Rich seconded the motion to deny the Sign Exception, subject to the findings in Exhibit A, and approve the Sign Program as recommended by the Board, subject to the Findings in Exhibit B and Conditions of Approval in Exhibit C.

Mayor Glass called for a roll call vote. City staff conducted a roll call vote.

VOTE:

Ayes: Councilmembers Hinton, Rich, Slayter, Vice Mayor Gurney and Mayor Glass
Noes: None
Absent: None
Abstain: None

City Council Action: Denied the Sign Exception, subject to the findings in Exhibit A, and approve the Sign Program as recommended by the Board, subject to the Findings in Exhibit B and Conditions of Approval in Exhibit C.

Minute Order Number: 2020-252

Mayor Glass called for a break at 7:53 pm and reconvened the meeting at 8:05 pm.

9. Consideration of Discussion and 2021 Appointment of Members to Staff Committee Appointments/Assignments and City Council Committee Appointment/Assignments (Responsible Department: City Administration)

City Administration presented the agenda item recommending the City Council Discuss and Consider 2021 Appointment of Members to Staff Committee Appointments/Assignments and City Council Committee Appointment/Assignments.

The Council discussed each committee and its roles and discussed each assignment and requests from Councilmembers to serve on the committee. After lengthy discussion by each Councilmember advocating to be on the committee, the Council provided consensus on each committee with a final vote to be taken at the end of the item.

Mayor Glass opened for public comments.

Kyle commented as follows:

- So it seems that the interest in the committees is great with four council members expressing interest in the roles with this level of interest, I'd like to suggest that rather than Councilmember Gurney allow the Council to bring new voices to the role and give experience to Councilmembers who have yet to participate in this capacity.
- Institutional knowledge should be recognized and valued but it should not be put above providing other members opportunities of working in a shared governance capacity that allow for multiple source of institutional knowledge.
- Secondly, interesting in the budget subcommittee, even before the pandemic, they have been running the reserves into the ground.
- Continuing to spend at this rate will exhaust reserves in the next year.
- I for one would like to see fresh eyes on the budget.
- In particular, tonight, for example, was a consent calendar approval of nearly \$125,000 to retrofit just ten law enforcement vehicles with mobile data terminals.
- Just a preliminary chance at other municipalities recent spending of this nature would suggest a cost basis of four times higher per vehicle than what other agencies are spending number discussion on this request was made by any member of the council just unanimous approval.
- So I really do suggest this council take an active role and just taking a bite of the apple with more regularity that is seen historically with regard to spending, salary approval, and with as much rigor and inspection and exhaustion as given to the drops in the bucket such as the community grant allocations.

MOTION:

Councilmember Rich moved and /Councilmember Slayter Diana seconded the motion to approve 2021 Appointment of Members to Staff Committee Appointments/Assignments and City Council Committee Appointment/Assignments as discussed.

Mayor Glass called for a roll call vote. City staff conducted a roll call vote.

VOTE:

Ayes: Councilmember Hinton, Rich, Slayter, Vice Mayor Gurney and Mayor Glass
Noes: None

Absent: None

Abstain: None

City Council Action: Approved 2021 Appointment of Members to Staff Committee

Appointments/Assignments and City Council Committee Appointment/Assignments as discussed.

Minute Order Number: 2020-253

10. Discussion and Consideration of Designating a Voting Delegate and Alternate(s) to Vote in the Mayor's Absence for the 2021 Sonoma County Mayors and Councilmembers City Selection Committee Meetings and Sonoma County Mayors and Councilmembers Board and General Membership Association Meetings (Responsible Department: City Administration)

City Administration presented the agenda item recommending the City Council Discuss and Consider 2021 Appointment of Members to Staff Committee Appointments/Assignments and City Council Committee Appointment/Assignments. In the past the Mayor has designated a third, fourth, or fifth person to vote in case the mayor or the vice mayor cannot be in attendance at the meeting.

Mayor Glass asked for questions. There were none.

Mayor Glass opened for public comments. There were none.

Council Deliberations:

Councilmember Hinton volunteered to be the third voting delegate, followed by Councilmember Rich and Councilmember Slayter.

MOTION:

Councilmember Rich moved and Councilmember Hinton seconded the motion to approve the following designate(s) as Voting Delegate and alternate(s) to serve as representative(s) on all occasions that the Mayor may be absent.

- Vice Mayor Gurney
- Councilmember Hinton
- Councilmember Rich
- Councilmember Slayter

Mayor Glass called for a roll call vote. City staff conducted a roll call vote.

VOTE:

Ayes: Councilmember Hinton, Rich, Slayter, Vice Mayor Gurney and Mayor Glass

Noes: None

Absent: None

Abstain: None

City Council Action: Approved the following designate(s) as Voting Delegate and alternate(s) to serve as representative(s) on all occasions that the Mayor may be absent.

Vice Mayor Gurney

Councilmember Hinton

Councilmember Rich

Councilmember Slayter

Minute Order Number: 2020-254

CITY COUNCIL REPORTS:

11. City Manager-Attorney/City Clerk Reports (Continued):

City Manager McLaughlin commented as follows:

- Think you all received the e-mails concerning the parklets and the decorating and painting of parklets after my report, perhaps Councilmember Rich could give a bit about an update on some of that because she's been involved with a lot of those projects to make them look better.
- Discussed CoMission Survey - All council members should receive their own copy of the survey so you can see the questions that are being asked.
- Interested to see what citizens have to say about the comfort level these days with the pandemic and shopping habits.
- There is a lot of specific questions in this survey.
- Think this is particularly timely at this time and really assist our businesses and the questions in the survey that go towards citizens comfort levels and various formats
- There is also a lot of questions in the survey which will have immediate follow-up.
- These are where people need help in many different areas including, for example, food delivery, food obtaining food.
- There is going to be a follow up to offer assistance or our information for any of the survey respondents would indicate needs in various areas.
- Something will be done in terms of a follow up for all these needs ascertaining questions.
- The survey will be receiving some preliminary results within about a week and a half.
- Same time of interest that business window checklist has been developed.
- This is to kind of make consistent the messaging that businesses have on their entry ways as to how they function, what their delivery method is for goods and services.
- Whether it's delivery or takeout or in store shopping where that is permitted.
- That will make that a lot more consistent.
- There is a lot of concern about vacant businesses in town and what to do about that, how to attract new business to town in the future.
- The pandemic may, in fact, impact how we view vacant business in the future because people's way of working has changed as they discovered that they can work at home.

City staff reported that the City has extended the design review board vacancy and we will be working with the agenda review committee tomorrow to discuss timing for interviews and appointments for planning commission and design review board.

Councilmember Rich commented as follows:

- There is a number of City Council people have been involved in supporting and moving forward the parklets plan
- Just stepping in at this stage.
- Primarily because Rotary was suggested as a possible source for constructing the platforms or floors and helping to improve the parklets.
- Spoke to each of the individuals who have adopted the parklets.
- Have focused specifically on the parklet that is in front of people's music and east-West cafe.
- I have been recipient of e-mails from concerned business people.
- The update is we put together a team of painting and beautifying the barriers.

- Students from Laguna to paint those barriers.
- We have the youth piece which I'm sure will make everyone happy.
- On the construction side, the flooring and the platform we brought in Joe Maloney who as the selected recipient of our Locals Who Make a Difference
- Joe Maloney has taken the responsibility for constructing a platform and flooring and he will bring in his impressive high school students that he oversees as part of the North bay construction corps program that the rotary educational foundation has helped fund.
- Engineering piece is being integrated also.
- The final piece is that Rick Williams from Harmony is talking about helping to facilitate some plants that would beautify the barriers too.
- There was an interest in some sort of signage that would recognize and legitimize the parklets.
- That is something that the City or City Council might take into consideration
- Know there has been some concern from the public about what the heck are these ugly barriers doing there.
- Do believe that as the parklets over the next week or so start to look much more interesting, that we will hopefully see a positive reaction to them.

12. 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)

Councilmember Slayter reported the following:

- Sonoma Clean Power meeting on Thursday
- Tomorrow I am going on behalf of Sonoma Clean Power to the Redwood Empire Food Bank.
- Will be wearing my Sebastopol mask
- Channel 7 (ABC) will be there so the City will get a little bit of free publicity there.
- Food insecurity as I noted in my comments at the opening of the meeting is a significant problem.

Councilmember Hinton reported the following:

- Attended the Mayors and Councilmembers Association Meeting
- They covered a few things and basically, they recognized some of the council members that were leaving office and welcomed other new ones that were on the call.
- Had a Sonoma legislative committee on the 20th, at 9:00 am
- That one only had four council members, Nancy Hall Bennett and our four representatives from the elected offices.
- Not much went on in that call, but there will be a change of leadership there.
- Rachel Huntley had been chairing it, Chris Rodgers is the vice chair and they are going to be switching that out next month.

Vice Mayor Gurney reported the following:

- Since my last meeting I only participated in one other meeting.
- Want to report on the community benefits organization council that the commission has facilitated.
 - Herman Hernandez is doing a really good job.
 - Linda from the chamber of commerce.

- Tim Miller from West County Community Services
- Mark Hill from the Laguna Foundation
- Kathryn Ariza from the Center from the Arts.
- Introduced Steven Zollman, our previous library commissioner and now a member of lantern and health action if I am right on that.
- They are sharing their challenges from COVID, particularly fundraising.
- Herman is pretty experienced in making successes with virtual fundraising events.
- There has been a lot of sharing of ideas.
- The next meeting is in December on the 16th.
- Made another effort to invite the community center.
- Hopefully they will start participating.
- Think this group is concerned that the community center is way down there in the Laguna, off of Morris street.
- They really wanted to bring them in to share ideas and to support everybody.
- There are a number of projects that are being considered like three different groups doing something together.
- Think it is being very successful.
- People are getting out of their silos.

Mayor Glass reported the following:

- Discussed the Continuum of Care Ad Hoc committee
- Is likely to be or will be reconstructed and reconvened under the old structure but the ad hoc committee will be advocating for.
- We will advocate for the smaller cities having a seat at the table.
- We need to be participating in the decisions about how Federal And state funding regarding homelessness is spent so that we get a cut of the money.
- I went to the ad hoc meeting.
- The committee put forward three names to be included in the newly constituted C.O.C.
- Hope that this is a temporary constitution
- Discussed the names the ad hoc group put forward for recommendation for inclusion on the C.O.C.
- As it is being reconstituted now it is our hope to advocate for it so that we had electeds on the board that are from the small cities.
- Went to a health action board meeting.
- Was in the in between area between being a liaison and being on the board.
- We are working on the notion of moving forward with a particular framework to do with the health needs assessment that is for West county.
- Had a discussion with someone from the West county clinics about what the framework will look like.
- We will be moving forward with trying to have a very broad-based assessment that is particularly going to have input and information from emergency services and what we need and what kinds of information that we need as a city in order to manage emergencies.
- Want to get the information as part of a report that will be a health safety and wellness needs assessment for West county.
- Will include information about those issues regarding Sebastopol.
- Discussed the Sebastopol inn.

- It is on the forward agenda that we would be including a session for the public's input regarding the inn at the next meeting and we have invited the county to present again what their plans are.
- I have been in touch with Tim Miller and I am advocating to Supervisor Hopkins and I know that she is aware that the City is extremely interested in the operator being a nonprofit.
- City is interested in the West County Community Services being that operator because they are so familiar with the community and they operate something very similar a near one lot away.

Vice Mayor Gurney commented as follows:

- I did hear comments about the parking places that were taken away, especially making me look at the next-door parking lot.
- The one-way one that comes out from the plaza and ask the neighboring businesses if that would be is it empty a lot of the time.
- Is it possible that it could be a two-way lot?
- That is the piece of the conversation that got me thinking it might be a subject area for the council to think that we discuss with our businesses be shared parking lots instead of assigned to facilitate all of the businesses rather than be restrictive in a way.
- That is how we used them.
- I want to mention the correspondents that I received from a number of local nonprofits, this being giving Tuesday.
- There is not a lot of time left on giving Tuesday.
- We have a lot of locals who are asking for help if people are feeling generous with the fatigue at the end of the meeting.

13. Council Communications Received

Councilmember Rich reported that she has been approached by many people in town who really would like an opportunity to have a voice in terms of the Sebastopol in developments.

14. Future City Meeting Dates/Events (Informational Only): (See Agenda Below City Web site for Up to Date Meeting Dates/Times)

ADJOURNMENT OF REGULAR CITY COUNCIL MEETING:

- Meeting will be adjourned to the City Council Regular Meeting of December 15, 2020. (VIRTUAL ZOOM PLATFORM)
- Mayor Glass adjourned the meeting at 9:36 pm.
- Meeting was adjourned to the Next Regularly Scheduled City Council Meeting, which is scheduled for Tuesday, December 15, 2020 at 6:00 pm. (VIRTUAL ZOOM PLATFORM)

Respectfully Submitted:



Mary C. Gourley
Assistant City Manager/City Clerk, MMC