

**City Council**

Mayor Patrick Slayter  
Vice Mayor Una Glass  
Michael Carnacchi  
Sarah Glade Gurney  
Neysa Hinton

**City Manager**

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**Assistant City Manager/City Clerk, MMC**  
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**City of Sebastopol**

## CITY COUNCIL

SPECIAL MEETING  
OF  
August 12, 2020

## AGENDA

**6:00 pm – 8:30 pm - Special City Council Meeting****NOTE: Please See COVID 19 Noticing of City Council Meetings Attached**

The City has postponed many non-essential meetings until further notice. We appreciate your patience and willingness to protect the health and wellness of our community. If you have any questions regarding this meeting, please contact the City at Email: [info@cityofsebastopol.org](mailto:info@cityofsebastopol.org) or please call: 707-823-1153.

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 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.*

**Live Stream platform is a Viewing only platform. If you wish to participate with live public comment participation, please use the Virtual Zoom Platform. Log in information is provided as a separate attachment when the agenda is posted as well as it also listed on the City Web site once the agenda has been posted.**

CITY COUNCIL – AUGUST 12, 2020 AGENDA - SPECIAL CITY COUNCIL MEETING

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

CALL TO ORDER

ROLL CALL

SALUTE TO THE FLAG

**SPECIAL STUDY SESSION and DISCUSSION AND/OR ACTION ITEMS:**

**1. City Council Study Session: Helping the Business Community Through the Pandemic**

This item is to review the metrics of the original survey and micro survey recently completed, and Council discussion and consideration for direction/actions such as but not limited to: Loan program, letter to Governor for support uses of sidewalks/parking spaces for businesses; discussion of proposed road closures; online shopping support, and letter to County advocating for County funds.

Presenter: CoMission

**PROCLAMATIONS/PRESENTATION: NONE**

**PUBLIC COMMENT:** During COVID 19 Virtual City Council Meetings, members of the public may submit written emails/comments for items not on the agenda either by email as a public record or by public comment during the public comment period of the virtual City Council meeting. At this time, a member of the public, when recognized by the Mayor, may speak for up to three minutes on the entire consent calendar and/or request at that time that an agenda item or items be removed for discussion. All written emails/comments will be provided to the entire City Council as a public record but will not be read into the minutes at the City Council meeting. Written emails/comments should be received by 5:00 pm of the Council Meeting Date for submission to the entire City Council prior to the meeting and will be included as a part of the record of the meeting. Please submit your comments via email for this meeting to [mgourley@cityofsebastopol.org](mailto:mgourley@cityofsebastopol.org). Under State Law, unless otherwise permitted under the Ralph M. Brown Act, the merits of the matters presented under this item cannot be discussed or acted upon by the City Council at this time. For items appearing on the agenda, the public will be invited to make comments at the time the item comes up for Council consideration. Please review procedures on how to make live public comment during a city council meeting.

**STATEMENTS OF CONFLICTS OF INTEREST BY MAYOR/CITY COUNCILMEMBERS FOR ITEMS ON THE AGENDA** (This is the time for the Mayor or City Councilmembers to indicate any statements of conflicts of interests for any item listed on this agenda)

**CONSENT CALENDAR:**

- The consent agenda consists of items that are routine in nature and do not require additional discussion by the City Council or have been reviewed by the City Council previously. These items may be approved by one motion without discussion unless a member of the City Council requests that the item be taken off the consent calendar.
- The Mayor will read the consent calendar items; ask if a Councilmember wishes to remove one or more items from the consent calendar; and then open public comment to the members of the public in attendance on the virtual meeting. At this time, a member of the public may speak for up to three minutes on the entire consent calendar and/or request at that time that an agenda item or items be removed for discussion.
- If an item or items are removed from the consent calendar, the item shall be placed at the end of the regular agenda items unless otherwise determined by the Mayor or Mayor Pro Tern.
- Council Members may comment on Consent Calendar items or ask for minor clarifications without the need for pulling the item for separate consideration. Items requiring deliberation should be pulled for separate consideration and shall be placed at the end of the regular agenda items unless otherwise determined by the Mayor or Mayor Pro Tem.

**CONSENT CALENDAR:**

2. Approval of Revised Budget Sub-Committee Schedule. This item is to approve a revised schedule to include an additional public meeting. (Responsible Department: Administrative Services)

**ADJOURNMENT OF SPECIAL MEETING:**

CITY COUNCIL – AUGUST 12, 2020 AGENDA - SPECIAL CITY COUNCIL MEETING

Meeting will be adjourned to the City Council Regular Meeting of September 1, 2020 at 6:00 pm.

**The Regular City Council Meeting of August 18, 2020 has been cancelled.**

American Disability Act Accommodations:

In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk (707) 823-1153 who will contact the ADA Coordinator. The ADA Coordinator will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the City procedure for resolving reasonable accommodation requests. The ADA Coordinator will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the City procedure for resolving reasonable accommodation requests.

Notification: 72-hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

NOTE: Time shown for any particular matter on the agenda is an estimate only. Matters may be considered earlier or later than the time indicated depending on the pace at which the meeting proceeds. If you wish to speak on an item under discussion by the Council which appears on this agenda, after receiving recognition from the Mayor, please walk to the podium and state your name and address for the record (voluntary). Any item raised by a member of the public which is not on the agenda and may require Council action shall be automatically referred to staff for investigation and disposition which may include placing on a future agenda. If the item is deemed to be an emergency or the need to take action arose after posting of the agenda within the meaning of Government Code Section 54954.2(b), Council is entitled to discuss the matter to determine if it is an emergency item under said Government Code and may take action thereon.

PROCESS FOR ITEMS ON AN AGENDA ITEM:

Mayors opens the item

Council receives Staff Report from the Responsible Department or Report from Councilmember

Council asked Questions of Staff or Councilmember

Mayor Opens for Public Comment/or Public Hearing

Mayor Closes Public Comment/or Public Hearing but reserves the right to re-open the public hearing

Item returns to the Council for deliberation and action

For copies or to review all written documents relating to items listed on the agenda, please visit the City Clerk's office during regular business hours. The City Clerk's Office is located in the lobby of City Hall, 7120 Bodega Avenue, Sebastopol, Ca 95472 or call 707-823-1153.

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

City Council Agenda, Minutes and staff reports without attachments can be viewed at the City's website:

[www.ci.sebastopol.ca.us](http://www.ci.sebastopol.ca.us). Click on the City Council tab.

SB 343 - Any writings or documents provided to a majority of the City Council after distribution of the agenda packet regarding any item on this agenda after the posting of this agenda and not otherwise exempt from disclosure, will be made available for public inspection at the City Clerk's Office, Sebastopol City Hall located at 7120 Bodega Avenue during normal business hours.

If supplemental materials are made available to the members of the City Council at the meeting, a copy will be available for public review at the City Hall City Clerk's Office, 7120 Bodega Avenue during normal business hours.

These writings will be made available in appropriate alternative formats upon request by a person with a disability, as required by the Americans with Disabilities Act.

To receive the City Council Agenda by e-mail, provide your e-mail address to the City Clerk's office, or e-mail your request to [mgourley@cityofsebastopol.org](mailto:mgourley@cityofsebastopol.org)

**PUBLIC PARTICIPATION LISTED BELOW APPLIES TO ALL ITEMS ON THE AGENDA.**

- o Speakers are allowed to speak for a maximum of three minutes so that all speakers have an opportunity to address the City Council. Power point or visual presentations for public comment shall not be permitted unless approved by the Agenda Review Committee two weeks prior to the requested meeting date.
- o Yielding Time: Speakers may not "yield" a portion of their allotted time to others.
- o The Mayor has the authority to limit or extend the time allowed for speakers dependent on the number of speakers in attendance.
- o The Mayor can poll the members of the public for an indication of the number of people wishing to speak, then call on individuals to speak.

CITY COUNCIL – AUGUST 12, 2020 AGENDA - SPECIAL CITY COUNCIL MEETING

- It is the goal of the Council to conclude the public comments portion of the agenda within 20 minutes. If the public comment period exceeds twenty minutes, the presiding officer, typically the Mayor, reserves the right to reduce the time per speaker or carry over public comments to after all business items are completed.
- The City Clerk will monitor the time for public comments and inform the speakers when the time limitation has been reached.
- The Mayor could survey the members of the public, as appropriate, to move agenda items up or back to address the members of the public items of concern.
- Public participation is encouraged on all public agenda items.
- Council and staff will treat participants and each other with courtesy. Derogatory or sarcastic comments are inappropriate.
- The public will likewise be encouraged by the Mayor to maintain meeting decorum.
- In Council meetings when citizens are agitated, the Mayor may call a short recess to calm the situation.
- If a member of the public is unable to attend the Council meeting, written communications may be sent to the City Clerk by e-mail or by regular mail. Communications received after distribution of the agenda packet will be made available to the Council at the meeting.

All meetings listed below are tentatively scheduled and subject to change.

Please review the City's web site, bulletin board or contact City Department for possible changes to City Meetings.

|                          |                |  |
|--------------------------|----------------|--|
| <b>August 18, 2020</b>   | <b>6:00 pm</b> | <b>City Council Meeting – CANCELLED</b>              |
| August 19, 2020          | 8:30 am        | Agenda Review Committee Meeting                      |
| August 19, 2020          | 4:00 pm        | Design Review Board Meeting                          |
| August 25, 2020          | 7:00 pm        | Planning Commission Meeting                          |
| September 1, 2020        | 6:00 pm        | City Council Meeting                                 |
| September 2, 2020        | 8:30 am        | Agenda Review Committee Meeting                      |
| September 2, 2020        | 10:30 am       | Public Arts Committee Meeting                        |
| September 2, 2020        | 4:00 pm        | Design Review Board Meeting                          |
| <b>September 7, 2020</b> |                | <b>City Holiday Observance – City Offices Closed</b> |
| September 8, 2020        | 7:00 pm        | Planning Commission Meeting                          |
| September 9, 2020        |                | Tentative: Proposed Budget Sub-Committee (Public)    |
| September 14, 2020       | 3:30 pm        | Zero Waste Committee                                 |
| September 15, 2020       | 6:00 pm        | City Council Meeting                                 |
| September 16, 2020       | 8:30 am        | Agenda Review Committee Meeting                      |
| September 16, 2020       | 4:00 pm        | Design Review Board Meeting                          |
| September 22, 2020       | 7:00 pm        | Planning Commission Meeting                          |
| October 5, 2020          | 3:30 pm        | Zero Waste Committee                                 |
| October 6, 2020          | 6:00 pm        | City Council Meeting                                 |
| October 7, 2020          | 8:30 am        | Agenda Review Committee Meeting                      |
| October 7, 2020          | 10:30 am       | Public Arts Committee Meeting                        |
| October 7, 2020          | 4:00 pm        | Design Review Board Meeting                          |
| October 13, 2020         | 7:00 pm        | Planning Commission Meeting                          |
| October 20, 2020         | 6:00 pm        | City Council Meeting                                 |
| October 21, 2020         | 8:30 am        | Agenda Review Committee Meeting                      |
| October 21, 2020         | 4:00 pm        | Design Review Board Meeting                          |
| October 27, 2020         | 7:00 pm        | Planning Commission Meeting                          |
| November 2, 2020         | 3:30 pm        | Zero Waste Committee                                 |
| <b>November 3, 2020</b>  |                | <b>City Council Meeting - CANCELLED</b>              |
| November 4, 2020         | 8:30 am        | Agenda Review Committee Meeting                      |
| November 4, 2020         | 10:30 am       | Public Arts Committee Meeting                        |

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**City of Sebastopol****INSTRUCTIONS FOR CITY COUNCIL VIDEO AND TELECONFERENCE MEETING OF August 12, 2020**

Please Note: The City of Sebastopol has scheduled a Zoom Meeting (A video communications technology platform for video and audio conferencing).

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**IMPORTANT NOTICE TO PARTICIPANTS:** If you are logged onto zoom whether by computer or phone, your information (such as name or phone number) is shown publicly as a participant. If you do not wish to have this information public, please submit written comments as the City does not yet have the capability to hide names and/or phone numbers in zoom.

**6:00 pm Special City Council Meeting Start Time**

**Topic: City Council Special Meeting - August 12 ,2020**  
**Time: Aug 12, 2020 06:00 PM Pacific Time (US and Canada)**

Join Zoom Meeting

<https://us02web.zoom.us/j/81649289886?pwd=YUZRB0s0UDZVUmdVTDhsRzcwRDZ5dz09>

**Topic: City Council Special Meeting - August 12 ,2020**  
**Time: Aug 12, 2020 06:00 PM Pacific Time (US and Canada)**

Join Zoom Meeting

<https://us02web.zoom.us/j/84074596326?pwd=MjlmWnVPWUJqcEJrN2dISTNKRmU1dz09>

**Meeting ID: 840 7459 6326**

**Passcode: 612931**

One tap mobile

+16699006833,,84074596326# US (San Jose)

+12532158782,,84074596326# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: 840 7459 6326

Find your local number: <https://us02web.zoom.us/j/kg5ZYPBlu>

**PARTICIPATING IN CITY COUNCIL MEETINGS IN CONFORMANCE WITH SOCIAL DISTANCING REQUIREMENTS**

*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.*

### **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 is allowed using the ZOOM program.

In order to minimize the spread of the COVID-19 virus, the City of Sebastopol is providing multiple alternatives to viewing Council meetings and providing comments on items on the agenda. These alternatives allow the City to adhere to social distancing requirements, follow the Governor's Executive Order N-29-20 (which suspends certain requirements of the Brown Act), and provide a way for the public to provide public comment during the meeting.

### **VIEWING MEETINGS ONLINE**

For this meeting, the City of Sebastopol will be utilizing the Program ZOOM which allows for audio and visual participation.

### **VIRTUAL PARTICIPATION BY ZOOM VIDEO CONFERENCING**

The City of Sebastopol is now offering the ability to view and participate in Council meetings via video meetings and telephonic conferencing via "Zoom" video conferencing computer technology. Instructions for participating via Zoom are provided below.

#### ***How do I join the City of Sebastopol City Council meeting via Zoom Video Conferencing?***

Please visit <https://zoom.us> and either sign-up for a free Zoom account or continue as a guest. Once you have downloaded the app on your smart phone, joined from your web browser, or downloaded the Zoom software on your computer you will be ready for the Council meeting .

If you have previously signed up for Zoom, you can enter the following meeting ID to join the meeting: Meeting ID:

Meeting ID: 840 7459 6326

Passcode: 612931

#### ***I do not have a computer or smart phone; can I still use Zoom?***

If you don't have a smart phone or computer to access the meeting via Zoom, no problem! You can participate on the phone, by calling 1-669- 900- 6833 and entering meeting ID Meeting ID:

Meeting ID: 840 7459 6326

Passcode: 612931

#### ***Public Comment While Attending Council Meeting Through Zoom Virtual Platform?***

The Mayor will request public comment during the Public Comment periods on the agenda (Consent Calendar, Informational Items, Public Hearing (if any) and Regular Calendar Item(s)). Once the Mayor has announced the public comment period, please do one of the following.

#### **USING A COMPUTER OR SMART PHONE:**

- Click on the "Raise Hand" feature in the webinar controls. This will notify Meeting Host that you have raised your hand.
- Meeting Host 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 and then you will have three 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 the Meeting Host that you have “raised your hand” for public comment.
- Meeting Host will unmute your microphone when it is your turn to provide public comment.
- You will hear “you are unmuted” and then you will have three minutes to provide public comment.
- Once your public comment has ended, you will be muted again.

*I don't want to provide public comment live; can I provide my public comment for the record another way?*

Of course! Please submit all public comments via email for inclusion into the public record.

*You may also leave a voice mail that will be made a part of the public record (but will not be read into the record). Please call 707-823-1153 to leave a message (by recording or comments provided verbally to City staff). If recorded, your voice mail will be transcribed by the city and provided to the City Clerk as a public record but will not be read into the minutes at the City Council meeting. Comments should be received by 4:00 pm of the meeting date.*

*I am having difficulties preparing for the meeting and learning Zoom, do you have any resources to help me?*

Yes, please visit Zoom's website support page on helpful tips to prepare for the meeting:

<https://support.zoom.us/hc/en-us/categories/201146643>

### **ATTENDING MEETINGS IN PERSON**

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 is allowed using the ZOOM program.