

City Council

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City of Sebastopol

CITY COUNCIL

REGULAR CITY COUNCIL MEETING OF
April 7, 2020

AGENDA

****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.

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 follows this agenda.

For Items Not on the Agenda: Please submit your comments via email for this meeting to mgourley@cityofsebastopol.org so that the comments may be submitted to the Mayor for reading into the record. Comments should be received by 5:00 pm of Council Meeting Date. All comments should be a maximum of 350 words, which corresponds to approximately 3 minutes of speaking time.

For Items Listed on the Agenda: Members of the public may provide public comment for specific agenda items by sending comments to the City by email at mgourley@cityofsebastopol.org. **Such email comments must identify the Agenda Item Number in the subject line of the email.** Comments should be received by 5:00 pm of Council Meeting Date. All comments should be a maximum of 350 words, which corresponds to approximately 3 minutes of speaking time.

Pursuant to Executive Order N-29-20 Issued by Governor Gavin Newsom on March 17, 2020 and, to the extent applicable, Government Code Section 54953(b), the March 24, 2020 City Council Meeting may include teleconference participation by the City Council Members and City staff. Consistent with Executive Order N-29-20, teleconference locations utilized by City Council Members shall not be accessible to the public and are not subject to special posting requirements.

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- No physical location of the meeting will be open to the public; meeting will only be held by teleconference
- Consistent with Executive Orders No.-25-20 and No. N-29-20 from the Executive Department of the State of California and the Sonoma County Health Official's March 17, 2020 Shelter in Place Order, the City Council will not be physically open to the public and City Councilmembers will be teleconferencing into the meeting via Zoom Teleconference and/or Video Communications.

Please visit the City of Sebastopol website at www.CityOfSebastopol.org for the most up-to-date local information on the coronavirus crisis. There are two pages dedicated entirely to the crisis (type "coronavirus" or "shelter in place" in the search bar) where you will find specific resources and answers to many questions that you may have.

The City of Sebastopol is also on Facebook, Twitter, and NextDoor.

The City of Sebastopol thanks you in advance for taking all precautions to prevent spreading the COVID 19 virus.

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.

6:00 pm CONVENE CITY COUNCIL REGULAR MEETING

CALL TO ORDER

ROLL CALL

SALUTE TO THE FLAG

PROCLAMATIONS/PRESENTATIONS:

***Proclamations and Presentations have been suspended until further notice.**

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PUBLIC COMMENT (At this time, members of the public may comment on any item not appearing on the agenda. It is recommended that you keep your comments to three minutes or less. 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.)

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. At this time, a member of the public may speak for up to three minutes on the entire consent calendar and 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:

1. Approval of Minutes of the City Council Meeting of March 17, 2020 (Responsible Department: City Administration)
2. Approval of Letter of Support – Sebastopol Community Cultural Center (SCCC) Grant Application to Finley Foundation (Requestor: Councilmember Gurney)
3. Approval of Resolution Supporting State of California Penal Code 396 (Price Gouging) (Requestor: Agenda Review Committee)

INFORMATIONAL ITEMS/PRESENTATION: (Please Note: Although informational/presentations items are routinely informational in nature, some informational items may contain request for actions such as support, direction to staff, follow up, based on the presentation/information provided.) **NONE**

PUBLIC HEARING(s):

NONE

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

4. Discussion and Information on State of California and County of Sonoma Ordinance - Urgency Ordinance - COVID-19 Eviction Defense Urgency Ordinance (Requestor: City Manager/City Attorney) and Discussion of Support of Letter of Request to Urge Owners of Commercial Property to Provide Relief for Tenants (Requestor: Councilmember Gurney)

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CITY COUNCIL REPORTS:

5. City Manager-Attorney/City Clerk Reports:
 - City Manager to Provide Update on Items to Date related to COVID -19
 - Teleconferencing/Video Conferencing of Future Council Meetings
 - Budget Sub-Committee and City budget schedule to be revised
 - Senior City Staff Telecommuting; However all phone calls and emails are being responded to by City Staff
 - City Admin working on returning some City office staff to limited hours
 - Update on Permitting Procedures/Inspections
 - FPPC has extended form 700 Filings
6. 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)
7. Council Communications Received
8. Future City Meeting Dates/Events (Informational Only): (See Agenda Below City Web site for Up to Date Meeting Dates/Times)

ADJOURNMENT OF REGULAR MEETING:

Meeting will be adjourned to the next Regular City Council Meeting which will be held on Tuesday, April 21, 2020 at 6:00 pm.

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.

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

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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. 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

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

- 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.
- Yielding Time: Speakers may not "yield" a portion of their allotted time to others.
- The Mayor has the authority to limit or extend the time allowed for speakers dependent on the number of speakers in attendance.
- 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.
- 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.

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- 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.

April 8, 2020	8:30 am	Agenda Review Committee Meeting
April 9, 2020	6:00 pm	Sonoma County Mayors and Councilmembers Meeting – Cancelled
April 14, 2020	7:00 pm	Planning Commission Meeting - Cancelled
April 15, 2020	4:00 pm	Design Review Board Meeting
April 21, 2020	6:00 pm	City Council Meeting
April 22, 2020	8:30 am	Agenda Review Committee Meeting
April 28, 2020	7:00 pm	Planning Commission Meeting
May 4, 2020	3:30 pm	Zero Waste Committee
May 5, 2020	6:00 pm	City Council Meeting
May 6, 2020	8:30 am	Agenda Review Committee Meeting
May 6, 2020	10:30 am	Public Arts Committee Meeting
May 6, 2020	4:00 pm	Design Review Board Meeting
May 12, 2020	7:00 pm	Planning Commission Meeting
May 19, 2020	6:00 pm	City Council Meeting
May 20, 2020	8:30 am	Agenda Review Committee Meeting
May 20, 2020	4:00 pm	Design Review Board Meeting
May 25, 2020		City Holiday Observance – City Offices Closed
May 26, 2020	7:00 pm	Planning Commission Meeting
June 1, 2020	3:30 pm	Zero Waste Committee
June 2, 2020	6:00 pm	City Council Meeting
June 3, 2020	8:30 am	Agenda Review Committee Meeting
June 3, 2020	10:30 am	Public Arts Committee Meeting
June 3, 2020	4:00 pm	Design Review Board Meeting
June 9, 2020	7:00 pm	Planning Commission Meeting
June 11, 2020	6:00 pm	Sonoma County Mayors and Councilmembers Meeting
June 16, 2020	6:00 pm	City Council Meeting
June 17, 2020	8:30 am	Agenda Review Committee Meeting
June 17, 2020	4:00 pm	Design Review Board Meeting
June 23, 2020	7:00 pm	Planning Commission Meeting
July 1, 2020	10:30 am	Public Arts Committee Meeting
July 1, 2020	4:00 pm	Design Review Board Meeting
July 2, 2020		City Holiday Observance – City Offices Closed
July 6, 2020	3:30 pm	Zero Waste Committee
July 7, 2020	6:00 pm	City Council Meeting
July 8, 2020	8:30 am	Agenda Review Committee Meeting
July 14, 2020	7:00 pm	Planning Commission Meeting
July 15, 2020	4:00 pm	Design Review Board Meeting
July 21, 2020	6:00 pm	City Council Meeting
July 22, 2020	8:30 am	Agenda Review Committee Meeting
July 28, 2020	7:00 pm	Planning Commission Meeting
August 3, 2020	3:30 pm	Zero Waste Committee

CITY COUNCIL – APRIL 7, 2020 AGENDA

August 4, 2020	6:00 pm	City Council Meeting
August 5, 2020	8:30 am	Agenda Review Committee Meeting
August 5, 2020	10:30 am	Public Arts Committee Meeting
August 5, 2020	4:00 pm	Design Review Board Meeting
August 11, 2020	7:00 pm	Planning Commission Meeting
August 13, 2020	6:00 pm	Sonoma County Mayors and Councilmembers Meeting
<i>August 18, 2020</i>	<i>6:00 pm</i>	<i>City Council Meeting – CANCELLED</i>
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
<i>September 7, 2020</i>		<i>City Holiday Observance – City Offices Closed</i>
September 8, 2020	7:00 pm	Planning Commission Meeting
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
<i>November 3, 2020</i>		<i>City Council Meeting - CANCELLED</i>
November 4, 2020	8:30 am	Agenda Review Committee Meeting
November 4, 2020	10:30 am	Public Arts Committee Meeting
November 4, 2020	4:00 pm	Design Review Board Meeting
November 10, 2020	7:00 pm	Planning Commission Meeting
<i>November 11, 2020</i>		<i>City Holiday Observance – City Offices Closed</i>
November 17, 2020	6:00 pm	City Council Meeting
November 18, 2020	8:30 am	Agenda Review Committee Meeting
November 18, 2020	4:00 pm	Design Review Board Meeting
November 24, 2020	7:00 pm	Planning Commission Meeting
<i>November 25 & 26, 2020</i>		<i>City Holiday Observance – City Offices Closed</i>
December 1, 2020	6:00 pm	City Council Meeting
December 2, 2020	8:30 am	Agenda Review Committee Meeting
December 2, 2020	10:30 am	Public Arts Committee Meeting
December 2, 2020	4:00 pm	Design Review Board Meeting
December 7, 2020	3:30 pm	Zero Waste Committee

CITY COUNCIL – APRIL 7, 2020 AGENDA

December 8, 2020 7:00 pm
December 15, 2020 6:00 pm
December 16, 2020 8:30 am
December 16, 2020 4:00 pm
December 22, 2020 7:00 pm

December 23 & 24, 2020

December 30 & 31, 2020

Planning Commission Meeting
City Council Meeting
Agenda Review Committee Meeting
Design Review Board Meeting
Planning Commission Meeting

City Holiday Observance – City Offices Closed

City Holiday Observance – City Offices Closed

City Council

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City of Sebastopol**INSTRUCTIONS FOR CITY COUNCIL VIDEO AND TELECONFERENCE MEETING OF APRIL 7, 2020**

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

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.

Topic: City Council Meeting, April 7, 2020
Time: Apr 7, 2020 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting
<https://zoom.us/j/475405117>

Meeting ID: 475 405 117

One tap mobile
+16699006833,475405117# US (San Jose)

Dial by your location
+1 669 900 6833 US (San Jose)

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.

SUBMITTING COMMENTS BY E-MAIL

For Items Not on the Agenda: Please submit your comments via email for this meeting to mgourley@cityofsebastopol.org so that the comments may be submitted to the Mayor for reading into the record. Comments should be received by 5:00 pm of Council Meeting Date. All comments should be a maximum of 350 words, which corresponds to approximately 3 minutes of speaking time.

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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 on April 7, 2020 at 6:00 pm.

If you have previously signed up for Zoom, you can enter the following meeting ID to join the meeting:
Meeting ID: **475 405 117**

I don't 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: **475 405 117**.
Please follow the prompts.

How can I provide Public Comment on Zoom?

The Mayor will request public comment during the Public Comment periods on the agenda and during each 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 as listed above.

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.