

**CITY COUNCIL MEETING MINUTES**

**MINUTES FOR Meeting of September 3, 2019**

As Approved by the City Council at their regular meeting of September 17, 2019.

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.

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.

A notice of the meeting was posted by the City Clerk on August 28, 2019.

**6:00 pm**            **CONVENE CITY COUNCIL REGULAR MEETING, Sebastopol Youth Annex/Teen Center, 425 Morris Street, Sebastopol, CA**

**CALL TO ORDER:** Mayor Hinton called the regular meeting to order at 6:02 p.m.

**ROLL CALL**

**Present:**            Mayor Hinton  
                         Vice Mayor Slayter  
                         Councilmember Carnacchi  
                         Councilmember Glass  
                         Councilmember Gurney

**Absent:**             None

**Staff:**              City Manager/City Attorney Larry McLaughlin  
                         Assistant City Manager/City Clerk Mary Gourley  
                         Building Official Glenn Schainblatt  
                         Finance Director Ana Kwong  
                         Planning Director Kari Svanstrom  
                         Police Chief James Conner/Police Lieutenant Greg DeVore

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

**PROCLAMATIONS/PRESENTATIONS:**

The following were presented:

Years of Service Awards:

- Emily Threadgill – Police Department – 5 Years
- Glenn Schainblatt - Building Department – 15 years
  
- ❖ Proclamation –Supporting and Recognizing the Monarch Habitat and Taking the Mayor’s Pledge
- ❖ Proclamation – Proclaiming the “Locals Who Make a Difference” Recognition Program Honoree (Greg Jacobs)

**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

Parker Jacob Maloney commented as follows:

- Lives near Palm Drive Hospital
- Discussed buildup of homeless people
- Overflow from bike path from the Laguna foundation
- Made citizen’s arrest from someone sleeping in his backyard
- Cleaning up hypodermic needles, trash, excrement and pee bottles on palm avenue
- Wife feels unsafe running in evenings
- People stare her down
- Want to be part of the solution
- Making a no overnight parking on that road

Spencer Hopkins and Rebecca, resides on Palm Drive, commented as follows:

- Solidarity with neighbors
- Took pictures of the situation
- Moved there three years ago
- Van is there often and switches sides of the road
- Not know state of the individual
- Not feeling of safety or comfort on street
- School bus with blacked out windows
- Unsafe driving home
- Dangerous situation
- Share discomfort
- Discussed amount of people camping out on that street
- Not unsympathetic to needs in California
- Significant issue in last couple of months

Robert lives on Palm Avenue commented as follows:

- Discussed the homelessness
- Phil is name of individual

- Brain damaged
- Person started screaming at him
- Called police – came out – just Phil – harmless
- Harmless Phil made wife cry – can live somewhere else – why live and terrorize this street
- Call police – they say they cannot do anything
- Enough is enough

Joanna Cedar, lives near Dutton Avenue, commented as follows:

- Discussed psychedelic plants
- Should be lowest priority for law enforcement
- Discussed psychedelic journey – no place for government or law enforcement
- Decriminalize nature

Vice Mayor Slayter read a prepared statement as follows:

**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). Mayor Hinton stated she would be recusing herself from Agenda Item Number 6.

**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 Tern.

Mayor Hinton read the consent calendar items.

Mayor Hinton asked if any Councilmember would like to remove any consent calendar items. There was none.

Mayor Hinton asked for public comment on the consent calendar items. There was none.

Councilmember Glass moved and Councilmember Gurney seconded the motion to approve consent calendar item(s) number(s) 1, 2, 3, 4, and 5.

**VOTE:**

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

Noes: None

Absent: None

Abstain:None

**CONSENT CALENDAR:**

1. Approval of Minutes of the City Council Meeting of August 6, 2019 (Responsible Department: City Administration)

City Council Action: *Approved Minutes of the City Council Meeting of August 6, 2019*

Minute Order Number: 2019-204

2. Approval of Resolution Approving Revised Successor Memorandum of Understanding (MOU) for Sebastopol Police Officers Association (SPOA) and Resolution Approving Revised Successor Memorandum of Understanding (MOU) for Sebastopol Management, Mid Management and Unpresented Positions (Item is to Clarify Language in the MOUs) (Responsible Department: City Administration/Administrative Services Director)

City Council Action: *Approved Resolution Approving Revised Successor Memorandum of Understanding (MOU) for Sebastopol Police Officers Association (SPOA) and Resolution Approving Revised Successor Memorandum of Understanding (MOU) for Sebastopol Management, Mid Management and Unpresented Positions (Item is to Clarify Language in the MOUs)*

Minute Order Number: 2019-205

Resolution Numbers: 6259-2019  
6260-2019

3. Approval of Resolution Adopting the City of Sebastopol Comprehensive Master Personnel Resolution (Responsible Department: Administrative Services Director/City Administration)

City Council Action: *Approved Resolution Adopting the City of Sebastopol Comprehensive Master Personnel Resolution*

Minute Order Number: 2019-206

Resolution Number: 6261-2019

4. Approval of Award of Contract 2019-02 to HB Urethane Roofing for the installation of an insulating foam roof system and Award of Contract 2019-03 to Zero Energy Associates for the removal and replacement of the existing solar panels and HVAC components at the Sebastopol Community Cultural Center (Responsible Department: Public Works Superintendent)

City Council Action: *Approved Award of Contract 2019-02 to HB Urethane Roofing for the installation of an insulating foam roof system and Award of Contract 2019-03 to Zero Energy Associates for the removal and replacement of the existing solar panels and HVAC components at the Sebastopol Community Cultural Center*

Minute Order Number: 2019-207

5. Approval and Request for Bids for Remodel of Sebastopol Community Cultural Center (SCCC) As a Result of Flood Damages (Responsible Department: Engineering Manager)

City Council Action: *Approved Request for Bids for Remodel of Sebastopol Community Cultural Center (SCCC) As a Result of Flood Damages*

Minute Order Number: 2019-208

Mayor Hinton recused herself for Agenda Item Number 6 and departed from the dais/meeting.

**INFORMATIONAL ITEMS/PRESENTATION:** None

**PUBLIC HEARING(S):**

6. Public Hearing – To Conduct a Public Hearing to Consider Extension of a Moratorium on the

Establishment of Non-Hosted Vacation Rentals of Greater Than 30 Days Per Year (Responsible Department: Planning Department)

Planning Director Svanstrom presented the agenda item recommending the City Council Conduct a Public Hearing to Consider Extension of a Moratorium on the Establishment of Non-Hosted Vacation Rentals of Greater Than 30 Days Per Year.

Vice Mayor Slayter asked for questions.

Vice Mayor Slayter verified that the only change is the extension date.

Staff stated that is correct.

Vice Mayor Slayter opened the public hearing.

Sunny Galbraith commented as follows:

- Support for moratorium
- Appreciate extension
- Support this
- Many people support this
- Appreciated discussion of the Council last time
- Took challenging position
- Looking at community as whole
- Protecting our community
- Serving our community
- People struggling to pay rent
- Appreciate Council looking out for community as a whole

ila Benavidez-Heaster commented as follows:

- Things noticing – Council implemented ADUs so we can have affordable housing
- Some people took that so that they could move into their ADU and have their home for bed and breakfast
- Getting around what the Council is trying to do
- Discussed revitalization
- Have to hold the line
- Need more time to look at this
- Decisions do not translate to the community
- Trying to maintain social fabric
- How much is enough
- When does it get to be enough
- What are we about
- We are paying attention
- What is important

- Demonstrating what revitalization means

Hearing no further comments, Vice Mayor Slayter closed the public hearing.

Council Deliberations:

Vice Mayor Slayter commented as follows:

- Incorporate tonight's comments into discussion with the Planning Commission
- Provide minutes of this meeting to the Planning Commission
- Important ideas are captured

Councilmember Gurney commented as follows:

- Ordinance may last a full year with an extension
- 45 days plus 10 months and 15 days
- Planning Commission may be back sooner than those 12 months

Vice Mayor Slayter questioned if the extension begins once initial period ends.

City McLaughlin commented as follows:

- Starts when other one ends
- Total of one year
- Do the extension generally for the 10 months and 15 days
- When the Planning Commission discussion is done, it will return to the City Council

Councilmember Glass commented as follows:

- Planning Commission needs more time
- Planning Commission discussing potential legislation that addresses issue
- Need to stay the course
- Support our Planning Commission

Councilmember Gurney commented as follows:

- Provide Council their thinking of hosted and non-hosted single-family residents with ADUs and without ADUs
- Benefit the Council to know this information
- Look at as a whole - choice of opportunity and experience our community has had
- Support Planning Commission
- Businesspeople
- Residents
- Community members
- Make decisions for land use items and provides recommendations
- Get as much detail as possible

Councilmember Glass commented as follows:

- Struggle with ADU issue when adopted zoning ordinance

- Trying to encourage ADUs to create more affordable housing
- How deal with creating ADUs then charging high temporary housing for the main home
- Encourage rental housing
- Being used a hotel room rather than affordable housing
- Planning Commission discussion would be welcomed by the Council
- Statistics for ADU build outs
- Time has gone by – would like to know this information

Vice Mayor Slayter commented as follows:

- July 2017 legislation date
- ADU versus main residence
- Important data points to consider

Councilmember Glass moved and Councilmember Gurney seconded the motion to approve the Extension of a Moratorium on the Establishment of Non-Hosted Vacation Rentals of Greater Than 30 Days Per Year.

**VOTE:**

Ayes: Councilmembers Carnacchi, Glass, Gurney, and Vice Mayor Slayter

Noes: None

Absent: Mayor Hinton

Abstain:None

**City Council Action: Approved the Extension of a Moratorium on the Establishment of Non-Hosted Vacation Rentals of Greater Than 30 Days Per Year.**

**Minute Order Number: 2019-209**

**Ordinance Number: 1127**

Mayor Hinton returned to the dais.

7. Public Hearing - Preliminary review of a request for a Zoning Ordinance Text Amendment to allow an additional cannabis retail/dispensary location (Responsible Department: Planning Director)

Planning Director Svanstrom presented the agenda item recommending the City Council Conduct a Public Hearing to Consider Preliminary review of a request for a Zoning Ordinance Text Amendment to allow an additional cannabis retail/dispensary location.

Mayor Hinton asked for questions.

Councilmember Carnacchi commented as follows:

- Did the cannabis ordinance come back for review after one year – Staff stated that is correct.
- Questioned if the ordinance would come back again for Council review – Staff stated not at this time but that it could be directed by the Council to be reviewed
- Discussed the staff report and questioned general commercial zone - general plan land use map – or is this commercial office or downtown central core

Staff stated the reference is from the Zoning map that was adopted in November, not the General Plan designations. Council could provide direction on which zone to review and stated this could exclude the downtown core zone if desired.

Councilmember Carnacchi commented if the entire zoning would change or could one parcel change. Staff stated the entire zoning district would change as the City cannot spot zone a single parcel.

Mayor Hinton commented as follows:

- Approved two retail with delivery
- Approved for three delivery locations, and questioned if the third is still open

Director Svanstrom commented as follows:

- That is correct
- Did have one application for delivery only, however it was denied by the Planning Commission due to proximity to residential uses and security concerns

Mayor Hinton commented as follows:

- What about the community church pre school
- Is that in the distance for cannabis
- There is a preschool at community church

Director Svanstrom commented as follows:

- Good question, will need to check that out

Vice Mayor Slayter commented as follows:

- Discussed third delivery permit
- This application could move forward as delivery permit application
- How possible without physical location, 845 is address of record for application

Director Svanstrom commented as follows:

- If had location that met all requirement - could move forward with deliver only
- Not add any other uses to it
- Staff stated the address is correct as the location for business

The applicant, Element 7, provided a slide show presentation to the City Council.

Mayor Hinton opened the public hearing.

Eli commented as follows:

- From Solful
- Operating for over two years successfully
- Discussed outreach
- Massive transitional phase (dispensaries) in California right now



- Large blooming black market
- Statewide delivery services
- Prudent to let some of these changes shake out over the next couple of years
- Stick with existing ordinance
- One of the two operators in town
- Stability of local ordinance – important to business

Kelly commented as follows:

- Sebastopol resident
- Vice president of finance for SPARC
- Company strong part of local community
- Brought revenue to Sebastopol
- Donations to local organizations
- Live here, work here, spend money here
- Not an easy task to keep dispensary financially above water
- Making small profit is a success
- Adding another permit will be game changer for all involved
- Concerned about over flooded market
- Discussed decrease in sales when unpermitted dispensaries opened on County
- Had to cut payroll cost by 25%
- Better once those were closed, but a lot of other growth in the area
- Town in position to carefully consider rapid growth of expanding industry
- Discussed sustainable growth

Andrew Dobbs Kramer, SPARC, commented as follows:

- Support Option 3
- No change
- Sebastopol leader in sustainable planning
- Discussed adoption of comprehensive policy – enormous undertaking, resulted in a solid ordinance
- New market still taking shape
- Discussed race to the bottom
- Discussed large corporations
- Not model we want for Sebastopol
- Adding more dispensaries not beneficial to town
- Do not update regulations by piece meal approach

Craig Litwin, 421 Group, commented as follows:

- Former Mayor
- Former Councilmember
- CEO of 421 Group
- Sebastopol is ahead of the curve

- Put in cultivation ordinance
- Not put in special tax – stay competitive
- Overtaxed as an industry
- Behind in some areas, Sebastopol does not allow for type 7 manufacturing, and does not allow for on-site consumption (Coverdale does on-site consumption)
- Look at those things
- Tackle on site consumption
- Support Option 2
- Look at specific things
- Discussed retail establishments – not ready for yet – analyze numbers
- Licenses bring in revenue
- Look at allowing delivery licenses - increasing that number, allow in industrial zones

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

Council Deliberations:

Councilmember Gurney commented as follows:

- Discussed there was the possibility of a delivery license that is available
- Application pending is for something much bigger
- Asked applicant if only a delivery license was allowed would they be interested – applicant stated yes

Vice Mayor Slayter commented as follows:

- Discussed proximity of Grav N address to preschool
- 585 feet from church to property

Mayor Hinton asked if it was 500 feet or 600 feet. Staff stated it was 600 feet.

City Manager McLaughlin discussed definition for school in the zoning ordinance and stated at first read it does not look like it refers to preschools and stated it may not be applicable for tonight's discussion. He stated the question cannot be addressed tonight.

Vice Mayor Slayter read definition for whole zoning ordinance.

Mayor Hinton commented as follows:

- Discussed the City of Santa Rosa Council's rules and selection process
- Does the City Council of Santa Rosa have a different ordinance
- Makes sense to review and not just take the first application that comes through the door
- If additional licenses at some point – then make the best choice, not just 'first come'

Director Svansson commented as follows:

- Every community has their own ordinance, many include a selection process

- Number of ways for the Planning Commission to review the process

Councilmember Glass commented as follows:

- Thinking of what is good for our community
- How can we support our local economy
- How can we support our businesses in town that create local jobs
- Support people who live here
- People spending money in our town
- Proven track record of dispensaries we already have
- Not hearing issues from Police Department
- Concern with race to the bottom syndrome and cannibalization
- Two dispensaries are working well
- Concerned that we do have ordinances and foster an environment for the cannabis industry in our town that is supportive of the businesses we have
- If there are issues have the Planning Commission address those issues
- What is the limit
- Tending to not want to look at additional dispensaries
- If there are issues within our existing ordinance that is hampering or restricting existing businesses or if they feel they can do something better or change businesses to be diversified, would review that but not if it interferes with work plan of Planning Commission

Councilmember Gurney commented as follows:

- Appreciate remarks
- Mostly in agreement
- Look to history and to cities of similar size
- Two is fine and working, do not see need for three
- Develop trust in our community
- Peace of mind of community members and police department report of status of those business and customers
- Missing two components of future businesses- delivery aspect
- Feel comfortable increasing delivery number may be ok
- Missing tasting room element of this market
- Look at Cloverdale, look at their lead
- Discussed Planning Commission work plan
- Two areas would be discreet and manageable for them in a shorter and more realistic time frame

Councilmember Glass commented as follows:

- Concur with Councilmember Gurney
- Discussed delivery services
- Look at possibility of unintended consequences – just like ADUs
- Discussed worry with expanded delivery service – may be threat to existing dispensaries
- Not impact our current business

Councilmember Gurney discussed traffic and noise issues.

Mayor Hinton commented as follows:

- In favor of Option 3
- Discussed Cloverdale and Cotati
- Stated we have it just right
- Third delivery permit is not filled
- Why do this now
- Still have local operators – not have theirs up yet
- Not open up to additional operators – still have our own businesses to be loyal to and thrive
- Feels just right right now
- Similar sized cities – they do not have a lot of delivery services either

Vice Mayor Slayter commented as follows:

- Concur with Mayor Hinton
- Not enough time has gone by yet
- Discussed timing of adoption of ordinance and report to the Council
- Prefer local, discussed spirit of ordinances, and Formula Business Ordinance
- Discussed concerns with a company that wants to be largest vendor in California
- Good track record with local
- Discussed dispensaries
- In favor of no changes

Councilmember Carnacchi commented as follows:

- Not much to say
- Discussed Joint Planning Commission/City Council meeting
- Two items to discuss have come up tonight:
  - Tasting lounges
  - How to prevent proliferation of ADUs into short term rentals

Councilmember Gurney commented as follows:

- Discussed report from February
- What was direction re: future updates

Director Svansson stated she cannot recall at this time.

Councilmember Gurney suggested a yearly review.

Mayor Hinton suggesting putting this on the forward calendar for spring.

Vice Mayor Slayter suggested adding this to the Annual Level of Service report.

Councilmember Glass commented as follows:

- Issue not just a third dispensary
- Issues is application that is coming forward
- Are there other issues that need to be dealt with that are minor

Director Svanstrom commented as follows:

- Discussed SPARC application
- Discussed Solful permit
- Minor changes to operations
- Consistent with current ordinance
- Not aware of major issues

Planning Commissioner Fernandez commented as follows:

- Liaison from the Planning Commission, resident
- Support idea that a lot of things are going well
- Want to look ahead
- Discussed State of California regulations

Mayor Hinton moved and Vice Mayor Slayter the motion to approve Option 3 with the addition to include in annual level of service report.

Discussion:

Councilmember Gurney asked what sort of time commitment would it be for staff to have the Planning Commission discussion suggested by Commissioner Fernandez.

Director Svanstrom discussed having a panel of local operators which would be a shorter time frame than hiring a consultant. Staff asked for clarification of minor changes. Councilmember Glass stated that is not a part of this motion.

**VOTE:**

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

Noes: None

Absent: None

Abstain:None

**City Council Action: Approved Option 3 with the addition to include in annual level of service report.**

**Minute Order Number: 2019-210**

Mayor Hinton called for a break 8;20 pm and reconvened the meeting at 8:33 pm.

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

8. Consideration of Approval of Staff Recommendations for Traffic and Parking Modifications

As follows:

a. Florence Avenue

- b. 321 South Main Street
  - c. Sebastopol Library
- (Responsible Department: Police Chief/Police Lieutenant)

Police Chief Conner and Police Lieutenant DeVore presented the agenda item recommending the City Council consider the recommendations as proposed:

- a. Florence Avenue
- b. Sebastopol Library
- c. 321 South Main Street

**Staff presented each item as follows:**

**Item A: Florence Avenue**

Request #1 Change red zone configuration on north end of Florence Avenue to increase line of sight distances for numerous residential driveways and move existing red zone to maximize available street parking.

Mayor Hinton asked for questions.

Vice Mayor Slayter commented as follows:

- Discussed the signage
- Discussed vehicle code allow the sign to be produced without the first word
- Discussed weight and size
- Discussed large vehicles making the road worse

Staff stated they do not know the answer to that but will review.

Councilmember Gurney commented as follows:

- Discussed traffic engineering looking at this
- Not make decision tonight as to red zone changes – but wait for consultant work
- How long would that take
- How long would it cost us
- Situation intolerable
- Creates tension and anxiety
- Helpful to know address and how feel about delay from the residents

Staff commented that is correct. Staff stated the City would need to estimate the costs and discussed staffing choosing the traffic consultant to expedite the review. City Manager McLaughlin stated the City could do within the existing budget. He stated the residents are all not in agreement with the plan and a consultant would be helpful to address all those issues.

Councilmember Glass discussed community outreach and if a majority of the residents are in agreement or is it a massive controversy.

Staff commented as follows:

- Generally, the residents heard from on the north end have been on the western end of the street
- Generally, been supportive

Councilmember Glass commented as follows:

If the City could approve this concept for north end of street contingent upon review by the traffic engineer

Move forward if traffic engineer does not come back stating it is a horrible idea

City Manager McLaughlin stated that could be done at the discretion of the Police Chief and it would not need to be returned to Council.

Councilmember Gurney commented if this eliminates or repaints the T squares.

Staff stated it would be eliminating the T squares.

Councilmember Gurney questioned if they are necessary.

Councilmember Carnacchi commented as follows:

- Thanked staff for the visual presentation
- Discussed signage
- Does not do any good without enforcement
- Can a citizen stop a commercial vehicle and ask the police department to ticket

Chief Conner stated yes but it is not encouraged; however, he stated with signage this should help and will allow for enforcement.

Changing the parking to the other side of the street, how many of the live/work residents park on the opposite side of the street and encourage them to park in front of their live/work.

Vice Mayor Slayter suggested to look at Florence Avenue as a whole.

Councilmember Gurney questioned if it was for the traffic engineer to study from Florence Avenue to Healdsburg.

Mayor Hinton questioned if there is an issue on the other side of Florence.

Councilmember Gurney discussed Florence being used as a by-pass.

Councilmember Glass questioned if it was legal to have a sign that says through traffic discouraged.

Police Chief Conner commented as follows:

- Discussed regulatory signs (white)

- Advisory signs (yellow)
- City at its discretion can put up a sign that is not an enforcement sign to advise of a condition up ahead

Councilmember Glass stated it is not a collector street.

Councilmember Gurney discussed how it is used and not how it is labeled and how it impacts other streets.

City Manager McLaughlin stated he would have a consultant look at this and give discretion to staff to place advisory signs.

Mayor Hinton opened public comment.

John Davis 444 Florence Avenue, commented as follows:

- Discussed packet that was delivered is not the same as tonight
- Additional red curbs are part of this plan (staff stated yes)
- Appreciated work done
- Felt to what the residents had to say
- Packet answered the problem that most of us had – safety issue
- Discussed grandchildren being in danger of people backing out of the driveway
- Got 13 neighbors to agree to ask the police department for red curbs
- Treacherous to back out of driveway
- No visibility
- Begged for red curbs
- Thankful for proposal

Josh Sargent, 439 Florence Avenue, commented as follows:

- Representing east side
- Like to see more things looked in to
- Unseen consequences
- Discussed through traffic
- Street used as bypass
- Discussed speed
- Discussed safety issues
- Want everyone on street to be safe
- Want a functional street
- Limited parking spaces
- More parking is for the better
- Bigger look at the whole situation
- Discussed speed bumps

Marilyn Dolce Davis commented as follows:



- Resident of Florence Avenue for 25 years
- Discussed speeding
- Street used as bypass
- When development started, three homes built, two granny units
- Residential parking was not a problem
- When lofts went in, residences not a problem
- Told sufficient parking – did not pan out
- Became commercial parking lot for businesses
- Streets empty when businesses are closed
- Reiterate safety issue
- Took photos that were given to the City
- Cannot see when back out of driveway - wall to wall cars
- No visibility to back out
- When cars park across street, no room to get in and out even in street
- Near misses are un-accountable in numbers
- Not safe

Darlene and Charles, 422 Florence Avenue, commented as follows:

- Lived there many years
- Safety problem
- Have to back into driveway – afraid to back out – cannot see
- One house away from Mary’s Lane stop sign
- Watched semi run the stop sign
- Cars have had to be towed because they parked in front of the driveway
- Understand City needs business
- Used to love home and neighborhood
- Cannot put garbage cans out unless in front of driveway
- Too much
- Need some space
- Need safe space
- Do not have people living in tents because they would be run over

ila Benavidez-Heaster commented as follows:

- Grateful
- Mary’s Lane is really bad
- Need an evaluation
- Try to avoid those areas
- Thought Florence used to be a one-way street
- Not know if that would solve things
- Hear the issue is speed
- Invest money and get assessment

Annalise, 216 Florence Avenue, commented as follows:

- Thanked Chief Conner and Staff and City Councilmembers
- Inspiring to be here
- Discussed personal injury to her sister to passed due to injuries from being hit
- Florence – people come to appreciate art, go to Lowell's or go to Healdsburg Avenue
- Keep the people in a community and visitors safe
- Not safe on Florence
- Next door neighbor dog killed
- witness speeding always
- Discussed herself and her children being swerved at by a car
- Discussed a petition from the residents asking for a three way stop at Wilton
- Not know if best solution
- Serious issues on this street
- Scared that someone will get hurt

Robert, 216 Florence Avenue, commented as follows:

- Thanked the Council for taking pedestrian safety seriously
- Thanked the police department
- Listened to the concerns
- Discussed speeding
- Different from north end – discussed line of sight
- Recommended a three way stop
- Would slow things down
- Understand other methods to slow traffic
- Continue type of dialogue
- Not need to do exhaustive study
- See solutions sooner
- Support greater police presence – especially during the commute time

Heime 452 Florence Avenue, commented as follows:

- Thanked staff
- Speeding has not been addressed
- A lot of the work has been addressed
- Not need an engineer – this is a lot of work done
- Basics are there
- Traffic consultant to look at work – do not need new study
- Review of work being done would see time and money

Jackie Hammond, 468 Florence Avenue commented as follows:

- Support the many ideas
- Encourage to have engineer look at this
- Concern of making left hand turs if cars parked in front of driveway

Hearing no further comments, Mayor Hinton closed public comment.

Vice Mayor Slayter commented as follows:

- Not an engineer
- The proposal made by Councilmember Glass about having these okay by the Council and then looked over by traffic engineer makes sense
- Discussed local well-respected traffic engineering company may look at this expeditiously
- Vulnerable road user protection ordinance

Councilmember Glass commented as follows:

- Need to do base don approval of traffic engineer
- Discussed idea presented by the public about additional stop sign
- Corner is dangerous
- Not included in recommendation
- Could be added to the list for review

City Manager McLaughlin commented as follows:

- Council authorize staff to do changes to north end that were in staff report pending review by traffic engineer
- Proposed and people are generally in agreement
- Will do a further analysis of entire Florence area
- Clear parking changes expeditiously

Councilmember Gurney concurred with the addition that the speeding be addressed.

Council was in concurrence to do the signage sooner rather than later.

**Staff presented each item as follows:**

**b. Sebastopol Library**

Mayor Hinton asked for questions.

Mayor Hinton discussed other parking spaces. City Manager McLaughlin commented that would not be part of this agenda item.

Mayor Hinton opened public comment. There was none.

Hearing no comments, Mayor Hinton closed public comment.

**Staff presented each item as follows:**

**c. 321 South Main Street**

Mayor Hinton asked for questions. There were none.

Mayor Hinton opened public comment.

Hearing no comments, Mayor Hinton closed public comment.

Mayor Hinton stated she concurs with staff recommendation.

Councilmember Gurney discussed the curb was not painted and needs to be painted.

Vice Mayor Slayter stated the AIM owner is a new owner.

The Council was in consensus with the recommendations as stated in the staff report and as discussed above.

**City Council Action: Council was in consensus with the recommendations as stated in the staff report and as discussed above.**

**Minute Order Number: 2019-211**

9. Request for Direction to Staff on Community Vitality Position (Requestor: Vice Mayor Slayter)

Vice Mayor Slayter presented the agenda item recommending the Council provide direction to staff and determine what the process will be going forward.

Mayor Hinton asked for questions.

Councilmember Glass commented as follows:

- Consider the Council execute the first task or first component of this position as having someone to engage in that listening process and gathering information
- Engage in contract worker that has qualifications to engage stakeholders
- Work with staff to define ideas
- Move on to having some community meetings
- Community vitality coordinator title
- Report on findings
- Define what the position would be doing in the future
- Not hire another economic development coordinator that would have useless meetings
- Need to look at big picture of developing economy further
- Person engage to use principles talking about - economic development brand – local, artistic, green (Cittaslow)
- Build on work already done – take ideas into business community
- What kind of visitors do we want such as ecotourism
- Not want to attract thirty-year-old techy people from San Francisco that just want to drink

- Target visitors that we want to attract
- Target businesses that we want to attract
- Engage in listening campaign

Councilmember Carnacchi commented as follows:

- Discussed economic vitality group that has been meeting for months
- Discussed letter in the packet
- Discussed creating the application for the position first
- Have them show us how they will fit in
- Discussed key players who have already been meeting
- Discussed idea to empanel another Councilmember and make it a sub-committee
- Person may not be the person hired
- Sub-committee would be official meetings

City Manager McLaughlin commented as follows:

- Discussed discussion at economic vitality meetings
- Use the first year to get solid ideas of what the business community wants
- Create job description after having person survey community
- Hear from the businesses
- Discussed vacant storefronts
- May or may not be the person doing the work
- Assess needs of city and business community
- Having trouble defining this position
- Work from needs of city toward job description
- Need to assist businesses – how do we do that
- Economic vitality committee volunteered to help to do this
- Can do this with an additional Councilmember
- Assign another Councilmember to that committee
- Bring in contract person to help

Councilmember Glass commented as follows:

- In agreement with everything said
- Find person to go through and work with the stake holders to define what is needed
- Need bigger vision
- Make it bigger – define vision to get everyone behind as we attract businesses
- Who do we need to bring into that conversation
- How go about doing that
- Who needs to be included
- Mechanics of how City interact with businesses
- How do we develop vision for what we are attracting for economic future

Mayor Hinton commented as follows:

- Curious of hotel update
- Shepherding businesses coming to Sebastopol
- Outreach for city departments
- Expanding business district
- Interested to hold community meetings
- Hold community meetings – not just a small group of members

Councilmember Gurney commented as follows:

- Thanked Vice Mayor Slayter
- Had same thoughts as Mayor
- Holding open public meetings
- Assess what people are thinking about this
- Discussed meetings similar to the public transit
- Took a lot of conversation to get results
- Not know what business community wants
- Not know what greatest shortcoming is of Council that is perceived by the business community
- Current committee is downtown businesses and female centric
- Where are big successful businesses in town
- No grocery store owners on the committee
- Uninformed
- Hear from them in public meetings
- Circulation, parking, those items are not addressed
- Bring key stakeholders in and have them address specific issues – would learn a whole lot
- Not feel work we want to delegate to some individual – our responsibility to listen to our community and understand better whatever they want to tell us
- May have ramifications
- Like Council to take on public process to get to first year of definition
- Customer base is left out
- Need to know what our customer base needs or wants
- What will our people support
- Need to know where our people will put the money down
- Includes our service area
- Why does Main Street roll up at 6:00 at night
- Why are restaurants not open late (such as after a Council meeting)
- Needs to start in open way with a lot of listening
- Responsibility to our people

Councilmember Glass commented as follows:

- Agree with comments
- Good idea to contract with someone to help with facilitation and legwork
- Do not have staff to do that
- Will get same old people

Councilmember Gurney stated that would require writing an RFP.

Councilmember Carnacchi commented as follows:

- Empanel second Councilmember to group
- Have the group something back to Council
- Council then provide input
- Create tasks for transitional person to do

Vice Mayor Slayter commented as follows:

- Discussed existing group
- Not see as driver of this
- Wonderful, community minded group but self-selected
- Not membership that was vetted by the Council
- See group as one of a variety of sources of information
- Not think need to manage the selection of the person who is the coordinator of step A in that way
- Empower staff to consider the comments tonight and come up with brief description of the types of outreach the Council has mentioned tonight
- Return to Council in a public forum
- Send out for RFQ after discussion
- Get pool of applicants to act as the facilitator and coordinator for the outreach that needs to be done
- Need independent person that can manage the intake of information
- All equal participants in the process
- Not minimize communication from economic vitality group

Councilmember Carnacchi commented he does not want to inject someone foreign into the process.

Mayor Hinton opened for public comment.

Jill commented as follows:

- Agree with comments
- Have super understanding of what our community will support
- See businesses closing on Main Street
- Sat in on large community meeting
- Amazing how passionate people are
- Important to have meetings with the community
- Figure out what they want
- Having someone local who understands Sebastopol
- Large task
- Attended SDA meetings – not a lot of participation - same people at every meeting
- Glad to see this happening

ila Benavidez-Heaster commented as follows:

- Appreciate willingness
- Title not good
- Up to Council to figure out what is needed
- Use resources
- Need to be selectors
- Say this is what I want or what needs to be addressed
- Not vision but is direction
- Got to have formation and structure
- How do the integration

H4aring no further comments, Mayor Hinton closed pubic comments.

Council Deliberations:

Councilmember Gurney commented as follows:

- Town more than downtown
- Group is focusing on Main Street
- Discussed AmeriGas site
- Discussed old CVS site
- Discussed Barlow
- 961 South Gravenstein
- Bowling Alley shopping center
- Put in description - Remember we are more than smaller groups and more than downtown
- Pulling people together and unifying and getting marketing message that will benefit everyone
- Help us be vital
- What is the vitality we want
- Discussed suggestion to direct staff to use these comments to write up RFQ
- Council can edit
- See if can advertise and select to meet needs

Mayor Hinton commented as follows:

- Hire person to do community meetings and do a job description
- Spring – job description
- Community meetings
- Hire next person

Vice Mayor Slayter commented as follows:

- Discussed community meetings
- More to it
- Economic vitality group letter talks of using funding earmarked for this as the defining year
- Sounds like this is doing outreach of work that needs to be done by the permanent person

Councilmember Glass commented as follows:



- More than community meetings
- End up with same people
- Definition is networker
- Can get people enthusiastic in the process
- Bring other people into the process
- Help frame community meetings
- Create vision, network and put ideas together in way to bring people together

Councilmember Carnacchi commented as follows:

- Discussed the people who have already done the work
- Second Councilmember should participate in next meeting
- Discussed what work will be for interim position
- Not take work from sub-committee and throw it out
- Not put to staff to reinvent wheel

Councilmember Gurney commented as follows:

- No suggestion to throw anything out
- Cumulation of ideas
- Comments from public
- Get description
- Something to work off of
- Cumulative draft
- Available to committee
- Have staff do RFQ

Councilmember Glass commented as follows:

- Staff creates RFQ based on input
- Put in DRAFT form
- Council to review in public forum

Vice Mayor Slayter moved and Councilmember Glass seconded the motion to direct staff to create a DRAFT Request for Qualifications.

**VOTE:**

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

Noes: None

Absent: None

Abstain:None

**City Council Action:** Directed staff to create a DRAFT Request for Qualifications.

**Minute Order Number:** 2019-212

10. Consideration of Adoption of City of Sebastopol Electronics Policy (Requestor: Mayor Hinton) (As discussed at the City Council Meeting of July 16, 2019)

Mayor Hinton presented the agenda item recommending the City Council adopt the electronics policy.

The Council discussed the following topics:

- Personal specifications for devices
- City procurement (government rates)
- Standard electronics for IT
- Zero waste initiatives – paper reduction
- Purchase back policy
- Use of electronics (personal or City purchased) or receipt of paper packet – idea was not to add to expense of City
- Suggestion of allow for stipend or electronic device and paper packet
- Discussed ways individuals process information
- Discussed printing of agenda items

Mayor Hinton opened for public comment. Hearing no comments, Mayor Hinton closed public comment.

Council Deliberations:

Vice Mayor Slayter commented as follows:

- Policy tight and well written
- Suggested wording to eliminate (at personal expense) (page 7 of 8)
- Too much too fast
- Suggested compromise with edit

Councilmember Gurney commented as follows:

- Great idea for the edit
- Review in a one year to see if policy is working or needs revision
- Give time to transition
- Give opportunity to watch transition and be part of it

Vice Mayor Slayter moved and Mayor Hinton seconded the motion to approve Policy Number 92, Paperless Agenda and Use of Electronic Device for Official City Business, as amended.

**VOTE:**

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

Noes: None

Absent: None

Abstain: None

**City Council Action: Approved Policy Number 92, Paperless Agenda and Use of Electronic Device for Official City Business, as amended.**

**Minute Order Number: 2019-213**

**CITY COUNCIL REPORTS:**

11. City Manager-Attorney/City Clerk Reports: No reports.

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 Carnacchi reported as follows:

- Discussed meeting with Crown Castle
- Stated they indicated they are agreeable to raising antenna

Councilmember Glass reported as follows:

- Center for the Arts Gala Saturday Night
- Peace Wall Dedication – Jim Corbett being added to wall

Mayor Hinton reported as follows:

- Fire staffing sub-committee
- Budget Sub-committee Meeting with SCCC – challenges for remodel
- Next meeting September 16<sup>th</sup>
- Speaking at Urban Land Institute on Saturday

Vice Mayor Slayter reported as follows:

- Sebastopedal
- September 21<sup>st</sup>
- 9:00 am
- Police station parking lot

Councilmember Gurney reported as follows:

- Notice of event (flyer) – Sep 21<sup>st</sup> - Sebastopol
- Walking door to door on South Main and Petaluma Avenue
- Bus Buddy Program starting this Thursday
- 9:15 am
- Provided current schedule
- Times adjusted to meet needs of the Charter School
- Lead parent – Jonathan Greenberg
- Sebastopol Walks
- Interest in free fare program (expanded to six routes)
- Did interview on podcast
- Groundswell of interest from SCCC
- SCTA meets next week

Councilmember Glass commented as follows:

- People walking to 116 (Sun Ridge)
- Expanding route into neighborhood

Councilmember Gurney commented as follows:

- South Main and Palm – walk up Litchfield to Hayden
- Not a long walk
- Shortening 40 minute (headway)

13. Council Communications Received: There was none.

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

Mayor Hinton adjourned the regular meeting at 11:01 pm to the Closed Session.

CLOSED SESSION:

**CALL TO ORDER:** Mayor Hinton called the closed session to order at 11:05 pm.

**ROLL CALL**

**Present:** Mayor Hinton  
Vice Mayor Slayter  
Councilmember Carnacchi  
Councilmember Glass  
Councilmember Gurney

**Absent:** None

**Staff:** City Manager/City Attorney Larry McLaughlin  
Assistant City Manager/City Clerk Mary Gourley

15. CONFERENCE WITH LEGAL COUNSEL – THREATENED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Govt. Code section 54956.9: One Case.

(City Manager/City Attorney)

**City Council Action:** No report out.

**Minute Order Number:** 2019-214

**ADJOURNMENT OF CLOSED SESSION:** Mayor Hinton adjourned the closed session at 11:20 pm to the regular meeting.

**ADJOURNMENT OF REGULAR MEETING:** Mayor Hinton adjourned the meeting at 11:22 pm to the next regular meeting.

The Next Regular City Council Meeting which will be held on Tuesday, September 17, 2019, 6:00 pm at the Sebastopol Youth Annex, 425 Morris Street, Sebastopol, CA.

**Please note: The Regular City Council Meeting of October 1, 2019 has been cancelled.**

Respectfully Submitted:

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