

City of Sebastopol City Council Regular Meeting  
Minutes of  
Meeting of May 16, 2017

As approved at the regular City Council Meeting of June 6, 2017

6:00 pm - Convene Regular City Council Meeting, Sebastopol Youth Annex/Teen Center, 425 Morris Street, Sebastopol, CA 95472

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.

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.

A notice of the meeting was posted by the City Clerk on May 11, 2017.

**6:00 pm          Convene Regular City Council Meeting, Sebastopol Youth Annex/Teen Center, 425 Morris Street, Sebastopol, CA 95472**

**CALL TO ORDER:** Mayor Glass called the meeting to order at 6:04 pm.

**ROLL CALL:**

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

Absent:          None

Staff:             City Manager/City Attorney Larry McLaughlin  
                     Assistant City Manager/City Clerk Mary Gourley  
                     Building Official Glenn Schainblatt  
                     Engineering Manager Henry Mikus  
                     Finance Director Ana Kwong  
                     Fire Chief Bill Braga  
                     Planning Director Kenyon Webster  
                     Police Captain James Conner  
                     Superintendent of Public Works Dante Del Prete

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

**PROCLAMATIONS/PRESENTATIONS:**

The following were presented:

- Proclamation Recognizing Public Works Week, May 21-27, 2017
- Proclamation Endorsing the 2017 Community Resilience Challenge

Councilmember Gurney commented as follows:

- Daily Acts helped City to reach goals
- Kellen – coordinator for City Hall/Library Landscaping Project
- Work Day tomorrow – 10:00 am – 12:00 pm
- Every third Wednesday work day

**PUBLIC COMMENT:** (This is an opportunity for the public to address the City Council on items that are not listed on the agenda. This time is set aside to receive comments from the public regarding matters of general interest not on the agenda, but related to City Council business. Pursuant to the Brown Act, however, the City Council cannot consider any issues or take action on any requests during this comment period. Speakers are allowed to speak for a maximum of three minutes so that all speakers have an opportunity to address the City Council. The Mayor has the authority to limit the time allowed for speakers dependent on the amount of speakers in attendance. 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.)

There was none.

Consent calendar items are routine matters or matters which 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.

Councilmember Hinton moved and Councilmember Gurney seconded the motion to approve consent calendar item(s) number(s) 1, 2, 3, 4, 5, 6, 7, and 8,

VOTE:

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

**CONSENT CALENDAR:**

1. Approval of Minutes of April 18, 2017 City Council Meeting Minutes (City Administration)

City Council Action: **Approved City Council Meeting Minutes of April 18, 2017**

Minute Order Number: **2017-093**

2. Approval of Rejection of Claim Filed by Steven Weis for Claims or Damages Against the City of Sebastopol (City Manager/Attorney)

City Council Action: **Approved Rejection of Claim Filed by Steven Weis for Claims or Damages against the City of Sebastopol**

Minute Order Number: **2017-094**

3. Approval of Resolution Declaring Weeds on Private Property a Public Nuisance and Setting the Public Hearing Date/Time (Fire Chief)

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City Council Action: Approved Resolution Declaring Weeds on Private Property a Public Nuisance and Setting the Public Hearing Date/Time

Minute Order Number: 2017-095

Resolution Number: 6134

4. Approval of Temporary Use Permits - Fire Works Stands (Fire Chief)

City Council Action: Approved Temporary Use Permits – Fire Works Stands

Minute Order Number: 2017-096

5. Approval of Resolution Authorizing City staff to make additional mid-year budget adjustments to provide funding for several emergency and unexpected expenditures that have occurred since the mid-year budget review in January 2017 in a total not to exceed \$234,000.00 (Finance Director/Superintendent of Public Works)

City Council Action: Approved Resolution Authorizing City staff to make additional mid-year budget adjustments to provide funding for several emergency and unexpected expenditures that have occurred since the mid-year budget review in January 2017 in a total not to exceed \$234,000.00

Minute Order Number: 2017-097

Resolution Number: 6135

6. Approval of Appointment of Lynn Deedler to be Design Review Board Liaison to Public Arts Committee (Planning Director)

City Council Action: Approved appointment of Lynn Deedler to be Design Review Board Liaison to Public Arts Committee

Minute Order Number: 2017-098

7. Authorization for City Manager to Execute Contract with Questa Engineering Corp. for Design and Permitting for the AmeriCorps Trail Improvement Project (Planning Director)

City Council Action: Approved authorization for City Manager to Execute Contract with Questa Engineering Corp. for Design and Permitting for the AmeriCorps Trail Improvement Project

Minute Order Number: 2017-099

8. Approval of Revised Job Description for the Position of Senior Maintenance Worker (Superintendent of Public Works)

City Council Action: Approved Revised Job Description for the Position of Senior Maintenance Worker

Minute Order Number: 2017-100

**INFORMATIONAL ITEMS/PRESENTATION:**

9. Presentation from Sebastopol World Friends on Recent Sister City Student Visit (Meg Mizutani)

Sebastopol World Friends presented a presentation to the City Council.  
Student Ambassadors provided their experiences hosting exchange students

Councilmember Gurney commented as follows:

- Complimented all the students for their courage to open themselves up to be a part of this exchange program
- Courage to go into unknown with language and culture barriers
- Thanked parents for families who hosted students and also allow their children to travel
- Acknowledge adults on the Board of Sebastopol World Friends
- Long enduring commitment of grown-ups involved that have kept this program alive
- Thanked Council for lending time and support to this program

Vice Mayor Slayter commented as follows:

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- Liaison from Council to Sebastopol World Friends
- Success story that has the motto – Ripple the world
- One pebble thrown into a pond, is a tiny ripple, but that it keeps going
- Ripple the world is this program
- Opportunity to travel internationally
- Confidence and knowledge gained from that travel
- Lesson carries through life
- Wonderful program
- When traveling students will have a wonderful time and will come back changed

Councilmember Hinton commented she would like to discuss with Sebastopol World Friends how to be an adult volunteer and travel with Sebastopol World Friends,

Mayor Glass commented as follows:

- Wonderful program
- This is one of Sebastopol's most enduring and beloved program
- Terrific and wonderful
- Commented on the difference it makes for young people to be able to go to another country and be exposed to other people from other countries at an early age
- Commended Sebastopol World Friends
- Grateful for their service

**Council Action: None Required. Informational Only.**

**Reference Order Number: 2017-101**

#### **PUBLIC HEARING(s):**

10. Public Hearing – To conduct a Public Hearing on Fiscal Year 2017-2018 City of Sebastopol Budget (Finance Director)

Finance Director Kwong presented the staff report recommending the City Council Review and Consider the Proposed Budget for Fiscal Year 2017-18, conduct a public hearing, and provide comments and directions to staff on budget allocations for the upcoming fiscal year.

Director Kwong provided a brief background of the budget process that the City forms a budget subcommittee consisting of two council members, 3 staff members. The Budget Subcommittee met with the department directors to review their budget requests, met with Community Benefit grants applicants to review their request, met multiple times and spent lots of hour in meetings to consider reach request and as the result presented their recommendation to full Council for approval.

- General Fund forecasted revenue at \$8.28M, proposed expenditures at \$8.19M with the planned addition to unassigned reserve balance of approximately \$90K for 17/18.
- General Fund Revenue by category:
  - Property tax revenue combined shows a decrease of 5.6%. The property tax in terms of “assessed value” of properties is projected an increase of 1.5% in growth. Other categories within property tax specifically property tax in lieu of sales tax ended in fiscal year 16/17 with last true up payment the City received in December 2016. As the result, property increase/decrease within the category, resulted in the overall of 5.6% decrease.
  - Sales Tax & Other Taxes – what comprised in this line item is our general sales tax, the 2 local measurers and UUT as all categories are trending positive.

- Licenses and permits had seen a constant increase from year to year, this category is harder to project especially for the building permits. To be conservative with the projection, building permits is projected for FY17/18 at the 16/17 adopted level of \$150K.
- Fines and Forfeitures revenue decreased is due to a number of factors, but to name a few such as reduction in DUI arrests as our Police Department has made concerted efforts to reduce DUI driving over the past decade, plus the State has changed certain methods on reclassifying certain type of crimes.
- Intergovernmental revenue declined is mostly due to no longer receiving the one-time state mandated cost reimbursement compared budget to budget.
- Charges for services increase due to planning fees projected higher for the next fiscal year.
- The City doesn't normally get a lot of miscellaneous income, but the current year is a bit unusual with one time revenue such as Fire Department solar refund \$13K. Budget assumes no such one-time revenue.
- Transfer in decrease is due to an accounting clean-up for SLESF Supplemental Law Enforcement Service Fund. No longer treated as transfer in and the cost for the officer is directly house in that fund.

#### General Fund Expenditures by category

- City Council budget decreased by 13.0% is due an overall decrease in community benefit grant funding as it compares with the amended budget. The amended budget has a onetime contribution of \$50K to the Senior Center.
- City Manager budget decreased by 5.4% is mainly due pine grove square project.
- Finance budget increased by 28.3% is mainly due to the continuation of the on-going accounting software maintenance and upgrade. This budget assumes the next phase of the accounting software which will be the payroll module that will cost \$10K more than other modules, \$20K for an additional temporary support to help with the implementation and \$15K for outside HR consultant supports.
- Planning department decreased by 2.6% is due to this year the zoning ordinance update cost less than General Plan update in prior year.
- Police Department increased by 2.3% is mainly a result of routine step increases plus cost of living adjustment and accrual time in lieu cash out.
- Fire Department increased by 5.1% is mainly due to funding year 1 of 3 turn-out safety gear replacement.
- Public works shows a decreased by 8.7% because of 1 time emergency repairs.
- Community Center and Ives Pool showed a slide decreased due to an overall decrease in routine capital outlay items.
- The bulk of Other General Government line item is due to not budget the \$150K transfer to street pavement reserve for this upcoming fiscal year.

In addition to the routine departmental expenditures, the department had submitted with the original requested amount totally \$425,500 as needs assessment.

- Item#1 is a request for 1 additional personnel in the Police Department.
- Item#2 thru 5 were recommended to be done in this current fiscal year.

- Item#6 and 7 is a request from the Sebastopol Community & Cultural Center for carpet replacement and exterior painting
- Item#8 is a request from Ives Pool for a locker room upgrades.
- The proposed amount of \$196,500 has not been funded in the proposed operating budget.
- Since FY 2011-2012, the City has been working towards meeting the goal of City Council policy #69 which calls for an unassigned fund balance within the range of not less than 15% of annual operating expenditures for the fiscal year with a multi-year goal of achieving a 20% unassigned fund balance level. The adopted budget calls for a reserve level that exceeds the 15% minimum goal set by City Council Policy #69.
- The unassigned reserves at June 2016 was approx. \$4.1M. The Budget Subcommittee is proposing 3 categories of fund balance assignment. They are Building, Facilities and Infrastructure reverse of \$685K. Equipment, Technology & Vehicle Replacement Reserve of \$1.1M. And CalPERS and other post-retirement benefit at \$1M. The total of the proposed assigned equal to \$2.7M. Which would leave the unassigned of \$1.3M. We anticipated the budget savings at June 2017 of \$87K would be added to the \$1.3M unassigned plus the proposed budget addition in this next fiscal year of \$90K will give the total unassigned reserve of \$1.487M.
- The City Restricted reserve represents the 2 sales tax measures.
- Water fund is in balance. With projected operating revenue to be \$2.05M. With anticipated \$2M in expenditure.
- Sewer fund is in balance as well. With projected operating revenue to be approximately \$2.9M. With anticipated \$2.85 in expenditure.
- Gas Tax fund with the Governor recently approved the SB1 for road repair and accountability act of 2017 with a significant new investment in California's transportation system will yield an 8.2% increase in revenue with an anticipated fund balance of \$14K in surplus by June 2018.
- All other special revenue funds such as Measure M, Art in lieu, park in lieu and traffic impact fee have positive estimated fund balance at 6/30/18.

Councilmember Hinton questioned if this takes into account the City tax that is set to expire.

Director Kwong stated that this budget does take into account the sunset of Measure Y.

Councilmember Hinton questioned if these figures will change if the tax is extended.

Director Kwong stated that is correct.

Mayor Glass questioned if this budget does not take into consideration TOT from the new hotel.

Director Kwong stated that is correct.

Vice Mayor Slayter questioned if in FY 17-18, the City received \$215,000 and in FY 18-19 the City will receive \$305,000.

Director Kwong stated that is correct.

Vice Mayor Slayter stated the \$215,000 are new dollars that are coming into the City within the last few weeks and that the new funds for FY 17-18 will be coming from the State from the Governor's gas tax increase.

Councilmember Gurney questioned if the budget subcommittee wanted to make a report.

Mayor Glass suggested doing questions of staff then the budget subcommittee will do an overview of the budget.

There were no questions of staff at this time.

Mayor Glass commented as follows:

- Positive direction with our budget
- Several years ago, City had no savings
- Thanked City Manager and management and stated due to their wisdom and the wisdom of former Councils, the City retained staff but hours for staff were cut back to retain staff
- Kept staff – as revenues came back – increased hours
- Past several years working on getting better idea of long term financial planning
- New City Finance Director invaluable resource in doing this
- Found the City was not budgeting for some things long term
- Approach has been to get a handle on how much we have, what is needed to be spent this year, look at where we are 5-10 years down the road
- Budget for those ups and downs that will happen
- Discussed replacement vehicles
- Discussed new special funds
- Discussed Reserve Funds (Buildings, Facilities, and Infrastructure) (Equipment, Technology and Vehicle) and (CalPERS Retirement and OPEB Reserves)
- Created general reserve for cushion
- Three separate reserves
- Explained CalPERS and pension payments and liabilities
- Made a lot of progress on this
- First time had special reserve funds
- Done by work of the budget committee thinking of how the City will not be caught flat footed
- Generally keeping expenses fairly flat
- Discussed some specific things to worry about
- City saves because of amazing volunteer fire department
- Need to keep working with Fire Chief to ensure we continue to have a viable volunteer fire department
- Expenses would be much higher
- Need to support fire department
- Discussed City staff personnel and their workload
- City Manager/Attorney – trading hats all the time – if not have that – would have more expenses
- Discussed future ideas – goals and priorities – examine is how to enhance revenues
- Should see increase in revenues from TOT monies

- Discussed three potential revenue enhancement opportunities (increase TOT percentage (bed tax) taxes to people who do not live here; examine cannabis exaction and regulation and Councilmember Carnacchi's idea of charging tax on coffee cups
- Need to examine these potential revenue enhanced revenue sources
- Start planning for future
- Providing good level of service
- Public seems happy with Departments
- Get good feedback on services provided
- Discussed economic development director
- Discussed enhancing that idea for the future – community vitality director
- May want to finance that position in the future (economic development manager who also combines and pulls together economic development and invitations to businesses into City that implement concepts of Cittaslow
- Dealing with housing issues as well
- If fund that position, big increase to budget
- Mindful of need for administrative support
- City Manager/City Attorney and Assistant City Manager/City Clerk work without any administrative support
- Definite needs out there
- Discussed redo of Ives Park
- Need to think of how expand revenue
- Not doing that this year – have responsible budget for this year
- Funding in place for needs for this year
- Done good job of balancing this now, but that does not mean that we do not need to be looking to the future of how we are going to move forward and expand our local economy and expand local business and expand the parks

Vice Mayor Slayter commented as follows:

- Discussed obligations to our employees
- Every City is working on this issue
- Sebastopol is slightly better off than the majority of cities
- City does have a serious problem though that needs to be looked at and considered
- Stated it is early enough before the mountain starts to climb up that chart of payments due to CalPERS – couple of years of lead time for good planning
- Team effort to solve the problem including negotiations with three labor groups and how much employees are contributing
- City paying more
- Costing more
- Thanked the Council to the employees for trying to solve that problem
- Discussed housing
- Enormous need
- Know we have an issue – regional issue
- Not going to solve in Sebastopol by ourselves
- Have done our part when we had redevelopment agency
- Need to partner with local industry to build houses
- Discussing people living here and helping them help us

- Discussed the Fire Department – stop gap – doing again this year – offering paid shifts to volunteer fire fighters – paying volunteers to come and work in the middle of the week
- Been tremendous success
- Discussed the reserves – 9 million annual budget – general reserves 1.5 million
- Not complex to find out how many months operating the City has
- Not a lot of money
- Not a big number to handle operating costs
- Glad set up other reserves to smooth hits to the General Fund
- Discussed vehicle replacements
- City is in a fortunate position to fund these reserves at nice level for initial year
- Need plan to keep them sustained year to year
- Figure out how to put more money into these reserves
- Multiyear process
- Undergoing shift in accounting software
- Budgets getting more understandable, more transparent, information presented in way that is readable and understandable to the lay person
- Council and staff are available to answer questions
- Budget process is intense for a few months and then idles to mid-year
- City received a budget presentation award (explained on page 20)

Director Kwong explained the award.

Vice Mayor Slayter stated that award is because of the Finance Director's work on the budget.

Mayor Glass explained the process for review of the budget.

Councilmember Gurney commented as follows:

- Interested in reports of the budget subcommittee
- Appreciate the months of commitment for this process with the subcommittee and City staff
- See the professional work it is based on
- Footprint of the community
- Represented values of the Council
- Grateful for that
- Discussed revenue enhancing measures
- Did not speak to sunset of tax measures
- Not sure understand how protected these assigned funds are

Vice Mayor Slayter commented as follows:

- Discussed tax measure – stated the budget subcommittee had an initial conversation to renew early and often
- Tax measure sunsets March 2021
- Stated this needs to be a part of the conversation with additional revenue enhancement measures

Mayor Glass commented as follows:

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- Sees the budget subcommittee has having an ongoing function to look at these potential revenue enhancement measures
- Budget subcommittee to discuss recommended strategy to the Council

Councilmember Gurney commented as follows:

- Would like to connect the dots of the time line
- Discussed this budget
- Election is 2018 and 2020
- Tax measure sunsets 2021
- Suggested going out early 2018
- Stated the City will soon be heading into the next November 2018 election soon
- Stated spring time is the time to organize a citizens committee to do that
- How protected assigned funds

Vice Mayor Slayter commented as follows:

- Stated the reserve funds are protected with a standard 3/5 vote of the council
- Can be reassigned with majority vote

Councilmember Carnacchi commented as follows:

- Discussed projected revenues
- Discussed renewing the business license fee schedule
- Stated he does not recall the last time fees were raised

Finance Director Kwong commented as follows:

- Stated the City is reviewing business license fees
- Stated those fees are not within the user fee scheduled but are within an ordinance
- Hoping when get new system in place, the City can look at fees and if the City would want to recommend to the Council increasing fees or not

Mayor Glass commented as follows:

- Stated this is something that is a fee
- City has to justify collection of fees and cannot charge more than the actual costs
- Stated otherwise it would be called a tax
- Stated the City has to have the accounting background to provide to our auditor how the City is charging those fees to offset the City expenses
- Discussed the reason for expanding our financial software

Vice Mayor Slayter commented as follows:

- Stated this is the same question asked each year
- Discussed fees for businesses
- Discussed the user fee schedule for the parks
- Stated this is a low fee
- City is heavily subsidizing a lot of these events
- Fee schedule needs to be looked at with a more critical eye
- Recover some of the costs

Mayor Glass opened the public hearing.

Ila Benavidez-Heaster commented as follows:

- Discussed talk of outreach coordinator/economic development director and believe this was supposed to be part of the Pine Grove Square consultant
- Stated she is hearing discussion tonight of an economic enhancement director
- Thinking of how the City needs to come up with more funds
- Curious if letting go of the outreach coordinator
- Questioned if that was replaced with the Pine Grove Square consultant or with a new economic enhancement director
- How are we generating money from within our town

Mayor Glass commented as follows:

- Discussed term – community vitality director
- Could encompass a number of those things
- Very preliminary at this point

Mayor Glass stated the public hearing will be opening during all categories of the budget.

The Council discussed the following:

General Fund: No comments

Transactions Sales Tax Fund: No comments

Water Fund:

- Mayor Glass commented that these funds are once again things that are funded by fees as opposed to taxes
- Shows the income that we get from fees to provide the water services and the expenses
- Cannot make a profit on this
- Can only charge for actual costs
- Enterprise Funds
- Fees tied closely to what expenses are

Councilmember Hinton commented as follows:

- Stated when water fees were discussed before, she questioned fees that are charged for the water tower and discussed people who are purchasing water from the City, provide it to serve something outside the City and are making money on this
- Questioned if what we are charging for the water tower is appropriate
- Questioned if that fee should be raised for operating costs to people who are making a profit using City water

Mayor Glass commented as follows:

- City can only charge fees for water that cover our costs
- Questioned if the City can make those fees higher for people who are making money off our resources

City Manager McLaughlin commented as follows:

- Stated he is certain that the City could charge more of market rate for water that is sold from the water tower
- Subject is complex – has been history behind the provision of that water
- Typically it is based on a perceived need (such as supplementing water for a well that is not working or a new subdivision under construction that does not have water yet)
- Stated it is not just for whoever wants to come buy water
- Effort to project need for that water as part of that process
- Will need to supply more information to deal with that subject thoroughly

Councilmember Hinton requested the City research this item and determine if the City can have two line items to represent revenues for people who live outside the City limits and those who live inside the City limits that purchase water from the City water tower.

Mayor Glass suggested looking at revisiting the water fee schedule as a whole.

Director Kwong commented as follows:

- Stated last year was the final year of the water rate increase
- Prudent to revisit that in a few years
- Prudent to conduct a water rate study

Councilmember Hinton commented that it may be helpful to keep in mind that it may cost the City more to fill up a water truck.

City Manager McLaughlin commented as follows:

- Discussed the reasons that the City water rates were raised so dramatically a few years ago
- No water rate study had been completed previously
- No increase in those fees for a number of years
- Had to make dramatic fee increases
- Would like to avoid that happening again

Mayor Glass commented as follows:

- Stated the more people save water the more we have to charge them
- Counterintuitive
- Have fixed costs for water system that have to be paid for

Sewer Fund: No comments

Special Revenue Fund: No comments

Assessment District Fund: No comments

Councilmember Gurney stated it would be helpful to have maps of these districts in the budget and large enough for the public to read easily.

City Council/City Administration/Cittaslow:

Councilmember Hinton questioned telecommunications and technology.

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City staff stated that telecommunications are for telephone and wireless internet service and technology is for such items as equipment for Live Stream.

City Manager McLaughlin stated that each department has an assigned percentage for allocations.

Councilmember Hinton discussed the Cittaslow budget as follows:

- Discussed the carryover for the Ped Line project
- Stated there is no back up information in the budget on these carry over funds
- Questioned the details of the budget

Director Kwong read the Cittaslow proposal as presented to the Budget Subcommittee.

Councilmember Hinton commented as follows:

- Discussed the proposal of Lend a Hand with the Lion's Club
- Questioned if there is a contribution from the Lion's Club
- Unusual partnership with community to have no contribution
- Make sense to consider coordinating service clubs to Lend a Hand day to stretch our dollars

Mayor Glass commented that the budget subcommittee had the same concerns and suggested finding sponsorships.

Councilmember Gurney commented as follows:

- Discussed that this idea came from the Non-Profit meeting conducted by Cittaslow
- Believe that is where the idea originated
- Stated this is an ongoing committee with Cittaslow
- Anticipate if they have a need for funds the committee can request that
- Believe this is an organized event through Cittaslow
- Can figure out funding or make funding request to us

Vice Mayor Slayter commented as follows:

- Stated that these funds were part of this request
- Budget subcommittee is making the recommendation that the line item for Lend a Hand not be funded this year
- Stated it is not reflected on Page 84

Councilmember Hinton commented that it is recommended on page 84.

Vice Mayor Slayter stated this was a budget subcommittee recommendation not to fund this.

Director Kwong stated it was an oversight that it was not removed from the budget, but that it will be removed based on the budget subcommittee recommendation.

Mayor Glass and Vice Mayor Slayter stated the \$5920 should be removed from the Cittaslow budget.

Councilmember Hinton commented as follows:

- Questioned why isn't the service club coming up with the money

- Suggested using Cittaslow to coordinate community wide Lend a Hand Day
- Coordinate with all service clubs rather than just the Lion's Club
- Questioned if the budget subcommittee did not recommend approval

Vice Mayor Slayter stated that is correct and that it was an oversight on staff to have not removed it from this budget as the budget subcommittee emailed staff to remove these funds from this budget.

Councilmember Gurney commented as follows:

- Discussed making this a service club wide event
- Making it more than just being driven by the Lion's Club
- Questioned if this event can be done this year
- Suggested allowing the numbers to be increased to allow a more broadened day
- If not have support money will not be spent
- If the City takes the money, it might kill the project
- Discussed bringing nonprofits together and getting them out of their silos

Mayor Glass commented as follows:

- Stated the City is not going to be doing the final adoption tonight
- City staff can ask Cittaslow to explain how this could be an event that could include all service clubs and not be restricted to one

Councilmember Hinton commented as follows:

- Would like to include all groups
- Would like to see a coordinated marketing effort
- Would like staff to get clarification on the \$300 a month for the community calendar
- Stated she loves the project but the money might be better spent in another way
- Have \$1000 for trouble shooting and stated that sounds high
- Discussed participants putting in their own events

Mayor Glass stated that the calendar needs to be juried and discussed management of web sites.

Vice Mayor Slayter commented as follows:

- Discussed Cittaslow budget
- Discussed the breakdown of their budget and stated some of it seem fat such as the part at HopMonk and the costs of the T shirts
- Questioned why is the City funding an after party at HopMonk
- T Shirts expensive
- Budget felt inflated for event coming from service clubs

Councilmember Carnacchi commented as follows:

- Member of Lion's Club
- President suggested organizing other nonprofits and get together to work together
- Will be joint project
- No aware of what is involved or the funding process

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Councilmember Gurney stated this even could benefit from the direction of the City Council to be a City wide event.

Community Benefit Grants:

Councilmember Carnacchi questioned if all organizations listed applied for a grant.

Director Kwong stated no, only the organizations that were funded.

Councilmember Gurney commented as follows:

- Stated only the ones that were funded applied
- Stated two were funded above the ask

Mayor Glass stated all these organizations were listed for historical and comparative purposes.

Councilmember Hinton questioned the amount for the library and discussed the recent passage of the funding for libraries.

Councilmember Gurney stated this is not for the public library, but for a private nonprofit community group working to research a new library building.

Councilmember Hinton questioned why they are being funded more than what they asked for.

Vice Mayor Slayter commented as follows:

- Stated they are at a point in their progress where they have demonstrated a need for additional funding in relation to this work
- Discussed the building of a new facility in town for the betterment of this community
- Stated the funding was based on where they were in the process

Councilmember Gurney stated this is an ask for \$10,000 and that \$5000 is a carry-over of the current year.

City Manager McLaughlin commented that the \$5000 is a carry over.

Councilmember Hinton questioned where it is indicated on a budget line that this is a carry-over from the current year.

Mayor Glass stated the carry-over is not listed.

Councilmember Hinton stated she was not informed which of these are carry overs.

Councilmember Gurney stated the information would be in their application.

Councilmember Hinton questioned how the Council would know of these requests and does this information have to be requested from staff.

Director Kwong stated the applications were sent out to the City Council.

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City Manager McLaughlin commented as follows:

- Discussed that these applications were discussed at a public budget subcommittee that was held
- Stated this meeting was attended by additional Councilmembers that were not on the budget subcommittee
- Stated the budget subcommittee reviewed the applications
- Stated City staff had a binder of all applications at that meeting for public review

Vice Mayor Slayter stated that many organizations did not send representatives to this meeting.

Councilmember Hinton stated that she attended the meeting and did not hear about this carry over.

Vice Mayor Slayter stated that groups verbally explained their applications, and if they were not in attendance, the committee reviewed the applications.

Councilmember Hinton questioned the funding for Weischemann Hall.

Vice Mayor Slayter stated that this is a nonprofit that is doing ADA upgrades to a City building on their nickel.

Mayor Glass commented that the Budget Subcommittee is recommending increasing the Sebastopol World Friends budget to allow for funding for the bus to be able to pick the students up from the airport.

Councilmember Carnacchi discussed the LANTERN request and questioned if their plans as they currently exist contain loss of parking.

City Manager McLaughlin commented as follows:

- Stated there is no plan right now
- Stated LANTERN has retained the services of an architect
- Stated LANTERN has not yet reviewed City plans for that building
- Discussion of possible solutions
- No plans in place
- Parking assessment not been done yet

Councilmember Gurney commented as follows:

- Discussed the Pine Grove Square and stated there has been some general conversation about improving that parking lot in the event the Pine Grove Square project is successful
- Talked of investing that equity into multi-level situation
- Talked of Senior Center need for more space
- General ideas floating around
- None involved taking away parking

Mayor Glass called for a break at 7:58 pm and reconvened the meeting at 8:12 pm.

The Council discussed Departmental budgets as follows:

Finance – No comments

Planning – No comments

Building – No comments

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Police – No comments

Fire - No comments

Public Works – No comments

Community Center/Ives Pool:

Councilmember Gurney commented as follows:

- Discussed the need to think of long range improvement plans
- Would like to see that worked into the budget
- Interested in that information for future budgets

Mayor Glass concurred with working on a long term version for the budget for the Community Center and Ives Pool.

Vice Mayor Slayter commented as follows:

- Complimented both the Community Center and Ives Pool
- Discussed the amount of community benefits provided by those two facilities is off the charts
- Stated how much they do with so little funding is remarkable
- Thanked both the Community Center and Ives Pool for what they do
- Tremendous success

Councilmember Gurney commented as follows:

- Stated this works well
- The budget is not fancy or frugal
- Stated the community loves both these organizations

Ricardo Freitas commented as follows:

- New bathhouse is 35 years old
- Stated it is old, not new
- In process of renovating the bathhouse
- Wish they could do bigger and better
- Everything is so expensive
- Ives Pool budget is frugal

Diana Rich commented as follows:

- Recognize the contributions of the City Council and City staff to improving the facilities
- Investment in our facilities reflects the support from the entire City of Sebastopol
- Stated this is all tax payer monies
- Discussed grand plans for the Community Center
- See many opportunities for expanding what they are doing now
- Make it better for the community
- Make more self-sustaining

Non Departmental – No comments

Vice Mayor Slayter commented as follows:

- Discussed the audit

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- Questioned if that was in this year's budget
- Questioned if there is a new auditor

Director Kwong stated the audit is in this year's budget and the City does have a new auditor. She stated that it is best practice to change auditors every five years.

Vice Mayor Slayter commented as follows:

- Discussed page 170 – membership listing for City of Sebastopol
- Discussed memberships dues in departmental budgets
- Stated this is a comprehensive list
- Interesting and informative

Councilmember Gurney commented as follows:

- Discussed page 160
- Stated she is double checking that the anticipated TOT from the new hotel is not in this upcoming budget
- Questioned if the City has any idea what budget the TOT revenue might fall into for the hotel project

Director Kwong stated the TOT revenue for the hotel is not forecasted in the upcoming FY 1-18 budget.

Director Webster stated the latest report is that the hotel will begin construction next spring and that it will take about a year to build.

Councilmember Gurney questioned if the revenue anticipated in 2020 is forecasted in the budget.

Director Kwong stated it is not forecasted in the current projected budget for 2020.

Councilmember Gurney commented as follows:

- Discussed page 161
- Discussed the process to explore new revenue sources
- Questioned if the budget subcommittee will be continuing on to discuss future revenue measures
- Questioned if this might be in the future of the subcommittee and if so is there a timeline

Mayor Glass commented as follows:

- Budget subcommittee will continue to meet
- Stated they will be working with staff with a recommended timeline
- Stated the budget subcommittee will be reviewing recommended types of revenue enhancements
- Stated this conversation will begin once the budget is adopted

Councilmember Gurney commented as follows:

- Discussed the timeline
- Discussed that the City was looking into dipping into the revenues in the future
- Discussed the surplus doing down
- Need to make some decisions fairly quickly in 2017 for election timeline
- Discussed needed to take action by 2019

Mayor Glass commented as follows:

- Stated she believes this will begin in the June or July time frame
- Stated she anticipates it will be about a three month time frame where the budget subcommittee will return to the Council with suggestions

Vice Mayor Slayter questioned the amount of head room the City has left in how much sales tax increase the City can ask for.

Director Kwong stated as of right now it is ¼ cent.

Vice Mayor Slayter stated that could change if the County passes a sales tax increase.

Councilmember Gurney questioned if it could be more than ¼ cent or is it maxed out.

Vice Mayor Slayter commented that if another entity comes in with a sales tax measure, it takes away the potential head room for another City to increase their taxes and stated the State has a max that is allowed for sales tax.

Mayor Glass stated it is rumored that the County is looking to go out for a sales tax measure.

Councilmember Gurney stated she also heard that the Parks may go out for a revenue measure.

Vice Mayor Slayter stated if that is approved prior to the City putting this on the ballot, the City would not be able to increase our taxes.

Councilmember Gurney stated she believes the County is looking to do this in 2018.

Mayor Glass stated that unless the Council decides otherwise, the City sales tax measure would be to re-up the measure.

Councilmember Hinton questioned if the City was looking at a ¼ cent sales tax increase sooner than 2018 or at the same time as the County.

Vice Mayor Slayter stated the budget subcommittee will be discussing that soon.

Councilmember Hinton discussed the creation of a subcommittee for CalPERS.

Mayor Glass questioned if a separate subcommittee should be created.

Councilmember Hinton stated she would be willing to serve on that subcommittee.

Mayor Glass stated that she will put this on the agenda.

Councilmember Gurney questioned if staff will be accumulating historical policies and updating them upon recommendation of the budget subcommittee.

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Director Kwong commented as follows:

- Stated the California Finance Association as part of the award, recommended what policies the City is deficient in
- Stated this is one way to improve the budget documentation
- Stated the City needed a revised financial policy

Mayor Glass stated that part of that had to do with the reserve policy as well.

Councilmember Gurney commented as follows:

- Questioned if this will be adopted with the budget
- Questioned if it will amend the current policy number 69
- Questioned if it would be a stand-alone policy
- Stated it is new and important to make these changes
- Appreciates the work of the budget subcommittee

Diane Rich commented as follows:

- Questioned the needs assessment report
- Questioned the process for discussion
- Discussed the Community Center and Ives Pool items that are on the needs assessment list

City Manager McLaughlin commented that staff was recommending that the City Council discuss the needs assessment list and provide direction.

Mayor Glass commented as follows:

- Budget committee did not fund these items in order to have a balanced budget
- When went through this, given costs of upcoming year, wanted budget not in the red
- Items did not make it through this year's budget
- Potential to review during mid-year budget review

Vice Mayor Slayter commented as follows:

- Budget subcommittee starting working with a list twice as long as what is now seen in the budget
- Various departments had needs that were not funded
- Some requests were withdrawn at request of department heads after meeting with the budget subcommittee
- Items list 2-5 were emergency repairs- timing to fix was fortuitous with surplus in this current fiscal year (FY 16-17)
- Those items were taken off this list
- Did not recommend funding \$65,000 between the Youth Annex and Ives Pool

Mayor Glass stated that the City would have ended up being \$15,000 in the back if funded and leaves little wiggle room for the City.

Diane Rich commented as follows:

- Understands that the City has limited funds
- Stated this is known at the Community Center
- City has made a lot of recent improvements

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- Thanked the City for the support
- As funds are available, she knows that the City and City Council will do their part to support efforts to improve Community Center
- Thrilled the Council is funding and supporting other great interests in this community

Councilmember Carnacchi commented as follows:

- Expressed thanks to Vice Mayor Slayter and Finance Director Kwong
- Thanked Mayor Glass for participation on budget subcommittee
- Thanked staff as well

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

Mayor Glass commented as follows:

- Requested staff to make the discussed adjustments
- Requested staff to ask for additional information from Cittaslow
- City Council will make a final decision at the June 6<sup>th</sup> Council meeting

**City Council Action:**

- Requested staff to make the discussed adjustments
- Requested staff to ask for additional information from Cittaslow
- City Council will make a final decision at the June 6<sup>th</sup> Council meeting

**Minute Order Number: 2017-102**

11. Public Hearing – To conduct a Public Hearing on Capital Improvement Program Budget for FY 2017-2018 (Engineering Director)

Engineering Manager Mikus presented the staff report recommending the City Council Review and Consider the Proposed Capital Improvement Program Budget for Fiscal Year 2017-18, conduct a public hearing, and provide comments and directions to staff on budget allocations for the upcoming fiscal year. This item will be returned for final approval with the FY 2017-2018 Operating Budget scheduled for June 6, 2017.

Mayor Glass asked for questions of staff.

Councilmember Gurney commented as follows:

- Discussed the \$1.2 million the City will receive from SCTA
- In this extended timeline will get:
  - New pavement
  - Bike lanes on both major routes and local streets
  - Plus safety corridor improvements on Bodega
- Five year plan get us significant step forward all around
- Safety is a significant factor

Engineering Manager Mikus stated the following will be done this year:

- Two Intersections
- Hawk
- Local bike lanes

Councilmember Gurney commented as follows:

- Discussed Infrastructure
- Discussed the reserves
- Questioned if any of that money is earmarked for roads or pavement

City Manager McLaughlin commented no.

Councilmember Gurney commented as follows:

- Questioned if the City Council can use the reserves
- Questioned that if the funds are dedicated for something else, can the City Council choose to do something else with those funds
- Questioned if the dollar figures are assigned for a specific purpose

Mayor Glass commented that part of the notion of having these assigned reserves allows the Council the flexibility as opposed to have restricted reserves.

City Manager McLaughlin commented as follows:

- City Council can direct the use of those money for anything
- Discussed Council policies
- Reserves – basically a savings account
- Certain things we want to say we want money for
- Could be used for something else

Councilmember Gurney commented that some of these items could happen sooner rather than later if the Council wanted to make budget changes and use some of the reserves for these projects.

Vice Mayor Slayter commented as follows:

- Stated it could be loan to ourselves
- Stated if the City knows that it is receiving grant funding in future years, the City could use the reserves and repay it once the City receives the grant funding

City Manager McLaughlin commented as follows:

- New territory for CIP
- Stated the City can now track projects
- Stated the City can now easily see what funds are being used to pay for a project
- If not having funding allocated, those projects are identified as well
- Stated this should be seen as a work in progress until we get good at this
- Discussed a lot of mistakes in this document that will be corrected for the June 6<sup>th</sup> Council Meeting

Vice Mayor Slayter discussed Item 14, gap closure on Bodega Avenue, and questioned if this is the area near Pleasant Hill Avenue.

Staff stated that is correct.

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Councilmember Gurney commented as follows:

- Discussed page 18
- Discussed the advantage of having an organized CIP
- City can more aggressive be applicants for grant money
- Discussed applying for SCTA grants as well as CDBG

Vice Mayor Slayter discussed the negotiated contracts for Village Mobile Home Park that were in progress. He also questioned if the fourth bay for the fire department should not be included in the inclusionary housing budget.

Staff stated that will be corrected in the report.

Councilmember Carnacchi questioned how forced negotiations work.

Engineering Manager Mikus commented as follows:

- Discussed this being a competitive process
- Stated the City originally did not receive bids through the formal process and can now use the negotiated process
- Stated that he met with three companies
- Provided tours of the mobile home park
- Requested prices from all three companies

City Manager McLaughlin commented as follows:

- Stated this is being done under Public Contract law
- Discussed non responsive bids
- Discussed the process

Vice Mayor Slayter questioned if the City invented this document or was it a template from another City and that all communities are doing it this way.

Engineering Manager Mikus stated he created the document.

Councilmember Gurney commented as follows:

- Stated the pages are hard to read
- Request the print be much larger for people to be able to read the document
- Suggested the Engineering Manager putting his name and date onto the cover of the document
- Valuable to have that information

Councilmember Carnacchi commented as follows:

- Discussed the Traffic Impact Fee Fund
- Discussed the \$10,000 requested for Willow and Jewell intersection temporary striping
- Discussed consultant's options during his presentation
- Questioned where is this cost incorporated in the CIP

Engineering Manager Mikus stated that the City Council never decided on an alternative or directed staff to do one or the other but that the \$10,000 is shown as a placeholder in the CIP.

Councilmember Carnacchi questioned where in the CIP it is shown the costs that the City has spent on the consultant.

Engineering Manager Mikus commented as follows:

- Stated the consultant was paid in the past fiscal year (FY 16-17)
- Stated the consultant fees are not shown in this budget
- Stated the consultant, W Trans, presented a striping alternative for \$10,000
- Stated that amount was kept as a placeholder

Councilmember Carnacchi questioned if the \$10,000 is in the CIP budget.

Engineering Manager Mikus commented it is in the CIP for five years from now.

Councilmember Gurney commented that W Trans did the Bodega Avenue safety study at that time and suggested higher priority improvements other than the temporary striping.

Councilmember Carnacchi questioned if that idea was shelved.

Engineering Manager Mikus commented it is on hold.

Mayor Glass commented as follows:

- Stated a lot of these projects are moving targets in the CIP
- Stated the City receives information; determines if it is a good idea; either sets aside money or puts it in the CIP as a placeholder
- City Council reviews the CIP on an ongoing basis
- City can move the projects around

Vice Mayor Slayter commented as follows:

- Discussed State Route bike lane project
- City has a design
- City was looking to fund this project ourselves
- City could not afford it
- Was in future category as a placeholder
- City is in a cooperative project with Caltrans
- City will be doing the ADA ramps
- Caltrans do striping
- Council moved the project based on this new information

Councilmember Gurney stated that staff can find grants based on the work that W Trans has done and go after the grants more aggressively.

Councilmember Hinton commented as follows:

- Recalls the Council meeting where this was discussed
- Discussed the paving at the end point on Willow Street and thought this area was going to be striped to see if the Council liked the idea to have it paved sooner rather than later

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- Questioned if that item on tonight's CIP is moved down on priority

Engineering Manager Mikus stated the City Council did not make a decision and that the Council never conducted a formal vote for alternatives.

Councilmember Hinton commented that she remembers funding was allocated to temporarily stripe the intersection to see what the public thought of the intersection and stated she recalls this remaining in the budget.

Engineering Manager Mikus stated the Council needs to determine one of the alternatives.

Councilmember Hinton commented as follows:

- Stated she thought this was being returned to the City Council
- Stated she remembers addressing this concern
- Discussed where the pavement is currently ending

Mayor Glass stated that she also remembers this discussion well and suggested that this item be re-agendized.

Councilmember Carnacchi questioned if the City Council can move the \$10,000 into this year's budget in case it is needed sooner.

Councilmember Gurney commented as follows:

- Suggested that the City Council re-agendize this item to have a broader conversation than just the \$10,000
- Would like to see if the Council is interested in having a project that is fully designed that could be suitable for grant applications for Storm Water funding

City Manager McLaughlin stated that this item can be re-agendized for further discussion.

Councilmember Carnacchi questioned at that time if the Council would adjust the budget for \$10,000.

City Manager McLaughlin commented as follows:

- Stated the CIP is a fluid document
- Stated the Council can discuss the \$10,000 at that time
- Stated once discussed and if approved, the funding would be moved at that time
- Stated the Council can review the CIP throughout the year

Councilmember Gurney commented as follows:

- Requested a discussion to determine if the Council was interested in a \$10,000 decision or \$90,000 decision
- Stated this could affect the CIP
- Discussed the MS-4 grant funding

Mayor Glass commented as follows:

- Discussed issues with a CIP
- Looking at funding with multiple sources

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- Discussed applying special funds to projects

Mayor Glass opened the public hearing.

Ila Benavidez-Heaster commented as follows:

- Questioned where is the HAWK located in the CIP  
Questioned the timing of the HAWK
- Stated she would like to get a handle on that project
- Stated she watches this list a lot and a lot of the projects fade away and become something else

Jim Coconas commented as follows:

- Discussed ear marking of \$10,000 for the temporary striping on Willow/Jewell
- Provided a handout to the City Council
- Discussed the handout
- Questioned when this meeting will be held to discuss this item
- Shocked to hear that this item is on the CIP for five years from now

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

Engineering Manager Mikus addressed the public as follows:

- HAWK is being designed now
- Go to bid in a month for this project
- Will be built this fall

Mayor Glass commented as follows:

- Directed staff to re-agendize intersection issue
- Directed staff to Inform Mr. Coconas of that meeting date
- CIP to return to the June 6<sup>th</sup> City Council Meeting

#### City Council Action:

- Directed staff to re-agendize intersection issue
- Directed staff to Inform Mr. Coconas of that meeting date
- CIP to return to the June 6th City Council Meeting

Minute Order Number: 2017-103

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

12. Consideration of Letters of Interest and Direction to the Mayor or Voting Delegate for Voting at the June 8, 2017 Executive Board of Directors of the Sonoma County Mayors' and Councilmembers' Association Meeting (City Administration)
  - ABAG Executive Board, one position, to fill expiring term of Jake Mackenzie (Rohnert Park); term expires June 2017. Two year fixed term. Council was in consensus for Jake Mackenzie
  - ABAG Executive Board, (Alternate), one position, to fill expiring term of Julie Combs (Santa Rosa); term expires June 2017. Two year fixed term. Council was in consensus to support Julie Combs (Glass, Gurney, Hinton, Slayter – fine either way; Carnacchi – Combs)

## City Council Regular Meeting

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- Sonoma County Agricultural Preservation & Open Space District Citizens Advisory Committee, one position, to fill the expiring term (June 2017) of John Dell’Osso (Cotati). Term expires two years from appointment
- NCRA Board, one position, to fill vacant term of Sonoma County (previously Mendocino County); must be a Cloverdale or Healdsburg Mayor or Councilmember; term expires two years from appointment.

Mayor Glass presented the agenda item.

Mayor Glass opened for public comment.

Hearing no further comments, Mayor Glass closed public comment.

Vice Mayor Slayter moved and Councilmember Gurney seconded the motion to support:

- Jake Mackenzie
- Julie Combs
- John Dell’Osso
- David Haegel

VOTE:

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

Noes: None

Absent: None

Abstain: None

**City Council Action: City Council supported**

- Jake Mackenzie
- Julie Combs
- John Dell’Osso
- David Haegel

**Minute Order Number: 2017-104**

#### CITY COUNCIL REPORTS:

13. City Manager-Attorney/City Clerk Reports:

- Reminder to RSVP by May 25<sup>th</sup> for the June 8<sup>th</sup> Mayors and Councilmembers Meeting/Dinner

14. 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 Hinton reported on the following:

- Open Space Advisory Board Meetings (Dates to promote)
- Russian River Watershed Association Meeting (applications for grants)
- Discussed video department at Analy High School
- League of CA Cities – discussed letters of support/opposition for bills that they are following
- Discussed mini cell tower bill – should look at this to send letter
- Attended Golden Gate Bridge tour

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- Attended Sebastopol Walks

Councilmember Carnacchi reported on the following:

- Discussed a movie he watched (name ?)
- Concern with League partners and sponsors

Vice Mayor Slayter reported on the following:

- Discussed Sonoma Clean Power
- Discussed increase in PG&E rates and fees to be charged to Community Choice customers
- Rebuilding Together workday (project at Fircrest Mobile Home Park, one adjacent to the High School and landscaping at the Senior Center – designed by Cary Bush)

Councilmember Gurney reported on the following:

- Parklets Day
- Impression private party
- Talked to people – really well received
- Thanked Neysa for handout from Russian River Watershed Association
- \$28000 a year to be a member
- Thanked Sebastopol Walks - repeat of watershed walk
- Saturday – Memorial Day- Taking bus to Forestville and taking trail back
- Landscape subcommittee has first meeting with Daily Acts to talk about possibility of working with WCCS as entering Village Mobile Home Park as management team and social service provider
- Do re-landscaping project
- Daily Acts interested
- Pine Grove subcommittee have released the report at an early date
- Complicated matter coming up on June 6<sup>th</sup>
- Reports available a month in advance
- Responsive to Councilmember Carnacchi's request to have information available sooner
- SCTA – 1.2 million dollar OBAG grant
- RCPA – New Years Resolution- try for one car free day per week
- Not using car – hard to do
- Takes a lot of pre planning and coordinating and making decisions
- Had to abbreviate year to date
- So far made one day per week

Mayor Glass reported as follows:

- Discussed the most recent Housing Subcommittee Meeting
- Burbank Housing and County spoke at the meeting
- Discussed section 8 vouchers issues and landlords
- Discussed outreach to landlords
- Attended Mosquito and Vector Control meeting
- A lot of tick activity this year – looking for partners to spread the word on how to do tick prevention and how to do mosquito prevention
- Discussed public outreach

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15. Council Communications Received: There was none.
16. Future City Meeting Dates/Events (Informational Only): (See Agenda)

CLOSED SESSION: NONE

**ADJOURNMENT:** The meeting was adjourned at 10:13 pm and was adjourned to the next regular scheduled City Council Meeting of Tuesday, June 6, 2017, at 6:00 pm to be held at the Sebastopol Teen Center/Youth Annex, 425 Morris Street, Sebastopol, Ca.

Respectfully Submitted,



Mary Gourley  
Assistant City Manager/City Clerk, MMC