

**City Council**

Mayor Una Glass  
Vice Mayor Sarah Glade Gurney  
Diana Gardner Rich  
Neysa Hinton  
Patrick Slayter



**City Manager**

Larry McLaughlin  
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**City of Sebastopol**

CITY COUNCIL MEETING MINUTES  
MINUTES FOR Meeting of October 19, 2021

As Approved by the City Council at their regular meeting of November 2, 2021.

The City Council special and regular meeting was held via teleconference pursuant to AB 361.

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.

**5:30 pm Convene Special City Council Meeting -Closed Session (ZOOM VIRTUAL FORMAT)**

**CALL TO ORDER:** Vice Mayor Gurney called the regular meeting to order at 5:33 pm.

**ROLL CALL:**

Present: Mayor Una Glass – By video teleconference – arrived 5:43 pm.  
Vice Mayor Sarah Gurney – By video teleconference  
Councilmember Neysa Hinton – By video teleconference  
Councilmember Diana Gardner Rich - By video teleconference  
Councilmember Patrick Slayter -By video teleconference

Absent: None

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

**PUBLIC COMMENT:**

(Prior to adjournment into Closed Session, the public may speak up to 3 minutes on items to be addressed in Closed Session). There were none.

**ADJOURN INTO CLOSED SESSION:** Mayor Glass adjourned the meeting to the closed session at 5:39 pm.

**CLOSED SESSION:**

1. CONFERENCE WITH LEGAL COUNSEL – THREATENED LITIGATION  
(Gov. Code section 54956.9(d)(2) (Two Cases)

**City Council Action: No Report Out**

**Minute Order Number: 2021-255**

**ADJOURNMENT OF CLOSED SESSION:** Mayor Glass adjourned the closed session at 6:30 pm.

**ADJOURNMENT OF CITY COUNCIL SPECIAL MEETING:** Mayor Glass adjourned the special meeting at 6:31 pm.

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

**CALL TO ORDER:** Mayor Glass called the regular meeting to order at 6:45 pm.

**ROLL CALL:**

Present: Mayor Una Glass – By video teleconference  
Vice Mayor Sarah Gurney – By video teleconference  
Councilmember Neysa Hinton – By video teleconference

Councilmember Diana Gardner Rich - By video teleconference

Councilmember Patrick Slayter -By video teleconference

**Absent:** None

**Staff:** City Manager/City Attorney Larry McLaughlin  
Assistant City Manager/City Clerk Mary Gourley  
Administrative Services Director Ana Kwong  
City Engineer Joe Gaffney  
Fire Chief Bill Braga  
Planning Director Kari Svanstrom  
Police Chief Kevin Kilgore  
Public Works Superintendent Dante Del Prete

**SALUTE TO THE FLAG:** Mayor Glass led the salute to the flag.  
Mayor Glass read the protocols for the meeting.

**PROCLAMATIONS/PRESENTATIONS:**

The following was presented:

- Proclamation to Recognize the Soroptimist International of West Sonoma County for donating volunteer hours, energy, and funds for the betterment of women and girls in Sebastopol

**Reference Order Number:** 2021-256

**REPORT OUT OF CLOSED SESSION:** There was no report out.

**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:**

The City has received public comment which was forwarded to the City Council and posted to the City web site.

Courtney Klein commented as follows:

- Wanted to express my appreciation for everyone involved in the Laguna cleanup with our unsheltered neighbors.
- It sounds like it was a wonderful group effort between public works and Saabs and probably West County community services and the homeless advocates, and I can't think of a better way to, you know, address such a situation humanely.
- I've heard from the people involved that not only was the cleanup really great for the environment, obviously, but also that several of these individuals who were camping out at the Laguna were able to connect with social services so that they could get the help that they so desperately need and also to get placed in housing.
- Wanted to really express my appreciation for that.
- I have a huge soft spot for the members of our community who are struggling.
- It could be any of us, and so I just really wanted to say thank you to everyone involved.

Suzanne Lande commented as follows:

- Most people know that I'm one of the volunteers who's on Morris Street and other places assisting our shelterless or homeless community members.
- I know that there's been discussion of where could they go
- I'm hoping there's really a push to find collaboration with the county and the City, whether it's outside of the City limits, the City purview, somewhere whether it's leased or purchased, both for campers or maybe a separate place for the trailers.
- I think that this would really also benefit our merchants.
- Maybe we could not have it be on the trailers and everything on Morris Street.

- I do think Morris Street, the people in the trailers and vehicles, it's really become a community.
- One person helps another, all of that
- I would love to see both a collaboration between West County Community Services and SAVS, Sonoma Applied Village Services.
- With this ,some of us volunteers, we would help if something comes up; that's what I believe.
- Many people have a pet there
- It's kind of their family
- It would be way better for these animals, they're family members of those living in vehicles, if there was somewhere where the pet could be walked to readily.

Linda Berg commented as follows:

- Want to applaud everybody in this town and all the people that are working with the homeless
- I understand that the City's just typical Sebastopol, people doing great work.
- The only thing about the Laguna there, people need to be advised that's infested with ticks.
- Ticks that have diseases and that are not readily dealt with.
- For everybody that goes down there, it's advisable not to take your dogs down there, they're nothing more than tick collectors in that Laguna area, which is ideal habitat for hard shelled ticks, that carries Lyme plus other diseases.
- What I want to talk about is the history of wireless radiation
- 11 years ago our wonderful legendary police chief place add \$500 fine on the installation of smart meters in the City, and there was a great group of people started out just three of us that opposed the installation of wireless smart meters.
- People got arrested as they blocked the PG&E smart meter trucks as they were coming out of the yard early in the morning.
- It was a great deal of opposition making this probably ground zero for the opposition to smart meters in the United States
- We were successful to an extent until they threw in the opt out thing and the extortion fee to protect yourself from this wireless radiation, which in fact is part of genetic modification.
- This wireless radiation causes mutations in the DNA, and we need to reject it, all forms
- I'm not saying all technology is bad.
- I'm a proponent of sonic and fiberoptics
- We can keep the computers.
- We just need to wire everything.
- We need to regroup and oppose all of the other wireless stuff that is coming our way and educate ourselves so that we keep the community healthy and alive.
- It also adversely affects the climate as in warming.
- That's what microwave radiation does.

Arthur George commented as follows:

- Chair of West County homeless advocates.
- We thank everyone all the planning, restraint, compassion, and after work in the recent sweep of unhoused persons from the Laguna and the successful relocation of numbers of individuals.
- We also appreciate that sanitation facilities for the unhoused appear among the council's wish list budget items.
- However, some concerns persist.

- Not all the persons removed from the Laguna accepted the services offered for their own reasons and perhaps to their own detriment.
- We believe that number may be as many as 15, perhaps fewer than ten. Nevertheless, they remain out.
- Some of them crowded as guests into the RVs on Morris Street.
- A month ago limited use of the gravel parking lot behind the Youth Center was referred out for staff review, but there appears to have yet been no report where action as winter approaches.
- In discussion two weeks ago about bicycle lanes, one suggestion was to remove all of the parking on the West side of Morris Street and replace it with bidirectional bike lanes.
- While that parking is used for customers and employees of the Barlow and other businesses, the statement was made that it is not the purpose of government to subsidize parking for businesses.
- Let me suggest that such parking is not a subsidy. It is a civic service that a municipality provides.
- No one begrudges parking on Main Street as a subsidy there, yes, businesses rely upon it and so do customers, members of the public.
- It facilitates the flow of commerce and community on Main Street and on Morris.
- As we seek to prevent chipping away at safe parking on Morris and Laguna Parkway, we also recognize the legit needs of business and shared uses in this community, thus, we support safe mixed use of Morris Street for vehicles and bicyclists as recommended by the City Engineer or in the alternative, repositioned bike lanes that maintain parking on both sides of Morris Street.
- We do not want to make worse the tensions that already exist by removing or further restricting limited parking places.
- The Council has received public comments protesting the expenditures for services for Morris Street campers asking what have these campers contributed to receive such services.
- Let me respond, in their lives they have paid sales taxes at the very least and likely still do.
- Many have been contributing members of society until some difficulty reduced their circumstances.
- Some people need help, not everything is based on what you paid into.
- For example, we do not impose a toll or a tax on anyone who uses a Sebastopol street without buying something as they pass through to Bodega Bay
- Again, these are services that a municipality provides.
- It is proper to provide them on Morris Street and elsewhere in Sebastopol.

Linda Collins commented as follows:

- Sebastopol Chamber of Commerce
- I feel that it is my duty to report information to the City Council when it comes into the office.
- This is in regard to the unhoused, and I know that there has been a lot of activity going on, a lot of resources put this place to help the individuals or the families that are of concern.
- However, it was it was my understanding and I could be incorrect, that when we did this sweep of the streets on Morris Street that we would give everybody an opportunity to be housed, and there was few people that chose not to for various reasons and they are known to only them.
- My question is to the City Council, because we have offered them a place to go or reside, is it not in the City's best interests then to move them along if they choose not to?
- I don't want anyone to feel that I'm heartless because that's not the point.
- The point is I have had people contact me regarding businesses up there, one in particular had a buyer, the buyer had cash, was going to purchase this business that's been there for many, many years.
- Unfortunately, they backed out when they went to view the property and it had to do with the unhoused.
- I also had a potential business call me and asked me about Morris Street and the businesses there and wanted my opinion on the unhoused, which I did not give them.
- What I did tell them was that there's been a lot of work that has been done.

- There's groups that are working with the unhoused to try and get them to a spot where they would be comfortable and not be living in their trailers.
- My concern is do we not owe it to our businesses on Morris Street to make sure that there is adequate parking on both sides of the street.
- Can we find a place.
- I have to believe there's still room at the Park Village.
- Maybe we have to get away with the gardens and maybe plant small gardens for people or allow them to plant small gardens, but I think we're losing sight of it.
- I do think I have one positive I encountered.
- I encountered one gentleman today that is unhoused. I saw him today taking a cart around picking up garbage. Now it wasn't much garbage but he did a phenomenal job. I gave him some gloves because he did not have any, but he was a very nice gentleman.
- I don't want anybody to think that I am not heartfelt touched by the unhoused.

Amee Sas commented as follows:

- I'm a realtor in town.
- I can see it from both sides because on the one hand affordable housing is very much lacking in our area, and I actually have a comment about using the term "unhoused."
- I think it's interesting that we believe that they are unhoused.
- They actually have housing. They are not living under a bridge. They're living in vehicles.
- We have deemed vehicles as not housing.
- I think that's interesting because you cannot live in a vehicle right now on private property.
- I'd just like to take it back a bit and say can we not look again as a County, as a City on people living in vehicles on private property?
- I know one of the supposed homeless, he's living in a vehicle on Morris or has in the past and he got in a dispute with his wife and didn't want to live in his house, couldn't live on his own property.
- They own a house in his RV and went to live on Morris.
- This isn't someone who's unhoused. He didn't want to be in his house with his wife but went to live in the RV.
- I have an uncle who has an RV. I would like that man to be able to come and stay on my property.
- I'm selling property right now to someone who has a house in town. They look into putting a junior accessory dwelling on their property. It's a City lot. They don't need septic or well.
- It was \$1,000 a square foot to put a junior accessory dwelling unit on their land.
- I don't think that's affordable housing and neither did they.
- They're selling the home that their children grew up in much to their dismay because they have extended family who wants to live with them and buying another property in Sebastopol much more expensive in order to accommodate family members whereas the family member moving in with them has an RV but would have liked to park on their property, but we've made it illegal for people to live in their vans.
- I very much want these folks to be able to on private property
- It's also taking their voting rights from them if you don't have an address.
- If you lived on private property in a van you could vote.
- I think it's not right the location.
- Safe parking could be an intermediary step, but could we go back further and look at our rules for living in vehicles on private property, please?

Council/Staff response to public comments:

- One of them was it cost \$1,000 per square foot for an ADU.
- Is the City enforcing going around looking for people living in a vehicle on private property?
- What kind of enforcement do we do there?

City Manager/Attorney McLaughlin commented as follows:

- I don't know about the cost of the ADUs and also a little unclear whether living in a vehicle on private property is a zoning regulation or found elsewhere.
- We may need to research it.

Director Svanstrom commented as follows:

- I do know construction costs have increased.
- I don't have a good sense of what residential construction costs. I've not heard anything.
- Regarding living in a vehicle on private property, we do not allow that in the City except for a couple of instances.
- We do have a temporary care unit if someone needs medical care and assistance or for fire victims
- I don't believe we actively go around looking for people living in their vehicles.
- Just in terms of what the City does charge also the City has made it a very easy process
- We simply require building permits. We don't charge any impact fees for ADUs or any JADUs have impact fees.
- For ADUs we don't charge impact fees for ADUs up to 750 square feet, which is at the most the vast majority of 75% of our ADUs are that size or smaller.

Councilmember Slayter commented as follows:

- I can just really quickly answer the question or address the question about the cost.
- What was stated in the public comment could have been inferred that was just simply talking about City fees and that is not the case.
- The cost of construction has increased.
- The cost of City permitting for ADUs and JADUs has actually been put on sale. They're cheaper than they used to be rather than more expensive, which is opposite what the construction costs are which is something the City has zero ability to regulate.
- I'm sure our public commentator understood that.
- The way it came out sounded like it was the City fees, and I understand she's now nodding her head. So we're in agreement about that.
- Yes, construction is expensive right now on a per square footage cost.
- \$1,000 per square foot for a JADU, I would look very hard at that contract because someone needs to make a few boat contracts on that.
- The conversion to a JADU of a master suite at \$1,000 a square foot - that's good work if you can get it.
- I'm not privy to any of that stuff or the specifics of that, but industry standards that sounds like someone's floating a balloon up.

**STATEMENTS OF CONFLICTS OF INTEREST:**

Conflicts of interest may arise in situations where a public official deliberating towards a decision, has an actual or potential financial interest in the matter before the Council. In accordance with state law, an actual conflict of interest is one that would be to the private financial benefit of a public official, a relative or a business with which the Councilmember is associated. A potential conflict of interest is one that could be to the private financial benefit of a Councilmember, a relative or a business with which the Councilmember is associated. A Councilmember must publicly announce potential and actual conflicts of interest, and, in the case of actual conflict of interest, must refrain from participating in debate on the issue or from voting on the issue and must remove themselves from the dais.

**There was no Statements of Conflict of Interest stated.**

**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.

Councilmembers 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 Glass read the consent calendar.

Mayor Glass opened for public comment on the consent calendar. **There was none.**

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

**There was no request for removal of an item.**

Comments from Councilmember Hinton:

- On item number 3 with a focus on "e" we're going out for possible applicants for the Planning Commission, but it has been discussed a possible reduction from 7 to 5 of the Planning Commission.
- Is this something that we should discuss now?
- Depending on those applications is that something we could discuss then?

City Manager/Attorney McLaughlin commented discussions tonight would be a bit beyond the item description. The item was to be addressed by the Agenda Review Committee.

Mayor Glass called for a motion.

**MOTION:**

Vice Mayor Gurney moved and Councilmember Rich seconded the motion to approve Consent Calendar Item(s) Number(s) 2, 3, 4, 5, and 6.

**Discussion:**

Vice Mayor Gurney commented as follows:

- Special thanks to Toni Bertolero (GHD) for Item 5
- Updating Bike Master Plan
- Hopeful for financial support from SCTA

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

**VOTE:**

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

Noes: None

Absent: None

Abstain: None

2. Approval of Minutes of the City Council Meeting of October 5, 2021 (Responsible Department: City Administration)

**City Council Action: Approved Minutes of the City Council Meeting of October 5, 2021**

**Minute Order Number: 2021-257**

3. Approval and Receipt of Upcoming Vacancies on the Various Committees:

Public Arts Committee (Responsible Department: Planning/City Administration)

Term Ending Dates: December 31, 2021

Jen Vertz Category 2

Barbara Harris Category 1

Jeffrey Stucker Category 3

- a. Approval and Receipt of Upcoming Vacancies on the Design Review Board (Responsible Department: Planning/City Administration)  
Term Ending Dates: December 31, 2021
  - i. Lars Langberg Category A
  - ii. Christine Level Category C
  - iii. Vacant (Formerly Ron Hari) Category C
- b. Approval and Receipt of Openings for Recruitment on Zero Waste Committee (Engineering)
  - i. Commercial Entity Representative
  - ii. Citizen Representative
- c. Approval and Receipt of Openings for Recruitment on Climate Action Committee (Planning)
- d. Approval of Receipt of Openings for Recruitment for Planning Commission (Planning)
  - i. Vacant seat of Luke Lindenbusch (Fill term to December 31, 2023) Due to Resignation
  - ii. Vacant seat of Zac Douch (Fill term to December 31, 2022) Due to Resignation

**City Council Action: Approved Receipt of Upcoming Vacancies on the Various Committees:**

**Public Arts Committee (Responsible Department: Planning/City Administration)**

**Term Ending Dates: December 31, 2021**

**Jen Vertz Category 2**

**Barbara Harris Category 1**

**Jeffrey Stucker Category 3**

- e. **Approval and Receipt of Upcoming Vacancies on the Design Review Board (Responsible Department: Planning/City Administration)**  
**Term Ending Dates: December 31, 2021**
  - i. Lars Langberg Category A
  - ii. Christine Level Category C
  - iii. Vacant (Formerly Ron Hari) Category C
- f. **Approval and Receipt of Openings for Recruitment on Zero Waste Committee (Engineering)**
  - i. Commercial Entity Representative
  - ii. Citizen Representative
- g. **Approval and Receipt of Openings for Recruitment on Climate Action Committee (Planning)**
- h. **Approval of Receipt of Openings for Recruitment for Planning Commission (Planning)**
  - i. Vacant seat of Luke Lindenbusch (Fill term to December 31, 2023) Due to Resignation
  - ii. Vacant seat of Zac Douch (Fill term to December 31, 2022) Due to Resignation

**Minute Order Number: 2021-258**

4. Adoption of Resolution Authorizing the City Manager To Direct Continued Use of Teleconferenced Public Meetings For All The City's Committees, Commissions, and Boards Pursuant To Assembly Bill 361 (Responsible Department: City Administration)

**City Council Action: Approved Adoption of Resolution Authorizing the City Manager To Direct Continued Use of Teleconferenced Public Meetings For All The City's Committees, Commissions, and Boards Pursuant To Assembly Bill 361**

**Minute Order Number: 2021-259**

**Resolution Number: 6380-2021**

5. Approval of Letter of Support for the SCTA Countywide Active Transportation Plan (Requestor: GHD)

**City Council Action: Approved Letter of Support for the SCTA Countywide Active Transportation Plan**



**Minute Order Number: 2021-260**

6. Authorize the City Manager to Execute a Letter of Agreement with the Sebastopol Police Officers Association, Increasing the Monthly Accrual of Sick and Holiday Leaves During a 12-Hour Schedule Pilot For Sworn Officers Required to Increase Quality of Life and Provide Coverage During an Exigent Scheduling Need, effective October 31, 2021 which includes: 1)Temporarily Increasing Sick Leave Accrual from 10 to 12 hours a month (5.54 hour per pay period) for sworn employees regularly scheduled for 12 hours a day shifts, and 2)Temporarily Increasing Holiday Hours Accrued from 10 to 12 hours for sworn employees regularly scheduled for 12 hours a day (Responsible Department: Police/RGS Personnel Consultant)

**City Council Action: Approved Authorizing the City Manager to Execute a Letter of Agreement with the Sebastopol Police Officers Association, Increasing the Monthly Accrual of Sick and Holiday Leaves During a 12-Hour Schedule Pilot For Sworn Officers Required to Increase Quality of Life and Provide Coverage During an Exigent Scheduling Need, effective October 31, 2021 which includes: 1)Temporarily Increasing Sick Leave Accrual from 10 to 12 hours a month (5.54 hour per pay period) for sworn employees regularly scheduled for 12 hours a day shifts, and 2)Temporarily Increasing Holiday Hours Accrued from 10 to 12 hours for sworn employees regularly scheduled for 12 hours a day**

**Minute Order Number: 2021-261**

**Resolution Number: 6381-2021**

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

**PUBLIC HEARING(S): NONE**

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

7. Presentation on Update of Status of Recommendations from the Public Report on Independent Civilian Review of Sebastopol Police Department conducted by Jerry Threet (Responsible Department: Police)

Chief Kilgore presented the agenda item recommending the City Council receive the Update of Status of Recommendations from the Public Report on Independent Civilian Review of Sebastopol Police Department conducted by Jerry Threet.

Mayor Glass opened for questions of staff and/or presenter.

Councilmember Rich commented as follows:

- It's impressive to see all the work that's been done so quickly and thoroughly by you and your department.
- I'm uncertain where this was in the recommendation, but my question relates to any efforts that might have been pursued regarding a mental health response team.
- There was a reference to the CAHOOTS model and there's been reference to the efforts to bring in the unit sharing responsibility between those two cities.
- I see that as inherent within the overall goals of this report.
- Can you share any information with us on that topic?

Chief Kilgore commented as follows:

- The assessment for the model is still being completed by the outside consultant I spoke with today.

- Our plan is to have that done later this month as to what that model would like and how it would relate to the financial matter related to supporting that type of program.
- We do hope to have that here within the next couple of weeks that we can move forward to looking forward as to how that might be developed or partnered with our mutual aid law enforcement entities that are here in the county as well.

Councilmember Rich commented as follows:

- I think it's important to emphasize the useful collaboration that is an opportunity there in terms of other jurisdictions trying to address similar needs especially since we're a small town.
- It sounds like it's a priority and I appreciate that.

Councilmember Slayter commented as follows:

- Discussed item number 5 on the report
- I think for the benefit of certainly myself, full Council and the community, can you provide us an update on the Openpolicing.org project?
- That's something I've had great interest in.
- I'm happy to see it lit up so brightly on our staff report.

Chief Kilgore commented as follows:

- The reason that is lit up in the way that it is because that is something coming very soon.
- I just had another meeting today with the administrators of Openpolicing.org.
- We've been having regular meetings to work on all the infrastructure related to that Website and how it will be used here in the police department at Sebastopol.
- We expect we'll have that up and running here in next couple of months.
- Pursuing being utilized for our community as well to provide real-time feedback on the types of calls that our officers are interacting with people and that our dispatchers are interacting with people as well.
- I do fully expect that to be up and running.
- There's no other department in the country using this, so we are the trailblazing agency on this.
- Looking forward to seeing what kind of results we have from that.

Mayor Glass opened for public comment. There was none.

#### City Council Discussion and/or Deliberations:

Mayor Glass commented as follows:

- I just would like to say how much I appreciate all the work that Chief Kilgore has been doing on bringing our police department up to modern standards, making sure that all of our policies are in compliance with best practices and the work he's been doing in collaborating with our police officers so that they are all working together to make sure they can be the best department that they can possibly be.
- Thank you to the Chief and thank you to all the work of the officers and the work they're doing in response to the audit that we had done last year

Vice Mayor Gurney commented as follows:

- Similarly from me, my thanks, Chief, to you and all the work you and your department has done.
- I have to say, though, it's a little disappointing that the public isn't here to either further question you or appreciate what you've done because I know our public was very much interested in this.
- I would like them to know all the of accomplishments and how far you've come to recognize the very important suggestions that were made.

- Perhaps we need to have an article written on this or some kind of publicity because it's important that our public know of the changes that you've made.

Mayor Glass commented our City management could direct our outreach coordinator in our newsletter to encapsulate this report, just a quick bullet-point report that was provided by the Chief so that all of our newsletter subscribers out there understand the progress that's being made.

City Manager/Attorney McLaughlin commented that will be done.

Mayor Glass thanked the Chief for the report.

**City Council Action: Received Report.**

**Minute Order Number: 2021-262**

8. Consideration of Approval of RFP/RFQ Process (Requestor: Councilmember Hinton/Administrative Services Director)

Councilmember Hinton presented the agenda item recommending the City Council consider amendments to the RFP/RFQ Process.

City Manager/Attorney McLaughlin commented as follows:

- With prospective questions on the purchasing policy with what we presently have, I will refer to the Administrative Services Director.
- However, I would like to advise that with respect to professional services which are defined in the Government Code as primarily architectural, engineering or environmental services, section 4526 requires that the City make its selection initially based on confidence and qualifications.
- You would use an RFP or RFQ policy, probably an RFQ-type procedure there.
- You have to analyze the experience, competence, qualifications, the ability to do the work before you even start talking about money.
- First you make your initial selection based on those factors, and then you attempt to negotiate an agreement.
- I think the changes proposed by this agenda item say something like unless otherwise provided by law.
- With respect to those types of services, the law would require a different approach than simply competitive bidding.
- When for instance we're hiring someone to do an EIR, when we look through the EIR proposals we don't even ask them generally speaking to provide a quote for how much they're going to charge.
- We have them provide their qualifications and ability to do it and their proposal to do it, analyze that.
- Once a preliminary selection is made then you interview and attempt to arrive at a negotiated contract.
- That would be my only comment about issues that could arise with the strictly competitive bidding approach.
- You'll have to comply with that Government Code section with respect to those types of professional services.
- As to the purchasing policy, in comparison with this and that more present policy, I'll defer to the Administrative Services Director.

Administrative Services Director Kwong commented I don't have anything to add unless the City Council has any specific question regarding the purchasing power for me.

Mayor Glass commented what are the primary differences between this policy versus what our policy was before?

Director Kwong commented as follows:

- I believe Councilmember Hinton is proposing that if there's any work being done by City staff, the limit would be \$30,000 that we'd have to take the item out for either three bids or an RFP process.
- With what were we doing before, sometimes we do it, sometimes we don't because it's what's required in the Government Code section.
- What you're proposing is that everything we do it needs to have three bids or going out for an RFP if that's my understanding about the proposal is.

Councilmember Hinton commented as follows:

- That's correct.
- I'm looking for a policy instead of no policy, which is what we had before.

Director Kwong commented as follows:

- The current policy is following the current code section as the City Manager has stated.
- Currently that's what we're following is within the government code section.
- Sometimes we have it. Sometimes we don't.
- If it's required we go out for it. If it's not then there's this sole source that we use.
- The new proposal is to go out for everything at the limit of \$30,000.

Mayor Glass commented I thought we used to have a ceiling of \$50,000?

Director Kwong commented that the City Manager has the purchasing authority of up to \$50,000 and Councilmember Hinton is proposing \$30,000.

Mayor Glass commented as follows:

- I also am confused about the RFP process versus getting three quotes.
- Is there a difference between that?
- Is there a difference between getting three quotes versus an RFP process?

City Manager/Attorney McLaughlin commented as follows:

- If you have a situation where you know exactly what you want your consultant to do and you're looking for the best qualified person or firm to do that, that would be a request for qualification.
- A good example would be in the EIR where you specify exactly what elements you want a consultant to review and make a report about.
- You already know what work you want done so you're looking for the best people to do it. That's an RFQ.
- If you don't know exactly how you're going to do it, you know what you want to achieve but you don't know how to get there - my good example of that was probably when we hired an economic vitality-type firm.
- We knew what we wanted but we didn't know how to get there.
- We looked at a bunch of proposals.
- Here's how I would get there, here's how our firm would get there.
- It's a proposal to achieve your goal by some means, and you're analyzing what means they use and how much they're going to spend to get there.
- That's how I see the difference.

- Over the years we've used them somewhat interchangeably.
- I've not looked up definitions about them.
- We haven't asked for any legal opinions about them.

Mayor Glass commented as follows:

- The three quotes isn't necessarily a full RFP or RFQ process?
- Is the three quotes really an RFQ process?

City Manager/Attorney McLaughlin commented as follows:

- I read the policy proposed that once you estimate across over \$30,000 or more then you're going to use an RFP or an RFQ process to contract for those services.
- You'll have to use an RFP or RFQ process.

Mayor Glass commented as follows:

- The other thing as I read this policy there is a requirement that you have to go to the lowest bidder.
- It's just that you get at least three quotes or bids and then justify why you choose to select a particular vendor
- You're not saying you've got to get the cheapest guy because the cheapest guy may be terrible.
- You're just getting multiple quotes so that you can have an informed decision about looking at the range of cost, right, and then choosing the best vendor for the job.
- That's the way that it's organized.

City Manager/Attorney McLaughlin commented that is correct.

Councilmember Hinton commented as follows:

- That was the intent of the agenda item
- Not to say we have to choose the lowest bidder, of course, or the product or the quality, but to say we have something to compare it to.
- I feel we should be going out and asking for multiple vendors at \$30,000 or above.

Councilmember Rich commented as follows:

- I too am experiencing confusion about this item
- I'm hearing different things than what I'm seeing outlined in the staff report.
- That causes me concern in terms of whether I'm comfortable making a decision tonight.
- What I'm reading in the staff report is three proposals.
- One is in RFP, RFQ, the pursuit for items valued at \$30,000 or over.
- Those items \$30,000 or over come back for approval of the contract.
- Under \$30,000 be three bid pursuits.
- There is no distinction I see in the staff report between budget and not budgeted items.
- To the extent the City Council has looked at a particular line item and approved an expenditure, we've already decided that the money needs to be allocated no matter what the amount is.
- What do we get by having this item then come back specifically to us if it's already budgeted?
- I'm completely missing the point there.
- In light of the need to not micromanage our staff and ensure they have appropriate discretion maybe Councilmember Hinton or staff or someone can help me understand what benefit does that give to the public to have a budgeted item come back to us for us to then review on contract if it's \$30,000 or below?

- I'd appreciate if someone could help me understand that. I think it would help me move forward.

Councilmember Hinton commented as follows:

- In my experience on the last five years on the Council not to micromanage the staff, but at times I have felt like we have hired or gotten ourselves into contracts that maybe should have come back to Council at a \$30,000 or higher level.
- That's the intent of the item tonight.
- I understand that staff report might be a little bit muddled. We went back and forth a couple of times on it to figure out on how to state this.
- I have to say since the agenda item came up I feel like our next agenda item which has a really clear-cut proposal going out to bid section of it, I feel a lot more confident that we're discussing this, that we're now getting a chance to say what we really want and putting a proposal out there.
- I feel like just having this discussion has lent to the process of hiring someone and doing a set amount of work for a set price and being very clear about it.
- I'm proposing it tonight because I felt like \$30,000 is a good mark, and I do think it should come back to Council even if it comes back just on consent calendar so we can see where decisions are made.
- \$30,000 is a lot of money.
- Not to micromanage the staff, but in full transparency to the public, I think the public would be interested in seeing that information.

Mayor Glass commented as follows:

- I'd just like to clarify a little bit from having discussed this item in concept when I was on the budget committee with Councilmember Hinton, I think one of her biggest concern was us contracting or basically hiring contractors without an open ended not terribly clear definition of the work to be performed.
- That was why you were asking for a more formalized process to make sure that there are specific deliverables and specific tasks be performed.
- Questioned if she was summarizing that correctly? That's what I thought I was hearing from you?

Councilmember Hinton commented thank you for adding that and yes, you are correct.

Vice Mayor Gurney commented as follows:

- My question was about the \$30,000 level.
- I know you thought that dollar amount was a good mark, Councilmember Hinton. I'm wondering if you want to explain it a bit more.
- It seems to me you can't do much with \$30,000. I don't get the same sense it's a whole lot of money.
- I like the idea of being transparent.
- I'm just concerned from my perspective we're delaying a lot of work by reducing the authority of the City Manager from \$50,000 down to \$30,000.
- I don't know if you wanted to say more about that threshold that you're interested in proposing in the remarks you just finished.

Councilmember Hinton commented as follows:

- \$30,000 was just frankly a mark we put in for discussion
- I do feel like at \$50,000 a lot of times we weren't getting the three proposals and getting the scope of work back for us to approve.
- If the council felt comfortable with the \$50,000 mark but making sure we went out to bid on items so we could actually look at scope of work and get more than one vendor suggested to us because that happens

frequently on a Council agenda item, we still approve it but a lot of times we don't have choices to approve from.

- Maybe it needs to stay at \$50,000 and could go out the bid process.

Councilmember Slayter commented as follows:

- So I don't forget I'll ask Councilmember Rich to answer my question after I finish my first question.
- That was you outlined three things that you identified in the staff report, and I'm afraid I've only identified two.
- So maybe you can explain to me where you find the three.
- Can staff explain the process of how purchasing combined by departments would work?
- I certainly understand there's going to be economy of scale and that's something we definitely need to do.
- I'm not sure how much overlap there really is other than things like office supplies.
- You know public works goes out and buys equipment and tools.
- Frankly if the Administrative Services Department asks for a Jackhammer I'd be a little concerned.
- how that would function? Would different departments say I need two boxes of copier paper or four boxes of blue ink pens?

Director Kwong commented as follows:

- I'm not sure I have an example to use for you, but I do remember one time where every department is purchasing their own paper, if you will.
- There was an opportunity to buy the paper that the City used in bulk, and we did share that resource and we did communicate out with the department and say we are going to get an entire pallet, which we do have a storage problem, but we'll work that out.
- It will be much cheaper than everybody else is just going to office depot and just buy one box here, one box there.
- We collaborate and agree to get an entire pallet of this amount of money, and that saves quite a bit and would be divvied up among departments.
- I believe that sentence say whenever it's possible that the department should collaborate together and get something in bulk such as paper.
- The only thing I can think of that we bought in bulk and we share.
- As far as what Public Works buy and what the Police buy, I'm not sure how the City could buy that in bulk.
- If someone had an example to share with Councilmember Slayter, that would be great, but I think that's the only one I experience with paper.

Councilmember Slayter commented as follows:

- I was just trying to understand if there were things I didn't know about in the business of running the City and the way that that would work.
- I'm all in favor of saving money wherever we can.
- If it's something even as simple as buying a pallet of paper and find a place to store it, that could save hundreds of dollars I'm assuming.

Director Kwong commented as follows:

- It did. We went from a certain type of paper to 100% recycled paper and it increases in costs as well.
- We worked together to figure out how we can save the City money as far as that.
- I know it's a little bit, but a little will add up.

Councilmember Rich commented as follows:

- Responded to Councilmember Slayter's question
- On page 1 and then looping over to page 2 of the staff report, there's items 1 and 2.
- My three items were broken down in that 1 and 2 were with item number 1.
- Within that enumerated paragraph one there are two parts.
- One is that an RFP, RFQ will be pursued for anything valued \$30,000 or more.
- Secondly that that contract shall be approved by the City Council at a publicly noticed meeting.
- Those are the first two.
- Then the third was that the three bids would be pursued for any items valued at \$30,000 or below.
- I would really appreciate knowing what the impact would be of this proposal in terms of delays in pursuing the filling of positions and also in terms of staff time.
- What sort of increase would we have, increased burden on staff and what sort of delay might this cause?
- I ask that question in light of another item on tonight's agenda which has to do with the fiscal assessment that we were hoping to have done which apparently now we didn't have any responses.
- What delay would this cause? What additional burden would there be on staff?

City Manager/Attorney McLaughlin commented as follows:

- I'm not sure that I know off the top of my head an overview how many contracts are left or how many purchases are made overall for the entire City.
- I think that would probably be the Administrative Services Director w
- You would have to compare present policy with new policy and compare them by using past purchases.

Vice Mayor Gurney commented as follows:

- I want to make sure I clearly understand what's in front of Council tonight is that every single professional services, if you will, is proposed that we're going to go out for an RFP on that.
- If that is what this is and I think that's what this is, then there will be unintended consequences where every single professional services that the City does has to go out for an RFP process and is going to take longer to get anything done, not saying that we can't, but it will take longer.
- Like the RFP, the next couple of items, it was a 30 days' time frame for a response from no responses.
- That item will have to go back to the drawing board, so instead of having a study that was supposed to be done through a consultant that we all vetted, we're back to square one.

City Manager/Attorney McLaughlin commented as follows:

- I don't have analysis of each of the different types of contracts we presently have but in the fields of professional services like I referenced earlier, especially in the engineering and environmental areas, we have certain consultants we utilize because they have specialized knowledge.
- Example of that is with respect to our wells our City wells, and issues we've had with our City wells in dealing with the water quality control board as well.
- We have a consultant who we've utilized for years and generally speaking we've chosen that person based on his knowledge and expertise and made mostly other than my authority without regard to the amount
- If we estimate that they would be over \$30,000 in services then we'd have to use an RFP process even though we've basically determined there's a sole source situation there because that's the only person with sufficient knowledge of the City's wells and water system who could possibly do the work it is so specialized.
- That's one example of an area there could be an issue we would be doing RFPs and we're really getting nothing out of them but where we felt it would probably exceed \$30,000.



Councilmember Hinton commented as follows:

- I'm going to go back to the intent of the agenda item.
- \$30,000 was thrown out as staff number for point of discussion, I'm happy to go back to \$50,000.
- I'd hate to over burden our staff and I'm understanding what the City Manager is saying about expertise, specifically for our wells, someone that has historical knowledge.
- My intent is for new consultants being hired.
- \$50,000, new consultant, new project, I really think that we need to obtain bids with a scope of work so that we can look at those and share those with the public as we're making a decision of who to use.
- So that's really the intent.
- I feel like we're kind of getting down into the weeds.
- I did have help from staff in writing this agenda item but I want to go back to my intent which is that I think when we're choosing new consultants, we should have a transparent process, call it \$30,000 or \$50,000 and we should go out for bids.
- I do hear that we have an agenda item tonight, kind of ironic we budget money for fiscal consultant and nobody came through but that is the first time in my five years that I've had that happen other than some Public Works contracts
- I don't want to get hung up on that because it's on our agenda item tonight but this proposal is being present in transparency hiring new consultant that we just don't Go down the street and hire you know, anyone.
- I think we need a process.

Planning Director Svanstrom commented as follows:

- I want to outline how the engineering and planning department have set up the process which meets that intent.
- I think if there's decisions being made tonight it would be great if consideration of this could be taken in.
- I did see the need for potential consultants, such as when I have a gap in staffing or when environmental project comes up.
- I brought to Council a proposal to issue request for qualifications, for qualified planning consultants, that was approved by Council.
- We went out and similar to what the City Manager was saying consistent with government code for professional services you can't base selection on the price of the consultant although the RFQ that I issued did include providing hourly rates.
- Not every consultant was recommended to Council but I did recommend a number of consultants to Council which was approved
- It went through RFQ process approval by Council
- The way I use that list is, when I have a project beyond staff's expertise, I ask several of those consultants that are within those categories if that's their expertise, if they're interested in the project and then find out who is the best fit among those and negotiate a contract for those services.
- The follow-up piece of it isn't necessarily another RFP but it is using that qualified list that's already been through a process.
- Similarly, when Associate Planner Montes left the City I sent out asking who had availability
- In this case only one firm actually had an available staff at that time so we went with them and they've been providing staff to the City.
- I know the engineering department has a similar list and that was done in a similar fashion where there's an RFQ.

Vice Mayor Gurney commented as follows:

- That was a very helpful explanation of the process for Planning and Engineering departments.
- The process that you described seems really well organized because it allows you to go forward when you need to in most circumstances
- What is the threshold you're working under is the \$50,000 or something else.

Director Svanstrom stated yes, \$50,000.

Mayor Glass opened for public comment.

Linda Berg commented as follows:

- I'd just like to make a suggestion for the less sophisticated amongst us that in the future when you are writing up the schedule and agenda, might want to, the reason why you're talking about it, let the public and me know what RFP stands for and RFQ
- In your discussion, I'd appreciate it also when you're using letters and stuff like that, for example, EIR, it's nice to know that there's some people don't know that there's still such a thing as an environment impact report.
- That's just my suggestion, if you could accommodate the smaller amongst us letting us know what you're talking about.

Council/Staff response to public comments:

- RFP stands for request for proposal.
- So a request for proposal is usually when we seek consultant to help us with something like for example an economic plan, and so we send out something saying hey we need help with an economic plan and we'd not only like you to give us a quote but give us ideas and a scope of work.
- We are asking for a proposal.
- We're not defining every single thing that needs to be proposed.
- RFQ stands for request for qualifications for this agenda item.

City Council Discussion and/or Deliberations:

Vice Mayor Gurney commented as follows:

- Thought at this point it would be helpful to explain to the public this item and number nine were ruled over from our previous meeting because we weren't able to get to the business though we put it up front here.
- There are a lot of people waiting for number 11 or later ones but we had to do this one now and the next one now because they've already been delayed a whole meeting's worth, I wanted to make sure folks knew that.

Councilmember Rich commented as follows:

- I see two options here.
- One is that we vote on this particular item and I have to say the discussion and Back-and-Forth has left me in a position where I could not support it.
- The other option is to return it to staff so that they can come back one more time with some direction from Council.
- I would be willing to support that with the direction including some of the items that Councilmember Hinton and others have suggested focusing on the need for transparency and overriding goal of transparency and clarifying tasks clearly, looking at a cut off of some kind.

- Then focusing as Councilmember Hinton suggestion for focusing on new consultants - not on continuing consultants.
- Taking in consideration perhaps the implications of a qualified list that might have bearing on this.
- I'd be willing to support some sort of direction in that vein but I would like to know what would that do for us?
- I'm just not sure what the benefit would be, honestly, of any of these proposals.

Councilmember Hinton commented as follows:

- I'm totally willing to clarify it with feedback from Council, there is three new consultants that we hired that didn't go through this process that I can think of in my five years.
- We spent a lot of money and I would have liked to have more transparency up front and more direction given that would help us to have selected from those consultants instead of that being selected for us.
- So, for me, that's where I'm bringing the agenda item, happy to go back with this feedback if this Council is interested in looking at it, if this Council is not interested in changing policy than I think we should state that tonight so we don't waste any more time.

Councilmember Slayter commented as follows:

- I think greater clarity is needed I'm sharing my colleagues feeling of unease when it comes to this specific item.
- I think that we've had a good conversation, I think that the areas where things need to be tightened up, not just for the Council but for staff and the community at large to understand in very clear language what our policies are.
- I think it would also be helpful to know some sort of a table that says this is what we do now and this is what the proposed change is.
- This information was less than clear in a lot of places.
- I'm in favor of us making a very clear policy statement with easy to understand language.
- I think that this does need another round of revisions, but I think that transparency, yes, absolutely, that's incumbent on us to make sure that we do that and we need to make sure that our policies reach that goal of providing the best public service that we can.

Vice Mayor Gurney commented as follows:

- I appreciate Councilmember Slayter's comments.
- I think for me, a really important component here is that we not insert a lot of delay.
- I find that if we move too slowly we miss opportunities and that one is coming up later on the agenda here.
- If we move slowly we don't get work done. It takes forever to get something done.
- We've got to have a policy that's going to allow certain decision makers to get there, do what they need to do and get the work back to them.
- So if we talk about this again, I'm going to bring up the timing in the policy.

Mayor Glass commented as follows:

- This needs to come back.
- I feel I'm comfortable with the \$50,000 threshold
- I am seeing thumbs up on the 50K number.
- I think it's very important that we make sure the policy continues to have a mention of local preference
- The three bid approach be applied as liberally as possible.

- So, I'm not saying exactly what I think it should be, but whenever viable the notion of getting three -- three responses from vendors is a good idea I'm not sure that always needs to be a requirement, it sounds like staff has explained to us that sometimes there's special circumstances, et cetera.
- But I think that maybe that could be reworked by staff and the policy just keeping in mind that that three quotes can be good without going through an entire huge RFP process where you're asking for a mass you have response, et cetera.
- So we at least know kind of ballpark what the pricing is.
- I'm looking for staff to come back with thinking about how to best implement the three quote, that three number, the three-quote number.
- And put it in a policy that works for staff.
- And that provides transparency but also adheres to -- adheres to the vice mayor's sense of urgency for getting things done.

Councilmember Hinton commented I'm happy to work with staff and bring that back.

Councilmember Rich commented as follows:

- My question before we look at wrapping this up is if we have a \$50,000 cut off how is that different from our existing policy.
- Which seems to have a \$50,000 cut off for budgeted expenditures and then a lower amount for non-budgeted expenditures, I want to make sure we understand what changes we might be implements if any.
- That's my first question. The second point that I'd like to make is that I think it would be important when we get this back from staff to have it include a policy proposal that is supported wholly by our staff.
- In other words, our staff has decided that in their opinion that the benefits of this policy from their perspective outweigh whatever additional work or expense or delay might be involved.

Councilmember Hinton commented right now in the RFQ process we don't have to get three bids or even put it out to bid.

Vice Mayor Gurney commented as follows:

- I thought the RFQ was you don't get the bid because you make sure they qualify before they put the bid in, so, that's why there aren't bids
- I think it's important we look at the timing that this return especially with staff weighing in on the benefits as Councilmember Rich has suggested.
- We're looking at continuing to make major financial commitments for the City based on the initiatives that were in our July budget conversation this year and those are going to roll into the 2022 year.
- We're also going to come up on a mid-year budget adjustment.
- We'll probably come up with ideas that we need consultant help we haven't thought of yet.
- So it is important this come back rather immediately, hopefully in November, so we're set up to know how we're all going to make those decisions as we continue to commit public funds
- I hope as agenda review is looking into scheduling this that it can come back sooner rather than later.

Councilmember Hinton commented as follows:

- As noted by staff, our Planning and Engineering department is using a similar policy to this already however it's not a policy and the entire City isn't using it.
- So just to address that she specifically said two department
- I'm happy to not delay the agenda item and take longer but we are not using this policy currently.

Mayor Glass commented the Agenda Review Committee could look at scheduling a new version of this policy for by the end of November.

**City Council Action: Item continued to future City Council Meeting.**  
**Minute Order Number: 2021-263**

9. Consideration of Approval of Request for Proposals for Relaunch/Revitalize Sebastopol (Requestor: Mayor Glass/sponsible Department: City Administration)

City Administration presented the agenda item recommending the City Council consider Approval of Request for Proposals for Relaunch/Revitalize Sebastopol.

Mayor Glass opened for questions of staff and/or presenter.

Councilmember Rich commented as follows:

- I think it's a really great outline that covers a lot of big goals.
- I joined the City Council fairly recently in December, can you tell me, is this a kind of a combination of your view on various suggestions and ideas that you've gathered from the City Council in the past, is that what's reflected here?

Staff commented as follows:

- Part of it is what I've seen as priorities through the COVID as how we can get the businesses up and running and get the community involved, things like this
- This has also been discussed at the budget meetings as well so it was part of the budget discussion when we were doing the relaunch
- These were some of the items the Council would like to focus on so that's where I brought that.
- It was definitely from conversations that the Council has had through the budget.
- I also added initiatives that I thought might be helpful to bring the community together, not just businesses, but businesses and community, businesses to businesses.
- How do bring these all together as one. I think the outreach will be key for this position.
- Being a liaison will be key to the community with this position.
- Having a community presence as far as either through Website, technology, is going to be key, and these are things I will be looking at when RFP or proposals come in.

Councilmember Rich commented as follows:

- It almost seems as I look at the categories that what you've done is provide the four major categories, fostering business development, attracting consumers, incentivizing investment and collaboration.
- Below them I actually see are examples with anyone who submits proposal clearly able to expand beyond these examples is that what you were thinking of here?
- Rather than they have to do exactly these things, more, these are the sorts of things they could do

Staff commented as follows:

- That is correct. These are not set things that that person has to do.
- They will be submitting to us proposal how they think they could look at the ideas of the Council and the City staff has and what's their best proposal to submit to us.
- We may get proposals that focus on certain areas and may miss out in different area that might be a proposal we consider because it may be the key important thing at that time.

- Is these are not set in stone as far as what it is.
- We'd like to see what the proposals are submitting to us based on the examples provided in the RFP.

Councilmember Rich commented would it be true to the intent as you were drafting this to each category add for example, fostering business development, attracting consumers, for example.

City staff commented as follows:

- Yes that is what we are expecting.
- We are giving a starting point and the proposer would need to come to us and say what is you are going to do and how are you going to do that.

Vice Mayor Gurney commented as follows:

- This has more than a ten-year history when we know we've had three different economic development specialists, first two housed in the Chamber, the third one, a contract person, working out of City Hall
- We then went into Cittaslow in effort to get a concept unifying our business and community, art community, et cetera.
- We have had so many conversations about what this is. COVID has put all that conversation under the relaunch wording.
- We've been looking at how to do this, how to combine activating our community members and also assisting our businesses so that we actually have an invigorated group of people here.
- So it goes back a long ways.

Mayor Glass opened for public comment.

Linda Berg commented as follows:

- It occurs to me for quite some time that there's huge opportunity here in Sebastopol and a lot of other places too with the proliferation of wireless technology we need to protect ourselves
- We need to have some stores that sell clothing.
- I have over \$500 worth of shielding, six T-shirts and head net all out of silver mesh.
- I'm living in a shielded apartment.
- All this shield Mylar and stuff on my walls and ceilings could be sold right here in our own town, our own hardware store.
- Of course we need people that have meters to be able to go through buildings and houses and businesses
- Providing electromagnetic mitigation services.
- We need more people. This is a booming industry.
- You can start out for example by setting up the table at the farmer's market and just selling wall meters, some of them are pretty inexpensive. You can get some meters for less than \$50.
- This is an area of opportunity that somebody needs to take advantage of.

Rei Blaser commented as follows:

- Just want to express gratitude to staff and Council for addressing the need and urgency of having a paid position
- Everything laid out in this agenda item is essential and I do hope that the proposal breaks it down
- We have seen in the past it was a big task they had on their table and there was a lot of money spent and I feel that many things in this agenda item were things given to them to accomplish.
- So it's really in rolling the ball forward for somebody else to take on.

- So be patient and kind and to not have a high bar but to really assist in help the applicants to break it down to accomplishable goals.
- I hope to encourage that part of this item is to expand on the downtown district
- Having been on the downtown association board over last five years, I've seen over time how critical it is that this district is expanded to include all of the businesses of Sebastopol.
- So that there is this unified sharing of marketing and promotion of each other for Sebastopol as a whole so that the business community and the community at large, schools, community members are supported and non-profits as well.
- There will be a greater connection and unification that can happen if that was to occur.
- So as an example I attended the grand opening of a business at the South end of town, give an Instagram shoutout, you're outside the district so I can't do too much because you're not paying in the tax core which others are supported by.
- I'm currently updating the downtown association's Website so that the businesses are going to have a greater, want to say, breadth of visibility on the Internet.
- So looking forward to sharing that.
- But again, just thank you for creating this and I hope this is passed and move forward after tonight.

City Council Discussion and/or Deliberations:

Mayor Glass commented I'd like to start out by saying I thought this was a great effort on the part of staff in putting together all of these ideas and I just think this will really stimulate ideas coming forth from helpfully from a number of different vendors so we can get moving on this initiative

Vice Mayor Gurney commented as follows:

- I first wanted to appreciate Rei's comment about the new spirit amongst our business.
- Actually throughout our community and her interest in unifying our downtown.
- That's something I've noted through this whole pandemic we've seen a real we've seen a real shift in attitude.
- People are coming out of their silos.
- Like the community benefit organizations coming out of their silos and wanting to work with each other because we're realizing there's a benefit to marketing one's self, marketing one's neighbor and combining forces, funders, combining activities.
- It's one of the most remarkable gifts out of a very tragic and anxious time for all of us.
- I thought it was important include in this foster business development investigating ways to unify the businesses just as Rei suggested so that the Barlow and downtown aren't perceived as adversaries, North and South, far away from each other.
- I hope this person could have that task added so they could figure out how would we do that in a way that the businesses would support so that we don't have to have an argument about it.
- We do it in a really appropriate way.
- Now, also, under attracting consumers, funny, I always think of us as customers, I'd like us to add a bullet point that we target our local base.
- I think we want to eliminate so much, I think it's called pass-through business where people drive through here to some other grocery store or to Santa Rosa for something, it would be great if we understood our business needs as well.
- Like Linda Berg was saying if there's something our community would support let's put that in our business district and make sure we have it.
- After all, the Chamber did a survey that said we want a theater and ice cream store and we got those businesses and look how incredibly successful they are.

- I would like us to include a point about marking opportunity site, about land use and development, whether retail, commercial, housing whatever, I think it's really important we change our attitude towards our self and actually have somebody put together a package in a way.
- To talk to potential businesses and developers to expand who we are in a more trending way and also meet our needs, including looking for the missing business services I mentioned earlier.
- I think these are really good tasks that would give our applicants some material that they could really put their teeth many if, and the ultimate person who gets the contract could do really valuable work for us and move the needle about who we are.
- So those are my suggestions for additions.
- I was hoping this person could investigate the ways that we would unify our business districts, as Rei was suggesting, she said expand the SDA, I think of it this way, where we create a business district that is like the former border of the CDA, from the North all the way downtown, bulging out in the downtown core that now includes the Barlow and then the strip that goes to the South of town.
- I'm looking to have somebody work with the businesses and present a solution that the businesses would support, rather than say the council saying you should do this.
- We want a business improvement district or we want to tax you more, whatever it is.
- I think it would be really time-saving if the person could have the businesses come up with their own solution as to how to accomplish what ray and I are talking about.

Councilmember Slayter commented as follows:

- As the person who brought the community vitality position as an item in 2019, the idea of a community vitality not just economic vitality is a really important point be and what we have here is that in a lot of ways.
- I'd like to strength couple places though. One area is in a consultant who has expertise in applying for grants. We know that there are significant grant opportunities. We need to identify those.
- We need to pre-check as many of those boxes as we need it do.
- We know that in Public Works world something already likely to get a grant because it's already ready to go.
- The community vitality portion of this, I'd like to open up people's thought process a little bit more who may be presenting proposals and offer ideas for community vitality or to plant seeds of what do you think a community vitality project would be, in regard to residents, in regard to housing, those are all things that bring community vitality.
- We've talked about it enough and there are past staff report that may be able to reference, I'm with whatever kind of modest revisions
- I'm perfectly comfortable with not moving forward with an ad hoc, not moving forward with more wordsmithing, other than incorporating our comments this evening.
- I'm prepared to support the releasing of this into the wild.

Councilmember Hinton commented as follows:

- This is part of what I was talking about in my previous agenda item.
- I love that we have an amount of money, and now we've got a scope of work that we're going to put out and we're going to get proposals and we're going to make sure that we select the best overall proposal.
- I also wanted to mention that I heard the impression that we're going to pick this to one person, and that's not the vision nor is what's stated.
- This is a proposal that would maybe include a consultant or individual and might include things like advertising, which might about a great idea when you talk about buying in.
- Back in my advertising days it's a little trick to offer seed money. They put in a little, we put in a little.



- Then if we're promoting the entire town then it's not just the downtown, or Chamber members, offer whatever, it could be everybody, and that could really gain the conversation what Vice Mayor is saying, coming to the because they're all coming to advertise the town so would love to see that.
- I've been talking about loving to expand the business district, Santa Rosa did that many, many years ago and brought in professional memberships as well as merchants and scaled rates to belong or be assessed.
- I would love to see that happen for Sebastopol.
- This position might be able to bridge some of that and lead to that down the road.
- I'm super excited about this going out in the world and hopefully just a few adjustments we can have City staff make on it

Councilmember Rich commented as follows:

- I have a couple items I suggest we add in.
- One is I'm not quite sure where this would go but I think providing might be under collaboration, perhaps before work with the City's community outreach coordinator perhaps before or after that one.
- Provide online options for community events and information for visitors, such as the community calendar and whatever it was, Experience Sebastopol Website.
- I think it be worthwhile to add in the online expectation, especially since that requires coordination with our outreach coordinator
- My one suggestion that we add a bullet point for community events for visitors such as community calendar and experience Sebastopol Website provided in the past.
- Second, I'd like to see a bullet point added under collaboration below the collaboration with Chamber of Commerce, a bullet point for collaboration with non-profit and services to promote community engagement.
- Third change I'd like to see is under collaboration, bullet point that reads a City day picnic.
- I prefer we instead have it read create a quote City day quoted quote picnic or similar event for the community, that provides leeway to proposal what the consultant think might be better rather than limit it to that specific event.
- Finally, building on what has been mentioned is that we somehow incorporate the expectation, maybe this would be in the contract itself, the expectation of quarterly reports to the City Council and also that the deliverables that whatever this consultant creates, the deliverables, the products can be sustained by the City beyond the involvement of the specific consultant.
- I think that's important from prior experience. Other than that, I don't have any changes.
- I think it's great and we need to get it out there and get the bids in.

**MOTION:**

Councilmember Rich moved and Vice Mayor Gurney seconded the motion to approve the Request for Proposals Relaunch/Revitalize Sebastopol with edits and discussed above.

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

**VOTE:**

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

Noes: None

Absent: None

Abstain: None

**City Council Action: Approved the Request for Proposals Relaunch/Revitalize Sebastopol with edits and discussed above.**

**Minute Order Number: 2021-264**

10. Consideration of Approval of Sculptures for Display at the Ives Park Sculpture Garden (Responsible Department: Planning/Public Arts Committee)

Planning Director Svanstrom presented the agenda item recommending the City Council consider Approval Sculptures for Display at the Ives Park Sculpture Garden.

Marghe Mills Thysen commented as follows:

- These were one that everyone on the committee agreed on and we're very pleased to have them, very glad that these were sent in to us as proposals.
- Just, we'll be working on placement now.
- We have the eight spots.
- We're working on how we're going to possibly meet and determine that.
- I believe Director Svanstrom has been in touch with the artists.
- There was one artist we were hoping to hear from whose work we liked but had no specific proposal of a specific piece, just showed us their Website, which was impressive but after twice asking there was no specific piece that was Put in.

Mayor Glass opened for questions of staff and/or presenter.

Councilmember Hinton commented I was just curious if the art committee knows when they might get the other two, if it's just a year, is there time to get two more and then have them all go up at once or how that might work.

Marghe Mills Thysen commented as follows:

- We haven't determined that.
- We did have a deadline for this year.
- We have not had time to go through and make the determination and of the ones we all agreed on.
- So, I don't have an immediate answer to that.
- At this point we would wait but there may be a way in which we will decide to open for the other two.
- There's also the possibility of additional sculptures, I think two more that would not be on pedestals.
- So we had that as an option.
- No one who sent in a proposal wanted to use it that way.
- We're also working on the signage so that there will be a sign on both ends of the garden as you come in.

Councilmember Rich commented as follows:

- Wonderful effort on the part of this committee, it's impressive seeing this moving forward.
- I had two questions, one is, you may have said this, if so, I apologize, when do we expect to see at least threes that you've selected be installed?
- Secondly, are these permanent? Or is the intent here to have them change at some point.

Director Svanstrom commented as follows:

- We do want to get it up and going so these six sculptures after tonight's meeting will notify them that they have been approved.
- I anticipate the first meeting of the PAC in November we're already talking about potentially meeting at the site, we need to coordinate since we have the up cycle discussion on the same agenda which we'll have to figure the logistics for that but to potentially meet on site to understand which sculpture should go where and then we'll be coordinating with Public Works and the artists for installation, some are large enough they'll require some equipment to get them on to site.

- We do anticipate them being likely in the month of November and then having some sort of celebration opening for that.
- The call was specific that they will be on display for a year, so this is actually, the base is permanent but the sculptures will rotate and be refreshed so this will be additional opportunities and do anticipate the committee will discuss how to handle the others and opportunities for additional sculptures, not waiting the full year.

Councilmember Rich commented as follows:

- My question is regarding signage.
- I'm sure you're planning this, but I'm hoping that the signage will include for each sculpture the name of the artist so they get some exposure and visibility by those who are walking by.

Marghe Mills Thysen commented as follows:

- Yes.
- Name and title.

Director Svanstrom commented as follows:

- There was no entry fee for the artist.
- They aren't being commissioned, not going to be purchased by the City but they will be available for sale pending, you know, so the artists can sell the pieces we just ask they remain in place through the display period and like many art shows they can be sold by the artist as part of their professional business.

Mayor Glass opened for public comment. There was no public comment on this item.

City Council Discussion and/or Deliberations:

Vice Mayor Gurney commented as follows:

- let's get this up so all of us can go out there And experience it to see what it's like to have art in our park.
- Won't that be lovely.
- These are really big, significant pieces and we'll enjoy being close to them like that.
- I'm so grateful for everybody's work.

Councilmember Slayter commented as follows:

- I'm prepared to move the item that we approve these artworks for display in a public location which is -- this has been a long-time coming, and I really appreciate the pact moving this forward.
- And getting us -- what I think is really going to be a significant installation.
- Every so often you come across in other communities, larger cities generally, I'm thinking of San Francisco, specifically Golden Gate Park, there's some areas that are just wonderfully sprinkled with significant art.
- I think this going to be great.

**MOTION:**

Councilmember Slayter moved and Vice Mayor Gurney seconded the motion to approve Sculptures for Display at the Ives Park Sculpture Garden.

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

**VOTE:**

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

Noes: None

Absent: None

Abstain: None

**City Council Action: Approved Sculptures for Display at the Ives Park Sculpture Garden.**

**Minute Order Number: 2021-265**

11. Discussion and Consideration of Action for “Comprehensive Energy Efficiency, Water Conservation, and Solar PV Project (Responsible Department: Public Works)

Public Works Superintendent Del Prete presented the agenda item recommending the City Council consider Approval of Action for “Comprehensive Energy Efficiency, Water Conservation, and Solar PV Project. Gabe Johnson, Syserco, provided a presentation to the City Council.

Mayor Glass opened for questions of staff and/or presenter.

Councilmember Hinton commented as follows:

- Was the water projects that were reviewed in the new proposal included in the last water study that we did
- We've talked about a new library, I'm curious about if we ended up building a new library if these solar panels could be moved.
- I'm wondering if these projects were not included in it or did they just come up now?

Superintendent Del Prete commented as follows:

- I do not recall that this was included in the water rate study
- What I can confirm is that they were looked into, they were presented to the engineering department, and I don't know the levity they had in the user rate fee study.
- I don't believe that these project was included in the rate study.

Councilmember Hinton commented was it not deemed urgent at that point but they have more urgency now.

Director Kwong commented as follows:

- At the time of the water rate study, I don't think that these meter replacements came into play for the discussion during the water rate study.
- The rate study was focusing on the operation and there was quite a bit of miscommunication as far as the capital outlay or capital project for the water fund.
- So, I do not believe, and I can look back but I am very certain that this one that the Syserco folks are talking about tonight was not part of the water rate study.

Superintendent Del Prete commented as follows:

- I think what you're asking is part of Syserco's comprehensive study is they actually did measure the efficiency of these wells, measure energy use, production, and a lot of scientific calculations,
- We knew the wells were getting older and were on schedule to be pulled and revamped over time.
- Especially well eight.
- It became very apparent that well eight was consuming much more electricity and producing less water, which isn't necessarily apparent from an operational perspective known.
- Part of the Syserco's audit revealed some of this information.
- Similarly to the three large sewer pumps at Morse street unfortunately all three of those pumps were changed in one project, so changing one at a time, all three were wearing out at the same time.

Councilmember Hinton commented as follows:

- I'm just wondering if we fund it this way should it be thrown back into the rate payers down the road
- Because it's two different pots.
- So, it sounds like we didn't know it was necessary when we set the new water rates, but now that we know it's necessary, maybe we need to go back to reclaim that from the tax payer, our water customers.

Superintendent Del Prete commented as follows:

- I can tell you that when we redid the solar roof at public works department we did have several panels that we re-utilized
- Depending on the efficiency and there may be some or all of it could be reused based on the timing.

Vice Mayor Gurney commented as follows:

- Thanked Syserco for the presentation
- Thanked Syserco for the e-mails inviting her and perhaps other councilmembers to ask questions ahead of the meeting
- I'm curious about the slide mentioned in the report you were saying you want to replace 55% of the meters, those are the ones over 11 years old, and then you want to upgrade 45% so they have real-time monitoring capability.
- What I'm hearing you say is you're going to say all 100% of the meters up, the proposal is to bring all 100% meters up to the same capability? Is that right?
- Or are they going to be different status, 55 and 45, some better than others.

Mr. Johnson commented you're correct, 100% of them will be brought up to the same capabilities.

Councilmember Rich commented as follows:

- Thanked Syserco for the presentation
- This is the second time I seen it after the Climate Action Committee.
- My question is regarding the financing.
- Did I understand you correctly to say that the financing conditions, both on the municipal lease and on the power purchase agreement would be coming back to council at a later date? Is that correct?

Superintendent Del Prete stated that is correct.

Councilmember Rich commented as follows:

- 8% rate on the municipal lease, that's a very specific rate.
- Is there a range?
- Did we feel pretty confident that we'll get that sort of a rate?
- Because I can see that that feeds into your final predictions on covering the cost.

Director Kwong commented as follows:

- We definitely would go out for a bid on the rate with placing agent to see what the range would be.
- As you remember, the last time that we refunded debt for the City, it ranges from high 1 to a high 2.
- So we definitely would go out and put bids out there and see what we can get.
- For the purpose of the study, it was just a call they made to see what the rate at that time would be and is just a number that we put in there for the purpose of analysis so that we have something to present to the City Council.

Councilmember Rich commented as follows:

- Do you agree with the numbers that are being displayed to us in this proposal?
- Can we feel confident that, from your opinion, they're reliable and the costs will be covered in the way that has been described to us?

Director Kwong commented yes we've been back and forth to this item, many times before it goes out to the City Council.

Councilmember Slayter commented as follows:

- Do you have any way of knowing when a water meter starts to slide out of accuracy, it can go either direction.
- It can go in the positive or in the negative, depending on which side of the bill you're on.
- Do you have any sense of how inaccurate the system is on a whole? On an average?

Superintendent Del Prete commented as follows:

- Meters never read in favor of the provider. They only become inefficient over time.
- But I think you might be referring to how we read the meters, because we're currently reading the meters in units, which is 100 cubic feet which equates to 748 gallons.
- So depending on the exact timing that my meter reader pulls that lid or pulls every lid, physically reads it, did it ratchet one unit?
- So, if you're right at the scale, you could be 1500 gallons off at both ends of the spectrum.
- So that's why sometimes people will say, hey, I believe I have a leak.
- I used much more water than I'm normally using. I'm trying to conserve.
- We roll a truck because we have no other technology to do anything other than that.
- We try and meet with the customer, identify that there is no leak, explain to them how we measure our water sales in 748-gallon units instead of gallons.
- It really has to do with timing, has the meter clicked over.
- So the lack of clarity I think is certainly needed in our drought-ridden state right now.
- The new meters are supposed to read in gallons.
- So if you take a shower, you should be able to see how many gallons that shower used.
- If you're watering your garden, you can actually see how much your landscaping is contributing to your water use, which is an important measurement I can explain to residents.

Councilmember Slayter commented as follows:

- Leaky fixture can leak for two months thousands of gallons of water that the City needs to be or the business that the City runs providing water needs to be made whole for.
- I've been on the receiving end of a few very angry e-mails and phone calls over the years from people who have water leaks, so, I get that.
- The question on finance, I think that Councilmember Rich's questions started down some of my questions, understanding what a municipal lease is I think is really important.
- So, I don't know if staff is capable of giving the council and the community a primer on that.
- I think that that might be useful for all of us to kind of have a baseline understanding of what that is.
- It's sort of like people didn't understand where the funding for redevelopment agencies came from.
- Once that got explained, everybody had a much better understanding of what that was.
- I think that this is something that's akin to that.
- So, the annual lease payments that are noted on page 30 of 67, in my PDF it's 176.
- Which is the table of the cash flow analysis.

- So, you go down to estimated annual lease payment at 2.8%, and that 2.8%, that's a pretty high interest rate in the world of loans right now.
- I assume that that was done to give us what could potentially be a worst case scenario as far as the rate goes.
- So year zero which is next year, we have no payment. Then every year for the next 14 years there's a lease payment of \$407,048.
- That's money we will need to come up with every single year to pay the lease on the equipment.
- That's not an insignificant number for the City's budget.
- The other thing that I'm curious about is on the PPA, power purchase agreement, and what sort of analysis has been done
- ]What kind of analysis has been done independently of Syserco, not that I don't believe numbers in engineering when I see it.
- But I'm just curious if these numbers and what if the equipment doesn't perform the way the assumption is.
- What if it's worst case instead of best case. Where do we land with that?

Mr. Johnson commented as follows:

- The power purchase agreement, we will go through kind of a procurement process to find to identify the most attractive PPA.
- Terms that can be offered to the City.
- When I say terms, we're really talking about the electricity rate that the power will be sold back to the City and the escalation rate, which is the amount of cost increase each year, typically what we're seeing now from PPA providers is anywhere from 0 to 1.5%.
- It's quite a bit less than the increase of the utility rates.
- These PPA contracts can last anywhere from 20 to 30 years typically.
- So those are the terms that we'll try to find the most competitive offer from the PPA providers to bring forward to the City.
- In terms of the production, the PPA providers – it is in their best interest to produce as much solar power as possible because that's how they get paid.
- So that's why they cover the cost of cleaning the systems, maintaining them, fixing them if they break, replacing panels if they break, so they can sell power back to the user.
- So if the system were to fail, then the alternative would be that the user would continue to purchase electricity from the utility provider, PG&E, Sonoma Clean Power.
- But when those systems are producing, then that electricity that's generated would be provided to the City.

Councilmember Rich commented as follows:

- I'm going to tag team on Councilmember Slayter's question here regarding the annual cost and benefit on that page 30.
- Just, I want to make sure we understand what's going on here from a money in and money out perspective.
- What I'm seeing here for year one, and this is on page 30 of the document, is that there is a utility savings of \$241,821, and then operational savings of \$74,533.
- Then we have the lease payment which has us out of pocket in that first year, \$91,494 had, which I understand over time gets balanced out.
- However, when we look at that one year, the utility savings, is that a savings that we project we will experience a reduced amount that we as a City will pay for those utilities?

- Is that what's going on in terms of the utility savings?
- So if you could please explain what that utility savings number represents in simple terms.
- Then also what the operational savings number represents, again, in just simple terms, that would help me understand.

Mr. Johnson commented as follows:

- The utility savings is the reduced cost for the use of less electricity and natural gas.
- Right now the City pays a certain amount to use electricity and gas by implementing these projects, the City will use less electricity and gas. That's what creates the savings.
- The operational savings are defined as avoided costs to fix broken equipment, to buy parts, to buy light bulbs, ballasts, all those kind of things, that come up over time as pieces of equipment get older and age.
- They need to spend more money to maintain those things.
- By investing in new equipment, those costs will be avoided.
- The overarching governing bodies of the industry that we tend to follow from a practice standpoint recommend using a number of 3 to 4% of the project cost, of the measure cost, as operational savings, because it's sometimes difficult to quantify exactly what those savings will be.
- For this project we're using 1.5%, so we're taking extremely conservative number, compared to the recommended 3 to 4% to make sure that those operational savings are realized for the City.
- The reality of it is, there will probably be more operational savings than we're projecting, but we try to be as conservative as possible with the cash flows as a Just-in-Case type approach.
- The last thing I'll mention with the tax exempt municipal lease, as a side note, there is a term for taxable exempt lease. Making an assumption it's a 15-year term.
- That tax exempt municipal lease could be spread out to 17 years, for example, and those annual payments would be lower which would create a more positive cash flow for the City in those first few years.
- That would be a decision I think that would be made by the finance department and the City staff to decide what works best for the overall City.
- Bottom line is, for example, in year one the operational savings of \$74,533 is not money that we are saving.
- It's a figure that captures staff time that now won't have to be spent on these issues.
- So it's opportunity cost.
- Now staff time will be released for other purposes

Councilmember Rich commented if it is true that staff time will be free up to be used for other purposes.

Mr. Johnson commented as follows:

- Stated that is true. It will actually capture equipment costs as well.
- So, for example, if Public Works is budgeting to replace water meters that he knows will fail because I know he replaces a certain amount each year, by purchasing 1500 new water meters, those monies will be saved, and those are what we're considering operational savings as well.

Mayor Glass commented as follows:

- Just to clarify for me what Councilmember Rich was just asking about, so the avoided costs under operational costs, that is avoided labor costs.
- Does that include like meter reading? Is that part of the avoided cost?

Mr. Johnson stated no.



Superintendent Del Prete commented as follows:

- I just wanted to say part of that is because what we're not doing is we're not spending the amount of time with in-house staff swapping out those water meters.
- We're not rolling trucks to check for water leaks.
- So it's not necessarily a captured savings.
- It's savings in water meter reading, but then again we can turn that around into spending that time in leak detection, other ways to better operate and capture our system benefits.

Mayor Glass commented as follows:

- So, but in terms of avoided costs, they're avoided costs, but they're not costs that we would probably continue to spend that money because we're not going to eliminate personnel.
- It's avoiding a burden on the City in terms of our personnel costs, but we're not about to get rid of that personnel, right?
- In terms of cash flow, that's not entirely correct about the cash flow, To my mind.

Mr. Johnson commented as follows:

- We do not try to quantify labor rates or labor in the operational costs.
- The intention of the operational cost estimate is to quantify actual material parts and pieces, equipment that otherwise would not need to be purchased by implementing this new equipment.
- For example, if you have an HVAC unit that's 15 years old and it fails and it needs to be repaired, the cost of the serviceman to come fix that or the parts to replace whatever broke, if those were avoided by purchasing a new HVAC unit, then that's what we would quantify as operational cost savings.

Mayor Glass commented it's not internal staff labor.

Mr. Johnson stated no.

- There are trucks that roll to read the meters, but I would imagine that the City would use those trucks to do other work.
- So we're not quantifying those dollars.

Councilmember Slayter commented as follows:

- In other words, this is an educated guess, that these things won't need replacing and those things won't need maintenance. Or they will, and we will.
- So, and the other thing I wanted to just bring up is -- and I think this is something that the public has had concern, is those words that come together and say, real-time monitoring.
- So, what does that mean?
- I think there are members of our public that are concerned with what that technology means.

Superintendent Del Prete commented as follows:

- There are two of our consultants on the line as well.
- So, it's real-time monitoring, which means the unit itself is monitoring flow constantly.
- The unit will send out a ping of information four times a day.
- That total span per day is between 3 and 10 seconds for all four combined.
- One of those times is not configurable.
- It's set by the meter itself.
- But the other three are configurable, which means you can program a couple of them in the middle of the night.

- You can make it 9:00 A.M. and 2:00 P.M., whenever you choose for whatever reason.
- But when it sends that ping of data, it has captured all of the information since the last ping transfer.

Mayor Glass commented when you're sending out that ping, what technology is it using to send it out?

Superintendent Del Prete commented it's a standard cellular phone device.

Mayor Glass commented as follows:

- So general, how far are meters from an actual residence?
- What's the location?
- What I'm asking you for, really, is to address the concerns that we have heard by some members of the public.

Mayor Glass commented how close to their home is this technology going to reside?

Superintendent Del Prete commented as follows:

- 99.9% of the water meters are at the curb.
- Discussed multi-unit facilities -- I will use Burbank heights for an example, or Gravenstein Highway units.
- There's five meters for those multi-units.
- So there is a parent meter for all of those child services.
- So when we have one main meter, it's actually less meters per residence, but they're at the curb.

Mayor Glass commented as follows:

- When it's sending out that data for three to ten seconds a day, is it offline, is it turned off?
- Is it emitting anything other than those ten seconds?

Kathy Richards, Syserco, commented as follows:

- I'm with national meter and automation badger meter.
- We're the representatives that have been working with the City Sebastopol and have worked with Public Works a number of years.
- The meters are transmitting a cell, just like your regular cell phone, machine to machine technology, which means that it's sending out just like a text message, if you will, the four times a day, three times that it's configurable.
- The units that we propose do not send out a signal any other time of day.
- It is a single signal that's sending out at those four intervals.
- And then transmitting it over regular cell towers, so there's no special equipment that's mounted.
- It's all using commercially available cell towers.
- Then the data comes back to the City via the cell technology.

Mayor Glass commented as follows:

- I guess my question is it's basically you're saying the cell is making four very short calls a day.
- Is it sitting there activated and on the rest of the time even though it's not transmitting data?

Ms. Richards commented as follows:

- So, it is on, that it has a battery and it's communicating with its meter via a wire.
- There is a hard wire between the radio.
- There is no hard wire communication at that point in time.

- It is all just like, just a little device that's just holding it in its memory and waiting for the next text message to send out the information.
- But it's not emitting any data or any RF at all between those transmissions.
- You had asked about where the meter is located and I think we're all familiar with the meter boxes that are in front of your house, usually out at the curb.
- Just a note that they are at ground level, below ground level in that box.
- So the power versus -- I have a smart meter on my home here in Santa Rosa, and that's against the side of your house.
- It's up higher and it's got that constant power source.
- Water meters operate very differently because they use a battery.
- We can't have them sucking power like those smart meters of your electrical system.
- So the fact that they're so far away from the house, they transmit so infrequently and they're below ground level, it's almost negligible, any interference or radio or anything just like a cell phone.
- Someone walking by with a cell phone is using more power than what those radio units use on your water meters.

Mayor Glass commented as follows:

- You're asking us to move forward with the plan with this project, which certainly seems like a really good idea for us to save energy and get into solar and do all of these great things.
- But I am unclear why the financing part is coming back at a different time because what if something changes and interest rates change your cash flow projections
- I don't understand why we're doing this in two stages, or am I misunderstanding this?

Superintendent Del Prete commented If we get through approval to move through tonight, we can lock down a rate as soon as possible.

Mr. Johnson commented as follows:

- That is correct
- I would think that we need the authority to move forward first. Locking any rate is only good for no more than 60 days.

Mayor Glass commented as follows:

- if we approve this tonight, would we assume that we would get the final financing part of it in 60 days.
- Is that what we would kind of expect to happen?

Director Kwong stated she would assume that is correct.

Mayor Glass commented as follows:

- What's the ownership structure of Syserco?
- Are you a corporation? Where are the headquarters located

Scott Meisner commented as follows:

- Syserco Energy Solutions is performed as an S corp.
- Headquarters is in Fremont and we have an office in Petaluma.

Mayor Glass commented as follows:

- I think you made a great proposal, et cetera.

- But you're not a local company when you have places all over the country and you're not actually in Sonoma County.
- I've just got to say, I'm glad, I'm really glad Gabe Johnson has lived here most of his life.
- I'm glad you have a local office.
- But that's not the same as a local company.
- I think that's like stretching it a little bit to say you're local.
- I'm very glad you have a local office.
- It's just that when you have a headquarters that's not actually in Sonoma County, stretching a little bit, I'm glad you have a lot of local employees here.

Vice Mayor Gurney commented as follows:

- I'm wondering if an owner or a tenant -- and the tenant is important here because they may not actually be the water customer. Will they know about the change-out before it happens?
- Have you ever worked with an opt-out program in case people don't want this?
- Could they opt out?

Superintendent Del Prete commented as follows:

- We did have a small snafu, one of the original water meter change-outs ran into some equipment delays which was changing out a meter late at night and it created a little bit of frustration with that.
- So we did address that issue.
- In the future, any work in front of people's houses will be clearly notified in advance so they know that what exactly the City is doing.

Vice Mayor Gurney commented as follows:

- Let's say this program gets approvals and it's going to roll out.
- I'm wondering if the water customer, particularly if that's a tenant in the home, will get notice that you're going to swap out the meters.
- In giving them notice, is it possible to have a program where somebody can opt-out and say, I don't want that at my house?

Mr. Johnson commented as follows:

- The thing I can say is that the savings that are produced or the recovered revenue contributes to the financing of the project.
- So, I honestly don't know if that would be an option or not.
- I haven't had that question before.

Mr. Meisner commented as follows:

- I'd probably echo what Gabe Johnson is saying.
- The project is modelled to replace the meters in the City.
- The City-owned water meters that are older than 11 years old.
- The pro forma for the project is modelled as if they're all replaced providing a higher level of accuracy for water Billings.
- So I don't anticipate that an opt-out for a City-owned meter would be built into this.

Vice Mayor Gurney commented is that because it's just like a layer of complexity, nobody wants to deal with, or are you saying like the financing wouldn't come through if it weren't just 100% project?

Ms. Richards commented as follows:

- Water meters are owned by the City and they do have a life expectancy.
- Over time they lose their accuracy.
- So if a customer were able to say, I don't want you to change my water meter, you would basically be allowing a customer with a potential meter that's running them less accurate and, therefore, customers with New meters would be subsidizing their water usage.
- They wouldn't be billed for everything they're potentially consuming.
- So I don't think customers have ever been allowed to be able to opt-out of a meter change-out because it's in the City's benefit to maintain its infrastructure.

Vice Mayor Gurney commented as follows:

- So, I'm also wondering about the library because as had been mentioned earlier, there is a community-wide discussion even with regional system about improving our library, which includes a possibility of raising a second story above the existing one.
- So I'm wondering what would be the life expectancy of the roof.
- You've already said solar could potentially be lifted off of it, assuming the technology is still appropriate.
- But it's kind of hard to think of putting down, you know, like a 30 or 50-year-old roof because it might stymie discussions about improving the library.

Superintendent Del Prete commented as follows:

- First off, what's being proposed is the same roof that's on City Hall, the same technology, foam insulated roof that we put on the community center.
- So the cost is the cost. If we don't fix the roof, what is the cost of the water damage in the facility going to be?

Vice Mayor Gurney what's the life-span, life expectancy?

Chad Olson, Energy Solutions, commented the roof is rated for a 20-year life.

Vice Mayor Gurney commented as follows:

- I'm wondering, too I think you mentioned that you contacted the Sonoma County library association for a contribution to the work on the library.
- I didn't know who you meant by that part in the staff report.
- Is that regional?

Superintendent Del Prete commented as follows:

- We had a meeting with Dave and they offered up a potential for a financial partnership on some of these improvements.
- We haven't had the opportunity to circle back with them.
- Any contribution that they would make towards these improvements would then, similarly to the pool, offset the total project cost.
- Dave is from the regional library headquarters
- He is the main maintenance person that I speak to who manages the maintenance staff of the library.

Vice Mayor Gurney commented I'm just wondering, in this process did you reach out to any of the library groups like Matthew Rose, manager, or LANTERN, or the Library Advisory Board or any of the community people who are really interested in that building?

Superintendent Del Prete commented as follows:

- I spoke to Matthew, and I believe he shared with his other librarians.
- I believe we did receive some public comment both from Matthew as a private citizen and some of the librarians that work there.
- I've been working closely with Matthew. Matthew is interested in asking me to install much thicker filters on their units.
- It's simply impossible because the air restriction will burn up the motors. The system is old. It's not designed for that.
- The proposed system for the HVAC replacement, it eliminates the gas component so it's all electric.
- But what it does do is it is calculated for a much higher sea filtration which is what Matthew was looking for, and the staff concerned.
- Especially originally with the smoke and the fires we started and then, you know, heating and cooling systems.
- Part of the concerns that Matthew and his staff has had, is there some dead spots in circulation in the building that don't have good air flow, don't have good balanced heating.
- I look at the library's cost efficiency mobilization as one project.
- So, of course, we have to pull off all the HVAC in order to put a new roof on, which it needs a roof.
- It wouldn't make any sense to cut roof Jacks into a roof with a warranty to install solar.
- We have to pull the HVAC off to install the roof.
- So just some money and mobilization to move the old stuff, all of the items were deemed important, and it makes sense to do them all at once in one project for economies of scale. The best bang for the buck.

Councilmember Rich commented I just wanted to contribute that I think it was probably Dave Tichava who is the facility manager for Sonoma County libraries.

Mayor Glass opened for public comment.

Good evening, City Councilmembers and Sebastopol citizens.

- My name is Courtney and I am representing myself as a private citizen.
- I also happen to be a librarian at Sebastopol library.
- I support the investment to update our library into a resilient building with spray polyurethane foam roofing, solar panels and upgraded HVAC systems with MERV 13 filtration.
- I appreciate the tremendous effort devoted to this thoughtful proposal.
- Not only did the authors represent hands-on experience, but they developed concrete solutions to achieve climate resiliency with fiscal conservatism in mind.
- I live in a world where my friends, my colleagues and I may have to leave everything behind because of unbearable condition to mammals, such as drought, heat, lack of food, civil unrest over scarce resources, et cetera.
- I am scared that we will not have water because we cannot live without water.
- And this is why I support this proposal, which is really a baby step.
- As a public-facing librarian, I spend a lot of time interacting with the people who walk through our doors.
- I am happy to report that public libraries are still in vogue.
- Sebastopol loves its library.
- During lockdown we had 200 curbside pickups a day.
- Before COVID-19 restructured our lives, our library was bursting with programs for all ages, and the after-school rush of Sebastopol youth.

- Our world has changed.
- The incessant buzz word these past years is unprecedented, but I do not believe the events shaping our daily lives was unprecedented.
- We needed community resiliency with climate change in mind yesterday.
- We need solar panels.
- We need HVAC system so the air we breathe indoors is clean.
- Wildfires are not going to go away and our lungs will be affected.
- COVID-19 is not going to go away.
- The permafrost is melting, and ancient viruses will be unearthed.
- Please help us help ourselves.

Martha commented as follows:

- Courtney, I really appreciate your words.
- As a mother with two young people, young adults almost, I really hear you and it's certainly of great concern.
- I don't trivialize the environmental piece.
- What bothers me about this proposal is I think that too much is packaged together here.
- I think that it needs to be taken apart.
- I have great appreciation for the solar panel part of the project and the work in most of the areas that have been discussed tonight.
- However, for people who are highly sensitive to EMF, it's not trivial to force the installation, and I hear it sounds like it's likely to be a forced project on us.
- 10 to 12% of the population in industrialized countries, we are walking among you.
- I have counted on this call people that I know, and it amounts to 12%.
- It's been 12% on the call tonight, without divulging confidences.
- We are among you.
- Though we are a 10% to 12% group of people feeling the sensitivity of a ping to a cell tower, of a ping -- if I see people walking with a cell phone, I at least can see them and I can walk away.
- With these buried in the sidewalks, where am I going to walk?
- How am I going to walk, you know, in this town with my animals, with my dog?
- First, I want to say I hope that you cannot approve the water meter part of the project tonight.
- I think it's being pushed on us.
- I don't understand why the badger software has already been pushed which I read on the agenda notes.
- That makes no sense.
- Why would it have been purchased, the software, for this in advance of this decision?
- The survey, I feel like the survey report that we were given is very misleading because the percentages sound interesting, but in a community of 7,000, we had 329 responses, and that means 47 undecided, 170 saying yes to this meter, and 101 of US Saying No to the meter.
- And the clicks of the Facebook saying these are people interested, these are clicks saying looking at it.
- It's not a decision.
- It says nothing about the percentage of people survey responses.
- I don't think people have had this drawn to their attention enough.
- People's attention, of course, are on myriad things at this point as we all know.
- I just hope you'll put the vote off and revisit the survey.

Moshe commented as follows:

- We are the people. We are the owner. We speak three minutes. The people present all these -- they have unlimited time.
- At least please let me share the screen.
- My name is Moshe Shafir.
- I practice in California.
- All these covers with slick numbers and words, covers, they're really the main hazard.
- Toxic radiation.
- Please reject, vote no to the selection of water smart meter.
- The toxicity and the danger to all living organisms from EMF, electromagnetic fields is not controversial any more.
- Hundreds of studies by independent scientists prove the hazards while the FCC and the telecom industry has not done any studies, they are pushing the poison on all of us.
- The water smart meters proposal has nothing to do and nothing smart in it.
- It is not about energy efficiency or water conservation.
- But intrusion on job, intrusion of privacy, making richer and corruption.
- While poisoning all life on the planet.
- Saying that smart meters don't run all the time and are not toxic is a lie driven by greed.
- My personal story.
- In the autumn of 2010, my wife and our 14-year-old highly functional autistic son moved to a house in Berkeley, California.
- Shortly after moving, we started feeling sick in the house and our son started showing symptoms of regression.
- We were not able to figure out the reason for our anguish.
- Our son had talents, singing, playing musical instruments, drawing and painting, good navigation and able to do house chores.
- He was showing disrupted coordination.
- Our son lost all the skill, became totally disabled.
- After 20 months of hell in 2012, we moved to a house that we purchased in Healdsburg, California.
- We settled in a new home and the feeling of sick sensation followed us.
- After living for two months in the new home in Healdsburg, we opted all smart meters.
- On the same day when the smart meters were removed, we felt better and the sick feelings disappeared.
- All our computers have been hardwired without Wi-Fi.
- Finally, we understood that the smart meters in Berkeley in the Berkeley house in the beginning.
- In the Healdsburg house were making us sick.
- We hope our son will recover.
- As of today 2019, 2021, he is severely autistic and disabled.
- It damaged and wrecked our marriage, in 2013 we divorced.
- The dead bodies and the blood are visible, but the telephone company criminals are asking for more and showing us the finger.
- The telecom are allowed to murder people within the frame of the law.
- It is a perfect crime, but not for a long time.
- It is a question of time when people who manufacture, design, install will be legally criminal.

Sandi Maurer commented as follows:

- I have been a Sebastopol resident since 1988.



- EMF safety front was founded in 2009 and we formally opposed PG&E smart meters at the California public utilities commission.
- Sebastopol supported our efforts.
- For example, in 2013, Sebastopol banned PG&E smart meters, and they did so because of the potential risk to health, safety, and the welfare of residents.
- In 2016 they delayed the L.E.D. street lights until we were given a lower Kelvin street light.
- In 2019 they defended senior residents from the smart meters, PG&E smart meters at the Fir Crest mobile home park.
- We strongly oppose the cellular, I.E. , two-way radio smart water readers because they emit wireless radiation which peer reviewed independent studies have shown to be harmful to human and environmental health, including increasing the risk of cancers.
- The lack of transparency about these smart water meters is frankly appalling.
- The agenda item is called energy efficiency and water conservation.
- No mention of smart water meters or how they work.
- The survey also did not mention how the smart -- how these water meters work.
- The public has not been notified in an honest or transparent way about the fact that these are two-way radios, I. E. , smart meters.
- The City says the meters were only transmit four times a day, and that's exactly what PG&E claimed about its smart meters.
- The fact is that the judge ordered PG&E to tell the truth about their smart meters and they -- one electric smart meter could transmit up to 190,000 times a day.
- So how can we trust what they're saying about these water meters?
- The City claims the water meters will save energy.
- Well, PG&E also made that claim, it wasn't true. It's not true.
- Smart meters do not save energy.
- In February 2021, I was told by the public works department that the Newmont water meters would be manually read, but a few months later they're now cellular meters and apparently from listening to the discussion here, this has been planned to be cellular for quite a while.
- So, and already the City has purchased the software.
- It seems like the City has attempted to hide the facts from its residents in order to switch to the data-collecting smart meters.
- Consider this, in 2018, "Newsweek" reported that radiation from cell phones and Wi-Fi is hurting the birds and the bees, and they wrote, technology is quite literally destroying nature.
- I'm asking you, telling you, smart meters will not reduce climate change.
- I believe that that's a fact.
- They will pollute the environment with more batteries and toxic frequencies.
- Please reject these smart water meters or bring it back to the council.

Steve Pierce commented as follows:

- Well, I want to thank Public Works and the consultants for all the work that they've done on this report for the City, and I can say I'm honestly looking forward to having a much better water meter.
- I think the leak detection in and of itself will end up saving quite a bit of water for our consumers and the amount of staff time that we don't have the meter readers going around, and most of all I really want to be able to monitor my consumption and my conservation efforts.
- I'm probably one of those few people that have gone out and pulled the cover off the meter, gotten the dirt and the spiders out of the way just to see, can I tell from the meter do I have a leak or not.

- I'd really like to be able to do that in a much more efficient way with an app that they would provide.
- Also want to talk about the power purchase agreements.
- I'm really hopeful for that that that will be a model that we can use going forward for other installations that the City can look at.
- When it went before the Climate Action Committee, there was an interest in seeing if we could have batteries as part of that power purchase agreement for the solar on the library.
- I'm hoping that the consultants will be following up with that. They did say that they can try to look into that.
- And lastly, I have a question, and that's in regard to the money that we'll be spending on these lease agreements.
- No doubt the roof and other equipment items have been budgeted for replacement over these years that are near their useful life, and there was hopefully money that had been set aside to do that work, and I'm now wondering how much money was set aside.
- Is that money now available in other reserve funds or other Jen funds that could be used for other purposes?
- And lastly, I have a question on the EMF, I think there was one of the consultants mentioned it's less EMF radiation than someone walking by with a cell phone.
- I wasn't clear if that was somebody talking to somebody on a cell phone or just walking by with a smart phone and has GPS or something like that.
- So you wouldn't even necessarily know if somebody has a cell phone when you're walking by, somebody on the street, if they're not on a call.

Lisa Pierce commented as follows:

- I also want to express support for this plan.
- We have Wi-Fi in our home and I do use a smart phone.
- So every day I'm choosing to expose myself to much higher levels of EMF than I would be from receiving from this smart water heater.
- So, personally, EMFs are not at the top of my list of things I worry about.
- I'm far more worried about climate change.
- I see these water meters as being useful tools, but not only can prevent waste and leaks, but can also save the City time and money that could be spent -- that would be spent otherwise on manually reading the meters.
- This time and money could be spent on projects that can have a direct positive impact on climate issues.
- So thank you to Dante and all the people who work so hard to put this together.

Linda Berg commented as follows:

- I've got nine pages of notes on why these wireless radiation proliferation meters are such a bad idea.
- They're costly. They don't last long. The whole unit has to be replaced.
- You cannot replace the lithium batteries there.
- They're like the smart meters, which also are a piece of junk, dangerous piece of junk and have to be replaced every five to seven years.
- There is nothing sustainable about them.
- But we need to start looking at, instead of cost savings, we need to start looking at health savings, you know, and put public health first and look at how these things affect us.
- It's absolutely criminal assault, and it's a trespass.
- It is a trespass of that wireless radiation onto your property and assault onto your body.

- All you need to do, you know, all you wonderful people with the Wi-Fi and heavily wireless environment, take a look at your dogs.
- Your dogs' longevity is being shortened. 40 to 60% of them are now dying from cancer. 89% of the bees are gone.
- We've got extinction going every day, and a lot of it is because of the wireless radiation
- It's like suicide. What I see, it's cell-icide from cell phones.
- People are pushing and shoving to get onto the cattle car to go to Auschwitz.
- Once they arrive there, they are turning up the showers full bore and demanding more and more apps for their cell phones. It is insane.
- So I suggest this whole thing be deep six'd or delaying in you can get more public input because that survey did not include me or any of the apartment buildings whose owners pay the water bill.
- We didn't know. I only knew because another activist told me about it.
- I suggest we delay this till we get more public input for it and the public be given the same amount of time for information as the corporation.

City Council Discussion and/or Deliberations:

Councilmember Rich commented as follows:

- I'd like to take a minute to simply recognize the expressions of the individual concerned tonight regarding our water meters.
- I think it's important to recognize our public and our constituents.
- I want to reassure those who were concerned that we hadn't gotten that message or that people weren't aware in the public that this issue was being addressed.
- We did receive a number of e-mails that came to us from those who were concerned about the water meters.
- So I think all of us on the City Council are very aware of the worries that we have out there in the community on this topic.
- So thank you to Martha and to Linda and to Moshe and to Sandi for being here to express their concerns.
- I have to say that from my perspective, if there were reasonable way to meet those individual needs and still meet the climate change obligations and goals that Courtney highlighted for us, and we are all very, very aware of, that would be wonderful.
- But when I look at all of the concerns and everything that we need to do as a City Council, I have to say the balance for me is in favor of the proposals, all of them that have been presented to us here tonight by our very reasonable and well-prepared superintendent of public works.
- So that's my perspective on it, and it troubles me and it's a very difficult decision.
- I do it with my heart going out to those people who are going to be affected and very unhappy with this outcome, but that's my position on this issue.

Councilmember Slayter commented as follows:

- I think Councilmember Rich expressed a lot of the same thoughts that I'm having that we're here to listen and we are here to respond to our community.
- I find it hard to see how anybody misinterpreted the survey question.
- I'm not sure how that could be interpreted as anything other than asking how people thought about the City of Sebastopol about the water meter system.
- I'm confused by that comment and I welcome an explanation about that.
- Honestly. I don't mean that in any kind of snark, no sarcasm at all in that I'm genuinely interested in that.

- So the overriding concerns about climate change and water use, one of my colleagues, and I will not identify that individual, but one of the five of us has a Behind-the-Meter system installed to monitor water use.
- I understand that that individual uses that to great effect to reduce water use in the residence where it is installed. So I'm aware of that.
- I have researched other communities where these have been installed and I think that in a lot of ways it is wishful thinking for the financials on it.
- I think it's wishful thinking on the amount of water that can be saved, but certainly to the second point, yes, it's raining. But it's the first time it's rained in ten months, something like that.
- So all of us are aware of the profound drought.
- If it is a gallon here or a gallon there, if it's 5% reduction over the City, if it's 10%, if it's more than that because people are suddenly aware, that starts to make a significant difference.
- So the concerns of climate change, the Day-to-Day concerns that our staff has in answering questions of residents, of customers saying I need more data to manage my water use, I know that those happen regularly.
- To read through the comments that were included in the staff report, so I am also in favor of this.
- I would also be in favor, and this is in no way an indictment of the quality of the analysis, of the investment grade audit that was done.
- As a steward of public funds, I would be interested in us having these numbers run past another energy company in an audit form.
- I'm not saying that there's anything wrong with them.
- I'm just saying as a steward of the public funds, I am interested in having an assurance from an independent third-party that what we are seeing is accurate and true.
- I don't believe it's anything other than that.
- I just feel like I need that because that's just where I am with this.
- I'm in 100% favor of it.
- I think it's a great way to go.
- I think that we're getting infrastructure that is desperately needed.
- We can't have water raining down on the inside of our library. That's not safe.
- What does it cost to repair water damage. That is a very real concern, especially in a publicly-owned commercial-grade building that houses very sensitive items.

Vice Mayor Gurney commented as follows:

- Just so we have a little more background, I hope Gabe Johnson is here and can answer or perhaps another one.
- I'm wondering how many other cities in Sonoma County use this system.
- Would we be the first?

Mr. Jonson commented yes, Sebastopol would be the first in Sonoma County.

Kathy Richard commented as follows:

- Petaluma is starting to dabble into the cellular part.
- They had been a mobile drive-by customer for a number of years.
- As that system is aging and they want the benefits of real-time data, they're starting to put cellular into place.
- The biggest customer that is right in your own backyard is going to be Marin municipal who is installing quite a bit of it in Marin County.

- I've got well over 52 accounts that go through the central valley, through the bay area, Alameda County is installing as we speak.
- Some of the larger customers that have done a lot of research and development.
- We've got some in at Stenson beach.
- Up and down the coast.
- The sea ranch water company has cellular in it as well, and they're Sonoma County.
- So more and more customers are adopting, and especially those customers that had drive-by technology that's now getting older and they want to increase their water conservation efforts.

Superintendent Del Prete commented as follows:

- I did reach out to some other municipalities and asked for a candid response, and overwhelmingly in support of the technology.
- The only negative comment I did hear is that with the recent computer chip, there is a delay on being able to source their last purchase of meters in their implementation programs.
- So, other than that, as far as customer interface, billing improvements, significant improvements for, you know, staff time in the field, I did do due diligence to reach out to the municipalities.

Vice Mayor Gurney commented as follows:

- People know I'm very much in favor of the improvements to the library building. That makes perfect sense to me.
- Even with the possibility of improvements to the library, those improvements might take us 10 years to figure out what they are, you know, or to figure them out and build them out.
- So I'm not particularly worried at all about the productive nature of that kind of investment, but is there some urgency about this other part?
- I guess the wells may be really important to do that, and the pumps, but as to the smart meter reading, is there some reason we couldn't delay that component of the decision and give the public more time to think about this, the council more time to think about it?
- Because it's been the value of this council not to hurry, but to make sure we have, you know, sufficient public comment.
- This is a big item going on, you know, starting at sort of 9:00 to 11:00, and I want to make sure we've done our due diligence with our own public.
- So, the question is there some urgency to make that part of the decision tonight?

Superintendent Del Prete commented as follows:

- The project was developed as one project as a comprehensive energy conservation, water conservation fund.
- All the financials were built from that perspective.

Councilmember Hinton commented as follows:

- It is unfortunate that we have some folks in our community that are concerned about this, but I do think it's about the masses more than the individuals, and I think that our community overall is supportive of this.
- So I would like to move forward.
- I also heard what Councilmember Slayter said, which I hate to bring up, but goes back to my agenda item, which if we had a policy in place.
- We are going to be spending a lot of money here, and we would have had proposals or multiple people submitting before we've gone through almost a two- to three-year process.

- It feels like we're pretty far down the road on this one, and our policies didn't cover this, so I'd be comfortable moving forward with Syserco here that's done a lot of work, and our public works manager who has vetted this.
- But I would be remiss if I didn't point out that had we had a policy in place, we would have already probably vetted that and we would've had multiple vendors to look at on the front side.

Vice Mayor Gurney commented as follows:

- Councilmember Slayter has suggested a third-party review.
- I'm wondering how long that would take.
- Does anyone have any idea how long that would take?
- I mean, how would we go about that if we thought that was important level of scrutiny?

Councilmember Slayter commented as follows:

- I did reach out to a couple of -- in my day job, I work with energy consultants with some regularity and inquired about this, and a couple of them sort of -- on the phone, I got a glassy-eyed look through the phone.
- This is beyond their knowledge base.
- But there are a couple of local companies, and I don't want to, you know, say any here, but there are local companies that do that kind of work, and it's to the tune of -- it could be anywhere from a half a day worth of work just to run the numbers and -- and, you know, kind of just a second set of eyes or a third set of eyes on something.
- It's not a full-on re-accounting of everything.
- It's not a full audit.
- It's not all that.
- It's a professional overview look for that kind of work.

Councilmember Rich commented as follows:

- My instinct is to just move forward with this.
- I hate the idea of delaying it any further.
- We've got a superintendent of public works who's been heavily involved and been paying attention to the details.
- We have our administrative services director, finance director who clearly feels that this is an appropriate way to go.
- We also know that the financial piece is going to come back to the city council, both in terms of the municipal leasing arrangements and the power purchase agreement.
- I'd hate to see a delay.
- If there's, you know, a lot of concern from the audit perspective, then I'm willing to accept that, but I just, at the moment, am opposed to our delaying this process given where we are at this point.
- 

Mayor Glass commented as follows:

- Well, now I'm going to say something, and I am in favor of this overall package.
- It seems to me, first of all, that we can't split out parts of it because the whole thing was the financing of it and everything was put together based on a lot of calculations from -- you save this over here, and then you invested this over here.
- The whole thing fits together. We can't carve out pieces of it.

- I am somewhat disappointed that there's not an opt-out option for residents, but since it doesn't seem to allow that, I am concerned with the sensitivity issues that some of our residents do have to EMF, and I think that that can be a substantial concern for some people with smart -- electrical smart meters.
- The reason why I asked questions about where is our meter, where are our water meters
- They're out by the street. Where's that little cellphone device going to be?

Mr. Meisner commented it's out by the street down below grade, et cetera.

Mayor Glass commented as follows:

- I don't suspect I'm absolutely positive that my next-door neighbor talking on their cellphone is far closer to me than my water meter.
- So, you know, it seems like it's one of those "the train left the station" things.
- Our entire community is using cellphones, and I don't have a lot of control over my next-door neighbors using cellphones and I'm still close to them.
- So, having a cellphone in a water meter that is actually out on the street and isn't even close to me
- I just see that as not the same issue as somebody having an electric smart meter sitting on their house that they don't want.
- So, for that reason, I don't see it as a significant an issue for people because it is farther away.
- So, I'm in support of doing this.
- I am somewhat concerned about just kind of the way the whole cashflow was done
- I am concerned of the analysis
- As one of my colleagues said, could be a little wishful thinking, et cetera, but bottom line is we need to move forward with doing this, and most of all, I'm a big supporter of us getting off using fossil fuels, using renewable energy, and making sure that our city is completely invested in that and has removed our use of fossil fuels.
- So for that reason, I'm in favor of moving forward with this proposal.
- I just have to say I really appreciate people also being kind of straightforward with the information.
- Like, tell me the bad news. I don't have to have it totally sugarcoated. Tell me what's real.
- Like that you're not entirely a local company, or that maybe the cash flow could go this way or it could go a bit that way because the cash flow is really not, like, completely nailed down.

**MOTION:**

Councilmember Rich moved and Councilmember Hinton seconded the motion to approve Action for "Comprehensive Energy Efficiency, Water Conservation, and Solar PV Project.

Discussion:

Staff requested the addition to the motion:

1. Consider both the SES and staff recommendations to move forward with approval of project as described herein and authorize the City Manager to execute all necessary documents to enter into an Energy Services agreement with SES for the design-build implementation of the project; and
2. Approval of financing of the project for the energy efficiency and water conservation measures under a tax-exempt municipal lease; and returned to later dater
3. Approval of Power Purchase Agreement for the new roof and solar PV measures at the Library.

Councilmember Rich amended the motion and Councilmember Hinton seconded the amended motion to approve Action for "Comprehensive Energy Efficiency, Water Conservation, and Solar PV Project with items included below:

1. Consider both the SES and staff recommendations to move forward with approval of project as described herein and authorize the City Manager to execute all necessary documents to enter into an Energy Services agreement with SES for the design-build implementation of the project; and
2. Approval of financing of the project for the energy efficiency and water conservation measures under a tax-exempt municipal lease; and returned to later dater
3. Approval of Power Purchase Agreement for the new roof and solar PV measures at the Library.
4. Financing conditions will be brought back to the city council at a later date.

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

**VOTE:**

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

Noes: None

Absent: None

Abstain: None

**City Council Action: approve Action for “Comprehensive Energy Efficiency, Water Conservation, and Solar PV Project with items included below:**

1. Consider both the SES and staff recommendations to move forward with approval of project as described herein and authorize the City Manager to execute all necessary documents to enter into an Energy Services agreement with SES for the design-build implementation of the project; and
2. Approval of financing of the project for the energy efficiency and water conservation measures under a tax-exempt municipal lease; and returned to later dater
3. Approval of Power Purchase Agreement for the new roof and solar PV measures at the Library.
4. Financing conditions will be brought back to the city council at a later date. Minute Order Number: 2021-266

Due to the lateness of the hour and no consensus to move forward, the following items were continued to the next City Council Meeting.

12. Discussion of City Budget Process (Responsible Department: City Administration/Administrative Services Director)

**City Council Action: Continued item.**

**Minute Order Number: 2021-267**

13. Discussion of No response to RFP For Services for Municipal Financial Services Consultant and proposed Amended Scope of Work (Responsible Department: Administrative Services)

**City Council Action: Continued item.**

**Minute Order Number: 2021-268**

**CITY COUNCIL REPORTS:**

14. City Manager-Attorney/City Clerk Reports:

- a. After Action Report of Laguna Encampment Mitigation Measures of September 21, 2021 (Written Report)

**City Council Action: Continued item.**

**Minute Order Number: 2021-269**

15. 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)

- a. Report out of Status of Budget Items from FY 21 22 Approved Budget (Mayor Glass) (Written Report)

**City Council Action: Continued item.**

**Minute Order Number: 2021-270**

16. Council Communications Received
17. Future City Meeting Dates/Events (Informational Only): (See City Web Site for Up-to-Date Meeting Dates/Times)

#### **ADJOURNMENT OF CITY COUNCIL REGULAR MEETING**

October 19, 2021 City Council Meeting will be adjourned to the Special City Council Meeting of October 20, 2021 at 9:30 am (ZOOM VIRTUAL MEETING FORMAT).

October 20, 2021 Special City Council Meeting Closed Session will be adjourned to the City Council Regular City Council Meeting of November 2, 2021 at 5:00 pm (ZOOM VIRTUAL MEETING FORMAT)

Mayor Glass adjourned the regular City Council Meeting at 11:45 pm.

Respectfully Submitted:



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