APPROVED

City of Sebastopol City Council Regular Meeting Minutes

Meeting of June 7, 2016

As approved by the City Council at their regular meeting of June 21,2016

6:00 pm - Convene Regular City Council Meeting, Sebastopol Community Center, 390 Morris Street, Sebastopol, Ca

The public is advised that pursuant to Government Code Section 54957.5 all writings submitted to the City Council are public records and will be made available for review.

Please note that minutes are not verbatim minutes and are meant to be the City's record of a summary of actions that took place at the meeting.

Notice: All resolutions and ordinances introduced and/or adopted under this agenda are waived of all reading of entire resolution(s) and ordinance(s).

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

A notice of the meeting was posted by the City Clerk on June 2, 2016.

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

Mayor Gurney opened the meeting in honor of Mel Davis, Former City Manager who passed away last night and stated the City is flying their flags at half-staff in his honor.

Call to Order: Mayor Gurney called the meeting to order at 6:05 p.m.

Roll Call

Present:	Mayor Gurney
	Vice Mayor Glass
	Councilmember Eder
	Councilmember Slayter
Absent:	Councilmember Jacob (excused per City Council approval of April 5, 2016)
Staff:	City Manager-City Attorney Larry McLaughlin
	City Clerk Mary Gourley
	Building Official Glenn Schainblatt
	Engineering Manager Henry Mikus
	Finance Director Ana Kwong

Fire Chief Bill Braga
Planning Director Kenyon Webster
Police Chief Jeff Weaver
Superintendent of Public Works Emig

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

Mayor Gurney stated the DRAFT EIR for the General Plan is available for public comment and comments should be directed to the City Planning Director and provided contact information to the public.

PROCLAMATION(S)/PRESENTATION(S):
The following was presented:

- Proclamation Declaring June 20, 2016 as Ride Your Motorcycle to Work Day 2016

PUBLIC COMMENTS: (This is an opportunity for the public to address the City Council on items that are not listed on the agenda. This time is set aside to receive comments from the public regarding matters of general interest not on the agenda, but related to City Council business. Pursuant to the Brown Act, however, the City Council cannot consider any issues or take action on any requests during this comment period. Speakers are allowed to speak for a maximum of three minutes so that all speakers have an opportunity to address the City Council. The Mayor has the authority to limit the time allowed for speakers dependent on the amount of speakers in attendance. It is the goal of the Council to conclude the public comments portion of the agenda within 30 minutes. If the public comment period exceeds twenty minutes, the presiding officer, typically the Mayor, reserves the right to reduce the time per speaker or carry over public comments to after all business items are completed.)

Amie Windsor commented as follows:

- 778 Litchfield Avenue
- Takes her two year old daughter to Ives Park to Play
- Stated the big yellow climbing tunnel is broken and has crack in it and is dangerous
- Believe it was a Rotary Project originally
- Love to see if it can be fixed

Superintendent of Public Works Emig stated he will check up on this issue.

Mayor Gurney suggested getting in contact with the Rotary as well.

STATEMENTS OF CONFLICTS OF INTEREST BY MAYOR/CITY COUNCILMEMBERS FOR ITEMS ON THE AGENDA (This is the time for the Mayor or City Councilmembers to indicate any statements of conflicts of interests for any item listed on this agenda) ***There were none.***

Consent calendar items are routine matters or matters which have been reviewed by the City Council previously. These items may be approved by one motion without discussion unless a member of the City Council requests that the item be taken off the consent calendar.

Councilmember Slayter moved and Vice Mayor Glass seconded the motion to approve the consent calendar Items Numbers 1 through 9.

VOTE:

Ayes:	Councilmembers Eder, Slayter, Vice Mayor Glass and Mayor Gurney
Noes:	None
Absent:	Councilmember Jacob
Abstain:	None

CONSENT CALENDAR ITEM(s):

1. Approval of Minutes of City Council Special Meeting of May 31, 2016 (City Clerk)

City Council Action: Approved Minutes of City Council Special Meeting of May 31, 2016
Minute Order Number: 2016-125

2. Approval to Direct City Agencies to Review the Conflict of Interest Code (City Manager/City Clerk)

City Council Action: Approved Directing City Agencies to Review the Conflict of Interest Code
Minute Order Number: 2016-126

3. Approval of Second Reading and Adoption of Ordinance 1085 Mandatory Zoning Ordinance Amendments identified by the Housing Element (Planning Director)

City Council Action: Approved Second Reading and Adoption of Ordinance 1085 Mandatory Zoning Ordinance Amendments identified by the Housing Element
Minute Order Number: 2016-127

4. Approval of Second Reading and Adoption of Ordinances 1086, 1087 and 1088 of the City of Sebastopol, California, Re-Codifying the Sebastopol Municipal Code (City Clerk)

City Council Action: Approved Second Reading and Adoption of Ordinances 1086, 1087 and 1088 of the City of Sebastopol, California, Re-Codifying the Sebastopol Municipal Code
Minute Order Number: 2016-128
2016-129
2016-130

5. Approval of Second Reading and Adoption of Ordinance 1089 For General Plan Amendment and Zone Change to Change Designation from High Density Residential to Office, 7765 Bodega Avenue (Planning Director)

City Council Action: Approved Second Reading and Adoption of Ordinance 1089 For General Plan Amendment and Zone Change to Change Designation from High Density Residential to Office, 7765 Bodega Avenue
Minute Order Number: 2016-131

6. Approval of Recordable Encroachment Permit, 775 Gravenstein Hwy South (Round Table) (City Engineer)

City Council Action: Approved Recordable Encroachment Permit, 775 Gravenstein Hwy South (Round Table)

Minute Order Number: 2016-132
Resolution Number: 6083

7. Approval of Rejection of Claim for Money or Damages Against the City of Sebastopol Filed by Malcolm E. Barrack Representing Tombe Realty (City Manager-Attorney/City Clerk)

City Council Action: Approved Rejection of Claim for Money or Damages Against the City of Sebastopol Filed by Malcolm E. Barrack Representing Tombe Realty
Minute Order Number: 2016-133

8. Approval of Rejection of Claim for Money or Damages Against the City of Sebastopol Filed by Justine Valentin Robles (City Manager-Attorney/City Clerk)

City Council Action: Approved Rejection of Claim for Money or Damages Against the City of Sebastopol Filed by Justine Valentin Robles
Minute Order Number: 2016-134

9. Approval of Appointment of Geoffrey Skinner to the Planning Commission (Alternate Position) (City Manager/City Clerk)

City Council Action: Approved Appointment of Geoffrey Skinner to the Planning Commission (Alternate Position)
Minute Order Number: 2016-135

INFORMATIONAL ITEMS/PRESENTATION: NONE

PUBLIC HEARING(s):

10. Public Hearing on Abatement of Weeds (Fire Chief)

Fire Chief Braga presented the staff report recommending the City Council approve the Resolution that all parcels on Exhibit A attached be included under the Resolution allowing the City to abate weeds.

Mayor Gurney opened the public hearing.

Hearing no comments, Mayor Gurney closed the public hearing.

Councilmember Eder commented that some of the names on the list are the same from previous years.

Fire Chief Braga commented as follows:

- Stated these are large, open vacant lots
- Stated that as he sends out the letters and deals with the property owners, and often this letter is used as a reminder for owners to abate their weeds
- Stated of the 42 property owners on the list, 41 have already abated their weeds
- One is still outstanding and in the process of renting a chipper – use chips for mulch

Councilmember Eder stated the City has the authority to go onto the property and abate and questioned if this has ever happened.

Fire Chief Braga stated no, that this is a successful program. He stated that although the City has the authority to go on the property and abate weeds, the City can also charge an administrative fee as well and the City has never had to do this.

Mayor Gurney stated this list keeps getting shorter and shorter and stated this attributes to the efforts of former Fire Chief Zanzi and Fire Chief Braga and the good relationship that they have with the community and the respect the community has for them.

Councilmember Eder moved and Vice Mayor Glass seconded the motion to approve the Resolution that all parcels on Exhibit A attached be included under the Resolution allowing the City to abate weeds.

VOTE:

Ayes: Councilmembers Eder, Slayter, Vice Mayor Glass and Mayor Gurney
Noes: None
Absent: Councilmember Jacob
Abstain: None

City Council Action: Approved Resolution that all parcels on Exhibit A attached be included under the Resolution allowing the City to abate weeds
Minute Order Number: 2016-136
Resolution Number: 6084

11. Public Hearing on Fiscal Year 2016-2017 Sebastopol Lighting Special Assessment Intention to Levy and Collect Annual Assessments for FY 2016-2017 for the City of Sebastopol's Lighting Special Assessment District; Resolution Approving the Engineer's Report and Confirming the assessment Diagram and annual assessments and authorize levying of annual assessments for FY 2016-2017 for the City of Sebastopol Landscaping and Lighting Assessment District (Finance Director)

Finance Director Kwong presented the staff report recommending the City Council approve the Resolution Fiscal Year 2016-2017 Sebastopol Lighting Special Assessment Intention to Levy and Collect Annual Assessments for FY 2016-2017 for the City of Sebastopol's Lighting Special Assessment District; Resolution Approving the Engineer's Report and Confirming the assessment Diagram and annual assessments and authorize levying of annual assessments for FY 2016-2017 for the City of Sebastopol Landscaping and Lighting Assessment District.

Councilmember Eder questioned the $31,297 contribution from the reserve fund balance and questioned why the rest is not calculated from the assessment.

Finance Director Kwong stated in previous years there was a set aside for this program and that the program did not get off the ground and there is still a fund balance collecting in that fund. She stated the City is not proposing for any increases but expenditure exceeds what is collected and therefore the fund balance is used.

Councilmember Eder clarified that the City is not subsidizing the street light operation and questioned if that is correct.

Finance Director Kwong stated that is correct.

Mayor Gurney questioned if the City charges the $20.16 this year, will it bring the fund balance to zero,

Finance Director Kwong stated no, that there is still about $9000 in the fund.

Vice Mayor Glass clarified that the City by law can only collect what the cost of the assessment district is and that is part of why, if we over collect, we use that money to off-set what we collect in the following year. She stated the City cannot make a profit and is only charging the public what it actually costs.

Finance Director Kwong stated the City is recouping the operational and maintenance costs in that district.

Vice Mayor Glass discussed the differences between taxes and fees and that the City cannot charge a fee to make extra money on it.

Mayor Gurney questioned the map and discussed the special assessment district and stated it looks like the City boundary line is the assessment district. She questioned if the whole City is within the City assessment district.

City Manager McLaughlin all City residents benefit from the street lights and therefore the fee is charged to all properties in the City limits.

Mayor Gurney opened the public hearing.

Hearing no comments, Mayor Gurney closed the public hearing.

Vice Mayor Glass moved and Councilmember Slayter seconded the motion to approve the Resolution Fiscal Year 2016-2017 Sebastopol Lighting Special Assessment Intention to Levy and Collect Annual Assessments for FY 2016-2017 for the City of Sebastopol's Lighting Special Assessment District; Resolution Approving the Engineer's Report and Confirming the assessment Diagram and annual assessments and authorize levying of annual assessments for FY 2016-2017 for the City of Sebastopol Landscaping and Lighting Assessment District.

VOTE:

Ayes:	Councilmembers Eder, Slayter, Vice Mayor Glass and Mayor Gurney
Noes:	None
Absent:	Councilmember Jacob
Abstain:	None

City Council Action: Approved Resolution Fiscal Year 2016-2017 Sebastopol Lighting Special Assessment Intention to Levy and Collect Annual Assessments for FY 2016-2017 for the City of Sebastopol's Lighting Special Assessment District; Resolution Approving the Engineer's Report and Confirming the assessment Diagram and annual assessments and

authorize levying of annual assessments for FY 2016-2017 for the City of Sebastopol Landscaping and Lighting Assessment District.
Minute Order Number: 2016-137
Resolution Number: 6085

12. Public Hearing on Fiscal Year 2016-2017 City of Sebastopol Budget (Finance Director)

Finance Director Kwong presented the staff report recommending the City Council review, discuss and conduct a public hearing on the Proposed FY 2016-2017 City of Sebastopol budget. If approved, City staff will return FY 2016-2017 Budget Resolutions at the next City Council Meeting of June 21, 2016 with the following highlights:

- A quick background of the budget process. The City forms a budget subcommittee consisting of two council members (vice mayor Glass and Council member Slayter). 3 staff members (City Manager McLaughlin, City Clerk Gourley and myself Finance Director)
- The tasks of the budget subcommittee is to meet with the department directors to review their budget requests, and make recommendation to the City Council for budget hearing and approval. The budget subcommittee met multiple times and spent lots of hours in meeting to consider each request.
- The budget subcommittee is hereby presented a balance budget for the upcoming budget year 16/17 with general fund forecasted revenue at $8.18M, proposed expenditures at $8.13M with the planned addition to reserve balance of approximately $55K for 16/17
- A list of the community benefit grants funding. The requested amount was over $100K. The total funding recommended by the Budget Subcommittee for the community benefit grants is $73,400 in FY16/17. The proposed amount represents approximately 1% of general fund expenditures.
- In addition to the routine departmental expenditures, a few departments have identified the additional needs and the list is reflecting of that needs totally $615K.
    - Item#1 is the funding for the final phase of the Library Landscaping project.
    - Item#2 is the funding for the additional time and materials for the implementation of the monthly newsletter.
    - Item#3 is the continuation of the pine grove square project of which $30K has been funded in the City Manager's budget.
    - Item#4 is a request for 1 additional personnel in the Police Department specifically (School Resource Officer). The budget subcommittee is not recommending funding the position for FY16/17, however the budget subcommittee is making a commitment to continue with the annual $10K funding for the School Resource Officer.
    - Item#5 is a request for 2 additional personnel in the fire department. As of the issuance of the budget packet on 6/1, the budget subcommittee recommended 1 additional personnel for the Fire Department. However, the Budget Subcommittee will circle back to this item at the end of this

presentation for further review and discussion as new information has come to light.

- Item#6 and 7 belonged to the Public Works Department requesting 1.5 additional full time equivalent. The Budget Subcommittee is recommending full funding for 1 Laborer and ½ time administrative assistant.
- Item#8 is an increase in funding the Sebastopol Community & Cultural Center of approximately $127K to the annual contribution in support of public art, music and operational programs. The need for the increase in funding for the SCCC is to bring the SCCC into compliance with the City of Sebastopol's Living Wage Ordinance.

With all the items above, the funding came to $369K proposed for 16/17

- The General Fund for FY16-17 financing sources are displayed in this pie chart reflecting the relative percentage of total general fund support supplied by each revenue category. 50% of GF revenue comes from sales and other taxes. And Property tax made up 27% of the pie graph.
- General Fund Revenue budget at a glance table shows our revenue summary by category. % changes to the bottom line is forecasted at 5.1% increase.
  - Sales Tax & Other Taxes – what comprised in this line item is our general sales tax, the 2 local measurers and UUT. The increase is attributed to the ending of the triple flip. The triple flip is a complex, decade old mechanism that was used to address the state's budget shortfall in 2004. Basically the state took a quarter cent of our local sales tax to repay bond issue and in turn shifted property tax from schools to pay local city. In FY16/17, we'll see the ending of this shifting methodology.
  - Licenses and permits had seen a constant increase from year to year, the FY16/17 budgeted amount is based on the historical collections
  - Intergovernmental revenue declined is due to no longer receiving the one-time state mandated cost reimbursement compared budget to budget.
- The general fund expenditures in the pie graph broken down by each department and their share of the pie chart
- GF expenditures budget by department. There is considerable cause for concern regarding escalating costs beyond the City's control. Despite revenue growth, the cost of doing business continues to outpace that growth. Expenditures that departments must incorporate into their budgets, but do not have control over, include increase in retirement system contributions (PERS), medical premiums, and workers' compensation premiums are all built into this budget. The overall expenditure increase is 4.7%.
  - City Council budget decreased by 5.8% is due to the ending of fully funding the library and landscaping project and a decrease in community benefit grant funding.
  - City Clerk budget increased by 9.3% is mainly due to the election expense.
  - Finance budget increased by 17.8% is mainly due to the Finance Department was approved for a one full time equivalent Office Assistant during the mid-year budget review. The FY16/17 budget assumes the full year funding of the position. In addition, the budget includes the continuation of the on-going accounting software maintenance and upgrade. In FY 2015-16, the City

initiated the Utility Billing (UB) module to include on-line bill payment option. The conversion of the UB module will go live on July 1, 2016. The online bill payment portion for the citizens is anticipated to go live on September 1, 2016. This budget also assumes the next phase of the accounting software. The city has also experience an increase in credit card payment transactions which in turn increase the fee processing of credit card payment.

- Planning department decreased by 13.4% is due to a reduction in the General Plan update cost.
- Building Department increased by 5.2% is mainly due to cost of living adjustment
- Police Department increased by 5.3% is mainly as a result of routine step increase plus labor negotiation
- Fire Department increased by 20.4% is mainly due to increase in additional personnel.
- Public works has a combination of increase in salary and benefit and decrease in contracted services through their budget which resulted in an overall increase of 5.8%.
- Community Center with a small increase of 4.8% is due to an increase in additional funding of $127K, with a reduction in capital outlay compared to prior year.
- Since FY12-13, the City has been working towards the goal of meeting the 20% City Council policy reserve and has met this goal in FY 2014-2015. The proposed budget calls for a reserve level that exceeds the minimum goal set by City Council policy. Although the City has met the City Council reserve policy and shows adequate reserve funds, the City still faces some primary concerns that need to be addressed such as volatility of sales tax income with Measure Y (1/2 cent) is set to sunset in March 2021. The City currently do not have a set aside for vehicle and infrastructure replacement and also not to mentioned the unknown unfunded liability and staff is working with CalPERS to obtain the data for further study and address the City's portion of the unfunded liability.
- This slide shows Council assignment of City set aside reserved established by reso#5940 on 6/25/13 with listed category like building reserve, wayfinding signs, fire station 4th bay and community center totally $185K. The unassigned reserve amount is $1.7M. Which bring the reserve at 6/30/15 of $1.9M. We are anticipated of budget savings for the current year of $$328K and the proposed budget addition for 16/17 of approximately $56K which brings the grand total reserve to $2.3M.
- To comply with Council Policy, the City should have 20% of general fund revenues allocated as reserves. For the 2016/17 fiscal year - that amount should be at a minimum of $1,637,004. However, the City has met and exceeded General Fund reserves of 20% and more.
- A snapshot of the 5 year forecast with annual sources/used. Purple color bar is being revenue and orange is expenses. As you can see, the proposed budget shows the purple bar higher than orange bar. The following year, it's

the opposite, then back to surplus and back to deficit starting in FY19/20 and forward.

- Water fund is in balance. With projected operating revenue to be $1.9M. This amount also built in the 5% water conversation. With anticipated $1.8M in expenditure.
- Sewer fund is in balance. With projected operating revenue to be $2.9M. This amount also built in the 5% sewer reduction to due water conversation. With anticipated $2.7M in expenditure.
- Gas Tax fund is in balance as well.

Mayor Gurney added her thanks to staff for the well-organized binder and getting it out early to the Council.

City Manager McLaughlin commented as follows:

- Introductory memo is same basic matter that the Finance Director went through in the presentation
- More detailed information is in the budget transmittal letter
- Stated this was the product of the budget subcommittee

Mayor Gurney thanked the budget sub-committee for the months of hard work done in preparation of the budget.

<u>The budget sub-committee commented as follows:</u>

Vice Mayor Glass commented as follows:

- Thanked Councilmember Slayter and City staff for their exemplary work and providing large amounts of information consolidated in a way to be easily digested
- In general the subcommittee took the approach to go through each department's budget and the budget subcommittee funded what departments asked for in the most part
- Approach has been to go through a process that has moved through the past several years and now the City is trying to get a real handle on what the City is doing this year and upcoming years
- Taking approach – what is our long term forecast and how we can be prudent about spending this money
- Had some requests for additional staffing in various public safety departments
- Love public safety departments
- Subcommittee looked at the pie chart and recognized that it may look like we have money now but based on projections in a few years, the City will be in a deficit situation
- Suggesting not obligating new personnel expenses without figuring out if we have enough revenue coming in
- Once the City makes a commitment to additional personnel expenditures it is hard to go back
- Felt it was prudent at this time to not expand as much as we like to get better handle on long term financial prognosis

- May look like huge reserve right now
- Part of that represents us being careful of how we are spending our money
- Not entirely have handle on long term replacement costs for vehicles
- Working now on getting a more accurate picture of our unfunded liabilities with PERS
- Looking at long term increasing health insurance costs
- Long term costs for maintenance of the City
- When had no reserves kept maintenance down
- Have streets that need improvement
- Going through process where Finance Director is identifying these long term costs
- Look at reserves – actually not that much money when think of vehicles replacement costs, health insurance costs that are rising every year and unfunded liabilities
- As nail down what those long term costs are the City is hoping to get that done over the next year then we will have a better picture
- Continuing finance commitment to start getting better picture of long term costs
- Identify what are our priorities
- Some priorities are related to CIP budget
- Need to make priorities of replacing vehicles
- Other requests from public such as traffic light
- Other members say need more bicycle trails
- Other members say need money spent on parks
- How as public and elected entity make our priorities unless we can look at the big picture as a whole
- Don't really have huge reserve – just looks like it
- New software to nail down details of where stand financially to make it easier to read and understand the budget
- Dedicated staff who have gone through CIP budget
- Starting to get numbers in place
- Make good choices for the long term
- Not look at finances insulation of only one year
- Hopes of getting our TOT money from some future hotels
- Saving grace for the City
- How much will that be is not known yet
- Not know yet what the unfunded liabilities are
- Working on figuring out how to make good long term choices

Councilmember Slayter commented as follows:

- Discussed the reserves
- Big categories in that are PERS costs, vehicle replacement costs and infrastructure costs
- Discussed vehicle costs – city does not have fleet of passenger cars such as social services that are driven around in
- City has heavy duty vehicles

  - Police cars
  - Fire Trucks
  - Public Works trucks
  - Heavy duty and expensive vehicles
- Takes a lot of money to keep it going and reliable
- Nature of a small City
- Intention with the reserve account that is proposed is that it will get parsed out and will have a vehicle replacement reserve account and have a PERS reserve account
- Figure out what it will cost and be responsible for our liabilities
- That will eat into what looks like a large number right now
- Will get subdivided very rapidly
- In year 8 of recovery
- Longest recovery in State is ten years
- Look at historical data – playing with house money
- Sour times are coming
- Will always be coming and need to plan ahead for it
- Not safe way for City to operate to have reserves at zero
- Trying to get handle on long term picture of the finances of the City and plan ahead so that we can be able to in the future do some of the things that are considered optional
- Not prudent to spend money at this point on other priorities that we need to get a handle on first

Councilmember Eder commented as follows:

- Complimented the Finance Director for an amazingly well prepared comprehensive budget presentation
- Very easily read and absorbed document
- Discussed the slide presentation handout
- Page 3 – community benefit grant funding – more need than resources
- Surprised to see Redwood Rainbow Square Dance Club
- Group of legacy organization and curious what was rational for funding that

Councilmember Slayter commented as follows:

- Move that to Public Works
- Improvements to Weischemann Hall
- Organization that leases the building
- Funding is for infrastructure for a City owned property
- Moving that line item to the Public Works Department
- More appropriate place to have
- Not want to have a nonprofit be responsible for City owned improvements

Councilmember Eder questioned if the Analy 1-4-1 club is not requesting funding this year.

Councilmember Slayter stated they did not submit an application.

Councilmember Eder discussed the requests for the Public Works positions and questioned if this is funding a .5 full time equivalent position and questioned if this is hiring a part time employee.

Superintendent of Public Works stated it is a part time administrative assistant for the front office.

Councilmember Eder questioned page 4 - General Fund Revenue Budget at a glance, and questioned the transfer in and asked for clarification.

Finance Director Kwong commented as follows:

- Stated this is addressed on page 6 in the budget binder
- Listed $100,000 from SLESF
- Listed as $14,000 Casino Mitigation Fund
- Stated these funds will be transferred in to the General Fund

Councilmember Eder commented that the staff report discusses the online posting of the budget and that the public can provide input or voice concerns and questioned if the City received any public input.

City Clerk Gourley stated the City received one email from Deanne Thompson.

Mayor Gurney opened the public hearing.

Councilmember Slayter read a memo from Deanne Thompson as follows: "It is gratifying to know we are taken seriously. Our concern as always is funding for a Stoplight. We have learned that the "Reserves Fund", which the Council tries to hold at 15% of the budget, now totals $1.9 million or 28% of the proposed budget. We request that the Council include a Stoplight with turn signals and pedestrian crossing lights at our intersection as a CIP item in the 2016-2017 Budget to be paid for with money from the Reserves Fund. As we have stated before we will be willing to pursue other sources of funding for this project. We have already asked the Board of Directors of BHO to contribute to the cost of a Stoplight. The Board has stated it is waiting to see what the City does."

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

Mayor Gurney commented as follows:

- Deep gratitude for former Mayor and Councilmember Mike Kyes
- Stated Mike Kyes organized our minds into sense of fiscal planning
- Made great change in how we look at City cash flow in and out of City
- Looked at our goals and what we can reasonably accomplish
- Tribute to Michael for what he added to the Council and its focus

Councilmember Slayter questioned where the City is at in terms of contract services for the new accounting software (bill pay).

Finance Director Kwong commented as follows:

- Stated the Council approved the bill pay in the FY 2015-2016 budget
- Stated the new software will go live July 1st with the on line payments / utility billing going live in September
- Stated the next phase of the financial software is the Finance Suite which includes the general ledger, accounts payable/accounts receivable software

Councilmember Slayter questioned the technical support for next year's budget.

Director Kwong stated the technical support is about $25,000, but that the City is still using the MOM system which also contains technical support.

Councilmember Slayter questioned if the cost of the software upgrades is under the maintenance services.

Director Kwong stated it is listed under contract services as well as the next phase of the entire financial software.

Councilmember Slayter questioned the amount for maintenance.

Director Kwong commented as follows:

- Stated the City's utility billing will go live in July
- Stated there are maintenance costs for that
- Stated there are also maintenance costs for the current MOM financial program

Councilmember Slayter discussed the credit card processing and questioned ways to capture that $15,000.

Director Kwong commented as follows:

- Stated City staff will look at ways to reduce the processing costs
- Stated it is for the transaction of credit card processes
- Stated the City is absorbing the costs

Vice Mayor Glass commented as follows:

- Stated the budget subcommittee did look at this number for processing of cards
- Stated the other thing that is found out is that when people use credit cards stuff, payments to the City get processed faster
- Stated the cash flow to the City is better

Councilmember Eder questioned if there is also a labor savings.

Director Kwong stated there is.

Mayor Gurney discussed the Reserves accounts and questioned if the City transferred $55,000 to the reserves in mid-year.

Director Kwong stated that at the year-end close of last fiscal year books in June 2015, the balance of the reserves was $1.9 million. She stated in this current year, the City is estimated to save $328,000 which will be added to the reserve at the end of FY 2015-2016 and that the City anticipates adding to the reserve in FY 16-17 $55,000.

Mayor Gurney commented as follows:

- Like idea reserves are built up
- Lived through difficult reserves when they were at zero
- Acknowledge City staff for helping the City get through difficult times
- Not needed to lay off people
- Managed to get through and build it back up
- Questioned when the City will understand what our financial liabilities are and questioned if that will be in the next six months or sooner
- Stated she appreciates the budget subcommittee and staff tackling this item
- Would like this to be upfront and figured out

City Manager McLaughlin commented that staff is close to having that information and was preparing to have it for this evening; however, staff will return this item to the City Council in the near future.

Mayor Gurney commented as follows:

- Stated this is an important financial item for the Council to discuss
- Discussed the property tax and questioned why the figure is 6.61% below the prior actual year
- Stated it does not match the perception of the market

Director Kwong commented as follows:

- Combination of all property tax together
- Item is listed on page 4
- Property tax is slated to have a one percent increase
- Discussed the property tax in lieu of sales tax triple flip which is ending
- Stated that these items are grouped together and it does look like the percentage is going down for property tax, but it is not
- Stated the State is shifting their methodology

Mayor Gurney discussed the TOT receipts and questioned the decrease.

Director Kwong commented as follows:

- Stated that TOT is holding flat because at the mid-year budget review, the TOT was increased from $350,000 to $450,000
- Stated staff is recommending holding this amount flat for next coming year

Councilmember Eder commented that he noticed the response/en-route times for the Fire Department is increasing for during the week day calls and questioned if the one additional person is funded, does that put the paid fire fighter on duty 24/7.

Fire Chief Braga stated no, that the position would be Monday-Friday. He stated that the statistics show that the response time has grown and that the Fire Department needs to get back down to the four minute golden window.

Councilmember Eder questioned if the fire department operates under any mandate for minimal staffing levels before discharging a vehicle.

Chief Braga stated that the State mandates three personnel, but that a lot of agencies in Sonoma County will respond with two personnel.

Councilmember Eder questioned if a typical call out during the week day is a paid firefighter and volunteers.

Chief Braga stated it is volunteers and himself.

Councilmember Eder questioned if in an ideal world, if the fire department got both positions added and had two people on duty during that window of high activity to roll when a call came in, would the Fire Chief not have to respond.

Chief Braga stated that is correct.

Mayor Gurney questioned if it is being recommended that the Redwood Rainbows funds be moved to the Public Works Department and questioned if the funding for the Sebastopol World Friends involves the funds for bussing.

Councilmember Slayter stated that is correct.'

Mayor Gurney stated she sees a new item for the Law Chaplaincy of Sonoma County and stated she is anticipating that this is inner-denominational services and reflects all faiths.

City Manager McLaughlin stated he believes the program is designed to be that way.

Councilmember Slayter commented as follows:

- Stated that the changes proposed have only been verbal and are not reflected in this document tonight
- Stated they are changes that are being recommended by the budget sub-committee
- Discussed the Needs Assessment List
- Discussed the line item for the additional fire fighter
- Stated as the budget sub-committee, they have gone through the budget and as it is being developed, there is still information regarding unfunded liabilities such as PERS that is not yet available, although it is close

- Would like to recommend that this item be moved to the mid-year budget cycle so that the City can get a handle on the long term unfunded liabilities
- Need to know that it means to add a reasonably well compensated position essentially forever
- Big commitment for small City to make
- Re-evaluating at mid-year budget cycle where we do this type of thing allows the City six months' worth of time to look at issues holistically and see where we are

Vice Mayor Glass commented as follows:

- Stated when the budget looked at departmental increases/decreases and percentages, the 20 percent increase for the fire department was very noticeable in the fire department budget
- Stated it was flagged for the budget sub-committee
- Stated it is a lot of commitment for the City to make at this time
- Stated the City needs to understand that this is one of those forever kind of commitments
- Really important to look at budget items holistically and not look at it as one item
- Look at the spending for the entire department
- Discussed vehicle replacement costs
- Discussed Personnel costs
- Look at holistically for long term

Mayor Gurney questioned if this position's recommendation is the new information that staff discussed during the presentation.

Councilmember Slayter stated that is correct.

Mayor Gurney commented as follows:

- Discussed the funding of a full time employee position for the fire department be reviewed at mid-year
- Discussed that the figure of $96,000 is dedicated in the budget now for that position
- Discussed the sub-committee's suggestion that this position be put on hold until mid-year budget review until the City knows the comprehensive costs
- Stated she thinks this is a very responsible recommendation although the fire department may not appreciate the delay

Councilmember Slayter commented as follows:

- Stated this is a last minute recommendation
- Discussed the way the process of the budget comes together
- Stated it is a bit of an avalanche once it gets rolling
- Stated the City is still looking for information for the budget such as unfunded liabilities

Councilmember Eder commented as follows:

- Fire position – stated he understands that hiring an addition employee is a forever commitment and associated costs beyond salary
- Sebastopol is very unique municipality that has a volunteer fire department
- However this is 2016 and we should be moving into the future
- When mid-year comes and there is a whole bunch of newly identified requests for funding, this should be number one and at the top of the list
- Questioned if our litigation fund is adequately funded for this fiscal year

City Manager McLaughlin stated as of right now, yes.

Councilmember Eder commented as follows:

- Stated even though the City Manager/Attorney is the bionic man and will live and work here forever, the City needs to look at what it will cost to fill a position of the City Manager and the position of a City Attorney
- Stated the City may be shocked to see the costs
- Stated it would be prudent of the City to create a place holder for those expenses
- Stated the City should look at funding it
- Someday the City is going to get hit with big expense
- Not sure City will be in the positon to deal with it adequately unless the City plans ahead for it
- Irresponsible to not look down the road for that eventually
- City Manager McLaughlin has performed both roles amazingly well for the City
- Keeps all the balls in the air for those two positons
- City has talked a lot of vehicle replacement
- Discussed working with the US Forest Service who have working capital funds and items are identified ten years in advance
- Know about when/type of vehicles for replacement

City Manager McLaughlin commented as follows:

- Discussed the reserve accounts
- Intent to start assigning these unassigned reserves to various accounts
- Intent to come back with vehicle replacement list
- Establish identified reserves for vehicle replacement

Councilmember Eder commented as follows:

- Given nature of Sebastopol and who we try to represent ourselves to be, we should be looking at alternative fuel or electric vehicles
- Would like to move in that direction
- Discussed Page 3 and revising existing reserve
- Need to look at identifying where reserves come from
- Like to see the City working on PERS unfunded liability
- Important for City to see where we are at

Mayor Gurney commented as follows:

- Checked in with staff on the process
- Opportunity tonight to ask questions
- Discussed the two proposed changes (transferring funds from community benefit grant to Public Works and delaying the fire department position)
- Discussed the need to now the unfunded liabilities and figures
- Interested in identifying in the reserves different accounts
- Budget is to come back at the next meeting for approval
- Questioned if the unfunded liabilities can come back to the next meeting for discussion or is that an unreasonable time line

City Manager McLaughlin stated that staff is suggesting to adopt the budget and then have that conversation later in the year.

Mayor Gurney commented that she did not want to wait until mid-year budget review to receive that information and wanted staff to bring that information forward sooner to the City Council that the they are aware of that unfunded liability

Councilmember Slayter commented as follows:

- Stated the budget subcommittee will be meeting following the adoption of the budget in July
- Budget has gone from an incoherent to coherent document over the course of the years
- Due to nature of the work, can only make incremental changes when doing work
- Budget subcommittee had conversations of ways to get the budget organized and streamlined
- Need to get that going sooner rather than later
- Need to plug the numbers into the system for the next year
- Get towards a budget that is comprehensible by anyone
- Organization of the budget is a work in progress
- Need for reserve accounts to be labeled and appropriately funded
- Will be a project for next year's budget

Vice Mayor Glass commented as follows:

- Stated she would like to continue this process with Councilmember Slayter
- Stated this way there is not just a short time frame of a couple of months where the subcommittee is running like crazy to get the budget together
- Makes sense to continue this work
- Start working on these issues of how to stream line and how to make projections
- Have more coherent policy
- Recommend polices on how to implement budget better to the rest of the Council

Mayor Gurney commented as follows:
Appreciates that work plan of the subcommittee
Understands the budget will be evolving as the calendar year moves forward
Stated this will be a good way for the Council to stay more current with the budget

Vice Mayor Glass moved and Councilmember Eder seconded the motion to direct staff to make the following changes to the Proposed FY 2016-2017 City of Sebastopol budget and directed staff to return FY 2016-2017 Budget Resolutions at the next City Council Meeting of June 21, 2016.

- Redwood Rainbows budgeted funds of $5000 in the Community Benefit Grants be moved to be included in the Public Works Department
- Delay of Fire Department Employee to mid-year budget review

VOTE:

Ayes: Councilmembers Eder, Slayter, Vice Mayor Glass and Mayor Gurney
Noes: None
Absent: Councilmember Jacob
Abstain: None

City Council Action: Directed staff to make the following changes to the Proposed FY 2016-2017 City of Sebastopol budget and directed staff to return FY 2016-2017 Budget Resolutions at the next City Council Meeting of June 21, 2016.

- Redwood Rainbows budgeted funds of $5000 in the Community Benefit Grants be moved to be included in the Public Works Department
- Delay of Fire Department Employee to mid-year budget review

Minute Order Number: 2016-138

13. Public Hearing on Capital Improvement Program Budget (Engineering Director)

Engineering Manager Mikus presented the staff report recommending the City Council review, discuss and conduct a public hearing on the Proposed FY 2016-2017 City of Sebastopol Capital Improvement Plan and Budget. If approved, City staff will return FY 2016-2017 CIP Resolution at the next City Council Meeting of June 21, 2016.

Councilmember Eder commented as follows:
Stated he is familiar with the MS-4 Storm water permit program
Questioned if over the next five years, the City needs to come up with funding to the tune of two million dollars or $400,000 a year

Engineering Manager Mikus commented as follows:

- Stated this is a moving target
- Stated he is hopeful that $2 million will come from a proposition (Prop 1 Storm Water Planning Grant)
- Discussed re-use of water projects

Councilmember Eder questioned if there are external sources of funding.

Engineering Manager Mikus stated that is correct.

Councilmember Eder questioned if the outside funding is significant.

Engineering Manager Mikus commented that this funding could be millions of dollars.

Councilmember Eder discussed the project for the police station and questioned the age of the police station and stated he was surprised to see a sewer replacement project identified for the police station.

Superintendent Emig commented that the sewer was there prior to the police station being built and that the sewer comes down from Taft Street and goes through the police station parking lot.

Councilmember Eder clarified that this is not lines that were installed with the construction of the Police Station.

Superintendent Emig stated that is correct.

Councilmember Eder commented as follows:

- Discussed way finding signs
- Stated it was brought to his attention that there is no directional signs in town directing people to the library
- Would like to see that added to the program
- Discussed the McKinley Street sidewalk gap closure and questioned if it is reasonable to presume that some of this will be taken care of by the contractor of whatever development happens in this area

Engineering Manager Mikus stated he hopes so.

Councilmember Eder commented as follows:

- Discussed the small lot on McKinley Street
- Requested the City complete the work and put a lien on the property
- Suggested the City be more pro-active
- Discussed having an entire sidewalk system instead of one missing piece
- Glaring failure to not replace sidewalk in that location

Engineering Manager Mikus commented that the sidewalk gap is only on one side of the street.

Councilmember Eder commented as follows:

- Stated that is correct
- Stated it is a mess and an obstacle course for anyone who is of alternative mobility
- Thanked Engineering Manager Mikus for the presentation
- Discussed the Occupy Bench
- Stated the City has expended $5000 of the $8400 total so far
- Questioned if that is accurate

Director Webster stated that is correct.

Councilmember Eder questioned the status of the bench.

Director Webster stated it is slowly being worked on.

Mayor Gurney commented as follows:
- Stated the colors in the presentation are helpful
- Stated the layout is more understandable
- Stated she does not understand the numbering to the left of the projects and questioned what those numbers mean

Engineering Manager Mikus commented as follows:
- Assigning numbers occurred as data was assembled
- The CIP number builds project sheets without recreating number
- Stated the numbers do not indicate the projects' precedence
- Order of the numbers is how he typed in in to the form when he built the sheet
- Newer projects have higher numbers
- Tracking number only

Mayor Gurney clarified if these numbers do not have a project that priority. She also discussed the spreadsheet and how the projects are listed to be funded and requested clarification. Mayor Gurney stated it is hard to look at. She stated looking at this tonight, we may not have future funds in the fund balance.

Engineering Manager Mikus commented that we need to be cautious when looking at funds and that we need to look at the fund sheet and see what we can do later. He stated that some funds such as the Water Fund Balance has not been adjusted in some cases. He discussed that in FY 18-19 there is a $10,000 deficit in this account that he is not worried about and not worth fussing over but that he needs to be recognized. He stated that next year needs to be looked at more carefully.

Mayor Gurney opened the public hearing.

Hearing no comments, Mayor Gurney closed the public hearing.

Mayor Gurney commented as follows:
- Stated Pavement and Road Repair are important
- Stated there are a number of uncertainties that are dedicated to investigation of safety on Bodega Avenue
- Stated ADA is a priority
- Next priority is repaving Willow Street
- Discussed the Bodega and High Street (project 9) and questioned if this is the crosswalk that goes to the Library.

Superintendent Emig stated that is correct.

Mayor Gurney commented as follows:

- Stated Willow Street and the library crosswalk are top priorities
- Stated they receive so much public use
- Stated they are in the public eye
- Need to make sure pedestrians can walk there safely
- Stated we need to make sure people can travel the intersection and crosswalk safely
- Discussed the Pool and its high use
- High degradation of road on Willow Street
- Only public pool in the area
- Like road to look like a pride of place
- Taking care of what is getting such heavy use
- When look at those two items there are red
- Using chart see fund in red is there enough money for those improvements

Engineering Manager Mikus commented that the way the CIP budget is set up, using Measure M and Special Sales Tax, he has provided a rough estimate for repaving of Willow Street and stated it can be done in FY 16-17.

Mayor Gurney questioned the estimate.

Engineering Manager Mikus commented that it is just for asphalt and does not include concrete roadway section.

Mayor Gurney questioned the location of concrete and stated she was looking at South High Street to Jewell Avenue and stated there is no concrete.

Engineering Manager Mikus discussed the spot pavement repair project and stated he took the unit number and multiplied it by pavement unit cost and came up with that estimate.

Mayor Gurney discussed the figures and projects on the bottom of the chart.

Engineering Manager Mikus discussed the spot pavement/slurry seal and stated the City is getting ready to work on that project. He stated that the City can afford to do Bodega next year.

Mayor Gurney reiterated that it sounds like the work load for next year anticipates the library intersection/crosswalk and improvement of Willow Street.

Councilmember Slayter commented as follows:

- Discussed the feasibility study (project 61)
- Inquired today with staff as it was unclear where it was left at
- Stated staff informed him that there was no funding identified for that project
- Suggested the item be pushed off to the future
- Does not want to see the item in the FY 16-17 column

- Have other bike/ped projects well underway
- To push it into a future fiscal year does not raise false hope in our community that there is funding for that
- Discussed the individual project sheets
- Stated these are sheets that the budget subcommittee and staff were working on for a way to have a page for each project that can be explained in a way that is readable and that the public can see in the explanation when the project will happen, what the project will costs and which funds the money is coming from for the project
- Stated many projects have multiple funding sources
- Stated it is helpful to see a chat that shows the breakdown of where the money is coming from
- Stated it is helpful to see where certain projects are and how much money comes from the General Fund
- Stated to be able to look at this graphically on a pie chart and to be able to have the public understand why something took a few years and to see the funding sources tells a better story and explains how we land and where we are headed
- Stated the budget subcommittee provided example sheets to the Engineering Department to create these pie charts so that the CIP can be easily read

Engineering Manager Mikus commented as follows:

- Discussed the way projects worked
- Stated some projects only have one funding source and that is why he did not show the pie chart
- Stated it did not make sense to do that
- Discussed some projects have multiple fund sources

Mayor Gurney commented as follows:

- Agrees to delaying the one item (multi use trail)
- Roll that item to next year specifically
- Opportunity to accomplish the streets network already committed to
- Know more about Highway 116 bike lanes and coordination with Caltrans
- City has to commit to funding ADA ramps

Councilmember Slayter discussed that the City is working with Caltrans on ADA ramps and that the new arrangement will be ten percent of the original cost.

Mayor Gurney questioned the time frame for this project.

Engineering Manager Mikus commented that Caltrans has scheduled this for the next fiscal year but that Caltrans needs a commitment from the City.

Councilmember Eder requested elaboration on the project that the City will collaborate with Caltrans on.

Engineering Manager Mikus commented as follows:

- Stated the idea came from the consultant
- Stated the City had plans to do bike lanes on Highway 116 with grant funding but the grant did not come through
- Consultant and staff met with Caltrans
- Stated Caltrans had plans for repaving State Route 116
- Discussed proposal did not make sense to pave and tear up the stripes or paving
- Stated Caltrans has this project programmed in the next fiscal
- Stated Caltrans has no funding source for the ADA work
- Stated the City will need to have the ADA work done
- City needs to give that guarantee to Caltrans to allow them to do paving project
- End of 2018 have State Route 116 with better pavement and bike lanes

Councilmember Eder stated this project has gone from one million dollars with a $200,000 local match to about $100,000.

Engineering Manager Mikus stated it will be more in the budget of $150,000 as the City will need to help Caltrans prepare the plans.

Mayor Gurney stated the City will have the benefit of ADA improvements; doing this sequentially makes sense; and the City is in partnership with Caltrans.

Engineering Manager Mikus commented that there are a number of intersections along Main Street and Petaluma Avenue that are being done as part of the CVS project.

Councilmember Eder moved and Vice Mayor Glass seconded the motion to provide the following comments to staff on the Proposed FY 2016-2017 City of Sebastopol Capital Improvement Plan and Budget and directed staff to return FY 2016-2017 CIP Resolution at the next City Council Meeting of June 21, 2016.

- Delay (project number 61) to the next fiscal year

VOTE:

Ayes: Councilmembers Eder, Slayter, Vice Mayor Glass and Mayor Gurney
Noes: None
Absent: Councilmember Jacob
Abstain: None

City Council Action: Provided the following comments to staff on the Proposed FY 2016-2017 City of Sebastopol Capital Improvement Plan and Budget and directed staff to return FY 2016-2017 CIP Resolution at the next City Council Meeting of June 21, 2016.

- Delay (project number 61) to the next fiscal year

Minute Order Number: 2016-139

Engineering Manager Mikus thanked Rich Emig, Dante Del Prete and Ana Kwong for their help in preparing the CIP.

Vice Mayor Glass thanked Henry Mikus for making clear what was opaque and stated she likes the idea of assigned project numbers.

Mayor Gurney called for a break at 9:18 pm and reconvened the meeting at 9:25 pm.

14. Public Hearing – Amendment to Comprehensive User Fee Schedule for Proposal to Charge Fees at City Electric Vehicle Charging stations (Superintendent of Public Works)

Superintendent of Public Works Emig presented the staff report recommending the City Council review, discuss and conduct a public hearing on the Proposed Amendment to the Comprehensive User Fee Schedule for Proposal to Charge Fees at the City Electric Vehicle Charging Stations.

Councilmember Eder questioned if the charge points currently are configured to take payment or does the City need to purchase additional hardware.

Superintendent Emig commented as follows:
- Stated they have always been configured to take payment as part of the service agreement
- Extended flex billing capability
- Started that process but did not commit to it
- Will take about a month for the process to be able to begin billing customers
- Discussed upgrading the modems
- Company is in contract with ATT
- Current modems 2G - Upgradijng to 3G
- End of calendar year all of them should be converted
- Start charging between July and December

Councilmember Eder commented as follows:
- Discussed the concept of park once and walk around town
- Suggested signage - Charge and Shop
- Cool if the technoclogy could provide a code if driver made purchase over certain amount and the City could cancel the charge for the charge station
- Suggested Validate parking
- Encourage people to buy more electric vehicles

Mayor Gurney opened the public hearing.

Michael Carnacchi commented as follows:
- Questioned how they are paid for
- Questioned if people had to use coins to pay for the charge

Superintendent Emig commented as follows:
- Stated they can be paid for in a variety of ways
- Debit or credit cards can be used through charge point

- People would have to be registered users

Mr. Carnacchi commented as follows:

- Speaking as a member of SDA, people come to shop because of chargers
- Nice to have merchants give them free charge to encourage them to come back
- May have complaints
- Electric vehicle show at one point – good idea
- Wondering how that is going

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

Mayor Gurney commented as follows:

- If SDA wants to do something for a proposal and bring to council for credits for shoppers they can do that
- Electric show – good idea waiting to happen

Councilmember Slayter commented as follows:

- In favor of this
- Really fair fee structure
- Owners of electric vehicles still receive benedict of electric
- Cost not exorbitant
- City residents on flip side not subsidizing electric vehicle owners' transportation costs
- Rough calculation to drive an average range of 100 miles costs $6.00 for four hour charge
- $6.00 to go 100 miles
- Driving petroleum drive that same 100 mile – rough three gallons of fuel – $10-$11 dollars
- Electric vehicle still benefitting
- Residents not subsidizing
- EVs – Sonoma Clean Power about to roll a program that is a significant has significant possibilities in the county
- Discussed the amount of dollars that ae shipped out of the County to pay for gasoline is tremendous
- Discussed shifting to encourage people to use electric vehicles
- Discussed the money staying locally
- Enormous impact on local economy
- Program with SCP that is underway
- EVs are the future for a lot of folks

Superintendent Emig commented as follows:

- Spoke with the fleet manager from the County
- Stated the initial usage will drop but that will come back up
- Identified other City sites in town including private parking lots as good receptors of EV charging stations

- Forwarding that information to the County
- Stated this will help the County overall with grants
- Stated a grant is how the City received the first three charging stations
- Stated engineering of the site should be done first to get grants
- Discussed potential sited to be identified in communities to help the County in obtaining grants

Councilmember Slayter suggested a laminated sign stating when the City will begin the charging and place on the sign an exact date when it will begin charging.

Vice Mayor Glass commented as follows:

- Stated this makes a lot of sense
- Stated it covers our costs
- Stated it will make everyone happy

Councilmember Eder questioned as the City rolls out more charging stations, does staff foresee a problem with inadequate electric infrastructure being incurred with this additional load.

Superintendent Emig stated no, that the draw is minimal.

Councilmember Eder stated he would like to see these charged with photovoltaics in the future.

Councilmember Eder moved and Councilmember Slayter seconded the motion to approve the Proposed Amendment to the Comprehensive User Fee Schedule for Proposal to Charge Fees at the City Electric Vehicle Charging Stations and adopt Resolution Authoring Fee Charge.

VOTE:

Ayes: Councilmembers Eder, Slayter, Vice Mayor Glass and Mayor Gurney
Noes: None
Absent: Councilmember Jacob
Abstain: None

City Council Action: Approved the Proposed Amendment to the Comprehensive User Fee Schedule for Proposal to Charge Fees at the City Electric Vehicle Charging Stations and adopt Resolution Authoring Fee Charge.
Minute Order Number: 2016-140
Resolution Number: 6086

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

15. Discussion and Action of City Clerk Certification of Citizen's Group Petition "The Sebastopol Urban Growth Boundary Initiative (City Manager/City Clerk)

City Clerk Gourley presented the staff report recommending the City Council Authorize the City Clerk's Certification of Citizen's Group Petition "The Sebastopol Urban Growth Boundary Initiative.

Mayor Gurney opened for public comment. There were none.

The Council was in consensus to receive and authorize the City Clerk's Certification of Sufficiency of Signatures on the Citizen's Initiative.
City Council Action: By consensus received and authorized the City Clerk's Certification of Citizen's Group Petition "The Sebastopol Urban Growth Boundary Initiative
Minute Order Number: 2016-141

16. Discussion and Action of Citizen's Initiative - The Sebastopol Urban Growth Boundary Initiative (City Manager, City Clerk, Planning Director)

City Manager McLaughlin presented the staff report recommending the City Council discuss and act upon the "The Sebastopol Urban Growth Boundary Initiative.

Mayor Gurney stated she was one of the Councilmember's who worked on this petition to some degree and questioned if, as a Councilmember, they would be able to act on this item.

City Manager McLaughlin commented that there is no conflict and that it is a City ordinance that the Council will need to act on.

The Citizen's Group gave the following presentation: (transcripts of presentations listed below in quotations):

Marsha Sue Lustig commented as follows:
"Tonight Kathy Oetinger and myself and Teri Shore from GBA are here to represent the Citizens to Renew the Sebastopol UGB. We are a group of about 20 citizens who worked diligently and successfully to walk our entire City to ask the community if they were interested in seeing our UGB extended for an additional 25 years.

You might want to know why we did this? Many of us knew that time was running out for the existing UGB. As I understand it, even our existing 5th district supervisor chastised the City Council for not preparing to renew the UGB sooner. But with all that was going on - especially the General Plan Update process, the City itself was unable to move forward with setting the UGB extension for election this year. Two council members especially, our current mayor and vice mayor met with people to see what options we had to prevent the clock from running out in December. What emerged is the group that committed itself to preparing a citizen's initiative for the ballot.

To our amazement, and through a remarkable door-to-door education program, we learned that our citizens are very interested in the continuation of our urban growth boundary. To be honest the City was mainly walked by two heroes - Kathy and our mayor, Sarah Glade

Gurney. Most of our volunteers also walked at least one district but Kathy and Sarah made it happen.

Adopt UGB outright tonight!

We stand before you this evening and formally request that, based upon the evidence of City-wide support that we found when we collected signatures from registered voters, that you adopt the UGB ordinance outright and as is - tonight. And we will show you why we think you should do this. But first, you may want to know if anyone has ever adopted a similar ordinance outright. We know of two cities Fairfield and Dublin. In both cases, after gathering the signatures the city council adopted the ords outright with no sunset provisions. In both cases, the developers attempted to repeal but were soundly defeated.

Another reason for our confidence in our citizens initiative is the provision for affordable housing which has been strengthened this time around. A number of our citizens specifically wanted to make sure that we reserved land for this housing.

The citizen's initiative process was enacted in California in 1905. Why did they allow this unique exception for the local agency to adopt an initiative with the full weight of law? We think they understood that if a measure was so clearly and overwhelmingly supported by its citizens the local agency was provided the opportunity to be the enacting body.

So we feel confident that your citizens are keenly interested in maintaining this boundary for the next 25 years. Approving the extension of the UGB this evening will save our community time and money and show how government can be efficient. "

Kathy Oetinger commented as follows:
"I think the City Council should ADOPT the ordinance outright, because I truly believe that the voters in Sebastopol support the Urban Growth Boundary Renewal, and they will be happy with your decision.

The UGB voter information provided by Greenbelt Alliance (handout) shows that in Sonoma County and its nine cities UGB Initiatives receive strong voter support averaging 69%. And three recent UGB renewals in 2010 and 2012 also had an average of 69% voter support.

I know voters support the UGB renewal because I have talked with quite few of them recently. I talked to voters in five of our 32 neighborhood routes on my own, and helped, or had help from, volunteers in 12 additional neighborhoods. Between the first, faulty petition and the corrected petition I collected 437 signatures and talked to, probably, over 600 voters.

A surprising number of them said "I know all about UGBs—where do I sign?" We think SCCA's canvassing for UGBs in Sebastopol—twice—helped inform voters, and a few people remembered voting for UGBs 20 years ago! Others would agree to sign after my first introductory statement about why I was knocking on their door. Evan if people had lots of

questions or wanted to talk about related or un-related topics, they usually wanted to support the renewal effort. So, the other day, I began to wonder if my experience was similar to the election results.

Route 30. This is my neighborhood. I walked it by myself and I can read my own sketchy notes made after each contact. I know some of the people here, on Fircrest, Maytum, Evan, upper Litchfield, Gwendolyn, Lillian, and a few units off Gravenstein Hwy behind businesses.

It's really hard to catch people at home, so I walked at various times of the day, in the early evening, and on weekends. I talked with 74 voters.

54 (73%) signed the petition
20 (27%) did not

5 said NO
1 - Expand UGB
1 - didn't want so much affordable housing
1 Spanish speaking
3 Not interested, they back away, & begin to close the door,
some never sign petitions, "we never vote"
2 Busy – this can mean a lot of things
9 Undecided – they want to read about it and decide later

Route 1. Other side of town, Teresa Court, Hill Drive, Norlee Street, a more traditional contemporary subdivision and multi-unit townhouses behind Pacific Market. I know 3 people, by name and face only. I talked with 38 voters.

27 (71%) signed the petition
11 (28%) did not

8 said NO (1 wanted to expand East on Hwy 12)
1 Not interested
2 Wanted to read about it

So I feel very comfortable saying that voters in Sebastopol support the UGB Renewal. Specifically, I think voters will consider your quick approval a sensible means to the inevitable end. We don't always have opportunities to make the democratic process quick, or easy, but this is one of those rare moments. Thank you for considering this option. "

Teri Shore commented as follows:
"Greenbelt Alliance urges the City Council to immediately adopt the certified initiative to renew the Sebastopol's Urban Growth Boundary (UGB) for 25 years as qualified by the Citizens to Renew the Sebastopol Urban Growth Boundary 2016, described as Option A in

the staff report.
Greenbelt Alliance is pleased to have been an active partner and supporter of the Citizens to Renew the Sebastopol Urban Growth Boundary 2016. We helped review and finalize the language for the UGB initiative. The Citizens to Renew the Sebastopol Urban Growth Boundary 2016 are to be commended for preparing the petition, gathering more than double the needed signatures, and organizing an effective and efficient grassroots campaign in record time.

Urged immediate adoption of the UGB renewal measure will save the city and the taxpayer's time and money instead of placing this non-- controversial measure on the ballot.

We also appreciate the City Council's leadership on moving the UGB renewal forward in a timely manner and for city staff's comprehensive work on renewing the UGB and the General Plan update.

Mayor Gurney opened for public comment.

Michael Carnacchi, 385 Murphy Street, commented as follows:
- Amazing amount of work
- Believes the majority of the citizens will be for it
- Concerned of not putting it on the ballot
- Not know for certain if citizens want it unless vote one way or the other
- Supporting it if it is place on the ballot
- Others may want same kind of treatment if this happens this way
- Best to put to all voters
- Reeks of the feeling of getting around the democratic process if adopt tonight

Mayor Gurney questioned the number of registered voters.

City Clerk Gourley stated at the time of this filing, there were about 4700.

Councilmember Eder commented as follows:
- Citizens who signed had to be registered voters
- Conducted per rolls of voter registration rolls
- Discussed the integrity of signature gathering
- Questioned who certified the signatures

City Clerk Gourley stated she certified the signatures as well as the County, but that the County is the official elections agency for election certification.

Councilmember Eder commented as follows:
- Stated 25 percent of the registered voters in town actually were signatory to this petition
- Stated it gives more weight to the petition

- Stated he personally went three four five times to same house to find people home
- Sincere effort made to contact people
- Over half houses he physically went to were not home or unwilling to answer door
- Went to houses all times of day and weekends

Vice Mayor Glass questioned how many voters were registered.

City Clerk Gourley stated at the time of this petition, there were about 4700 registered voters.

Vice Mayor Glass stated this is about 60 percent of the residents.

Councilmember Slayter stated he appreciates all the work done.

Mayor Gurney shared her experience of obtaining signatures as follows:

- Stated she missed people who called her later and wanted to sign the petition
- Not get more than 5 noes
- Not get sense of opposition
- Surprised at how immediately positive people were who knew about UGB
- Other people said not know about it but she explained that it had been in place for 20 ears
- Discussed the enjoyments of the benefit of UGB
- Stated once they understood people signed the petition
- So much support clear citizenry is in favor of this
- Had we realized the County was going to go so fast, they may have moved faster to get more signatures

Councilmember Eder commented as follows:

- Reiterate the same thing
- Everyone who knew of the UGB signed
- Explained to those citizens who did not know of the UGB
- Stated those people signed the petition

Councilmember Eder moved and Councilmember Slayter seconded the motion to adopt without alteration.

VOTE:

Ayes: Councilmembers Eder, Slayter, Vice Mayor Glass and Mayor Gurney
Noes: None
Absent: Councilmember Jacob
Abstain: None

City Council Action:
Minute Order Number: 2016-142

17. Discussion and Action of Request for Amendment to Calendar Year 2016 City Council and City Staff Committee Assignment and approve Creation of Sub-Committee (Sebastopol Independent Charter School Committee)

City Manager McLaughlin presented the staff report recommending the City Council discuss and act upon the Request for Amendment to Calendar Year 2016 City Council and City Staff Committee Assignment and approve Creation of Sub-Committee (Sebastopol Independent Charter School Committee).

City Clerk Gourley stated she received an email from Chris Topham, Sebastopol Independent Charter School who favored the committee.

Mayor Gurney opened for public comment.

Michael Carnacchi commented as follows:

- Great idea
- Thinking of educational institutions
- Most longevity and has lasted the longest of institutions
- Good to have an education system
- Is in a good spot
- Discussed the concerns of the City Council of the right of way the West County Regional Trail and car traffic
- Not have any incidents
- In discussion find out if any accidents have happened
- Discussed the West County Trail –stated there are no signs that say careful pedestrian crossing to alert bicycles
- Hundreds of pedestrians crossing the path
- Urged the Council to talk to the school
- Stated this is a great idea

Ila Benavidez-Heaster, 7777 Bodega Avenue, commented as follows:

- Commended the City Council
- Learn to do reorienting work instead of structural
- Way to go in the future
- Find impressive is that that willingness to engage
- Critical to hearing one another
- Discussed what moves us
- Tendency to polarize and what this is doing tonight is beginning to pull us together
- Come to the common good
- Issues are clear
- Real issues
- Commend for holding the line
- Not easy issues
- Not easy to say no
- Believe discover some wonderful ways to tweak

- Support this idea
- Appreciate the recommendation from Councilmember Eder regarding O'Reillys
- Begin to move in those directions to have better overall decisions
- Gets very difficult as read literature and decisions
- Questioned don't they see – need to begin to move now
- Need to begin to move on to create the new realities
- Time to move on

Mayor Gurney commented as follows:

- Stated she and the City staff met with the County personnel
- Councilmember Eder appeared at the BZA hearing
- Impression was that this can sour on Council and community
- Discussed possible big rift and disagreement and lawsuit potentially
- Approach of having conversations would be good
- Understand each other
- Two groups allied with a proposal to the County
- Positive response from Chris Topham
- Believe interested
- Subcommittee have conversations with the Charter School
- Work through material
- Not empowered to commit Council to anything
- Decisions made by Council
- Suggested:
    - Mayor Gurney
    - Vice Mayor Glass on committee
    - Not know how this will be organized
    - Put olive branch out there to the Charter School
    - Start meeting process
    - City Manager and Planning Director should also be involved

Councilmember Eder moved and Mayor Gurney seconded the motion to approve the Request for Amendment to Calendar Year 2016 City Council and City Staff Committee Assignment and approve Creation of Sub-Committee (Sebastopol Independent Charter School Committee) and approved committee members as follows:

- Mayor Gurney
- Vice Mayor Glass

VOTE:

Ayes: Councilmembers Eder, Slayter, Vice Mayor Glass and Mayor Gurney
Noes: None
Absent: Councilmember Jacob
Abstain: None

City Council Action: Approved Request for Amendment to Calendar Year 2016 City Council and City Staff Committee Assignment and approve Creation of Sub-Committee (Sebastopol Independent Charter School Committee) and approved committee members as follows:

- Mayor Gurney
- Vice Mayor Glass

Minute Order Number: 2016-143

CITY COUNCIL REPORTS:

18. City Manager-Attorney/City Clerk Reports:

City Manager acknowledged the passing of Mel Davis

- Report Out on Applications Received for:
  - Complete Streets Advisory Committee
  - Public Arts Committee

  City Clerk Gourley stated the following:
    - One application received for the Public Arts Committee for one opening and three applications were received for the Complete Streets Advisory Committee for four openings.

City Council Action: None Required. Received Report.

Reference Order Number: 2016-144

19. City Council Reports/Committee/Sub-Committee Meeting Reports: (Reports by Mayor/City Councilmembers Regarding Various Agency Meetings/Committee Meetings/Sub-Committee Meeting /Conferences Attended and Possible Direction to its Representatives (If Needed) on pending issues before such Boards):

Councilmember Slayter commented as follows:

Will present a report at the next meeting regarding Sonoma Clean Power

Stated the largest topic of conversation is the potential expansion

Stated there are a lot of potential benefits and potential small pitfalls that may happen

Other City representing other members cities have expressed interest in SCP staff preparing a presentation at the Council level

Looking for feedback of interest or participation and reporting back is adequate

What expansion looks like and how impact customers in Sebastopol

Vice Mayor Glass stated Councilmember Slayter does a fine job of informing the Council.

Mayor Gurney stated it would be good marketing for Sonoma Clean Power to be on agenda.

Councilmember Slayter commented as follows:

- Stated Sebastopol has been the first City in many instances to receive presentations on a number of things over the last year
- Friendly place to practice
- Potential new member is Mendocino County
- One of their supervisors very interested
- Needs to be political alignment
- A lot of things need to fall into place
- Be phased roll out
- Benefits to Sebastopol are realistically minimal other than greener energy and less GHG which is a big benefit to all
- Will discuss with Mayor and to find out if of interest

- Look at long range forward calendars

Vice Mayor Glass commented as follows:

- Provided comments on Mel Davis
- Acknowledged Mel's service to the City
- Given UGB issue – she stated that Mel Davis and her did not start out on friendly terms
- Over the years they became better friends
- Mel served on the UGB committee 20 years ago
- Originally opposed then Mike Reilly talked him into it
- Got to know each other
- Learned he was an unassuming guy
- Not flashy
- Quiet
- Cared about our City
- Walking around street
- Pick up trash
- Did things unassuming
- Put a lot of service into what he did
- Will be missed

Councilmember Eder commented as follows:

- Discussed being a Stage 4 cancer patient
- Cancer returned again
- Entering clinical drug trial program as UCSF
- Not know what effect on presence and participation here

Councilmember Slayter stated that he appreciates Councilmember Eder's openness of the issue and that he is not defined by the illness but is just John.

Vice Mayor Glass commented that Councilmember Eder is a punster and that is important the he be at the meetings as often as he can. She stated she appreciates his humor and makes the meetings more fun.

Mayor Gurney commented that Councilmember Eder has a good sense of humor and that all the Council wishes him well with the treatments and that he will get through them and can be at the meetings when he can.

20. Council Communications Received: None
21. Future City Meeting Dates/Events (Informational Only): (See Agenda)

CLOSED SESSION: None

ADJOURNMENT: The meeting will be adjourned to the Regular City Council Meeting to be held on Tuesday, June 21, 2016 at 9:45 pm at the Sebastopol Teen Center/Youth Annex, 425 Morris Street, Sebastopol, CA.

Respectfully Submitted,

Mary C. Gourley

Mary Gourley, MMC, City Clerk