

City of Sebastopol City Council Regular Meeting Minutes

Meeting of January 3, 2017

6:00 pm - Convene Regular City Council Meeting, Sebastopol Youth Annex, 425 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 December 29, 2016.

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

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

**ROLL CALL:**

Present:        Mayor Glass  
                  Vice Mayor Slayter  
                  Councilmember Carnacchi  
                  Councilmember Gurney  
Absent:         Councilmember Hinton (excused)  
Staff:           City Manager/City Attorney Larry McLaughlin  
                  Assistant City Manager/City Clerk Mary Gourley

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

**PROCLAMATIONS/PRESENTATIONS:** None

**PUBLIC COMMENT:** (This is an opportunity for the public to address the City Council on items that are not listed on the agenda. This time is set aside to receive comments from the public regarding matters of general interest not on the agenda, but related to City Council business. Pursuant to the Brown Act, however, the City Council cannot consider any issues or take action on any requests during this comment period. Speakers are allowed to speak for a maximum of

three minutes so that all speakers have an opportunity to address the City Council. The Mayor has the authority to limit the time allowed for speakers dependent on the amount of speakers in attendance. It is the goal of the Council to conclude the public comments portion of the agenda within 20 minutes. If the public comment period exceeds twenty minutes, the presiding officer, typically the Mayor, reserves the right to reduce the time per speaker or carry over public comments to after all business items are completed.)

There was no public comment.

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 Carnacchi requested Item Number(s) 1 be pulled from the consent calendar.

Vice Mayor Slayter moved and Councilmember Gurney seconded the motion to approve consent calendar item(s) number(s) 2, 3, and 4.

**VOTE:**

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

**CONSENT CALENDAR:**

- ~~1. Approval of Minutes of December 20, 2016 City Council Meeting Minutes (City Manager/Clerk)~~
2. Approval of Rejection of Claim of Allstate Insurance for Nicholle Galvan (City Manager/City Attorney/Assistant City Manager/City Clerk)

City Council Action: **Approved the Rejection of Claim of Allstate Insurance for Nicholle Galvan**  
Minute Order Number: **2017-002**

3. Approval of Second Reading and Adoption of Ordinance 1097, Medical Cannabis Dispensaries Use Permit Criteria and Procedures (Planning Director)

City Council Action: **Approved the Second Reading and Adoption of Ordinance 1097, Medical Cannabis Dispensaries Use Permit Criteria and Procedures**  
Minute Order Number: **2017-003**

4. Approval and Receipt of Update of Minute/Reference Orders for Calendar Year 2016 (City Manager/Assistant City Manager/City Clerk)

City Council Action: **Received the Update of the Minute/Reference Orders for Calendar Year 2016**  
Reference Order Number: **2017-004**

Councilmember Gurney moved and Vice Mayor Slayter seconded the motion to approve consent calendar item(s) number(s) 1.

**VOTE:**

Ayes: Councilmember Gurney, Vice Mayor Slayter, and Mayor Glass  
Noes: None

Absent: Councilmember Hinton

Abstain: Councilmember Carnacchi

City Council Action: Approved the Minutes of the December 20, 2016 City Council Meeting.

Minute Order Number: 2017-001

**INFORMATIONAL ITEMS/PRESENTATION:**

5. Informational Presentation from Outreach Community Coordinator (Semi-Annual Report) (Holly Hansen)

Holly Hansen, Community Outreach Coordinator, provided an informational presentation to the City Council.

Councilmember Gurney commented:

- Discussed the comment that it is frustrating when citizens say that they do not know what is going on in town
- Discussed the need to get action items out to people so that they are aware of what the Council is doing
- This is a way for citizens to understand the Council's decisions and conclusions
- Suggested putting information in many places
- Distribute
- Forever a challenge for citizenry to know about our decisions
- Suggested a goal to write compelling messages of actions
- Send out regularly
- Short blurbs of Council items
- Cannot say enough what we do
- Positive messages
- People do not know what we are doing
- Get help to figure out way to put those action summaries out there to interested persons and interest more people in that

Holly Hansen commented as follows:

- Working on subscriptions with new web site for people to know about items that are going on
- Part of next phase
- Subscribe to specific points of interest
- Updates of everything going on in the city

Councilmember Gurney discussed not waiting for the new website but to get the information out there now.

Councilmember Carnacchi questioned if the searchable municipal code was part of the web site update.

Staff stated no – the municipal code was done prior to the new web site.

Mayor Glass opened for public comment. There was none.

Vice Mayor Slayter commented as follows:

- Thanked Holly for her level of professionalism brought to City
- Individual items are small but collectively the image the City projects is more professional
- Representative of City staff work product
- Stated he would like to continue the conversation of dog collars with the City logo

Mayor Glass commented as follows:

- Thanked Holly
- Discussed Daily Acts guide
- Be mindful of how these tie to big picture funding resources
- Daily Acts water conservation actions mandated by State of California
- State directed us to reduce water and save water
- Pay for this out of water funds because State directed us
- Public gets baffled by the City process
- Confused as to what process looks like
- Discussed explaining steps of development process
- Have Kenyon outline the process for applications
- Good informational thing to be on website
- Discussed hotel process and how that worked
- Stated this information can convey to public where a project is in the process
- Proof is in the pudding regarding the City web site – many people are using it
- Engagement of community
- Stated this has been a big impact on that

Councilmember Gurney commented as follows:

- Appreciate remark of the brochure for the self-guided tour
- Connect the points in people's minds
- Need to say these points and how they connect
- Appreciate work – how much crisper everything looks now
- Enhanced sense of pride in work, effort and place
- Added her thanks to Holly

City Council Action: None Required. Informational Only.

Minute Order Number: 2017-005

6. Informational Presentation from Cittaslow and Report back on Community Survey for Community Vision Questionnaire (Cittaslow) (Tasha Beauchamp)

Tasha Beauchamp, Cittaslow, presented an informational presentation to the City Council.

Councilmember Gurney commented as follows:

- Questioned if this group is made up of all volunteers
- Stated no one is getting paid
- Wondering if Ms. Beauchamp had any notion for six month period of time, how many hours has Cittaslow put into this work product for the City
- Stated it is an important way to translation information
- Measure of hours is conventional way of measuring work
- Signifnat and valuable work product Cittaslow does

- Incredible valuable in contributions

Tasha Beauchamp commented that she estimates 20 hours a week between everyone times that by 25 weeks is a good average.

Vice Mayor Slayter discussed the web site visitation figures and questioned if there is any knowledge of how hat compares to other sites.

Ms. Beauchamp commented as follows:

- Quite a range of time of how long people stay on the web
- Discussed bounce rates
- Discussed visitors to the site
- Discussed page views

Vice Mayor Slayter commented as follows:

- Time bank is a great idea
- Community builder
- Questioned if this is in any way opening the City up to liability if someone gets injured while volunteering with the time bank

City Manager McLaughlin commented a s follows:

- Stated this has been given a full legal review
- Discussed a disclaimer release
- Did review in conjunction with Cittaslow
- Good assurance legally protected

Mayor Glass opened for public comment. There was none.

Mayor Glass suggested having time sheets for the time bank.

Ms. Beauchamp commented as follows:

- Suggested having the time bank group be able to present at a future meeting
- Opening for volunteers this month

Councilmember Carnacchi commented as follows:

- Member of the Lion's Club
- Discussed this idea
- Will share this at then next meeting

Councilmember Gurney commented as follows:

- Suggested explaining the original, first time ever happened events such as:
  - First time Mayor Breakfast
  - Community Impact Report/Vision Questionnaire
- Thanked Cittaslow and the number of volunteers for taking on projects that are so original
- Always come up with valuable work product
- Grateful for their service

- Made dream come true from original idea in 2010
- Hope come back with time bank presentation

Mayor Glass commented as follows:

- Would like the public to understand that Cittaslow serves as the economic development engine
- Thanked Cittaslow for their work

City Council Action: None Required. Informational Only.

Minute Order Number: 2017-006

PUBLIC HEARING(s): NONE

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

7. Discussion of Sonoma County Transportation Authority (SCTA)/Regional Climate Protection Agency (RCPA) Request for Citizen Representative on Climate Action Advisory Committee to Provide Expert Citizen Input on Implementation of the Climate Action Initiatives (Councilmember Gurney)

Councilmember Gurney presented the report recommending the City Council discuss the Sonoma County Transportation Authority (SCTA)/Regional Climate Protection Agency (RCPA) Request for Citizen Representative on Climate Action Advisory Committee to Provide Expert Citizen Input on Implementation of the Climate Action Initiatives.

Mayor Glass asked for questions.

Vice Mayor Slayter discussed the process and stated it sounds reasonable to have staff get the word out to as many people as possible and have interested persons submit an application.

Councilmember Gurney commented as follows:

- Stated the process could be informal
- Stated Councilmembers could submit names
- Discussed:
  - Publicity
  - Outreach
  - Submission of names

Vice Mayor Slayter commented that it could be an informal process and staff could get the word out, and interested persons can submit their names to the City Clerk's Office.

Councilmember Gurney suggested an informal process.

Vice Mayor Slayter stated he would announce this at Sonoma Clean Power.

Mayor Glass opened for public comment. There was no public comment.

The Council was in consensus to have staff conduct outreach for this opening and to return to the Council meeting of January 17<sup>th</sup> with names submitted.

City Council Action: Authorized City staff to distribute through all available media and receive names for discussion at a future council meeting.

Minute Order Number: 2017-007

8. Approval of Setting City Council Meeting Dates for Calendar Year 2017 (City Manager/City Clerk)

City Manager McLaughlin presented the report recommending the City Council approve the City Council Meeting dates for calendar year 2017.

Mayor Glass opened for public comment. There was none.

Councilmember Gurney commented as follows:

- Concern of cancelling the second meeting in August
- Discussed cancellation of July 4<sup>th</sup> meeting
- Concern of two months with only two meetings
- Stated there may be a lot of business to do
- Discussed special meetings in January
- Want to at this point reserve some days to cover those meetings
- Save in calendar so that the Council is not running into scheduling difficulties
- Helpful to cancel second meeting in August to have a summer recess but would like to reserve another meeting date
- Month of May has five Tuesday as does August and October

Mayor Glass suggested setting aside the fifth Tuesday in May.

Vice Mayor Slayter commented as follows:

- Discussed cancellation of the City Council meeting on July 4<sup>th</sup>
- Over past several years, the second meeting in August has been cancelled at times
- Stated it is always held in reserve if needed
- Fifth Tuesday in May- makes sense to put to reserve a date for a special meeting
- Suggested having three reasonable meetings rather than two marathon meetings
- Discussed the budget subcommittee and housing subcommittee
- Would like to accelerate the budget this year and hope to have it adopted ahead of time
- Discussed the streamlining of the budget process over the last few years
- Stated he believes this is doable

Councilmember Carnacchi commented as follows:

- Concurs with reserving the fifth Tuesday in May for a special meeting
- Likes reserving the second meeting in August if needed

**City Council Action:** Authorized City staff to approve the City Council Meeting dates for calendar year 2017 as discussed.

Minute Order Number: 2017-008

**CITY COUNCIL REPORTS:**

9. City Manager-Attorney/City Clerk Reports:
- January 10, 2017 – City Council Goals and Priority Setting Meeting, 8:00 am – City Hall
  - Letters of Interest for California Coastal Commission Vacancy Due to the City of Rohnert Park by January 9<sup>th</sup>

10. 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). There were none.
11. Council Communications Received: There were none.
12. Future City Meeting Dates/Events (Informational Only): (See Agenda).

Councilmember Carnacchi requested that the Council bring their General Plans to the goals meeting.

Mayor Glass adjourned the regular City Council meeting to the Closed Session at 7:14 p.m.

**CLOSED SESSION:**

**Call to Order:** Mayor Glass called the meeting to order at 7:18 p.m.

**Roll Call**

Present: Mayor Glass  
Vice Mayor Slayter  
Councilmember Carnacchi  
Councilmember Gurney  
Absent: Councilmember Hinton (excused)  
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 was none.

13. Conference with Legal Counsel – Existing Litigation:  
Sebastopol Hills Alliance for Rural Preservation v. City of Sebastopol  
Government Code Section 54956.9  
(City Manager/City Attorney)

Adjournment of Closed Session: Mayor Glass adjourned the Closed Session to the regular City Council Meeting at 7:42 p.m.

**Report out of Closed Session**

**City Council Action:** No Report Out.

**Minute Order Number:** 2017-009

**ADJOURNMENT:** Mayor Glass adjourned the Regular City Council Meeting at 7:43 to the Special City Council Meeting to be held on Tuesday, January 10, 2017, at 8:00 am – 11:00 am, at the Sebastopol City Hall, 7120 Bodega Avenue, Sebastopol, CA 95472. The next regular City Council Meeting is scheduled for Tuesday, January 17<sup>th</sup>, 2017 at 6:00 pm at the Sebastopol Youth Annex, 425 Morris Street, Sebastopol, CA.

Respectfully Submitted,

Mary Gourley  
Assistant City Manager/City Clerk, MMC

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