

City Council

Mayor Patrick Slayter
Vice Mayor Una Glass
Michael Carnacchi
Sarah Glade Gurney
Neysa Hinton



City Manager

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City of Sebastopol

**CITY COUNCIL
REGULAR CITY COUNCIL MEETING OF
December 1, 2020**

AGENDA

6:00 pm – Regular City Council Meeting (virtual format)

Please Note: The following documents are attached and made a part of this agenda:

- Zoom Log In Information for Council Meeting
- COVID 19 Noticing of City Council Meetings
- Protocols/Process for Council Meetings
- Upcoming Meeting Dates

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

CALL TO ORDER

ROLL CALL

SALUTE TO THE FLAG

PROCLAMATIONS/PRESENTATIONS: None

PUBLIC COMMENT (for items not on the agenda).

STATEMENTS OF CONFLICTS OF INTEREST BY MAYOR/CITY COUNCILMEMBERS FOR ITEMS ON THE AGENDA

CONSENT CALENDAR:

1. Approval of Resolution Reciting the Facts of the General Municipal Election Held on November 3, 2020, and Declaring and Confirming the Results and Such Other Matters as Provided by Law. (City Administration). This item is to confirm the November 3, 2020 Election Results Certifying Diana Rich and Neysa Hinton have been elected to the Office of the City Council.

Elected Councilmembers will take their seats on the dais.

2. Administering of Oath to Elected Councilmembers. After the Certification of the Election, the City Clerk will administer the oath to Elected Councilmembers. Oaths will be conducted virtually with newly sworn Councilmembers signing the Oaths virtually. (Copy of oath attached)

ELECTION OF MAYOR AND VICE MAYOR/MAYOR PRO TEMPORE

Each year the City Council conducts a reorganization by selecting from among its members a Mayor and Mayor Pro Tempore (Vice Mayor) to serve for the upcoming year. The Mayor presides at City Council meetings and serves as the official head of the City for ceremonial purposes. The Mayor Pro Tempore (Vice Mayor) performs the duties of the Mayor during the Mayor’s absence or disability. This reorganization usually takes place at the first regular meeting in December.

The selection process proceeds as follows:

Current Mayor will ask for nominations for the position of Mayor. To make a nomination, Council members need only state “I nominate _____”. Nominations do not require seconds; however, other members may express

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support of a nomination by making a seconding speech. When there are no more nominations, current Mayor will declare nominations for the position of Mayor closed and will allow public comments, if any. A roll call vote will then be taken beginning with the first nominee. If that nominee receives a majority vote, they are declared the winner and no additional votes are taken on the remaining nominees. If a majority vote is not achieved for any of the nominees, the nomination and voting process will be repeated, voting on the nominees in the order of their nomination, until a candidate has received a majority vote. The gavel is then turned over to the new Mayor who take his/her place at the dais and call for nominations for Mayor Pro Tempore (Vice Mayor) using the same process described above.

- Message from Outgoing Mayor
- Election of Mayor (Mayor will call for nominations for the Office of Mayor)
 - Nominations Received
 - Public Comment
 - Council Comments (if any)
 - Vote (taken beginning with the first nominee)
 - Gavel is transferred to Mayor
- Election of Mayor Pro Tempore (Vice Mayor) (Newly Elected Mayor will call for nominations for Office of Vice Mayor)
 - Nominations Received
 - Public Comment
 - Council Comments (if any)
 - Vote (taken beginning with the first nominee)
- Presentation to Outgoing Mayor (Newly Elected Mayor)
- Message from Incoming Mayor

CONSENT CALENDAR CONTINUED:

3. Approval of Annual AB 1600 Report. (This report is related to legal requirements for enactment of a development impact fee program are set forth in Government Code §66000- 66025 (the "Mitigation Fee Act") (Responsible Department: Engineering Manager)
4. Approval for purchase and Installation Mobile Data Terminals for Police Department Vehicles. FY 20-21 Budgeted Item (Responsible Department: Police Chief)
5. Approval to Authorize Staff to Issue a Request for Proposals (RFP) for an Electronic Permitting System (Responsible Dept: Planning)
6. Approval of Restructuring of Administrative Services Department and Approval of Job Descriptions and Pay Rates and Ranges (Responsible Department: Administrative Services/HR consultant)

INFORMATIONAL ITEMS/PRESENTATION: None

PUBLIC HEARING(S):

7. Public Hearing – To conduct a public hearing to fulfill the public protest hearing requirements in the updates to the Comprehensive User Fee Schedule (Amendment to approved User Fee Schedule). Upon its conclusion, the City Council shall consider adoption of Resolution Approving the Comprehensive User Fee Schedule which lists certain fees and deposits collected by City departments for FY 2020-21 for the City of Sebastopol. The item tonight is to discuss potential fees for the recently approved Tobacco Retail License Ordinance. The fees are for license application submittal, review, and approval, along with education outreach and compliance checks. (Responsible Department: Police Chief)

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

8. Discussion and Consideration for a Sign Program and Sign Exception for 231 Petaluma Avenue, a three-tenant commercial building between the Feed Store and CVS. (Responsible Department: Planning)
9. Consideration of Discussion and 2021 Appointment of Members to Staff Committee Appointments/Assignments and City Council Committee Appointment/Assignments (Responsible Department: City Administration)
10. Discussion and Consideration of Designating a Voting Delegate and Alternate(s) to Vote in the Mayor's Absence for the 2021 Sonoma County Mayors and Councilmembers City Selection Committee Meetings and Sonoma County Mayors and Councilmembers Board and General Membership Association Meetings (Responsible Department: City Administration)

CITY COUNCIL REPORTS:

11. City Manager-Attorney/City Clerk Reports (Continued):
12. City Council Reports/Committee/Sub-Committee Meeting Reports: (Reports by Mayor/City Councilmembers Regarding Various Agency Meetings/Committee Meetings/Sub-Committee Meeting /Conferences Attended and Possible Direction to its Representatives (If Needed) on Pending issues before such Boards)
13. Council Communications Received
14. Future City Meeting Dates/Events (Informational Only): (See Agenda Below City Web site for Up to Date Meeting Dates/Times)

ADJOURNMENT OF REGULAR CITY COUNCIL MEETING:

Meeting will be adjourned to the City Council Regular Meeting of December 15, 2020. (VIRTUAL ZOOM PLATFORM)

American Disability Act Accommodations:

In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk (707) 823-1153 who will contact the ADA Coordinator. The ADA Coordinator will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the City procedure for resolving reasonable accommodation requests. The ADA Coordinator will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the City procedure for resolving reasonable accommodation requests.

Notification: 72-hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

The City has postponed many non-essential meetings until further notice. We appreciate your patience and willingness to protect the health and wellness of our community. If you have any questions regarding this meeting, please contact the City at Email: info@cityofsebastopol.org or please call: 707-823-1153.

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.

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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 remotely to its meetings that are generally scheduled for the 1st and 3rd Tuesday of every month. Your interest and participation are encouraged and appreciated.

SIMULTANEOUS MEETING COMPENSATION DISCLOSURE (Government Code § 54952.3): Members of the City Council receive no additional compensation as a result of convening a joint meeting of the City Council and Successor Agency to the Former Community Development Agency

SB 751 Legislative bodies of local agencies must publicly report: (1) any action taken and (2) the vote or abstention on each action taken by each member present for the action at a meeting.

City Council Regular Meetings are available in real time and archived on Livestream. Important Notice The City of Sebastopol shows both live broadcasts and Video Archive of City Council Meetings over the Internet. Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice.

- Here is the link: <http://bit.ly/sebcctv>

There are times that the meetings may not be live streamed due to technical issues; if that is the case, the meeting will be video-taped and uploaded as soon as possible to the City Web Site.

Anyone using abusive, vulgar, offensive, threatening, or harassing language, personal attacks of any kind or offensive terms that target specific individuals or groups will be muted and removed from the meeting.