

**City Council**

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

**City Manager**

Larry McLaughlin  
lmclaughlin@cityofsebastopol.org  
**Assistant City Manager/City Clerk, MMC**  
Mary Gourley  
mgourley@cityofsebastopol.org

**City of Sebastopol**

CITY COUNCIL  
REGULAR CITY COUNCIL MEETING OF  
September 1, 2020

**AGENDA**

**6:00 pm – Regular Meeting**

**NOTE: Please See COVID 19 Noticing of City Council Meetings Attached**

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](mailto: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.

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.*

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

**CALL TO ORDER**

**ROLL CALL**

**SALUTE TO THE FLAG**

**PROCLAMATIONS/PRESENTATIONS:**

- Introduction of Interim Police Chief Don Mort
- Proclamation in Support of The Sonoma County United In Kindness Campaign

7120 Bodega Avenue, Sebastopol, California 95472 Tel. 707. 823.1153 Fax. 707.823.1135

[www.cityofsebastopol.org](http://www.cityofsebastopol.org)

## CITY COUNCIL – September 1, 2020 AGENDA

- Proclamation - September 2020 as Bike to Wherever Month and September 24, 2020 as Bike to Wherever Day in Sebastopol
- Proclamation Proclaiming Joe and Linda Maloney as Honorees of the “Locals Who Make a Difference” Recognition Program

**PUBLIC COMMENT:** During COVID 19 Virtual City Council Meetings, members of the public may submit written emails/comments for items not on the agenda either by email as a public record or by public comment during the public comment period of the virtual City Council meeting. At this time, a member of the public, when recognized by the Mayor, may speak for up to three minutes on the entire consent calendar and/or request at that time that an agenda item or items be removed for discussion. All written emails/comments will be provided to the entire City Council as a public record but will not be read into the minutes at the City Council meeting. Written emails/comments should be received by 5:00 pm of the Council Meeting Date for submission to the entire City Council prior to the meeting and will be included as a part of the record of the meeting. Please submit your comments via email for this meeting to [mgourley@cityofsebastopol.org](mailto:mgourley@cityofsebastopol.org). Under State Law, unless otherwise permitted under the Ralph M. Brown Act, the merits of the matters presented under this item cannot be discussed or acted upon by the City Council at this time. For items appearing on the agenda, the public will be invited to make comments at the time the item comes up for Council consideration. [Please review procedures on how to make live public comment during a city council meeting.](#)

**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)

### CONSENT CALENDAR:

- The consent agenda consists of items that are routine in nature and do not require additional discussion by the City Council or have been reviewed by the City Council previously. These items may be approved by one motion without discussion unless a member of the City Council requests that the item be taken off the consent calendar.
- The Mayor will read the consent calendar items; ask if a Councilmember wishes to remove one or more items from the consent calendar; and then open public comment to the members of the public in attendance on the virtual meeting. At this time, a member of the public may speak for up to three minutes on the entire consent calendar and/or request at that time that an agenda item or items be removed for discussion.
- If an item or items are removed from the consent calendar, the item shall be placed at the end of the regular agenda items unless otherwise determined by the Mayor or Mayor Pro Tern.
- Council Members may comment on Consent Calendar items or ask for minor clarifications without the need for pulling the item for separate consideration. Items requiring deliberation should be pulled for separate consideration and shall be placed at the end of the regular agenda items unless otherwise determined by the Mayor or Mayor Pro Tern.

### CONSENT CALENDAR:

1. Approval of Minutes of August 4, 2020 City Council Meeting Minutes (Responsible Department: City Administration)
2. Approval of Minutes of August 11, 2020 City Council Meeting Minutes (Responsible Department: City Administration)
3. Approval of Minutes of August 12, 2020 City Council Meeting Minutes (Responsible Department: City Administration)
4. Approval and Adoption of Resolution Approving the Biennial Conflict of Interest Code Applicable to Designated Employees Pursuant to the Political Reform Act of 1974 (Responsible Department: City Administration)
5. Approval of Banner Program - Final Design Approval (Responsible Department: Public Works)
6. Approval to Authorize the City Manager to establish the new classification and salary range of Accountant/Analyst (Confidential), effective September 1, 2020 (Responsible Department: Administrative Services)
7. Approval of Extension of Emergency Proclamation of Local Emergency issued by the Director of Emergency Services (Responsible Department: Fire Chief)

## *CITY COUNCIL – September 1, 2020 AGENDA*

8. Approval of Request for Proposals (RFP) for investigating and evaluating potential methods of providing flood protection for the SCCC (Responsible Department: Engineering)
9. Approval of Letter of Support for the Sebastopol Cultural Community Center (SCCC) Application to the Department of Resources Recycling and Recovery (CalRecycle) for a Reuse Grant. The purpose of the grant is to further the goals of the California Global Warming Solutions Act (Assembly Bill (AB) 32) and lower overall greenhouse gas (GHG) emissions by expanding and improving landfill diversion and recycling in California through source reduction (i.e., reuse). (Responsible Department: Engineering)
10. Traffic and Parking Modifications - Morris Street (Responsible Department: Police)

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

### **PUBLIC HEARING(S):**

11. Public Hearing – Waiving of First Reading and Introduction of Ordinance: An Ordinance of the City of Sebastopol Adopting a Tobacco Retail License Ordinance to Regulate the Sale and Distribution of Tobacco Products to Protect Minors of the City of Sebastopol (Responsible Department: Vice Mayor Glass/City Administration/Police and Planning Department)

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

12. Discussion and Consideration of Follow Up Actions from the City Council Special Meeting of August 12, 2020 and Request for Budget Amendment for Consultant CoMission,
  - A. Consideration and Approval of Loan Program (Requestor: Councilmember Hinton/CoMission)
  - B. Consideration and Approval of Amendment to Façade Improvement Program (Responsible Department: Planning)
  - C. Future Actions/Work Plan/Budget Amendment (Not to Exceed Amount - \$60,000) (CoMission)

### **CITY COUNCIL REPORTS:**

13. City Manager-Attorney/City Clerk Reports (Continued):
  - o Update on COVID 19 Response.
14. City Council Reports/Committee/Sub-Committee Meeting Reports: (Reports by Mayor/City Councilmembers Regarding Various Agency Meetings/Committee Meetings/Sub-Committee Meeting /Conferences Attended and Possible Direction to its Representatives (If Needed) on Pending issues before such Boards)
15. Council Communications Received
16. Future City Meeting Dates/Events (Informational Only): (See Agenda Below City Web site for Up to Date Meeting Dates/Times)

### **ADJOURNMENT OF REGULAR MEETING:**

Meeting will be adjourned to the City Council Regular Meeting of September 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

## *CITY COUNCIL – September 1, 2020 AGENDA*

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.

NOTE: Time shown for any particular matter on the agenda is an estimate only. Matters may be considered earlier or later than the time indicated depending on the pace at which the meeting proceeds. If you wish to speak on an item under discussion by the Council which appears on this agenda, after receiving recognition from the Mayor, please walk to the podium and state your name and address for the record (voluntary). Any item raised by a member of the public which is not on the agenda and may require Council action shall be automatically referred to staff for investigation and disposition which may include placing on a future agenda. If the item is deemed to be an emergency or the need to take action arose after posting of the agenda within the meaning of Government Code Section 54954.2(b), Council is entitled to discuss the matter to determine if it is an emergency item under said Government Code and may take action thereon.

### PROCESS FOR ITEMS ON AN AGENDA ITEM:

Mayors opens the item

Council receives Staff Report from the Responsible Department or Report from Councilmember

Council asked Questions of Staff or Councilmember

Mayor Opens for Public Comment/or Public Hearing

Mayor Closes Public Comment/or Public Hearing but reserves the right to re-open the public hearing

Item returns to the Council for deliberation and action

For copies or to review all written documents relating to items listed on the agenda, please visit the City Clerk's office during regular business hours. The City Clerk's Office is located in the lobby of City Hall, 7120 Bodega Avenue, Sebastopol, Ca 95472 or call 707-823-1153.

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

City Council Agenda, Minutes and staff reports without attachments can be viewed at the City's website: [www.ci.sebastopol.ca.us](http://www.ci.sebastopol.ca.us). Click on the City Council tab.

SB 343 - Any writings or documents provided to a majority of the City Council after distribution of the agenda packet regarding any item on this agenda after the posting of this agenda and not otherwise exempt from disclosure, will be made available for public inspection at the City Clerk's Office, Sebastopol City Hall located at 7120 Bodega Avenue during normal business hours.

If supplemental materials are made available to the members of the City Council at the meeting, a copy will be available for public review at the City Hall City Clerk's Office, 7120 Bodega Avenue during normal business hours. These writings will be made available in appropriate alternative formats upon request by a person with a disability, as required by the Americans with Disabilities Act.

To receive the City Council Agenda by e-mail, provide your e-mail address to the City Clerk's office, or e-mail your request to [mgourley@cityofsebastopol.org](mailto:mgourley@cityofsebastopol.org)

### **PUBLIC PARTICIPATION LISTED BELOW APPLIES TO ALL ITEMS ON THE AGENDA.**

- Speakers are allowed to speak for a maximum of three minutes so that all speakers have an opportunity to address the City Council. Power point or visual presentations for public comment shall not be permitted unless approved by the Agenda Review Committee two weeks prior to the requested meeting date.
- Yielding Time: Speakers may not "yield" a portion of their allotted time to others.
- The Mayor has the authority to limit or extend the time allowed for speakers dependent on the number of speakers in attendance.
- The Mayor can poll the members of the public for an indication of the number of people wishing to speak, then call on individuals to speak.

**CITY COUNCIL – September 1, 2020 AGENDA**

- 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.
- The City Clerk will monitor the time for public comments and inform the speakers when the time limitation has been reached.
- The Mayor could survey the members of the public, as appropriate, to move agenda items up or back to address the members of the public items of concern.
- Public participation is encouraged on all public agenda items.
- Council and staff will treat participants and each other with courtesy. Derogatory or sarcastic comments are inappropriate.
- The public will likewise be encouraged by the Mayor to maintain meeting decorum.
- In Council meetings when citizens are agitated, the Mayor may call a short recess to calm the situation.
- If a member of the public is unable to attend the Council meeting, written communications may be sent to the City Clerk by e-mail or by regular mail. Communications received after distribution of the agenda packet will be made available to the Council at the meeting.

**All meetings listed below are tentatively scheduled and subject to change.**

**Please review the City’s web site, bulletin board or contact City Department for possible changes to City Meetings.**

September 2, 2020	8:30 am	Agenda Review Committee Meeting
September 2, 2020	10:30 am	Public Arts Committee Meeting
September 2, 2020	4:00 pm	Design Review Board Meeting
<b><i>September 7, 2020</i></b>		<b><i>City Holiday Observance – City Offices Closed</i></b>
September 8, 2020	7:00 pm	Planning Commission Meeting
September 14, 2020	3:30 pm	Zero Waste Committee
September 15, 2020	6:00 pm	City Council Meeting
September 16, 2020	8:30 am	Agenda Review Committee Meeting
September 16, 2020	4:00 pm	Design Review Board Meeting
September 22, 2020	7:00 pm	Planning Commission Meeting
October 5, 2020	3:30 pm	Zero Waste Committee
October 6, 2020	6:00 pm	City Council Meeting
October 7, 2020	8:30 am	Agenda Review Committee Meeting
October 7, 2020	10:30 am	Public Arts Committee Meeting
October 7, 2020	4:00 pm	Design Review Board Meeting
October 13, 2020	7:00 pm	Planning Commission Meeting
October 20, 2020	6:00 pm	City Council Meeting
October 21, 2020	8:30 am	Agenda Review Committee Meeting
October 21, 2020	4:00 pm	Design Review Board Meeting
October 27, 2020	7:00 pm	Planning Commission Meeting
November 2, 2020	3:30 pm	Zero Waste Committee
<b><i>November 3, 2020</i></b>		<b><i>City Council Meeting - CANCELLED</i></b>
November 4, 2020	8:30 am	Agenda Review Committee Meeting
November 4, 2020	10:30 am	Public Arts Committee Meeting
November 4, 2020	4:00 pm	Design Review Board Meeting
November 10, 2020	7:00 pm	Planning Commission Meeting
<b><i>November 11, 2020</i></b>		<b><i>City Holiday Observance – City Offices Closed</i></b>
November 17, 2020	6:00 pm	City Council Meeting
November 18, 2020	8:30 am	Agenda Review Committee Meeting

*CITY COUNCIL – September 1, 2020 AGENDA*

November 18, 2020 4:00 pm

Design Review Board Meeting

November 24, 2020 7:00 pm

Planning Commission Meeting

***November 25 & 26, 2020***

***City Holiday Observance – City Offices Closed***

December 1, 2020 6:00 pm

City Council Meeting

December 2, 2020 8:30 am

Agenda Review Committee Meeting

December 2, 2020 10:30 am

Public Arts Committee Meeting

December 2, 2020 4:00 pm

Design Review Board Meeting

December 7, 2020 3:30 pm

Zero Waste Committee

December 8, 2020 7:00 pm

Planning Commission Meeting

December 15, 2020 6:00 pm

City Council Meeting

December 16, 2020 8:30 am

Agenda Review Committee Meeting

December 16, 2020 4:00 pm

Design Review Board Meeting

December 22, 2020 7:00 pm

Planning Commission Meeting

***December 23 & 24, 2020***

***City Holiday Observance – City Offices Closed***

***December 30 & 31, 2020***

***City Holiday Observance – City Offices Closed***