

CITY COUNCIL MEETING MINUTES

MINUTES FOR Meeting of December 17, 2019

As Approved by the City Council at their regular meeting of January 7, 2020

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. City Council video recording are kept for a period of one year from date of 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.

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.

A notice of the meeting was posted by the City Clerk on October 31, 2019.

6:00 pm

REGULAR MEETING: CONVENE City Council Regular Meeting, Sebastopol Youth Annex/Teen Center, 425 Morris Street, Sebastopol, CA

CALL TO ORDER: Mayor Slayter called the regular meeting to order at 6:00 p.m.

ROLL CALL

Present: Mayor Slayter
Vice Mayor Glass
Councilmember Carnacchi
Councilmember Gurney
Councilmember Hinton

Absent: None

Staff: City Manager/City Attorney Larry McLaughlin
Assistant City Manager/City Clerk Mary Gourley
Administrative Services Director Ana Kwong
Building Official Glenn Schainblatt
Engineering Manager Henry Mikus
Fire Chief Bill Braga

Planning Director Kari Svanstrom
Police Chief James Conner
Public Works Superintendent Dante Del Prete

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

PROCLAMATIONS/PRESENTATIONS:

The following were presented:

- Proclamation – Recognizing Police Chief James Conner on his Retirement from the City of Sebastopol
- Proclamation – Recognizing Building Official Glenn Schainblatt on his Retirement from the City of Sebastopol

PUBLIC COMMENT (At this time, members of the public may comment on any item not appearing on the agenda. It is recommended that you keep your comments to three minutes or less. 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.)

Arthur George commented as follows:

- Provided handouts to the City Council
- West County Homeless Advocates
- Address homeless issues
- Homeless Fact-Finding Summit
- 5 Core Issues
- Parking for 5 vehicles – 25% reduction in the problem
- Discussed the statement of findings
- HHAP Funds
- Look to get HHAP funds for local implementation
- Look at issues raised

Glen Pinnow commented as follows:

- Thanked Council for their dedication
- Voiced frustration and disappointment regarding the project on Healdsburg Avenue and Murphy Avenue
- Avoided near head on collision
- Talked to the City Engineer
- Discussed steel plates
- Lack of two flagmen for direction of traffic
- Ongoing frustration
- Preapproval of this project then got farmed out to bid is indicative of what we do not want in Sebastopol
- Preapproved for multi-use then sold off-unvetted contractors – slow pace
- House rocks when a truck goes over the plates
- Needs deep scrutiny
- Police Department has to understand residents exiting DuFranc have no means or anywhere to go

City Manager McLaughlin commented as follows:

- Staff shares concerns of traffic
- Shared concerns of project
- State Highway
- Traffic controls were set by and permitted by Caltrans
- City has no input or control over traffic mitigation for this project
- Complained to Caltrans
- City dispatched City Engineer to project
- Discussed Caltrans conditions of approval
- Not in compliance with earlier Caltrans permit
- That issue was rectified
- Other work in compliance with permit
- Share same concerns of the other aspects of the project
- Understand the contractor made some mistakes and dug in the wrong spot and had to go back and dig again

Mayor Slayter stated this will be looked into and asked the public to contact City staff.

A member of the audience commented as follows:

- Discussed climate change
- Discussed wildlife corridors
- Incorporate into City planning

Mayor Slayter discussed the formation of a task force or sub-committee to address climate issues.

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. At this time, a member of the public may speak for up to three minutes on the entire consent calendar and request at that time that an agenda item or items be removed for discussion.
- If an item or items are removed from the consent calendar, the item shall be placed at the end of the regular agenda items unless otherwise determined by the Mayor or Mayor Pro Tern.
- 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.

Mayor Slayter read the consent calendar items.

Mayor Slayter questioned if any Councilmembers wanted to remove an item from the consent calendar.

Councilmember Carnacchi questioned if he was absent from the last meeting if he should abstain from item number 5 and 6.

City Attorney McLaughlin commented that if Councilmember Carnacchi read the reports and feels up to speed on the items, he could vote on the items.

Councilmember Carnacchi stated he would be abstaining from item number 5 and 6.

Mayor Slayter asked for public comment on the consent calendar items. There was none.

Vice Mayor Glass moved and Councilmember Hinton seconded the motion to approve Consent Calendar Item Number 1, 2, 3 and 4.

VOTE:

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

1. Approval of Minutes of the City Council Meeting of December 3, 2019 (Responsible Department: City Administration)

City Council Action: Approved Minutes of the City Council Meeting of December 3, 2019

Minute Order Number: 2019-279

2. Approval of Authorization to Issue a Request for Proposals for Preparing Permits for Calder Creek Stormwater Outfall Repairs (Responsible Department: Engineering Manager)

City Council Action: Approved Authorization to Issue a Request for Proposals for Preparing Permits for Calder Creek Stormwater Outfall Repairs

Minute Order Number: 2019-280

3. Approval of Authorization to Issue a Request for Proposals for Water and Sewer Pipeline Mapping (Responsible Department: Engineering Manager)

City Council Action: Approved Authorization to Issue a Request for Proposals for Water and Sewer Pipeline Mapping

Minute Order Number: 2019-281

4. Approval of Resolutions for Applications of Grant Requests to the Sonoma County Community Development Commission for CDBG, HOME, or HEAP funds (Responsible Department: Engineering Manager)

City Council Action: Approved Resolutions for Applications of Grant Requests to the Sonoma County Community Development Commission for CDBG, HOME, or HEAP funds

Minute Order Number: 2019-282

Resolution Number: 6275 and 6276

Vice Mayor Glass moved and Councilmember Hinton seconded the motion to approve Consent Calendar Item Numbers 5 and 6.

VOTE:

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

5. Approval of Waiving of Second Reading and Adoption of Ordinance #1128 - Adoption of International Code amendments SMC 15.04 & 15.08 (Responsible Department: Building Official)

City Council Action: Approved Waiving of Second Reading and Adoption of Ordinance #1128 - Adoption of International Code amendments SMC 15.04 & 15.08

Minute Order Number: 2019-283

Ordinance Number: 1128

6. Approval of Waiving of Second Reading and Adoption of Ordinance #1129 - Adoption of Zoning Ordinance amendments to Chapter 17.220, Accessory Dwelling Units (Responsible Department: Planning Director)

City Council Action: Approved Waiving of Second Reading and Adoption of Ordinance #1129 - Adoption of Zoning Ordinance amendments to Chapter 17.220, Accessory Dwelling Units

Minute Order Number: 2019-284

Ordinance Number: 1129

INFORMATIONAL ITEMS/PRESENTATION:

7. LANTERN Presentation (Requestor: LANTERN Chair Arlene Kallen/Councilmember Gurney)

Councilmember Gurney presented the agenda item recommending the City Council hear the presentation from LANTERN.

Arlene Kallen, LANTERN made a presentation to the City Council. The following were in attendance:

- Lena Chen
- Mathew Rose, Branch Manager, Sebastopol Regional Library
- Ellen Stillman
- Helena Whistler, Former Library Commissioner, Sonoma County Library
- Ray Holley, Sonoma County Library
- Don Almeida

Mayor Slayter asked for questions. There were none.

Mayor Slayter opened for public comment.

ila Benavidez-Heaster commented as follows:

- Volunteers at the library
- Engage minds through books and many modalities
- Phenomenal to watch
- Discussed items offered
- Feel valued as contributing member
- Not just about books
- When look at what is available, it is more than an education or community center
- It is about developing the human mind and human being

Ray Holley commented as follows:

- Provide a high level of service

- Commended LANTERN for their work
- Clarify Library's role
- Discussed LANTERN – innovative and inspiring leadership
- County libraries – multiple sites need attention
- Trying to balance finite resources
- Discussed use of funds from successful tax measure – not enough to rebuild libraries
- Focus on what can be accomplished
- Discussed funding to improve libraries
- Remodeling kitchen and carport (Sebastopol)
- Repainting exterior (working with City staff)
- Discussed facilities plan
- Embarking on new facilities plan
- Highest priority is new Roseland library
- Looking at future
- Making progress
- Work closely with LANTERN

Council Deliberations:

Councilmember Gurney commented as follows:

- Commend volunteers that created LANTERN and kept with the work all these years
- Seeing status of work product
- Done without a lot of dedication of money or fundraising
- Remarkable to have vision
- Commended Matt Rose
- Find way to work both tracks – cooperate with County and County mission and address what we want for our people – huge service area
- Encourage group to continue
- Be creative in looking for financing
- Cannot keep minimizing ourselves

Mayor Slayter commented as follows:

- Discussed equity
- Discussed Roseland branch
- Discussed the larger system
- Discussed communities going without the facility such as the one we have and love
- Sebastopol facility important part of our community

Vice Mayor Glass commented as follows:

- What was behind need to get library going in Roseland
- What was the funding mechanism for that

Ray Holley commented as follows:

- Unusual situation

- Only own one of the buildings
- Lease space
- Santa Rosa unable to provide facility in Roseland
- Lease building for six years - Endeavoring funds to create permanent library
- Is coming out of the sales tax funds

Vice Mayor Glass commented as follows:

- Questioned a new facilities plan
- Questioned how it is monetized

Ray Holley commented as follows:

- Estimated costs
- See what can be accomplished with the funding

Vice Mayor Glass commented as follows:

- Looking for partners to find funding for actual building along with citizen group
- Asked if the library system do that

Ray Holley commented as follows:

- Discussed loss of RDA
- Discussed bonds
- Take partnership aspect more seriously
- Library experience starts before you get to the building
- Cannot come up with a library building by ourselves

Mayor Slayter commented as follows:

- Discussed local government working with LANTERN
- How view request for liaison

The City Council was in support of a liaison to LANTERN.

- Councilmember Gurney volunteered as the liaison
- Councilmember Carnacchi stated he would be an alternate

Councilmember Gurney moved and Vice Mayor Glass seconded the motion to appoint Councilmember Gurney as Council liaison and Councilmember Carnacchi as alternate to LANTERN.

VOTE:

Ayes: Councilmember Carnacchi, Gurney, Hinton, Vice Mayor Glass and Mayor Slayter

Noes: None

Absent: None

Abstain: None

City Council Action: Approved Councilmember Gurney as Council liaison and Councilmember Carnacchi as alternate to LANTERN.

Minute Order Number: 2019-295

PUBLIC HEARING(s):

8. Public Hearing – To consider a request by Huntley Square, LLC, for a Development Agreement (Responsible Department: Planning Director)

Planning Director Svanstrom presented the agenda item recommending the City Council receive the report, open the public hearing, receive comments and consider the request by Huntley Square LLC.

Dante Love, applicant, was in attendance.

Mayor Slayter asked for questions.

Mayor Slayter commented as follows:

- First official action proposed
- Discussed other meetings

Director Svanstrom commented as follows:

- No other votes
- First official vote (Planning Commission resolution)
- General consensus

Councilmember Hinton commented as follows:

- Page 3
- Discussed if this was due to the State ordinance

Director Svanstrom commented as follows:

- Stated no
- Discussed the adoption of the Inclusionary rules (Nov 2018)

Councilmember Hinton commented as follows:

- Discussed development agreements
- Is a development agreement the same as a general agreement
- Would like to review this every year for compliance

City Manager McLaughlin commented as follows:

- Not the same
- Development Agreement - have requirements about review
- Direct that in a general agreement
- Developer has to rely on that agreement - Not reverse in the future
- Development agreement used with City providing a number of things in advance and developer provides amenities in advance
- Discussed the hotel agreement – defer fees – did not do a development agreement - financial assistance agreement
- Similar here

Councilmember Carnacchi commented as follows:

- Attended planning commission meetings
- Discussed the General Plan
- Questioned the policy number

Director Svanstrom commented as follows:

- Page 8
- CIR 2 -4
- Read the language of the policy

Councilmember Carnacchi commented as follows:

- Discussed in latest in departmental reports – mentioned in engineering report – funding from PG&E
- What are the accumulated monies

City Manager McLaughlin commented as follows:

- Money that PG&E set aside to do certain types of work
- Uncertain how it could be used in this work

Councilmember Carnacchi questioned if it is a lack of maintenance on PG&E is lack of undergrounding.

City Manager McLaughlin stated in his personal opinion it is yes.

Councilmember Carnacchi commented as follows:

- Seems like the Planning Commission likes option 2
- Not include deed restricted unit
- Project is unusual
- Amount of money requested is similar to asking every resident to give applicant 10 dollars out of their pockets to move this project forward
- In addition to sidewalk would like to see a deed restricted unit less than 160%
- Discussed firefighter engineering salary – would not be able to buy one of these units
- Residents more likely to give 10 dollars if came with deed restricted unit less than 160%
- Discussed House teacher or fire position
- Afford to live in that complex
- Out of question for deed restriction for option 2

Mr. Love commented as follows:

- Stated in this case, the City is going to spend \$150000 if we do nothing
- Saving Sebastopol money

Vice Mayor Glass commented as follows:

- A lot of what is being asked to be forgiven is the undergrounding issue
- Did read correctly even if underground does not take place conduit would be put in place ready to go if undergrounding takes place for that entire stretch

- Discussed way how the interface works
- As going through process of fixing that corridor is there any opportunity to underground more along the corridor

Director Svanstrom commented as follows:

- Correct for any of the options
- Discussed the interface
- Do not know the answer to that question
- Discussed PG&E accumulation of funds
- Discussed City's undergrounding fund – think balance is around \$300,000
- Would need to see if that is a possibility for any portion of this
- Discussed undergrounding from pole to buildings

Councilmember Gurney commented as follows:

- Discussed sequencing of project
- Goal is to have sidewalk gap closed
- Connect people from Burbank Heights to shopping center or park and to have safe passage
- What happens if the City does something and the project stalls – what would be the status of this improvement
- Discussed the community of the project
- What happens first
- When would it happen

Director Svanstrom commented as follows:

- Suspect access to site (easement from rear)
- Most of construction access would be through that location
- Need to be part of the agreement
- Happen at the appropriate time
- City project – RFP out for engineering - 2021-2022 FY for sidewalk gap closure project
- Should be a consideration
- Can work with the applicant
- Submitted tentative map
- May take about six months to process application
- Final agreement would be done before City hired contractor to do improvements
- City may require improvements to be done first

Bob Massaro commented as follows:

- Developer and builder
- Discussed site work being done first
- Sidewalk and utilities
- Like to break ground next year
- Get improvements in before next rainy season
- Work would be done in first phase

- Looked at it from the City view point
- If choose option 2 – request – City gets work done faster and half the price and City gets ten housing units
- If cannot come to an agreement will need to regroup and modify design
- Come forward with a different project

Mayor Slayter opened the public hearing.

ila Benavidez-Heaster commented as follows:

- Loves this project
- Questioning a lot
- Come back asking for more
- Don't want to discourage this
- Project seems to mushroom
- Want to see project happen
- How can we support it and say you need to carry more of your own weight
- Need to ask the hard questions
- Do more problem solving
- Make it work more financially
- Discussed Hotel Sebastopol
- Discussed Davis Homes
- What is the difference here
- Hefty price to pay for a sidewalk
- Project not carrying its own weight

Glen Pinnow commented as follows:

- Resident on Healdsburg Avenue
- Walk to town frequently
- Discussed getting into street – too narrow for two people to walk side by side
- Looking at widening that sidewalk in the location
- Appropriate lighting - Low – down cast
- Promote pedestrian thoroughfare

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

Council Deliberations:

Councilmember Carnacchi commented as follows:

- Discussed the telephone poles
- Would the poles be in the right of way for the sidewalk

Director Svanstrom commented as follows:

- There is a pole on the site
- Relocate to behind the retaining wall
- Upslope and not on the sidewalk

Councilmember Carnacchi commented as follows:

- Discussed Planning Commission meetings
- Discussed preliminary review
- Colleagues short changed here
- Not have full presentation
- Saw more slides at Planning Commission meetings

Director Svanstrom commented as follows:

- Discussed the site plan
- Not about project
- About site improvements
- Discussed photo in the staff report
- Page 2 of report

Councilmember Carnacchi commented as follows:

- Discussed when this project is in the CIP for doing the improvements
- What grants have been applied for
- Discussed the agreement to fund a portion belonging to the developer
- Can this be reimbursed through grant monies

Director Svanstrom commented as follows:

- Discussed funding for Bodega corridor project
- CDBG funding
- Pavement funds
- Measure M
- Road Infrastructure
- Traffic Impact Fund
- Grants do not require match

Councilmember Hinton commented as follows

- Agree with speaker
- Frustrated with this
- App
- Applicant has to put in improvements
- Developer bought property knowing not a sidewalk
- No guarantee City would put in sidewalk
- Discussed CIP
- Frustrated – discount to applicant or the City has to pay for it
- Changed rules
- Disappointed to lose inclusionary housing on small units
- Council agreed with Huntley in mind
- Discussed waivers
- Own for a year then can rent

- Discussed maximum price - \$500000 in that discussion
- Frustrated back at table with more requests for more waivers on the project
- Not find options listed justify what is being asked for
- Have seen this project three times
- Applicant wants City to fund more improvements and waive more fees

Councilmember Gurney commented as follows

- Is it true this has been seen three times and the applicant keeps asking for money
- Is this a bigger ask or lower ask
- Or is it closer to 50-50

Director Svanstrom commented as follows:

- Stated it is a lower ask
- Submitted request for this review in September
- Original ask was \$92,000 in 2017
- Estimated cost for purchase price is \$385,000

Councilmember Hinton commented as follows:

- Discussed wanting two deed restricted units
- Bought two low income housing units of the ten (purchase price)

Councilmember Gurney commented as follows:

- Need to be accurate about history rather than emotional
- Get project going for ask
- \$70,000 cost is not that big of an ask
- Considering complexities of the project and nature of the project
- Project offers a shift into more appropriate future of housing
- Discussed reduced fees
- Discussed getting sidewalk gap closed
- City would be ahead
- Project would be locked in
- Get housing and sidewalk

Mayor Slayter commented as follows:

- Discussed sidewalk gap
- Discussion going on long before this project
- Number one sidewalk gap is issues heard about all the time
- Discussed safety for Burbank Height residents
- Length of street frontage – page 2 of staff report
- Almost two times the street frontage – bad planning – bad proposal that happened somewhere in history
- Discussed fee for undergrounding
- \$92000 for this project

Vice Mayor Glass commented as follows:

- Concur with Councilmember Gurney and Mayor Slayter
- This is a gigantic sidewalk disaster that has been there forever
- More affordable by design
- Discussed review of pricing of housing
- Pricing seems around the ballpark of what is out there
- Has advantage of having green building
- If this is not built City will spend money fixing the sidewalk anyway
- Not a huge amount of ask for
- Discussed Planning Commission backing Option 2
- Tending to follow their recommendation

Councilmember Carnacchi commented as follows:

- Concurs with Councilmember Hinton
- Discussed previously reviewing of this project
- Discussed exemption from inclusionary housing ordinance
- Designed around this project
- Gave a lot at that point in time
- Discussed fire storms
- Concern with not requiring undergrounding
- Review ordinance that allows in lieu fee for undergrounding
- Not appropriate
- Okay with option 2 if included with deed restricted unit
- Discussed Pomo resolution
- How will this project benefit seven generations of Sebastopol residents
- Sidewalk would be a benefit
- Homes would not last that long
- Units for showers are wet baths
- Glorified RV
- Price point – better off buying and RV and parking on Morris Street
- Not in favor of option 2 unless it includes a deed restricted unit

Councilmember Hinton commented as follows:

- Option 2 with deed restricted unit
- Discussed maximum price on units
- Discussed promise from developer
- \$385,000 from old minutes not \$455,000
- Discussed having language to keep sale price under control
- City's goal

Mayor Slayter commented as follows:

- Discussed inclusionary housing
- Important component

- Exclusion was to have a real-world developer for us to have a project like project X where these things would make it financially feasible
- Double edge sword
- Low incoming housing or price out projects
- Nothing would get built
- Provide affordable by design projects
- Provide avenue for projects to be developed for a greater number of people
- Discussed subsidy of inclusionary units
- Ask is reasonable given the benefit the City gets - 10 reasonably affordable units
- If not go forward end up with three to four million-dollar homes
- Need workforce housing
- Decision would be easier to make if we still had redevelopment funds
- Reasonable request given state of current development environment

Vice Mayor Glass commented as follows:

- Not consider this to be major stretch along Bodega
- Discussed length of frontage
- Not solving problem of undergrounding
- Discussed exclusion for ADU (840 SF)
- Try to get people to start building housing that was under that SF in order for us to get housing like that built without having to subsidize it
- Getting what we asked for
- Interesting design
- Addresses our request that a developer come to us with potential developments that are under 840 SF
- Getting sidewalk in a problematic space

Mayor Slayter commented as follows:

- Discussed maximum sales price
- Is this commonly done or doable from City legal perspective
- Discussed initial asking price being capped

City Manager McLaughlin commented as follows:

- Could do that in a development agreement
- This is not that kind of agreement
- Project is too small to lend itself to that type of agreement
- Cannot set sales price unless City is a partner
- Market driven project

Mayor Slayter commented as follows:

- Option 2 with deed restricted units
- Where did that land with the Planning Commission

Director Svanstrom commented as follows:

- Planning Commission looked at option 1
- 30 years is not what our inclusionary requires
- 160% - Planning Commission did not feel that was targeting workforce housing
- Discussed sales price - \$15,000 difference between market rate and applicant's price
- Want something at lower percentage closer to AMI
- Applicant did not suggest that
- Discussed timing for retaining wall
- Move frontage improvements now – add value to property

Councilmember Hinton commented as follows:

- Discussed why passed ordinance City passed
- Discussion was correct
- Make Huntley Square a viable project
- Now talking about a \$70000 discount
- Same fees we gave to hotel
- Goes back to developer who bought property with that knowing they had to put in a sidewalk
- Understand policy statement
- This is \$70000 discount on top of ordinance created to get more homes

Councilmember Carnacchi commented as follows:

- Need to define what is the missing middle
- What is that -police, fire, teachers
- None of them afford these houses at the price they are coming in at
- Who is going to buy these if they are not part of the middle
- Who defines the middle
- What is the difference if only the wealthy people can afford this
- What is the difference between 10 or 3 rich peoples in these homes
- Less impact with less homes
- Discussed joint Planning Commission meeting
- Defining what kind of housing is needed in Sebastopol
- Need deed restriction for one of those units if giving them \$70000

Mayor Slayter commented as follows:

- Discussed the assessed value of the property
- Benefit to development property
- \$240,000 value of land
- Not know what it would be with ten houses on it
- Benefit from property tax

Vice Mayor Glass commented as follows:

- Discussed mortgage calculations
- \$2100 a month payment
- Impossible to live without roommates

- Likely be couple with dual income
- Is affordable to fire fighter or teacher of a couple

Mayor Hinton commented as follows:

- Each unit is \$24,000 for land
- Selling for\$ 455,000

Mayor Slayter commented as follows:

- Discussed larger policy issues
- Willing to provide a financial bridge to get ten units built

Councilmember Gurney commented as follows:

- How does this compare to the Dan Davis project on bike trail - How many units - SF
- Two story - Own for a while then sell
- Gave up environmentally sensitive open space to get 18 units
- Never get that back
- Asking for \$70,000 help
- Affordable by design
- Different look than cutesy units
- Need to go ahead with this and see what happens
- Concern of understanding the process and not have the City get stuck somewhere
- Important to know process
- Discussed 961 Grav project
- From tonight what is the next step to build improvements

Director Svanstrom commented as follows:

- 18 units
- 1100-1200 SF
- Sold to new owner
- Entitlements needed:
 - Tentative Map
 - Planned Community Zoning Designation
 - Tree removals
 - Design Review

Can do simultaneously

Councilmember Gurney commented as follows:

- Discussed sequencing
- See Council and Planning Commission being at risk of not getting what is being looked at

Director Svanstrom commented as follows:

- Waiting for actual submittal
- Cannot start process without something to review
- Discussed improvements for site

- Can be done as separate permits
- Not sure if applicant can do that
- Lag time
- Agreement would be structured to be reimbursement
- Project improvements be in place prior to when the City does the Bodega improvements

City Manager McLaughlin commented as follows:

- Discussed improvement agreement/financial agreement
- Insert deadlines
- Similar to hotel
- Future improvements should be a full-fledged development agreement process
- Promise of certain approvals

Councilmember Gurney commented as follows:

- Majority vote tonight
- Agree to option 2
- Put a time limit on it
- Revoke approval after certain date

City Manager McLaughlin commented as follows:

- Can confer with applicant
- Can prepare and return with a financing agreement
- Discussed review date
- Not authorize to enter into contract tonight
- Make clear direction

Director Svanstrom commented as follows:

- Provide direction tonight
- Return with agreement at same time looking at final approval

Councilmember Gurney commented as follows:

- Situation to work on trust and credibility
- Set approval up with return date/contract
- Applicant has opportunity to conform to what they said, and City has opportunity to get out if it is not

Mayor Slayter moved and Vice Mayor Glass seconded the motion to:

- Support Option Number 2
- Return to the City Council with Option 2
 - Returning with financing agreement
 - Financial agreement to contain significant dates

VOTE:

Ayes: Councilmember Gurney, Vice Mayor Glass and Mayor Slayter

Noes: Councilmembers Carnacchi and Hinton
Absent: None
Abstain: None

City Council Action: Approved • Support Option Number 2

- Return to the City Council with Option 2
- o Returning with financing agreement
- o Financial agreement to contain significant dates

Minute Order Number: 2019-286

Mayor Slayter called for a break at 8:41 pm and reconvened the meeting at 8:55 pm.

Item 10, 11 and 13 will be postponed to a future meeting date.

Mayor Slayter moved item number 12 prior to item number 9.

11. Consideration and Discussion of Approval Authorizing a Job Description and Approving Resolution Setting Salary Rates and Ranges (Salary Schedule) For Position of Fire Engineer (Responsible Department(s): Budget Sub-Committee/Fire Staffing Sub-Committee/Fire Chief)

Councilmember Hinton and Vice Mayor Glass presented the agenda item recommending the City Council discuss and approve Authorizing a Job Description and Approving Resolution Setting Salary Rates and Ranges (Salary Schedule) For Position of Fire Engineer.

Fire Chief Braga commented as follows:

- A lot of work done on this item
- Appreciate work of sub-committee
- Looking forward to next chapter (interviewing/hiring)
- Not entry level position
- Fire engineer position/driver operator
- Come into this position knowing how to operate every piece of apparatus
- Local knowledge/streets/water hydrants
- Assist in degrees that no other fire engineer does in Sonoma County (fire inspections, weed abatement/enforcement, fireworks inspection/enforcement)
- Specialized position
- Discussed the Tax Measure
- Fund a full-time fire fighter and fire captain – 3-0 staffing
- Making history tonight to hire a full-time fire position
- Hoping in March tax measure will go through
- Fund emergency alert warning system

Mayor Slayter asked for questions.

Councilmember Carnacchi questioned if this rank is above a captain.

Fire chief Braga commented as follows:

- o Fire Captain is the ranking position – above this position

- Supervisory position
- Fire engineer would oversee the fire fighters

Councilmember Carnacchi commented as follows:

- Discussed if personnel in the department will be recruited – Fire Chief Braga stated yes
- Questioned if a captain could step into the fire engineer position – Fire Chief Braga stated yes
- Questioned how many fire captains the City has – Fire Chief Braga stated 6 – stated it may be an opportunity for a Captain to be in a career position

Fire Chief Braga commented as follows:

- Discussed RGS will do the recruitment
- Position will be posted on web site and others outside Sebastopol can and will apply
- Look at those that have minimum qualification for fire engineer

Councilmember Carnacchi commented as follows:

- Discussed qualifications for the position
- Is there anyone aside from the Captains at this point who are trained as a fire engineer

Fire Chief Braga discussed the internal requirements/qualifications.

Councilmember Gurney commented as follows:

- Discussed scheduling
- Presentation in February by the County
- Discussion of the ballot on the March election
- Will know the results right away
- When tax revenue flow to cities

Chief Braga commented as follows:

- Discussed funding of potential positions
- Not know when funding will be received if passed

City Manager McLaughlin commented as follows:

- City needs a fire position
- Not know how voters will vote
- Not funding through tax measure – funding through City funds

Vice Mayor Glass commented as follows:

- Committee discussed moving forward
- Need to do immediately
- Not want to wait until the tax measure is done

Mayor Slayter commented as follows:

- Discussed the paid volunteer shifts
- Reduction of volunteer paid shifts

- Not have to occur
- Covered by full time employee

Fire Chief Braga commented as follows:

- Stated that is the thinking
- Includes paid shift and fire calls and drill training
- \$40,000 helping to pay for this position

Mayor Slayter commented as follows:

- Discussed reduction of paid shifts
- Discussed saving of funds
- Clarifying that if a shift is not filled, that shift/funds is not given to another shift/date

Fire Chief Braga stated that is correct.

Councilmember Hinton stated that this position will show the City the realized savings of the fire shifts.

Mayor Slayter opened for public comment.

Ila Benavidez-Heaster commented as follows:

- In support
- Urged the Council to approve this item

Rei Blaser commented as follows:

- Support approval
- Support the Fire chief
- Like to see him relieved of any stress that he bears each day
- Can gift \$70,000 yet cut \$40000 from our fire service funding
- Not wise spending \$70000 on development that will make back their funding

Council Deliberations:

Councilmember Carnacchi moved and Vice Mayor Glass seconded the motion to approve the fire fighter job description.

Discussion:

Councilmember Gurney commented as follows:

- Discussed the proposed chart
- Discussed the placeholder in the budget
- Questioned which figure is being approved

Councilmember Hinton commented as follows:

- Discussed subcommittee recommendation
- True transparency tonight
- Discussed the salary range

Councilmember Gurney discussed reduced shifts and savings.

City Manager McLaughlin commented as follows:

- Discussed the City being dependent on volunteers
- Discussed the savings in stipends due to reduced shifts
- Cannot force volunteers to respond
- Cannot guarantee the savings

Councilmember Hinton commented as follows:

- Always want to have two on shift
- Discussed stipend savings
- Discussed not having a need to add additional shifts with a full-time fire engineer

Councilmember Carnacchi moved and Vice Mayor Glass seconded the motion to approve the fire fighter job description and salary range as proposed by the budget subcommittee/fire staffing subcommittee.

VOTE:

Ayes: Councilmember Carnacchi, Gurney, Hinton, Vice Mayor Glass and Mayor Slayter

Noes: None

Absent: None

Abstain: None

City Council Action: Approved the fire fighter job description and salary range as proposed by the budget subcommittee/fire staffing subcommittee.

Minute Order Number: 2019-290

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

9. Discussion of DRAFT qualifications for “Community Vitality/Economic Vitality” Coordinator Position (Responsible Department: City Administration)

City Manager McLaughlin presented the agenda item recommending the City Council discuss the DRAFT qualifications for “Community Vitality/Economic Vitality” Coordinator Position and provide direction to staff.

Mayor Slayter asked for questions.

Vice Mayor Glass commented that she thought this item was to be done in stages. First staged was to hire someone to bring the stakeholders together to review what is needed and the second stage would be to hire a person to do the work.

City staff discussed the idea of hiring a person to work with the community to include the downtown businesses to discuss ways to increase the economic vitality of the City and stated it was difficult to create a RFQ with so many different ideas for this position.

Councilmember Hinton commented as follows:

Discussed consultant versus hire

- Could be same person

- Beneficial for same person to do the job
- Did not envision it as two people
- Envisioned someone being the feet on the street

City Manager McLaughlin stated he also saw it as one person.

Councilmember Carnacchi commented as follows:

- Person would be the transitional person and could grow into the job
- May be the person who is hired

City Manager McLaughlin commented as follows:

- Hoping the right person will create this position
- See as a direct assistant to address the community
- See outreach aspect being emphasized

Councilmember Carnacchi commented as follows:

- Discussed creation of guidelines for this position
- Discussed metrics on how the success will be achieved

City staff stated it would be difficult in this RFQ to state metrics with the duties assigned to this position. City Manager McLaughlin commented it would be a position that is hired for all City staff to help to work with the community.

Councilmember Gurney discussed metrics and what would be used for this person to attract businesses that focus on climate change, lot foot print for businesses, who would hire/supervise.

City Manager McLaughlin commented that staff believes this position would function under the Planning Department as that department is instrumental in businesses and would be the first step a person/business would meet with.

Mayor Slayter opened for public comment.

Arthur George commented as follows:

- Suggestions in statement earlier
- Homeless advocate
- Toilet locations for the homeless – will help the downtown
- Targeting downtown with suggestions
- Discussed parking restrictions

Jann, Gypsy Café commented as follows:

- Get this done
- Get it going
- Exciting thing to do
- Huge disconnect from city hall to the streets

- Liaison with city hall is critical – gap there
- Need to establish a trust
- Have a point person
- Understand goals of the Council
- Need strategic plan
- Do not need metrics
- Need people

Rei Blaser commented as follows:

- President of Downtown Association
- What is the first step
- Support Ombudsman position
- Need bridge between city hall and business community
- Discussed façade improvement program - property owner does not want to invest in site
- How can city approach landowners or invest and have care
- They are a part of the town – City should not stand for tis – property owners need to step it up
- Get connection with property owners
- Start small
- Few tasks
- Be networker

Council Deliberations:

Mayor Slayter commented as follows:

- Vision of what we think will work
- Rarity position and no one knows for sure
- Proponent of two-step process
- Listening to discussion see benefit of putting out something
- People who reply will inform what the position will become
- General set of parameters
- Ombudsman position – important
- List of tasks do not equate to budget
- Not everyone is strong in every field
- Realistic ask for budget created
- Fine with flexibility on list of tasks
- Captured intent

Councilmember Gurney commented as follows:

- Contract position
- Confused how to start
- Not a lot of information of what will be achieved from stage 1
- Get going on this
- Get them on the street
- City hall will get awareness of what is city hall's first priority

- This RFQ puts this in a silo of business community
- Vitality component
- Own metrics
- What is our customer base
- What is successful

Councilmember Hinton commented as follows:

- Suggested a Council subcommittee
- Review RFQs
- Interview
- Provide recommendations to the Council
- Benefit from finding the right person
- Fact finding mission
- Talk with stake holders
- Create a subcommittee
- Finalize RFQ
- Get it out now
- Council involved in the hire

Councilmember Carnacchi commented as follows:

- Initially would be hired by the City Manager
- Subcommittee would take more time for staff to hire someone

City Manager McLaughlin commented as follows:

- Could do a subcommittee of Councilmembers
- Would take more time to hire someone

Councilmember Carnacchi suggested focusing on the downtown.

Councilmember Hinton commented as follows:

- Not focus on just downtown
- Focus on the whole community
- People just do not come to Council meetings

Vice Mayor Glass commented as follows:

- Ombudsman function
- Work for executive team
- Bringing people together to think of the City brand
- How recognize this is what we are
- Working together to put our message out there and draw in businesses
- Get the non-profits working together
- Solve disconnects

Councilmember Hinton moved and Mayor Slayter seconded the motion to approve the following:

- Creation of a Council Sub-committee
- Work on job description/RFQ
- Distribute final version
- Receive applications
- Prelim vetting
- Work with city management
- Run by City Council
- Vet final candidates

Discussion:

Councilmember Carnacchi voiced concern with this landing in the Council lap without staff's involvement.

VOTE:

Ayes: Councilmember Hinton
Noes: Councilmember Carnacchi, Gurney, Vice Mayor Glass and Mayor Slayter
Absent: None
Abstain: None
The motion failed.

Mayor Slayter moved and Vice Mayor Glass seconded the motion to approve the RFQ for distribution.

VOTE:

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

City Council Action: Approved RFQ for distribution.

Minute Order Number: 2019-287

10. Discussion and Receipt of Update/Status of General Plan Implementation Report
(Responsible Department: Planning Director)

City Council Action: Item Continued

Minute Order Number: 2019-288

12. Consideration of Request for Joint City Council and Planning Commission Meeting (Requestor:
Councilmember Carnacchi)

City Council Action: Item Continued

Minute Order Number: 2019-289

13. Consideration and Discussion of 2020 Appointment of Members to Staff Committee
Appointments/Assignments and City Council Committee Appointment/Assignments (Responsible
Department: City Administration)

City Council Action: Item Continued

Minute Order Number: 2019-291

The Council was in consensus to move forward with Item Number 14 (item began after 10:30 pm)

14. Discussion and Consideration of Approval of Setting City Council Meeting Dates for Calendar Year 2020 (Responsible Department: City Administration)

City Manager McLaughlin presented the agenda item recommending the City Council discuss the 2020 City Council Meeting Dates.

Mayor Slayter asked for questions. There were none.

Mayor Slayter opened for public comment. There were none.

Council Deliberations:

The council was in consensus to approve the 2020 meeting schedule with the following changes:

- Cancellation of the second City Council Meeting in August (unless needed)
- Potential Special City Council Meeting of June 30th (if needed for budget adoption)
- Special Meeting in January for Interviews/Appointments for Planning Commission, Design Review and Public Arts
- Potential of Goal Setting Meeting
- Cancellation of November 3, 2020 Council Meeting

Councilmember Carnacchi discussed attending the City of Cotati Council Meeting in January (Jan 28th) and to have other cities do the same.

City Council Action: Approved the 2020 meeting schedule with the following changes:

The council was in consensus to approve the 2020 meeting schedule with the following changes:

- Cancellation of the second City Council Meeting in August (unless needed)
- Potential Special City Council Meeting of June 30th (if needed for budget adoption)
- Special Meeting in January for Interviews/Appointments for Planning Commission, Design Review and Public Arts
- Potential of Goal Setting Meeting
- Cancellation of November 3, 2020 Council Meeting

Minute Order Number: 2019-292

CITY COUNCIL REPORTS:

15. City Manager-Attorney/City Clerk Reports:

City Manager McLaughlin discussed the transition team for Building Official.

16. 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 Gurney reported as follows on the following items:

- SCTA/RCPA

- Schedule 24
- Routes/time changed in respond to Burbank
- Schools schedules highlighted in yellow
- Tim Miller WCCS – Memo - Report on Park Village – Commitment to Homeless from the City
- Discussed the homeless encampment moving closer to Sebastopol

Vice Mayor Glass commented as follows:

- Discussed the meeting at the Grange
- Discussed the leadership institute on homelessness
- Vector Control Meeting
- Water Agency putting in a monitoring station in the Laguna

Councilmember Hinton reported as follows on the following items:

- Health Action cancelled
- Missed the Russian River Water Shed Meeting and city holiday luncheon due to an emergency at work

Councilmember Carnacchi reported as follows on the following items:

- Attended first GSA meeting
- Discussed monitoring wells
- Caltrans – building good relationship with regional and local managers of Caltrans

17. Council Communications Received: None

18. Future City Meeting Dates/Events (Informational Only): (See Agenda and City Web site for Up to Date Meeting Dates/Times)

ADJOURNMENT OF REGULAR MEETING: Mayor Slayter adjourned the meeting at 10:58 pm.

Meeting was adjourned to the next Regular City Council Meeting which will be held on Tuesday, January 7, 2020, at 6:00 pm at the Sebastopol Youth Annex, 425 Morris Street, Sebastopol, CA.

Respectfully Submitted:

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