

**SPECIAL & REGULAR MEETINGS OF THE SONOMA CITY COUNCIL
&
CONCURRENT REGULAR MEETING OF SONOMA CITY COUNCIL AS THE
SUCCESSOR AGENCY TO THE DISSOLVED SONOMA COMMUNITY
DEVELOPMENT AGENCY**



Community Meeting Room, 177 First Street West
Monday, December 17, 2012
4:30 p.m. Closed Session (Special Meeting)
6:00 p.m. Regular Session

City Council
Ken Brown, Mayor
Tom Rouse, Mayor Pro Tem
Steve Barbose
David Cook
Laurie Gallian

AMENDED AGENDA

(Amended on 12/13/12 by changing the beginning time to 4:30 and adding
Labor Negotiations to the Closed Session Agenda)

Be Courteous - **TURN OFF** your cell phones and pagers while the meeting is in session.

4:30 P.M. – SPECIAL MEETING - CLOSED SESSION AGENDA

1. CALL TO ORDER

The Mayor will open the meeting and take public testimony on closed session items only. The Council will then recess into closed session.

2. CLOSED SESSION

Item 2A: **CONFERENCE WITH LABOR NEGOTIATOR**, pursuant to Government Code §54957.6. Agency designated representative: Karen Walker. Employee Organizations: City of Sonoma Employees' Association (SEIU 1020), and Non-represented Confidential, Executive, Management and Administrative personnel.

Item 2B **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION.** Significant exposure to litigation, One potential case. Pursuant to Government Code §54956.9(b)

6:00 P.M. – REGULAR MEETING AGENDA

RECONVENE, CALL TO ORDER & PLEDGE OF ALLEGIANCE
ROLL CALL (Barbose, Rouse, Gallian, Cook, Brown)
REPORT ON CLOSED SESSION

1. COMMENTS FROM THE PUBLIC

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, 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. Upon being acknowledged by the Mayor, please step to the podium and speak into the microphone. Begin by stating and spelling your name.

2. COUNCILMEMBERS' COMMENTS AND ANNOUNCEMENTS

Item 2A: Councilmembers' Comments and Announcements

3. CITY MANAGER COMMENTS AND ANNOUNCEMENTS INCLUDING ANNOUNCEMENTS FROM SUCCESSOR AGENCY STAFF

4. PRESENTATIONS

Item 4A: Proclamation in the Memory of Gerald N. Hill

4. PRESENTATIONS, Continued

Item 4B: Recognition of Yvonne Bowers' service on the Sonoma Valley Citizens Advisory Commission.

Item 4C: Recognition of Jeff Baptista's service on the Sonoma Valley Citizens Advisory Commission.

5. CONSENT CALENDAR/AGENDA ORDER – CITY COUNCIL

All items listed on the Consent Calendar are considered to be routine and will be acted upon by a single motion. There will be no separate discussion of these items unless members of the Council, staff, or public request specific items to be removed for separate action. At this time Council may decide to change the order of the agenda.

Item 5A: Waive Further reading and Authorize Introduction and/or Adoption of Ordinances by Title Only. (Standard procedural action - no backup information provided)

Item 5B: Adopt Resolution Updating Signatories for the City of Sonoma's Financial Institution Accounts.

Staff Recommendation: Adopt Resolution authorizing the proposed changes to designated authority.

Item 5C: Authorization for Change in Designated Signatories in the Local Agency Investment Fund.

Staff Recommendation: Adopt Resolution authorizing the investment of idle funds in the Local Agency Investment Fund.

Item 5D: Approval of the Minutes of the November 19 and December 3, 2012 Meetings.

Staff Recommendation: Approve the minutes.

Item 5E: Approval and Ratification of the Reappointment of Anna Whitmore to the Community Services and Environment Commission for term ending February 23, 2017.

Staff Recommendation: Ratification by the City Council.

Item 5F: Approval and ratification of the appointment of D. Michael Thomas to the Community Services and Environment Commission for a two-year term ending December 17, 2014.

Staff Recommendation: Ratification by the City Council.

Item 5G: Approval and ratification of the reappointment of Rosemary Sutcliffe to the Traffic Safety Committee for a term ending January 19, 2017.

Staff Recommendation: Ratification by the City Council.

Item 5H: Approval and ratification of the reappointment of Kelso Barnett to the Design Review Commission for a four-year term ending February 7, 2017.

Staff Recommendation: Ratification by the City Council.

- Item 5I:** Discussion, consideration and possible action on a resolution adopting a “Complete Streets” policy, consistent with the MTC eligibility requirements for One Bay Area Grants.
Staff Recommendation: Adopt the resolution.

6. CONSENT CALENDAR/AGENDA ORDER – CITY COUNCIL AS SUCCESSOR AGENCY

All items listed on the Consent Calendar are considered to be routine and will be acted upon by a single motion. There will be no separate discussion of these items unless members of the Council, staff, or public request specific items to be removed for separate action. At this time Council may decide to change the order of the agenda.

- Item 6A:** Approval of the portions of the Minutes of the November 19 and December 3, 2012 City Council / Successor Agency Meetings pertaining to the Successor Agency.
Staff Recommendation: Approve the minutes.

7. PUBLIC HEARING

- Item 7A:** Discussion, consideration and possible action adopting a resolution in support of the City’s Community Development Block Grant [CDBG] Application for FY 2013/14. (Administrative Services Manager)
Staff Recommendation: Adopt Resolution setting priorities for the CDBG funding; authorize the Administrative Services Manager to forward the application to the Sonoma County Community Development Commission for further processing.

8. REGULAR CALENDAR – CITY COUNCIL

(Matters requiring discussion and/or action by the Council)

- Item 8A:** Discussion, consideration and possible action selecting the 2013 City of Sonoma Alcalde. (City Manager)
Staff Recommendation: Receive nomination of the 2013 Alcalde from Mayor Brown and, by motion, ratify the nomination.
- Item 8B:** Review and Consideration of a Refuse Rate Adjustment for 2013 with City Franchisee Sonoma Garbage Company, Inc. (City Manager)
Staff Recommendation: Approve all program components and rate increase comprised of the following elements: 1) Rate increase of 4.59% effective January 1, 2013; and 2) Complete Commercial Food Waste Composting Service
- Item 8C:** Discussion, Consideration and possible action Annual Assignment of Councilmembers to various Boards and Committees. (City Manager)
Staff Recommendation: Assignment by Mayor with concurrence of the Council.
- Item 8D:** Discussion, consideration and possible adoption of Annual City Council Meeting Calendar for 2013. (City Manager)
Staff Recommendation: Consider dates for special meetings/study sessions, and adopt the annual meeting calendar.

9. REGULAR CALENDAR – CITY COUNCIL AS THE SUCCESSOR AGENCY

(Matters requiring discussion and/or action by the Council)

10. COUNCILMEMBERS' REPORTS AND FINAL REMARKS

Item 10A: Reports Regarding Committee Activities.

Item 10B: Final Councilmembers' Remarks.

11. COMMENTS FROM THE PUBLIC

12. ADJOURNMENT

I do hereby certify that a copy of the foregoing agenda was posted on the City Hall bulletin board on December 13, 2012. GAY JOHANN, CITY CLERK

Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are normally available for public inspection the Wednesday before each regularly scheduled meeting at City Hall, located at No. 1 The Plaza, Sonoma CA. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the City Council regarding any item on this agenda after the agenda has been distributed will be made available for inspection at the City Clerk's office, No. 1 The Plaza, Sonoma CA during regular business hours.

If you challenge the action of the City Council in court, you may be limited to raising only those issues you or someone else raised at the public hearing described on the agenda, or in written correspondence delivered to the City Clerk, at or prior to the public hearing.

In accordance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk (707) 933-2216. Notification 48-hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.



**City of Sonoma
City Council**
Agenda Item Summary

City Council Agenda Item: 4A

Meeting Date: 12/17/2012

Department

Administration

Staff Contact

Gay Johann, City Clerk

Agenda Item Title

Proclamation in Memory of Gerald N. Hill

Summary

Mayor Brown will recognize the life and passing of Gerald N. Hill with the reading of a proclamation in his memory.

Recommended Council Action

Mayor Brown to read the proclamation and present it to Kathleen Hill, Gerald's wife.

Alternative Actions

Council discretion.

Financial Impact

n/a

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

1. Proclamation
-

City of Sonoma



Proclamation

IN LOVING MEMORY OF GERALD N. HILL

WHEREAS, on Tuesday March 6, 2012 our Heavenly Father called to rest Gerald N. Hill, beloved husband of Kathleen Hill for forty-two years; father of Megan, David, Gerald (Mack) and Erin; grandfather of Sam, Thomas and Talia, Sawyer and Mackenzie; brother of Dana and uncle of Craig; and

WHEREAS, Gerald N. Hill, a graduate of Tamalpais High School, Stanford University, and Hastings College of the Law had a long and successful law practice and helped make history. He walked with Caesar Chavez through the Central Valley in support of farmworkers' rights to unionize; with Martin Luther King for civil rights and across the Golden Gate Bridge with his mother on the day of its opening; and

WHEREAS, as the President of the California Democratic Council he asked Bobby Kennedy to run in the Democratic primary and was, unfortunately, at the Ambassador Hotel in Los Angeles when Senator Kennedy was assassinated; and

WHEREAS, he was also at San Francisco City Hall when his law school pal and occasional client George Moscone was shot and killed, along with Supervisor Harvey Milk; and

WHEREAS, Gerald N. Hill had a multi-faceted career inside and outside his 50-year practice of law. He and Kathleen Thompson Hill authored thirty books together and taught American Government and Politics at the University of British Columbia, University of Victoria and Sonoma State University; and

WHEREAS, despite his busy law practice Gerald always found time for family and community; he coached St. Francis Solano CYO basketball and Sonoma Valley Little League teams; he served as the Treasurer on the Sonoma Valley Hospital Board and on the Sonoma Valley Unified School District's Facilities Committee; and he adopted Flowery School when President of Sonoma Plaza Kiwanis; and

WHEREAS, Gerald N. Hill was a man devoted to his family, his friends, his students and his community and his passing left us with a deep feeling of sorrow for the loss of such an honored and respected citizen.

NOW THEREFORE, I, KEN BROWN, Mayor of the City of Sonoma, do hereby recognize the service of Gerald N. Hill to our community and beyond and extend sincere condolences to his bereaved family.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sonoma to be affixed this 17th day of December 2012.

Ken Brown, Mayor





City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 4B

Meeting Date: 12/17/2012

Department

Administration

Staff Contact

Gay Johann, City Clerk

Agenda Item Title

Recognition of Yvonne Bowers' service on the Sonoma Valley Citizens Advisory Commission.

Summary

The City Council desires to publicly recognize the volunteers who so selflessly serve on the various City commissions.

Yvonne Bowers has served on the SVCAC since November 19, 2008. Per the Joint Powers Agreement, service on the SVCAC is limited to no more than two 2-year terms and Ms. Bowers has fulfilled the allowable amount of service.

Recommended Council Action

Mayor Brown to present a certificate of appreciation to Yvonne Bowers.

Alternative Actions

N/A

Financial Impact

N/A

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
 - No Action Required
 - Action Requested
-

Attachments:

Certificate of Appreciation

cc:

Yvonne Bowers via email

City of Sonoma
CERTIFICATE OF APPRECIATION

Is Hereby Presented To

YVONNE BOWERS

For Her Dedicated Service to the City

SONOMA VALLEY CITIZENS ADVISORY COMMISSION
November 19, 2008 – November 19, 2012

Presented This 17th Day of December 2012

Ken Brown, Mayor





City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 4C

Meeting Date: 12/17/2012

Department

Administration

Staff Contact

Gay Johann, City Clerk

Agenda Item Title

Recognition of Jeff Baptista's service on the Sonoma Valley Citizens Advisory Commission.

Summary

The City Council desires to publicly recognize the volunteers who so selflessly serve on the various City commissions.

Jeff Baptista has served on the SVCAC since November 19, 2008. Per the Joint Powers Agreement, service on the SVCAC is limited to no more than two 2-year terms and Mr. Baptista has fulfilled the allowable amount of service.

Recommended Council Action

Mayor Brown to present a certificate of appreciation to Jeff Baptista.

Alternative Actions

N/A

Financial Impact

N/A

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
 - No Action Required
 - Action Requested
-

Attachments:

Certificate of Appreciation

cc:

Jeff Baptista via email

City of Sonoma
CERTIFICATE OF APPRECIATION

Is Hereby Presented To

JEFF BAPTISTA

For His Dedicated Service to the City

SONOMA VALLEY CITIZENS ADVISORY COMMISSION
November 19, 2008 – November 19, 2012

Presented This 17th Day of December 2012

Ken Brown, Mayor





City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 5B

Meeting Date: 12/17/2012

Department

Administration

Staff Contact

Carol E. Giovanatto, City Manager

Agenda Item Title

Adopt Resolution Updating Signatories for the City of Sonoma's Financial Institution Accounts

Summary

The City of Sonoma maintains Banking and Investment Accounts at several Banking and Financial Institutions in accordance with the City's Investment Policy. Past practice has designated four officers in the City's structure as authorized signatories to the City's account. The current officers are: Mayor, Vice-Mayor, City Manager, Assistant City Manager. Due to recent changes in employment titles, position vacancies and designations of elected officials, staff is recommending that an updated authorization list be approved. The following changes are recommended:

Current Designated Authority	Proposed Designated Authority
Mayor	Mayor
Vice-Mayor	Mayor Pro Tem
City Manager	City Manager
Assistant City Manager	City Clerk

Recommended Council Action

Adopt Resolution authorizing the proposed changes to designated authority.

Alternative Actions

Authorize additional staff positions

Financial Impact

N/A

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

Resolution

cc:

CITY OF SONOMA

RESOLUTION NO. __ - 2012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONOMA DESIGNATING SIGNATORIES ON CITY OF SONOMA FINANCIAL INSTITUTION ACCOUNTS

BE IT RESOLVED that the following individuals are hereby authorized as signatories on the City of Sonoma Financial Institution Accounts:

Mayor
Mayor Pro Tem
City Manager
City Clerk

ADOPTED this 17th day of December, 2012 by the following vote:

AYES:
NOES:
ABSENT:

Ken Brown, Mayor

ATTEST:

Gay Johann, City Clerk



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 5C

Meeting Date: 12/17/2012

Department

Administration

Staff Contact

Carol E. Giovanatto, City Manager

Agenda Item Title

Authorization for Change in Designated Signatories in the Local Agency Investment Fund

Summary

The City currently invests a portion of idle funds with the State Local Agency Investment Fund (LAIF). Government Code calls for the approval of authorized signatories to transactions by Council resolution. Formerly, the appointment of authorized signers has been done administratively. Three employees/officers are presently authorized to complete transactions through the LAIF system. Due to recent changes in employee positions, a new confirmation of the individuals is required by passage of a resolution. The three positions are currently processing the deposits and withdrawals through the system. All transactions are completed electronically through Westamerica Bank, which is the corresponding financial institution.

Recommended Council Action

Adopt Resolution authorizing the investment of idle funds in the Local Agency Investment Fund

Alternative Actions

Authorize additional staff positions

Financial Impact

N/A

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

Resolution

cc:

CITY OF SONOMA

RESOLUTION NO. ____ - 2012

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONOMA
AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL
AGENCY INVESTMENT FUND**

WHEREAS, pursuant to Chapter 730 of the statutes of 1976, Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the City Council does hereby find that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government code for the purpose of investment as stated therein as in the best interests of the City of Sonoma.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Sonoma does hereby authorize the deposit and withdrawal of City of Sonoma monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purposes of investment as stated therein, and verification by the State Treasurer's Office of all banking information provided in that regard.

BE IT FURTHER RESOLVED, that the following Sonoma officers and employees or their successors in office shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund:

Carol E. Giovanatto, City Manager _____

Scott Williams, Accountant _____

Barbara Cates, Accounting Technician _____

PASSED AND ADOPTED, by the City Council of the City of Sonoma, County of Sonoma, State of California on December 17, 2012 by the following vote:

AYES:
NOES:
ABSENT:

Ken Brown, Mayor

ATTEST

Gay Johann, City Clerk



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 5D

Meeting Date: 12/17/2012

Department

Administration

Staff Contact

Gay Johann, City Clerk

Agenda Item Title

Approval of the Minutes of the November 19 and December 3, 2012 Meetings.

Summary

The minutes have been prepared for Council review and approval.

Recommended Council Action

Approve the minutes.

Alternative Actions

Correct or amend the minutes prior to approval.

Financial Impact

N/A

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

Minutes

DRAFT MINUTES

**CONCURRENT REGULAR MEETINGS OF THE
SONOMA CITY COUNCIL
&
SONOMA CITY COUNCIL AS THE SUCCESSOR AGENCY TO THE
DISSOLVED SONOMA COMMUNITY DEVELOPMENT AGENCY**



***Community Meeting Room, 177 First Street West
Sonoma CA 95476***

Monday, November 19, 2012

6:00 p.m.

MINUTES

City Council
Joanne Sanders, Mayor
Ken Brown, Mayor Pro Tem
Steve Barbose
Laurie Gallian
Tom Rouse

OPENING

Mayor Sanders called the meeting to order at 6:05 p.m. City Manager Kelly led the Pledge of Allegiance.

PRESENT: Mayor Sanders and Councilmembers Barbose, Rouse, Brown, and Gallian
ABSENT: None

ALSO PRESENT: City Manager Kelly, Assistant City Manager Giovanatto, City Clerk Johann, City Attorney Walter, Police Chief Sackett, Public Works Director Bates, and Planning Director Goodison.

1. COMMENTS FROM THE PUBLIC

Scott Pace requested that Council place the issue of the recent sanitation rate increase on a future agenda for consideration. He stated that his sanitation bill had increased by 46%.

Herb Golenpaul stated that Theresa Montague, a member of the Mobilehome Park Rental Review Board for twelve years, had passed away. He requested that the meeting be adjourned in her memory.

Ed Kenney congratulated City Manager Kelly and Public Works Director Bates for their new positions with other agencies. He asked Councilmembers if they had been aware, when making the November 5, 2012 decision on the 3 Sticks Winery appeal, that there had already been an offer on the property.

2. COUNCILMEMBERS' COMMENTS AND ANNOUNCEMENTS

Item 2A: Councilmembers' Comments and Announcements

Cm. Brown dedicated the meeting in the memory of Patty Westerbeke and announced that he would be volunteering for the AIDS foodbank fundraiser. Cm. Barbose dedicated the meeting to Theresa Montague and Kim Heddy. Cm. Gallian congratulated the VFW for bringing the Traveling Wall Tribute to Sonoma. She reported attendance at the Sonoma Chevrolet Toys for Tots event. Cm. Rouse reported it had been his honor to represent the City in the Mayor's absence at the Sweetwater Spectrum open house. Mayor Sanders added that the Giants General Manager had stated it was the best speech given by a politician he had ever heard.

Mayor Sanders dedicated the meeting in the memory of Colleen Divine King and reported that she and Clm. Rouse had attended Supervisor Valerie Brown's retirement party.

3. CITY MANAGER COMMENTS AND ANNOUNCEMENTS INCLUDING ANNOUNCEMENTS FROM SUCCESSOR AGENCY STAFF

City Manager Kelly stated that newly elected Councilmembers would be sworn in at the December 3 meeting and the City would host a reception with cake being served.

4. PRESENTATIONS

Item 4A: Mayor Sanders to Proclaim November 30, 2012 David "Lumpy" Williams Day

Mayor Sanders stated that because Lumpy Williams had volunteered for so many years to ride in on the Fire Truck to light up City Hall as a kick off to Holiday Season, she felt it was fitting to proclaim Friday November 30, 2012 as David Lumpy Williams Day.

Item 4B: Recognition of Barbara Hall, Narin Garrett and Erin McTaggart for achieving the National Women's Pétanque Championship.

Mayor Sanders stated that Valley of the Moon Pétanque Club had been doing a wonderful job of advancing the sport of Pétanque. As she presented them with certificates Mayor Sanders congratulated Barbara Hall, Narin Garrett and Erin McTaggart for achieving the National Women's Pétanque Championship.

Item 4C: Proclamation declaring the weekend after Thanksgiving, November 23-25, 2012, as "Shop Sonoma Days"

Mayor Sanders presented the Shop Sonoma Days proclamation to Economic Development Program Manager Decker who announced that the event would be held November 23 – 25, 2012 and that all residents were encouraged to "think Sonoma Valley first" when shopping for the holiday season to help support the local economy.

Item 4D: Presentation by Sonoma County Library regarding an update on Sonoma Valley Branch Library services

Mayor Sanders explained that she had invited Lisa Musgrove, the new Sonoma Valley Librarian, to provide an update on library activities. Library Commissioner Mary Evelyn Arnold thanked Mayor Sanders for her three years of service on the Library Advisory Board. Ms. Musgrove announced that the library would be open this year between Christmas and New Year, that they have many e-books available, and there are fourteen computers with internet access available for public use.

5. CONSENT CALENDAR/AGENDA ORDER – CITY COUNCIL

Item 5A: Waive Further reading and Authorize Introduction and/or Adoption of Ordinances by Title Only.

Item 5B: Approval of the Minutes of the November 5, 2012 Meeting. (Removed from Consent, see below)

Item 5C: Request by Sonoma Valley Chamber of Commerce for City-subsidized use of the Sonoma Valley Veterans Memorial Building on March 21, 2013. Approved subject to applicant's compliance with the City's standard insurance requirements.

Item 5D: Approval and ratification of the appointment of Lynn Clary and D. Michael Thomas to the Community Services and Environment Commission for two-year terms.

Item 5E: Approval and ratification of the appointment of Antoinette J. Kuhry to the Cultural and Fine Arts Commission as the Alternate for a two-year term.

Clm. Barbose removed Item 5B (November 5 minutes) to be continued to the next meeting to allow time to review the tape of the meeting. Mayor Sanders stated that she had submitted some requested changes to the minutes and would like them incorporated into the draft minutes when brought back for Council consideration. It was moved by Clm. Rouse, seconded by Clm. Gallian, to approve the Consent Calendar except for Item 5B. The motion carried unanimously.

Councilmembers Brown and Gallian congratulated those appointed to Commissions.

6. CONSENT CALENDAR/AGENDA ORDER – CITY COUNCIL AS SUCCESSOR AGENCY

Item 6A: Approval of the portions of the Minutes of the November 5, 2012 City Council / Successor Agency Meetings pertaining to the Successor Agency.

Item 6B: Approval of Agreement regarding Redevelopment Housing Assets by and between the Successor Agency for the Sonoma Community Development Agency and the Sonoma County Community Development Commission.

It was moved by Clm. Gallian, seconded by Clm. Barbose, to approve the Consent Calendar. The motion carried unanimously.

7. PUBLIC HEARING

Item 7A: Discussion, consideration and possible action on an appeal of the Planning Commission's decision to deny the application of Chris Konecny (Peet's Coffee & Tea) for a Use Permit to allow a formula restaurant within an existing building on a commercial property at 591 Broadway.

Planning Director Goodison reported that the Planning Commission reviewed the Peet's Coffee & Tea use permit application September 13, 2012. In its review, the Planning Commission considered the application submittal, staff report, correspondence and public testimony on the item. In the course of the public hearing, issues were raised by a member of the public related to the negative impact of introducing another coffee shop in the area. The Planning Commission expressed concerns with traffic generation, pedestrian safety, and the relation of the application to the formula business findings. At the conclusion of the public hearing, the Planning Commission voted 4-3 to deny the use permit. An appeal of that decision was filed by Mayor Sanders on September 25, 2012.

Mayor Sanders confirmed that the Council would need to determine the environmental impact in compliance with California Environmental Quality Act (CEQA) and that the subject property was zoned commercial. She opened the public hearing. Those speaking in support of the appeal

included Terry Shore, John Brady, Joe Tienney, Scott Pace, Bill Jaspar, Jean Behse, Ann Foley, Carlo Cavollo of Meritage, Henry Mayo the owner of the building, Courtney McCaully, and Joe Aaron.

Carol Mezzetti, Real Estate Director for Peet's Coffee and Tea, stated that the company was a local Bay Area business that used predominately local, Bay Area vendors. They anticipate five full-time and fifteen part time employees which will be offered a great benefit package. She pointed out that the proposed location was pedestrian oriented and would draw people south on Broadway from the Plaza.

Those who spoke against the appeal were Karla Noyes, Robert Felder, Dave Mock, and Anna Whitmore. Herb Golenpaul stated that the Council should either stick with their ordinance or do away with it. Pat Pulverenti stated that the conditions of approval should include a review by the Design Review Commission.

Sean Conway, Chief Operating Officer for Peet's Coffee and Tea, stated they had the highest values and the focus of the Emeryville based company was to provide uncompromising quality in every cup of coffee and tea.

Seeing there were no additional persons wanting to speak, Mayor Sanders closed the public hearing.

Clm. Barbose stated that although he supported the Formula Store Ordinance, it did not mean that he did not like formula stores. The ordinance did exactly what it was intended to do; it provided an opportunity to have this type of hearing and review. He stated that the Council should focus its attention on the required findings and added that he felt Peet's would fill a need and that it would not detract from the Hot Shots coffee store or detract from the unique and historic beauty of the City. It was moved by Clm. Barbose, seconded by Clm. Rouse, to uphold the appeal, determine the project categorically exempt from CEQA, and approve the project conditions of approval. The motion carried unanimously.

RECESS: The meeting recessed from 7:55 to 8:05 p.m.

8. REGULAR CALENDAR – CITY COUNCIL

Item 8A: Review of Fifth Street West Pedestrian Safety Improvements and Discussion of Potential Improvements.

City Manager Kelly stated that in light of the two separate pedestrian accidents that recently occurred in improved cross walks on Fifth Street West, staff had been directed to prepare a summary of improvements that have occurred at the crosswalks located Fifth Street West at Studley and Curtain Lane, and a review of accident history.

Public Works Director Bates reported on the enhancements that had been made and stated that staff believed the existing conditions were safe. Police Sergeant Thompson reported that data for the past six years had been reviewed which indicated an overall downward trend in the number of reported collisions; however, collisions involving pedestrians and bicycles appear to be somewhat consistent. Patrol staff believed these collisions to be attributed to inattention or distraction of the driver. Incidents involving pedestrian or bicyclists indicated the

pedestrian or bicyclists were most at fault. Thompson stated that it was imperative to encourage people walking or bicycling to pay attention and follow the rules of the road.

CIm. Barbose, commented about the suggestion submitted in writing by John Donnelly about adding flashing signals to alert drivers approaching the 5th Street West crosswalk from either direction. Frank Penry, Traffic Safety Engineer, stated that was why the in-roadway warning lights and signs had been installed with pedestrian activation pushbuttons on either side of the crossing. He stated that a sign on the other side of the roadway would be blocked by oncoming traffic. Penry added that having signs above the intersection would cause drivers to look up and would distract them from the pedestrians.

CIm. Rouse inquired if dots in the roadway prior to the crosswalk would help. Penry responded they were normally used to warn drivers of a speed change.

Mayor Sanders invited comments from the public. Bill Casey stated that he worked with seniors with disabilities providing occupational therapy and he was working with the California Highway Patrol in developing guidelines for senior drivers. He stated that additional lighting during the evening was needed on 5th Street West. Casey suggested removal of the crosswalks until they can be made safer.

Scott Pace inquired if the number of accidents had increased since the lane reconfigurations. Sergeant Thompson responded they were not responding to that intersection any more than others. Mr. Pace stated that the extreme congestion in that area had decreased the level of safety.

Steve Malone, father of one of two boys hit by a motorist, said the two issues at hand were safety and the viability of senior drivers. He supported the idea of installation of a flashing red light that would require drivers to stop.

Dave Duplantier, volunteer with California State Parks mounted bike unit, reported witnessing a large number of near misses and he encouraged the Council to keep this issue at the forefront.

Herb Golenpaul stated that shutting down one of the traffic lanes made matters worse and the only way to get cars to slow down was to install speed bumps.

George McKale stated that the lane configuration caused incredible gridlock and that the anxiety level of parents had increased.

CIm. Rouse stated that he had visited the area, crossed the street six times and never felt threatened although he did witness driver confusion and congestion at the entrance to Safeway. CIm. Barbose stated he would like to see additional data and analysis from qualified traffic safety people providing all possible safety scenarios. CIm. Brown agreed. Mayor Sanders also agreed and suggested closure of one of the streets that access 5th Street West.

Item 8B: Discussion, consideration and possible action granting the Valley of the Moon Certified Farmers Market a two-year permit for operating the Tuesday Night Farmers Market at the Sonoma Plaza for 2013 and 2014

Public Works Director Bates reported that the issues experienced by the previous market management regarding fairness, transparency, trash management, and vendor mix had been

eliminated under management by the Valley of the Moon Certified Farmers Market. Staff did not receive any complaints in 2012. She stated that the Market Board established a website which they maintain and keep updated. Market rules, policy, procedures and vendor guidelines were also available on the website. Bates stated that the community had welcomed the market management and based on the fact that they met the conditions established by the Council, staff was recommending that they be awarded an additional two-year permit.

The public comment period was opened and closed with none received. It was moved by Clm. Rouse, seconded by Clm. Brown, to approve the two-year permit subject to a revocation clause, the standard Plaza use permit process and compliance with security arrangements as requested by the Sonoma Police Department. The motion carried unanimously.

Item 8C: Discussion of potential Brown Act violation that affected the City Council's November 5, 2012 agenda item regarding the appointment of a Planning Commissioner, requested by Mayor Sanders.

Mayor Sanders stated that she placed this on the agenda because some of her constituents had questions about the Brown Act and what happened when somebody violated it. Clm. Barbose asked City Attorney Walter if there was a procedure for handling such an item. Attorney Walter stated that the Brown Act directs that public business be conducted in the public eye. It does not punish those who are alleged to violate it except when there was an intentional act to deprive the public of information. Walter stated that in his view, that had not occurred in this instance. He said that Clm. Brown consulted with him prior to the last meeting and had complied with the Brown Act by recusing himself. Walter added that he did not feel any additional steps needed to be taken.

Mayor Sanders referred to a letter submitted by local Attorney Fred Peterson and stated that he should receive a written response from staff. Attorney Walter stated he would follow up on that. Mayor Sanders asked about her ability to discuss the matter of the appointment to the Planning Commission with another Councilmember and Walter responded that in doing so, she would put the other Councilmember at risk.

Mayor Sanders invited comments from the public. Fred Peterson read a memo memorializing a conversation he had with Clm. Rouse about his communication with Clm. Brown about the Planning Commission appointment. He asked that the letter and memo be made a part of the City's record. Peterson stated that because Brown violated the Brown Act he should be recused from any further discussion about the appointment.

Herb Golenpaul stated that the fact that the Mayor did not have anyone else participate in the interviews had a lot to do with this situation. Mayor Sanders responded it had been her intent to have another person participate but they could not make it and she did not want to reschedule the six applicants at the very last minute.

Morgan Sanders stated that there needed to be consequences for not following the rules and questioned Clm. Brown's qualification to be the next Mayor.

Clm. Rouse stated the Council needed to govern in a transparent mode. Clm. Gallian stated that Councilmembers should have been made aware of the cancellation of one of the interview panels. She said that having only one person conduct the interviews was confusing to her.

Clm. Barbose defended Clm. Brown and stated it was an inadvertent act on his part and that no additional punishment was required or appropriate.

Clm. Brown stated that he had made a mistake but that no one believed in the Brown Act more than he did. He added that he would not participate in the appointment and asked that the following statement be entered in the minutes.

I need to recuse myself from this issue. Over time I did talk to two councilmembers about elements of this issue. I did not tell one councilmember what the other member said or felt about the item. As a result, no collective concurrence was arrived at as how to vote on this item. I believe in the importance of the Brown Act and in the spirit of transparency I will step down.

Mayor Sanders stated she would like to go on record stating that she did not support what went down at the last meeting and she hoped to not see that behavior again.

Item 8D: Discussion, consideration and possible action on the adoption of a Historic Preservation Plan and direction to staff to file an application with the State Office of Historic Preservation and to process related amendments to the Development Code.

Planning Director Goodison explained that the Certified Local Government (CLG) program, administered by the State Office of Historic Preservation (OHP) in partnership with the National Park Service, provided a broad structure for local governments to identify, evaluate, register, and preserve historic properties within their jurisdiction. Given Sonoma's rich history and unique concentration of historic resources, it has been the City Council's goal to qualify Sonoma as a Certified Local Government, as this would ensure that local policies and programs with respect to historic preservation were comprehensive, consistent with best practices, and in compliance with state and federal law. Based on this direction, staff has been developing the components necessary to make this application and reviewing them with the Design Review Commission, the Planning Commission, and other interested agencies and organizations, including the Sonoma League for Historic Preservation. This process has reached the point where, as has been recommended by the Design Review Commission, the City may now file an application for certification, subject to Council approval. Goodison added that additional actions will be necessary to amend the Development Code.

Clm. Rouse asked if obtaining CLG status could have unintended consequences. Goodison responded that there should not be because anyone purchasing a historic property would know going into the purchase the restrictions and requirements related to the property.

Mayor Sanders invited comments from the public. Patricia Cullinan, League of Historic Preservation, thanked Director Goodison and Council for moving this item forward. She stated that the League had begun a historic resource survey with grant money. Karla Noyes supported adoption of the plan and submission of the application. She stated that perhaps other cities who had been through the process could assist. City Historian George McKale stated that Sonoma was the most historically significant city in the state of California.

It was moved by Clm. Barbose, seconded by Clm. Brown, to adopt the resolution entitled **A RESOLUTION OF THE SONOMA CITY COUNCIL ADOPTING A HISTORIC PRESERVATION PLAN AND DIRECTING THE APPLICATION TO THE STATE**

OFFICE OF HISTORIC PRESERVATION FOR THE DESIGNATION OF SONOMA AS A CERTIFIED LOCAL GOVERNMENT (Res. No. 45-2012). The motion carried unanimously.

9. REGULAR CALENDAR – CITY COUNCIL AS THE SUCCESSOR AGENCY

10. COUNCILMEMBERS’ REPORTS AND FINAL REMARKS

Item 10A: Reports Regarding Committee Activities.

Item 10B: Final Councilmembers’ Remarks.

Clm. Brown announced two vacancies on the Sonoma Valley Citizens Advisory Commission and one on the Design Review Commission.

11. COMMENTS FROM THE PUBLIC

Herb Golenpaul stated that he would be commenting on the Councilmember’s ability to meet their previously stated goals.

Mayor Sanders requested a moment of silence prior to adjournment in the memory of Theresa Montague, Kim Heddy, Colleen Divine King, and Patty Westerbeke.

12. PUBLIC COMMENTS REGARDING CLOSED SESSION

13. CLOSED SESSION

Item 13A: PUBLIC EMPLOYEE APPOINTMENT. Title City Manager, Interim City Manager. Pursuant to Government Code 54957.

Item 13B: PUBLIC EMPLOYMENT. Title City Manager, Interim City Manager. Pursuant to Government Code 54957.

Item 13C: CONFERENCE WITH LABOR NEGOTIATORS. Agency designated representative: Mayor, Joanne Sanders. Unrepresented employee: Interim City Manager. Pursuant to Cal. Gov’t Code section 54957.6.

At 10:11 p.m. Council convened in Closed Session with all members present.

14. RECONVENE IN OPEN SESSION & REPORT ON CLOSED SESSION

At 10:50 p.m. Council reconvened in open session and Mayor Sanders announced that Council had appointed current Assistant City Manager Carol Giovanatto as the next City Manager of Sonoma, effective December 13, 2012. The appointment was subject to formal adoption of an employment agreement at the City Council’s next regular meeting on December 3, 2012.

15. ADJOURNMENT

At 10:51 p.m. the meeting was adjourned.

DRAFT MINUTES

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted at a regular meeting of the Sonoma City Council on the __ day of _____ 2012.

Gay Johann, MMC
City Clerk

**SPECIAL & REGULAR MEETINGS OF THE SONOMA CITY COUNCIL
&
CONCURRENT REGULAR MEETING OF SONOMA CITY COUNCIL AS THE
SUCCESSOR AGENCY TO THE DISSOLVED SONOMA COMMUNITY
DEVELOPMENT AGENCY**



**Community Meeting Room, 177 First Street West
Monday, December 3, 2012
5:00 p.m. Closed Session (Special Meeting)
6:00 p.m. Regular Session**

City Council
Joanne Sanders, Mayor
Ken Brown, Mayor Pro Tem
Steve Barbose
Laurie Gallian
Tom Rouse

MINUTES

5:00 P.M. – SPECIAL MEETING - CLOSED SESSION AGENDA

1. CALL TO ORDER

At 5:00 p.m., Mayor Sanders called the meeting to order. No one from the public was present to provide public testimony on closed session items. The Council recessed into closed session with all members present. City Attorney Walter was also present.

2. CLOSED SESSION

- Item 2A:** PUBLIC EMPLOYEE APPOINTMENT. Title: City Manager. Pursuant to Government Code 54957.
- Item 2B:** PUBLIC EMPLOYMENT. Title: City Manager. Pursuant to Government Code 54957.
- Item 2C:** CONFERENCE WITH LABOR NEGOTIATORS. Agency designated representative: Mayor, Joanne Sanders. Unrepresented employee: City Manager. Pursuant to Cal. Gov't Code section 54957.6.
- Item 2D:** PUBLIC EMPLOYEE PERFORMANCE EVALUATION, pursuant to Government Code §54957. Title: City Attorney.

OPENING

The City Council reconvened in open session and Mayor Sanders called the meeting to order at 6:05 p.m. Madolyn Agrimonti led the Pledge of Allegiance.

PRESENT: Mayor Sanders and Councilmembers Barbose, Brown, Gallian, and Rouse
ABSENT: None

ALSO PRESENT: City Manager Kelly, Assistant City Manager Giovanatto, City Clerk Johann, City Attorney Walter, Planning Director Goodison, City Engineer Bertolero.4

REPORT ON CLOSED SESSION – Mayor Sanders stated that no reportable action had been taken.

1. COMMENTS FROM THE PUBLIC

Christine Armstrong told the Council that she had not given up on a community swimming pool and that she had obtained support from Susan Gorin and La Luz.

Herb Golenpaul stated that in the last four years the Council had given away the Police and Fire Departments and had given tourist dollars away to the Tourism Board. He said he hoped the new Council does a better job.

Ed Kenney wished the new Council good luck and stated the Grand Jury would be conducting an investigation.

2. COUNCILMEMBERS' COMMENTS AND ANNOUNCEMENTS

Cm. Brown reported that Speedway Children's Charity had recently distributed \$269,000 to Sonoma Valley youth organizations. He also announced the upcoming Wreaths Across America and the Christmas Dinner for Veterans.

Cm. Gallian thanked Sonoma Valley Soroptimists, the Chamber and the Fire Department for the arrival of Santa Clause and annual lighting of the Christmas tree. She also thanked the City employees responsible for keeping the storm drains cleared during the recent rains.

Mayor Sanders reported attendance at a memorial concert in tribute to Lumpy Williams. She announced that she had presented a proclamation that day at St. Francis Solano school declaring it Renee Sanders (her daughter) day and recognized Renee and her father in the audience. She also announced that the Alcalde Nominating Committee met and were putting forth three names to the new Mayor for consideration: Gary Edwards, Rob Wilson and Les & Judy Vadasz (as one nomination).

3. CITY MANAGER COMMENTS AND ANNOUNCEMENTS INCLUDING ANNOUNCEMENTS FROM SUCCESSOR AGENCY STAFF - None

4. PRESENTATIONS

Item 4A: Recognition of the Service of City Manager Kelly, Public Works Director Bates and City Engineer Bertolero

Mayor Sanders expressed her deep appreciation for City Manager Kelly, Public Works Director Bates and City Engineer Bertolero and spoke about their service to the City. She then presented Engineer Bertolero and Hanna Bates (on behalf of her mother) with certificates of appreciation. Mayor Sanders presented City Manager Kelly a plaque. City Manager Kelly stated it had been an honor to work with an amazing City Council and staff. She stated that City Clerk Johann had been very helpful to her and presented Johann with a bouquet of flowers.

Mayor Sanders invited comments from the public. Kathy Swett stated that the Sonoma Community Center was extremely grateful for City Manager Kelly's leadership and incredible hard work. She stated that Director Bates was one of the most incredible people they had ever worked with.

Item 4B: Viewing of new video "Tips for Starting a Business in Sonoma"

City Manager Kelly thanked Economic Development Manager Decker for putting together the promo piece, which was then viewed and enjoyed by all.

5. CONSENT CALENDAR/AGENDA ORDER – CITY COUNCIL

- Item 5A:** Waive Further reading and Authorize Introduction and/or Adoption of Ordinances by Title Only.
- Item 5B:** Approval of a resolution declaring the results of the November 6, 2012 General Municipal Election. (Res. 46-2012)
- Item 5C:** Approval of Employment Agreement between the City of Sonoma and Carol Giovanatto as City Manager.
- Item 5D:** Approve the Notice of Completion for the Maxwell Village Water Services Replacement Constructed by Coastside Concrete and Direct the City Clerk to File the Document.
- Item 5E:** Adoption of a Resolution upholding the appeal of the Planning Commission’s decision to deny the application of Chris Konecny (Peet’s Coffee & Tea) for a Use Permit to allow a formula restaurant within an existing building on a commercial property located at 591 Broadway, subject to revised conditions of approval. (Res. No. 47-2012)
- Item 5F:** Adoption of a resolution denying the appeal and upholding the Planning Commission’s decision to approve, as an adaptive re-use, administrative offices and wine tasting by appointment within a historic residence (143 West Spain Street/138 Church Street), along with the development of associated off-street parking. Removed from Consent, see below.
- Item 5G:** Approval of the Minutes of the November 5 and November 14, 2012 Meetings.
- Item 5H:** Ratify Mayor’s nomination of James K. Cribb to fill the current vacancy on the Planning Commission, and should said nomination not garner sufficient votes to ratify same, then the Mayor may nominate another person or other persons to fill this position for the Council’s consideration and ratification; information regarding the Planning Commission appointment process is also provided for the Council’s consideration. Removed from Consent, see below.
- Item 5I:** Approve the Notice of Completion for the 2MG Water Tank Improvements Project Constructed by Quality Painting and Maintenance and Direct the City Clerk to File the Document.
- Item 5J:** Adoption of Resolution authorizing the City Manager to grant interim incentive pay to specified management employees of the City to fulfill duties of Interim Public Works Director.

Clm. Rouse removed Item 5H. Philip Rososco removed Item 5F.

It was moved by Clm. Rouse, seconded by Clm. Brown, to approve the remaining Consent Calendar items. The motion carried unanimously. Mayor Sanders congratulated Carol Giovanatto, the new City Manager effective December 13, 2012.

- Item 5F:** Adoption of a resolution denying the appeal and upholding the Planning Commission’s decision to approve, as an adaptive re-use, administrative

offices and wine tasting by appointment within a historic residence (143 West Spain Street/138 Church Street), along with the development of associated off-street parking.

Appellant Philip Rososco stated his disagreement with the Council's decision to deny the appeal. He expressed concern about increased traffic, lack of parking and impact on pedestrian safety. He added there were already too many wine tasting rooms and this would serve to further degrade the neighborhood.

Mrs. Chan said she had been the owner of Cypress Apartments for over thirty years. She felt the project would add to traffic congestion and put pedestrians at further risk in addition to an increase in noise that would be intrusive to her residents.

Linda McGarr stated there were enough tasting rooms and Sonoma did not need another one.

Lisa Valenti stated her disagreement with the approval of the adaptive re-use of the property.

Michael Woods, on behalf of Three Sticks Wines/Price Family Vineyards, stated they had worked with the neighboring property owners. He said they were proposing a very limited use as a tasting room.

Clm. Barbose stated that the Council had vetted the project thoroughly at the public hearing and it was his recollection that the traffic analysis indicated there would be less traffic impact from the proposed use than from a single-family residence. He stated that he felt it was an appropriate Adaptive Reuse. It was moved by Clm. Barbose, seconded by Clm. Gallian, to adopt the resolution entitled A Resolution of the Sonoma City Council Upholding the Decision of the Planning Commission to Approve a Use Permit Allowing, as an Adaptive Reuse, Administrative Offices and Wine Tasting by Appointment Within a Historic Residence (143 West Spain Street/138 Church Street) Along With the Development of Associated Off-Street Parking, Subject to Conditions of Approval. (Res. No. 48-2012). The motion carried unanimously.

Item 5H: Ratify Mayor's nomination of James K. Cribb to fill the current vacancy on the Planning Commission, and should said nomination not garner sufficient votes to ratify same, then the Mayor may nominate another person or other persons to fill this position for the Council's consideration and ratification; information regarding the Planning Commission appointment process is also provided for the Council's consideration.

Clm. Brown recused himself and left the room.

Clm. Barbose stated that it was still his opinion that, although Mr. Cribb was a qualified applicant, the Alternate should be appointed to fill the current vacancy. He said the Council should honor the custom and practice of appointing Alternates who had served ably and capably. Clm. Barbose added that he would not support a nomination of any of the other applicants except for Mr. Willers.

At the request of Mayor Sanders, staff read a portion of minutes from a past Council meeting relating to the appointment of Alternates. She said it was clear that the appointment of an Alternate to fill a vacancy was not automatic.

Mayor Sanders invited comments from the public. Herb Golenpaul asked Clm. Rouse why he supported the Mayor's nomination of Cribb. Clm. Rouse responded that he was supposed to participate in the interviews but when unable to do so, he was comfortable leaving it in the Mayor's hands.

It was moved by Clm. Rouse, seconded by Mayor Sanders, to ratify the nomination of Mr. Cribb. Clm. Barbose stated that he never said that the ordinance required the automatic appointment of an Alternate. Clm. Gallian said she felt the process was in question and that Councilmembers had not been informed that the Mayor did not intend to appoint Alternate Willers. The motion failed with a tie vote, Barbose and Gallian dissented.

The Mayor said she would then nominate Jennifer Gray. It was moved by Mayor Sanders, seconded by Clm. Rouse, to ratify the nomination of Jennifer Gray. The motion failed with a tie vote, Barbose and Gallian dissented. Mayor Sanders stated she would not nominate any of the other applicants.

Clm. Brown returned to the room.

6. CONSENT CALENDAR/AGENDA ORDER – CITY COUNCIL AS SUCCESSOR AGENCY

There were no Successor Agency consent calendar items.

7. COUNCILMEMBER RECOGNITIONS

The public comment period on the Councilmember Recognitions was opened and closed with none received.

Mayor Pro Tem Brown stated that Mayor Sanders had done an exemplary job representing the City and that she ran great meetings. He then presented her with a plaque of appreciation and the ceremonial outgoing Mayor's gavel.

Clm. Rouse told Sanders it had been great to work with her. Clm. Barbose thanked Mayor Sanders for bringing important issues to the forefront. Clm. Gallian stated the camaraderie had been great.

Mayor Sanders stated it had been a genuine honor to serve the public. She thanked those who guided her along the way and her family for all their support. She complimented City Clerk Johann for her efficiency.

8. OATHS OF OFFICE

Item 8A: City Clerk Johann will administer the Oath of Office and present a Certificate of Election to newly elected Councilmembers.

City Clerk Johann administered the Oath of Office to David Cook and Laurie Gallian and presented them with framed Certificates of Election.

Dillon and Jennifer Irving came to the podium. Jennifer complimented Mayor Sanders for a job well done and presented her with a gift.

Mayor Sanders stepped down from the dais and newly elected Clm. Cook was seated.

9. SELECTION OF MAYOR AND MAYOR PRO TEMPORE

The public comment period was opened and closed with none received.

Mayor Pro Tem Brown called for nominations for Mayor. Clm. Rouse nominated Mayor Pro Tem Brown. Being put to a vote, the nomination was ratified unanimously.

Mayor Brown called for nominations for Mayor Pro Tem. Mayor Brown nominated Clm. Rouse. Being put to a vote, the nomination was ratified unanimously.

10. RECESS: The meeting will recess for a brief reception. Cake will be served.

The meeting recessed from 8:00 - 8:20 p.m.

11. PUBLIC HEARING – None Scheduled

12. REGULAR CALENDAR – CITY COUNCIL

Item 12A: Discussion, consideration and possible action on Capital Improvement Program and Amendments to the FY 2013 Operating Budget.

Assistant City Manager Giovanatto reported that the adopted 2012-2013 Operating Budget needed to be amended to ratify and fund Capital Projects. She provided detailed information on the projects and funding sources totaling \$9,151,230.

Mayor Brown invited comments from the public. Herb Golenpaul inquired how staff prioritized the projects. City Manager Kelly explained that staff prioritized them based on a number of factors which included construction schedules, the bid process and if being done in conjunction with another project.

Clm. Cook inquired when the City would receive Measure J funds. City Manager Kelly stated that the sales tax went into effect October 1 but the City would not begin receiving the funds until next year. She stated that staff had projected revenue in the amount of \$750,000 in this partial year.

It was moved by Clm. Gallian, seconded by Clm. Rouse, to adopt the City (Res. No. 49-2012) and the Successor Agency (Res. No. SA04-2012) resolutions amending the budget to incorporate the Capital Improvement Projects. The motion carried unanimously.

13. REGULAR CALENDAR – CITY COUNCIL AS THE SUCCESSOR AGENCY

There were no Successor Agency regular calendar items.

14. COUNCILMEMBERS' REPORTS AND FINAL REMARKS

Item 14A: Reports Regarding Committee Activities.

CIm. Barbose reported on the Facilities Committee meetings. Mayor Brown reported on the Disaster Council meeting.

Item 14B: Final Councilmembers' Remarks.

Mayor Pro Tem Rouse thanked the Council for making him the Mayor Pro Tem. CIm. Barbose thanked City Manager Kelly for her service and stated it had been a pleasure to work with her. CIm. Cook thanked the citizens for electing him and he encouraged people to feel free to contact him at any time.

Mayor Brown said he was glad that City Clerk Johann had been recognized and added that she was a brilliant City Clerk. He told City Manager Kelly she would be missed and that the citizens of Sonoma appreciated all that she had done.

15. COMMENTS FROM THE PUBLIC

Mr. Golenpaul stated that Mayor Sanders deserved the praise that she received and that she would be missed. He reported that many unpermitted vehicles park illegally in handicapped parking spots.

16. ADJOURNMENT

The meeting adjourned at 8:53 p.m.

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted at a regular meeting of the Sonoma City Council on the __ day of _____ 2012.

Gay Johann, MMC
City Clerk



**City of Sonoma
City Council**
Agenda Item Summary

City Council Agenda Item: 5E

Meeting Date: 12/17/2012

Department

Administration

Staff Contact

Gay Johann, City Clerk

Agenda Item Title

Approval and Ratification of the Reappointment of Anna Whitmore to the Community Services and Environment Commission for term ending February 23, 2017.

Summary

The Community Services and Environment Commission consists of 9 members and 1 alternate who serve at the pleasure of the City Council. Appointments are made when a nomination by the Mayor is ratified by the City Council. Anna Whitmore has served on the Commission since February 23, 2011 and is eligible for reappointment to a four-year term.

Recommended Council Action

Nomination by the Mayor, ratification by the City Council.

Alternative Actions

Council discretion.

Financial Impact

n/a

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

None

Anna Whitmore via email



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 5F

Meeting Date: 12/17/2012

Department

Administration

Staff Contact

Gay Johann, City Clerk

Agenda Item Title

Approval and ratification of the appointment of D. Michael Thomas to the Community Services and Environment Commission for a two-year term ending December 17, 2014.

Summary

The Community Services and Environment Commission (CSEC) consists of nine members and one alternate who serve at the pleasure of the City Council. Of the nine members, one is designated as a representative of the youth in the community. Five of the members and the alternate must be City residents.

D. Michael Thomas has served as the CSEC Alternate since November 19, 2012 and Mayor Brown has nominated him for appointment as a regular member for a two-year term ending December 17, 2014.

Recommended Council Action

Ratification by the City Council.

Alternative Actions

Council discretion.

Financial Impact

N/A.

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
 - No Action Required
 - Action Requested
-

Attachments:

None

cc: D. Michael Thomas, via email



**City of Sonoma
City Council**
Agenda Item Summary

City Council Agenda Item: 5G

Meeting Date: 12/17/2012

Department

Administration

Staff Contact

Gay Johann, City Clerk

Agenda Item Title

Approval and ratification of the reappointment of Rosemary Sutcliffe to the Traffic Safety Committee for a term ending January 19, 2017.

Summary

The Traffic Safety Committee consists of 5 members and one alternate who serve at the pleasure of the City Council. Appointments are made when a nomination by the Mayor is ratified by the City Council. Ms. Sutcliffe has served on the Committee since January 19, 2011 and is eligible for reappointment to a four-year term ending January 19, 2017.

Recommended Council Action

Ratification by the City Council.

Alternative Actions

Council discretion.

Financial Impact

n/a

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

None.



**City of Sonoma
City Council**
Agenda Item Summary

City Council Agenda Item: 5H

Meeting Date: 12/17/12

Department

Administration

Staff Contact

Gay Johann, City Clerk

Agenda Item Title

Approval and ratification of the reappointment of Kelso Barnett to the Design Review Commission for a four-year term ending February 7, 2017.

Summary

The Design Review Commission consists of 5 members and one alternate who serve at the pleasure of the City Council. At least four of the members and the alternate must be City residents. Appointments are made when a nomination made by the Mayor is ratified by the City Council.

Kelso Barnett has served on the Design Review Commission since February 7, 2011 and is eligible for reappointment to a four-year term ending February 7, 2017.

Recommended Council Action

Ratify the reappointment.

Alternative Actions

Council discretion.

Financial Impact

n/a

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

None

Copy to: Kelso Barnett via email



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 51

Meeting Date: 12/17/2012

Department

Planning

Staff Contact

David Goodison, Planning Director

Agenda Item Title

Discussion consideration and possible action on a resolution adopting a "Complete Streets" policy, consistent with the MTC eligibility requirements for One Bay Area Grants.

Summary

Pursuant to the Complete Streets Act, adopted by the State Legislature in 2008, the Metropolitan Transportation Commission (MTC), the regional body in the Bay Area that disburses federal funding for transportation grants, has updated the process and eligibility requirements associated with the transportation grants. In the Bay Area, the requirements set forth in the Complete Streets Act for integrating transportation, land use planning, and climate protection are being implemented through the One Bay Area Plan, developed jointly by MTC and the Association of Bay Area Governments. This initiative includes a grant component known as OBAG (One Bay Area Grant), which establishes program commitments and policies for disbursing roughly \$800 million over a four-year period (FYs 2012-13 through 2015-16). In order to be eligible for OBAG grants, agencies must adopt a resolution supporting Complete Streets by January 31, 2013, along with an accompanying Complete Streets Policy (attached). In the Complete Streets concept, the default approach for street projects (including rehabilitation) is to provide for as many user groups as feasible and appropriate, including drivers, bicyclists, pedestrians, and transit users. By adopting the Complete Streets policy, the City would be committing itself to the following:

- Commit to Complete Streets principles of designing and implementing a transportation system that serves all users.
- Implement Complete Streets concepts through routine maintenance as well as in new transportation projects.
- Update the Circulation Element to implement Complete Streets concepts in the course of the next comprehensive General Plan update.

That said, the Complete Streets policy recognizes that transportation improvements must be designed in a context-sensitive manner. For example, it may not be feasible or appropriate to develop sidewalks along a rural lane. However, such decisions would need to be set forth in writing, along with supporting findings, by the Public Works Director. In staff's view, while the requirements associated with adopting a Complete Streets policy would add some administrative overhead to the City's operations, the concepts associated with Complete Streets are consistent with the General Plan and are supported by the City Council. In addition, in the absence of redevelopment, OBAG funding for transportation projects will be critical in meeting the City's street maintenance needs.

Recommended Council Action

Adopt the resolution establishing a Complete Streets policy, thereby ensuring the City's eligibility for OBAG transportation funding.

Alternative Actions

Direct staff to provide additional information on Complete Streets/OBAG.

Financial Impact

OBAG transportation funding will be critical to meeting the City's street maintenance needs. The City is in the process of filing for OBAG funding in the amount of \$480,000 to resurface Napa Road. Adoption of a Complete Streets policy is a requirement of the grant application.

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

1. Complete Streets Resolution

cc:

CITY OF SONOMA

RESOLUTION NO. XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONOMA ADOPTING A COMPLETE STREETS POLICY

WHEREAS, the term “Complete Streets” describes a comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel along and across streets for all users, including pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, users and operators of public transportation, seniors, children, youth, and families;

WHEREAS, the lack of Complete Streets is dangerous for pedestrians, bicyclists, and public transportation riders, particularly children, older adults, and persons with disabilities; more than 4,000 pedestrians and bicyclists died on roads in America in 2009, and more than 110,000 were injured, and more than 20% of traffic-related fatalities in California involved bicyclists or pedestrians; many of these injuries and fatalities are preventable, and the severity of these injuries could readily be decreased by implementing Complete Streets approaches; and the City of Sonoma wishes to ensure greater safety for those traveling its streets and roads;

WHEREAS, City of Sonoma acknowledges the benefits and value for the public health and welfare of reducing vehicle miles traveled and increasing transportation by walking, bicycling, and public transportation, which can help address a wide variety of challenges, including pollution, climate change, traffic congestion, social isolation, obesity, physical inactivity, limited recreational opportunities, sprawl, safety, and excessive expenses;

WHEREAS, sedentary lifestyles and limited opportunities to integrate exercise into daily activities are factors contributing to increased obesity among adults and children and the consequences of obesity, such as diabetes, heart disease, stroke, high blood pressure, high cholesterol, certain cancers, asthma, low self-esteem, reduced academic performance, depression, and other debilitating diseases;

WHEREAS, City of Sonoma recognizes that the careful planning and coordinated development of Complete Streets infrastructure provides long-term cost savings for local governments by reducing road construction, repair, and maintenance costs and expanding the tax base; improves public health and lowers health care expenses; provides financial benefits to property owners and businesses; and decreases air and water pollution; in contrast, the lack of Complete Streets imposes significant costs on government, employers, and individuals, including the cost of obesity, overweight, and physical inactivity, which likely amount to \$28 billion annually in California in medical expenses, workers' compensation, and lost productivity;

WHEREAS, the State of California has emphasized the importance of Complete Streets by enacting the California Complete Streets Act of 2008 (known as AB 1358), which requires that when cities or counties revise general plans, they identify how they will provide for the routine accommodation of all users of the roadways, as well as through Deputy Directive 64, in which the California Department of Transportation explained that it “views all transportation improvements as opportunities to improve safety, access, and mobility for all travelers in California and recognizes bicycle, pedestrian, and transit modes as integral elements of the transportation system”;

WHEREAS, the California Global Warming Solutions Act of 2006 (known as AB 32) sets a mandate for the reduction of greenhouse gas emissions in California to slow the onset of human-induced climate change, and the Sustainable Communities and Climate Protection Act

of 2008 (known as SB 375) requires emissions reductions through coordinated regional planning that integrates transportation, housing, and land-use policy, and achieving the goals of these laws will require significant increases in travel by public transit, bicycling, and walking;

WHEREAS, 35% of Californians do not drive, including a disproportionate number of older adults, low-income people, people of color, people with disabilities, and children, and the insufficient and inequitable availability of safe alternative means of travel adversely affects their daily lives;

WHEREAS, the dramatic increase in the population of older and very old adults that will be seen by 2020 and 2030, with the concomitant decrease in driving, requires that changes begin to occur now to street design and transportation planning to accommodate more walking, bicycling and public transit;

WHEREAS, numerous California counties, cities, and agencies have adopted Complete Streets policies and legislation in order to further the health, safety, welfare, economic vitality, and environmental well-being of their communities;

WHEREAS, City of Sonoma therefore, in light of the foregoing benefits and considerations, wishes to improve its commitment to Complete Streets and desires that its streets form a comprehensive and integrated transportation network promoting safe, equitable, and convenient travel for all users while preserving flexibility, recognizing community context, and using the latest and best design guidelines and standards;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Sonoma, State of California, as follows:

1. That the City of Sonoma adopts the Complete Streets Policy attached hereto as Exhibit A, and made part of this Resolution, and that said exhibit is hereby approved and adopted.

2. That the next substantial revision of the City of Sonoma General Plan circulation element shall incorporate Complete Streets policies and principles consistent with the California Complete Streets Act of 2008 (AB 1358) and with the Complete Streets Policy adopted by this resolution.

AYES:
NOES:
ABSENT:

Ken Brown, Mayor

ATTEST:

Gay Johann, CMC
City Clerk

This Complete Streets Policy was adopted by Resolution No. XXX by the City Council of the City of Sonoma on XXX, 2012.

COMPLETE STREETS POLICY OF THE CITY OF SONOMA

A. Complete Streets Commitments.

- 1. Complete Streets Serving All Users.** The City of Sonoma expresses its commitment to creating and maintaining Complete Streets that provide safe, comfortable, and convenient travel along and across streets (including streets, roads, highways, bridges, and other portions of the transportation system) through a comprehensive, integrated transportation network that serves all categories of users, including pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, users and operators of public transportation, seniors, children, youth, and families.
- 2. Complete Streets Infrastructure.** The City of Sonoma recognizes the importance of Complete Streets infrastructure and modifications that enable safe, convenient, and comfortable travel for all categories of users, including but not limited to sidewalks, shared use paths, bicycle lanes, bicycle routes, paved shoulders, street trees and landscaping, planting strips, accessible curb ramps, crosswalks, refuge islands, pedestrian signals, signs, street furniture, bicycle parking facilities, public transportation stops and facilities, transit priority signalization, and other features assisting in the provision of safe travel for all users, such as traffic calming circles, raised medians, dedicated transit lanes, transit bulb outs, and road diets and those features identified in the City of Sonoma's *Bicycle/Pedestrian Master Plan*.
- 3. Context Sensitivity.** In planning and implementing street projects, departments and agencies of the City of Sonoma shall maintain sensitivity to local conditions in both residential and business districts as well as urban, suburban, and rural areas, and shall work with residents, merchants, and other stakeholders to ensure that a strong sense of place ensues.

B. Safe Travel Requirements.

- 1. Complete Streets Routinely Addressed by All Departments.** All relevant departments and agencies of the City of Sonoma shall work towards making Complete Streets practices a routine part of everyday operations, approach every relevant project, program, and practice as an opportunity to improve streets and the transportation network for all categories of users, and work in coordination with other departments, agencies, and jurisdictions to maximize opportunities for Complete Streets, connectivity, and cooperation.
- 2. Complete Streets Required.**
 - a. All Projects and Phases.** Complete Streets infrastructure sufficient to enable reasonably safe travel along and across the right of way for each category of users

shall be incorporated into all planning, funding, design, approval, and implementation processes for any construction, reconstruction, retrofit, maintenance, operations, alteration, or repair of streets (including streets, roads, highways, bridges, and other portions of the transportation system), except that specific infrastructure for a given category of users may be excluded if an exemption is approved via the process set forth in section B.3 of this policy.

- b. Complete Streets in Routine Work and Projects.** Relevant departments shall improve Complete Streets and street functionality for all categories of users as part of routine work or projects involving pavement resurfacing, restriping, accessing above and underground utilities, signalization operations, or maintenance of landscaping or other features, unless an exemption is approved via the process set forth in section B.3 of this policy.
 - c. Plan Consultation and Consistency.** Maintenance, planning, and design of projects affecting the transportation system shall be consistent with local bicycle, pedestrian, transit, multimodal, and other relevant plans, except that where such consistency cannot be achieved without negative consequences, consistency shall not be required if the head of the relevant department provides written approval explaining the basis of such deviation.
- 3. Leadership Approval for Exemptions.** Specific infrastructure for a given category of users may be excluded where all of the following conditions are met:
- a.** Supporting data and documentation are assembled indicating one of the following bases for the exemption:

 - 1.** Use by a specific category of users is prohibited by law;
 - 2.** The cost for specific infrastructure would be excessively disproportionate to the need and probable future use over the long term (costs in excess of 20% of project total may be regarded as evidence that cost is excessively disproportionate, as set forth by the United States Department of Transportation in its policy statement on accommodating bicycle and pedestrian travel);
 - 3.** There is an absence not only of current need, but also of future need (absence of future need may be shown via demographic, school, employment, and public transportation route data that demonstrate a low likelihood of bicycle, pedestrian, or transit activity in an area over the next 10 to 20 years); or
 - 4.** Significant adverse impacts outweigh the positive effects of the infrastructure; and
 - b.** The proposed exemption, as well as the supporting data and documentation, is made publicly available prior to approval by the head of the relevant department; and
 - c.** The proposed exemption is approved by the head of the relevant department.
- 4. Street Network/Connectivity.** As feasible, the City of Sonoma shall incorporate Complete Streets infrastructure into existing streets to improve the safety and

convenience of users and to create employment, with the particular goal of creating a connected network of facilities accommodating each category of users, and increasing connectivity across jurisdictional boundaries and for existing and anticipated future areas of travel origination or destination.

C. Policies, Plans, and Studies.

- 1. Revising Policies and Plans.** All relevant departments are hereby directed to assess additional steps and potential obstacles to implementing Complete Streets in the City of Sonoma and to recommend proposed revisions to all appropriate plans, zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, templates, and design manuals to integrate, accommodate, and balance the needs of all categories of users in all projects.
- 2. Studies.** All initial planning and design studies, health impact assessments, environmental reviews, and other project reviews for projects requiring funding or approval by the City of Sonoma shall: (1) evaluate the effect of the proposed project on safe, comfortable, and convenient travel by all categories of users, and (2) identify measures to mitigate any adverse impacts on such travel that are detected.

D. Performance Standards, Evaluation, and Reporting. The following steps shall be taken to support implementation of Complete Streets goals:

- 1. Performance Standards.** All relevant agencies or departments shall put into place performance standards with measurable outcomes to assess safety, comfort, actual use, and functionality, particularly with regard to the development of a bicycle and pedestrian network, for each category of users.
- 2. Evaluation.** All relevant agencies or departments shall perform evaluations of how well the streets and transportation network of the City of Sonoma are serving each category of users by collecting baseline data in 2013 and collecting follow-up data on an annual or biannual basis, including data that:
 - a.** Track performance standards, including new miles of bicycle lanes, sidewalks, and street trees or plantings, number of new curb ramps, improved crossings, and signage;
 - b.** Measure latent demand and existing levels of service for different modes of transport and categories of users, including public transportation ridership;
 - c.** Track collision statistics by neighborhood and mode of transportation, and bicycle and pedestrian injuries and fatalities;
 - d.** Assess the safety, functionality, and actual use of the neighborhoods and areas within the City of Sonoma by each category of users.
 - e.** Assess the number of bicycle, pedestrian and transit users and how this changes over time as more infrastructure is built to create a network.
- 3. Reporting.** The Public Works Director shall provide an annual report to the City Council summarizing how well the City of Sonoma is implementing Complete Streets, with the report including: the performance standards and goals from section D.1 of this policy; the evaluations from section D.2 of this policy, with an assessment of the evaluation data; and a list and map of street projects undertaken in the past year, with a brief summary of the Complete Streets infrastructure used in those

projects and, if applicable, the basis for excluding Complete Streets infrastructure from any projects.



City of Sonoma
City Council/Successor Agency
Agenda Item Summary

City Council Agenda Item: 6A

Meeting Date: 12/17/2012

Department

Administration

Staff Contact

Gay Johann, City Clerk

Agenda Item Title

Approval of the portions of the Minutes of the November 19 and December 3, 2012 City Council / Successor Agency Meetings pertaining to the Successor Agency.

Summary

The minutes have been prepared for Council review and approval.

Recommended Council Action

Approve the minutes.

Alternative Actions

Correct or amend the minutes prior to approval.

Financial Impact

N/A

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
 - No Action Required
 - Action Requested
-

Attachments:

See Agenda Item 5D for the minutes



**City of Sonoma
City Council
Agenda Item Summary**

City Council Agenda Item: 7A

Meeting Date: 12/17/2012

Department

Administration

Staff Contact

Cathy Lanning, Administrative Services Manager

Agenda Item Title

Discussion, consideration and possible action adopting a resolution in support of the City's Community Development Block Grant [CDBG] Application for FY 2013/14

Summary

Each year the City of Sonoma participates with other Sonoma County cities in the federal Community Development Block Grant Program (CDBG). In past years, the program has funded seismic retrofit, affordable housing, and ADA improvements to City Parks. Participating cities each set priorities that are presented to the Technical Advisory Committee (TAC) at a public hearing in February 2013. The TAC, comprised of representatives from each member city, recommends projects for funding to the County Board of Supervisors who make the final allocations. Funds are made available to the cities on or after July 1st.

For the FY 2013/14 funding cycle, Staff is recommending approval of an application for funds to support the continuation of the Sonoma Valley Economic Development Partnership. Any funds received through the CDBG program will offset the costs to the General Fund in the 2013-14 operating budget for economic development.

Recommended Council Action

Adopt Resolution setting priorities for the CDBG funding; authorize the Administrative Services Manager to forward the application to the Sonoma County Community Development Commission for further processing.

Alternative Actions

Amend Resolution prior to adoption to specify other projects.

Financial Impact

The CDBG program provides funding that would otherwise come from the City's General Fund. Funds that are secured through CDBG will reduce the project costs for the General Fund.

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
 - No Action Required
 - Action Requested
-

Attachments:

1. Resolution
 2. Supplemental Report
 3. CDBG Funding Application
-

CITY OF SONOMA

RESOLUTION NO. ____-2012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONOMA ENDORSING AND
PRIORITIZING APPLICATIONS FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT
CONSOLIDATED APPLICATION FOR FY 2013/14

WHEREAS, the City of Sonoma participates each year with other Sonoma County cities and the County of Sonoma in the federal Community Development Block Grant Program (CDBG); and

WHEREAS, by participating with these other jurisdictions, the city is assured of a share of the annual block grant entitlement that comes to Sonoma County instead of having to compete individually on the State level; and

WHEREAS, each year the City Council is asked to submit housing and non-housing projects to the Sonoma County Community Development Commission for consideration in priority order.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sonoma establishes as its first Priority the FY 2013/14 application for funds to supplement the Sonoma Valley Economic Development Partnership in the amount of \$70,000.

The foregoing Resolution was duly adopted this 17th day of December 2012, by the following vote:

Ayes:
Noes:
Absent:
Abstain:

KEN BROWN, MAYOR

ATTEST:

GAY JOHANN, CITY CLERK

**SUPPLEMENTAL REPORT
COMMUNITY DEVELOPMENT BLOCK GRANT
APPLICATION FOR FY 2013/14**

FOR CITY COUNCIL MEETING OF December 17, 2012

Background

Each year the City of Sonoma participates with other Sonoma County cities [excluding Santa Rosa and Petaluma] in the federal Community Development Block Grant [CDBG] Program. In past years, the program has funded seismic retrofit, affordable housing, and ADA improvements to City Parks. Participating cities submit grant requests as approved by their respective City Councils and each set priorities that are then presented to the Technical Advisory Committee (TAC) at a public hearing held in February 2013. The TAC, made up of representatives from each member city, recommends projects for funding to the County Board of Supervisors. The Administrative Services Manager is Sonoma's representative on the TAC Board.

For the FY 2013/14 funding cycle, Staff is recommending support of a funding application for funds to support the continuation of the Sonoma Valley Economic Development Partnership. Any funds received through the CDBG program will offset the costs to the General Fund in the 2013-14 operating budget for economic development.

CDBG PROJECT DESCRIPTION

PRIORITY #1: \$70,000 in funds to support the Sonoma Valley Economic Development Partnership

Staff proposes that the City file an application for funding of the Sonoma Valley Economic Development Partnership. The City of Sonoma participates in the Sonoma Valley Economic Development Partnership with the Sonoma Valley Chamber of Commerce. Initiated in 2004, this award-winning partnership supports new and existing businesses by providing resource and referral services, advisory services, workshops, and assistance with permit processes. The program is guided by a Steering Committee and staffed by a part-time program manager.

In the past, the City funded this program through the Sonoma Community Development Agency. Due to dissolution of redevelopment, the City must find alternate funding sources to continue this successful program to develop local job opportunities through business retention, expansion, and creation.

The program budget is \$85,000/year, with \$70,000 of costs funded by the City, and the remainder coming from the Chamber of Commerce.

APPLICANT INSTRUCTIONS for PUBLIC SERVICE PROJECTS

Please review the Funding Policies and these instructions before submitting your application. Do not include these instructions with your application submittal.

ELIGIBILITY FOR FUNDING:

- ❑ **Applications must include the following to be deemed eligible for funding:**
 - 1) A resolution from the Board of Directors authorizing the funding application submittal
 - 2) A required City Council Resolution endorsing the project (for projects within the 7 incorporated jurisdictions only)
 - 3) A current operating budget
 - 4) A copy of the applicant's most recent audit
 - 5) Complete answers to all applicable questions and all required supporting documentation
- ❑ **All applications must meet at least one of the eligibility criteria found in the Funding Policies.**

APPLICATION FORMAT:

- ❑ **Applicants must use the current funding application.** All responses to questions should be typed, single-spaced, using not less than 12 point font and 1 inch margins. Use only the space provided and do not attach any additional pages. Please do not double-side your application, alter the pagination, change the order of the questions or change the page formatting.
- ❑ **Do not have applications bound.** Please use only clips and do not use staples or three-ring binders.
- ❑ **Complete the entire application.** Your application will be reviewed on the basis of the information you provide. Supplemental materials must be kept to a minimum and must be on 8 1/2 x 11-inch paper. Larger sized paper and excessive supplemental materials will not be reproduced for review by the committees and Board of Supervisors.
- ❑ **Contact Person.** Please include the name of staff responsible for contract administration.

APPLICATION ATTACHMENTS:

- ❑ **The IRS Letter of Determination must be attached to the application for all non-profit agencies applying for funding.** You will not be eligible for funding consideration unless non-profit status has been obtained and verified.
- ❑ **Financial statements for the last two years, the most recent completed final audit report (including any separate management letters, if any), and an IRS Form 990 from the most current tax year must be attached to the application.**
- ❑ **A resolution from the Board of Directors that authorizes the submittal of the application must be attached.** Applications from non-profit agencies will not be eligible for funding consideration without a Board of Directors resolution.
- ❑ **A City/Town Council Resolution endorsing the application is required for proposed programs that are located in, and will serve the residents of, one or more specific incorporated areas (non-countywide programs), if applicable.**

SUBMITTING THE APPLICATION:

- ❑ **All applications must contain all required information and be submitted to the Sonoma County Community Development Commission by January 6, 2012, at 5:00 p.m. to be considered eligible for funding.** Submit one original and one hard copy of the application to the SCCDC at 1440 Guerneville Road, Santa Rosa, California 95403. Also submit one electronic copy to heather.bond@sonoma-county.org. Please provide a complete set of attachments with the original hard copy application.

Call Heather Bond at the Sonoma County Community Development Commission, at (707) 565-7522 or by email at heather.bond@sonoma-county.org if you have any questions about the application form or submission requirements.



SONOMA COUNTY COMMUNITY DEVELOPMENT COMMISSION
FUNDING APPLICATION
PUBLIC SERVICE PROGRAMS
Application Summary Sheet

Legal Name of Organization: City of Sonoma

Program Name: Sonoma Valley Economic Development Partnership

Agency DUNS Number: 004952891

Physical Location of Activities (if more than one location, please provide primary location):
City of Sonoma

Amount Requested: \$ 70,000.00

Projected Budget_for this Program: \$ 85,000.00

What will be the focus of the proposed program?

- Homeless Services
- Homeless Prevention
- Community Services
- Economic Development

CONTACT INFORMATION

Organization Executive Director Name, Title & Email address

Carol Giovanatto, City Manager, cgiovanatto@sonomacity.org

Contact Person (if other than E.D.) Name, Title & Email address

Cathy Lanning, Administrative Services Manager, clanning@sonomacity.org

Finance Person Name, Title & Email address

Scott Williams, Accountant, swilliams@sonomacity.org

Mailing Address of Organization

No. 1 The Plaza, Sonoma, CA 95476

Telephone

Fax

Organization website address

707-933-2217

707-938-2559

www.sonomacity.org

CDC Date and Time Stamp

PROJECT DESCRIPTION

Summary Project or Program Description:

This section will be incorporated into the staff reports provided to the Community Development Committee, the Technical Advisory Committee and the Board of Supervisors.

Descriptions MUST BE 125 words or less.

The City of Sonoma participates in the Sonoma Valley Economic Development Partnership with the Sonoma Valley Chamber of Commerce. Initiated in 2004, this award-winning partnership supports new and existing businesses by providing resource and referral services, advisory services, workshops, and assistance with permit processes. The program is guided by a Steering Committee and staffed by a part-time program manager.

In the past, the City funded this program through the Sonoma Community Development Agency. Due to dissolution of redevelopment, the City must find alternate funding sources to continue this successful program to develop local job opportunities through business retention, expansion, and creation.

The program budget is \$85,000/year, with \$70,000 of costs funded by the City, and the remainder coming from the Chamber of Commerce.

PART I
AGENCY INFORMATION

Check all services that the agency provides:

- | | | |
|---|--|--|
| <input type="checkbox"/> Emergency Shelter | <input type="checkbox"/> Transitional Housing | <input type="checkbox"/> Perm. Housing w/supp. Services |
| <input type="checkbox"/> Affordable Housing | <input type="checkbox"/> Fair Housing Assistance | <input type="checkbox"/> Homeless Prevention/Housing Assist. |
| <input type="checkbox"/> Referral Service | <input type="checkbox"/> Provide Meals | <input type="checkbox"/> Needs Assessment/Case Management |
| <input type="checkbox"/> Access to medical | <input type="checkbox"/> Provide Personal Items | <input type="checkbox"/> Transportation Assistance. |
| <input type="checkbox"/> Outreach | <input type="checkbox"/> Assist with job training/search | <input type="checkbox"/> Academic Support/ Tutoring |
| <input type="checkbox"/> Day Center Services | <input type="checkbox"/> Mental Health Services | <input type="checkbox"/> Drug/Alcohol Treatment |
| <input type="checkbox"/> Children's program | <input type="checkbox"/> Parenting Education | <input type="checkbox"/> Self-Sufficiency Skills train. |
| <input type="checkbox"/> Immigration Assistance | <input type="checkbox"/> Women's program | <input type="checkbox"/> Domestic Violence Intervention |
| <input type="checkbox"/> Day care | <input type="checkbox"/> Youth program | <input type="checkbox"/> Individual and Family Counseling |

1. Describe your organization's *experience/capacity* to complete the proposed project, including the *qualifications of key staff and how many years this agency has been in operation*. If you have not received funding from Sonoma County CDC within the past 5 years, include information about your previous experience using federal, state, local and private grant funds from other sources. Please be specific in citing sources and amounts of funding and the activities performed.

The City of Sonoma has extensive experience in administering the CDBG program and a long history of meeting the program sub requirements in a timely manner. The Economic Development Partnership has been operating for 8 years and the City Manager and Economic Development Program Manager have allotted dedicated time to ensure the continued success of this program.

PART II
PROGRAM INFORMATION

1. Indicate the unduplicated number of individuals projected to be served: 500 directly, plus approximately 5,000 through the program's "one-stop-shop" website (each year).

2. Does your program serve clients countywide or is it restricted to a specific jurisdiction or area?

The program serves businesses and applicants within the Sonoma Valley.

While the program is a partnership with the Sonoma Valley Chamber of Commerce, the funds requested would serve clients within city limits only.

3. Do you have site control of the property where the program activities will take place? If not, please explain how and when you will obtain site control.

The Economic Development Project Manager has been provided office space within city hall to hold scheduled office hours.

4. Will your program serve homeless people and/or address the Upstream Investments Initiative and how?

N/A

5. If your program will be serving homeless people, which of the 10-Year Plan Goals are addressed and how?

N/A

6. For Economic Development activities, please describe how your program will facilitate economic integration and self-sufficiency for lower income persons through its programs and through job training to increase job opportunities.

The program manager collaborates with community organizations, nonprofits, the school district and businesses in supporting and promoting services such as GED and ESL programs, financial literacy programs, job training programs and services, microloans, and support for minority entrepreneurship.

7. Please describe how the following practices are incorporated into your program delivery.

a. Evidence Based Practices (EBP's)

The program's governance is provided by a Steering Committee with City and Chamber representatives that meet monthly. Program manager activities are documented on an hourly basis; and a Monthly Manager's Report on key activities and updates is provided to the Steering Committee. The number of businesses provided individualized assistance is tracked, as are unique visitors and total visits to the program website.

b. Collaboration that avoids duplication of services

The program manager actively collaborates with valley, countywide, and regional organizations (including participation in various committees) to coordinate efforts and leverage services for the benefit of local businesses. Among the organizations in which the manager has an active collaborative role are the Sonoma County Economic Development Board, the Sonoma County Workforce Investment Board, the North Bay iHub, the regional Business & Entrepreneurship Center, the SBDC, SCORE, the Sonoma Valley Unified School District, and the Springs Community Alliance, among others.

c. Measuring Community Based Outcomes

An "economic dashboard" tracks key indicators, including tax revenues, commercial vacancy rates, and businesses licenses and home occupation permits issued. Each year, the Partnership surveys the Valley's largest employers and tax generators to get their feedback on local economic conditions and their input as to how the Partnership can support their continued success, and reports results at an annual economic forum. Each year an Annual Report for the Partnership is provided at the State of the Valley forum.

8. If your program receives less funding than requested, how will your agency support the activities presented in this application as well as comply with federal and local requirements such as reporting and HMIS?

The City would support this program through the General Fund and/or reduction to services.

PART III
PROGRAM FINANCING AND BUDGET

Please complete and attach the Common Budget Form and answer the following questions:

1. Briefly describe what this grant will pay for operational and/or capital support and how.

Grant funding would support program operational cost, including staffing the part-time program manager.

2. Explain any revenue or expense changes greater than 20% (Column 5 in Common Budget Form).

N/A

3. Does your agency have any reserves? (Reserves are resources, typically cash and cash equivalents, on hand at the end of the year maintained to address both known and unforeseen expenditures. Indicate if they are "unrestricted" or "restricted" for a specific purpose/program).

Yes, all reserves are restricted per the City's reserve policy.

4. In accordance with Federal Office of Management and Budget Circular A-I22 Cost Principles for Non-Profit Organizations, what Indirect Cost Rate will your agency use in calculating indirect and/or administrative costs should you propose to be reimbursed for these costs under this grant?

N/A

NOTE: CONTRACTOR shall comply with audit requirements of the Office of Management and Budget, OMB Circular A-110 ("Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-profit Organizations") and OMB Circular A-133 ("Audits of States, Local Governments, and Non-Profit Organizations"). Funds may be used to pay for that portion of the total cost of any audit required by OMB A-133 that represents the amount of funds audited as a percentage of total funds.



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 8A

Meeting Date: 12/17/2012

Department

Administration

Staff Contact

Carol Giovanatto, City Manager

Agenda Item Title

Discussion, consideration and possible action selecting the 2013 City of Sonoma Alcalde.

Summary

Pursuant to the Alcalde Selection Policy (attached), the nominating committee met on November 28 to review nominations received in response to the required newspaper ad. The committee also was provided a list of nominees from prior years. The nominating committee was comprised of outgoing Mayor Sanders, current and immediate Past Alcaldes Whitney Evans, Mary Evelyn Arnold, & Niels Chew & and City Manager Linda Kelly.

The committee members reviewed new nominations submitted this year, along with the list of previous nominees.

In accordance with the Alcalde Selection Policy, the committee is forwarding three candidates for the Mayor's consideration, listed below in alphabetical order:

- 1) Gary Edwards
- 2) Les & Judy Vadasz
- 3) Rob Wilson

Recommended Council Action

Receive nomination of the 2013 Alcalde from Mayor Brown and, by motion, ratify the nomination.

Alternative Actions

Defer action to the first regular Council meeting in January.

Financial Impact

The City Council appropriated \$300 in the General Fund for recognition of the 2013 Alcalde.

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

Alcalde Selection Policy
Alcalde Activities List

cc:

Memo

DATE: July 16, 2001

TO: Mayor and City Council

FROM: Pamela Gibson, City Manager

SUBJECT: Alcalde Selection Process, Role, Responsibilities

Background

Each December the City Council of the City of Sonoma selects a citizen of the year who is called the honorary Alcalde. This policy outlines the selection, criteria, and role of the honored person.

Origin of Alcaldes

Alcaldes in California came about through the rise of the pueblo system and the establishment of town councils (called ayuntamientos). The councils were headed by mayors (called alcaldes), and together they provided a semblance of government, hearing a wide range of issues from land disputes to criminal matters.

The annually elected alcalde was not only the chief local law practitioner, but judge, justice of the peace (if no one else filled that function), notary public, recorder, escrow agent in land transactions, boss of the town Council, jack of all trades, and was probably the town's most useful citizen.

He often had to rule on disputes over cattle, horses, branding irons, hides, horse race wagers, bankruptcy, adoption, promissory notes, barrels of wine, and vacant lands. Alcaldes were the recorders of mortgages, wills, and conveyances, and also had to deal with criminal activity including murder.

The alcalde's position and importance did not end with Mexican Rule. In his speech following the raising of the American Flag over Monterey on July 7, 1846 Commodore John Sloat restated the importance of alcaldes and invited them to continue to execute their duties. The function of alcaldes did not legally change until after the state Constitution was adopted, and duties previously performed by one person were separated into several positions. Today the Spanish word "alcalde" literally means Mayor.

In 1975 the City of Sonoma decided to once again find "the town's most useful citizen" and bestow upon them the title Honorary Alcalde. August Pinelli, the first to be honored, began his year January 1, 1976. The Council has voted for an "honorary alcalde" every year since. The honoree is given a gold-headed cane as a symbol of the honor and appears in parades and at grand openings.

Selection Process

1. Around the first week of November, an ad will be placed in the newspaper announcing the nomination period for Honorary Alcalde of the City of Sonoma. A summary of the criteria shall also

be published with a deadline of Thanksgiving. Persons submitting a nomination will do so in a letter format, addressing as many of the criteria as possible, and sending the letter to the City Manager.

2. Early in December the City Manager will convene the nominating committee who shall be the three most immediate past alcaldes available, the current Mayor, and the City Manager. This committee will review the nominations and will select three candidates to be forwarded to the new Mayor prior to the second meeting in December. The Mayor will then make the nomination and the Council will vote to ratify at this meeting or the first meeting in January.

Criteria for Selection

Nominee shall embody several of the following:

- Broad spectrum of voluntary community service to Sonoma Valley
- Has served in a leadership role in at least one non-profit organization
- Has spearheaded at least one community-serving project without compensation
- Is well-known for consistent behind-the-scenes good deeds
- Does not seek public accolades or recognition for work done
- Adheres to a high standard of moral and ethical values

Role and Responsibilities

- Participates in Alcalde Luncheon
- Participates in other public events, as requested
- Agrees to use Council's Code of Ethics as a guideline

Alcalde Participation and Activities

Priorities:

Memorial Day Service
4th of July - Parade and Ceremony
Vintage Festival - Blessing of the Grapes and Parade
Veterans Day Service
Sonoma Alcalde Association - Chair one year

Other Events:

City Party
Sister Cities visits
City Hall tours – schoolchildren and host mock Council meeting
Mayors and Councilmembers dinner meeting when hosted by Sonoma

Past Alcaldes can substitute at events if current not available.



**City of Sonoma
City Council
Agenda Item Summary**

City Council Agenda Item: 8B
Meeting Date: 12-17-2012

Department

Administration

Staff Contact

Carol Giovanatto, City Manager

Agenda Item Title

Review and Consideration of a Refuse Rate Adjustment for 2013 with City Franchisee Sonoma Garbage Company, Inc.

Summary

The City's franchise Refuse Hauler, Sonoma Garbage Company, Inc. [SGC] has submitted the proposed rate increase for the 2013 annual period. The proposal includes two components for consideration as outlined in the document [attached]. SGC's updated program includes the completion of a permanent food waste disposal program initiated in 2011-12 and calculation of the Refuse Rate Index to establish the increase in the base rate. All proposals are geared towards bringing cost effective solutions to address the needs of the community.

Proposed Rate Adjustment for 2013 is requested as follows:

Residential, Commercial and Debris Box Rates:

2.25% [RRI] + 2.34% [tipping fee adjustment] = 4.59% rate increase

The prior 2011-12 contract amendment with SGC included the final year of outhaul to Napa Transfer Station. As Council will recall, this was a two year program which reduced the tipping fee cost and thereby reduced the impact of the prior rate increase percentage. This option of outhaul to the Napa Station has expired as of December 2012 and all refuse and recycling materials will now be taken to the Sonoma County Central Landfill or Sonoma Transfer Station.

Recommended Council Action

Staff recommends Council approval of all program components and rate increase comprised of the following elements:

1. Rate increase of 4.59% effective January 1, 2013
2. Complete Commercial Food Waste Composting Service

Alternative Actions

- 1) Defer action pending receipt of additional specified information

Financial Impact

The combined rate increase for the typical residential customer in Sonoma [32 gallon container] will be \$.33 per month [from \$7.29 to \$7.62]. Franchise fee revenue is estimated to increase by approximately \$2,000

Attachments

Supplemental Report
Resolution

cc:

Sonoma Garbage Collectors

SUPPLEMENTAL REPORT

Review and Consideration of a Refuse Rate Adjustment for
2013 with Sonoma Garbage Company, Inc.

For City Council meeting of December 17, 2012

The City's franchise Refuse Hauler, Sonoma Garbage Company, Inc. [SGC] has submitted the proposed rate increase for the 2013 annual period. The proposal includes two components for consideration as outlined in the document [attached]. SGC's updated program includes the completion of a permanent food waste disposal program and calculation of the Refuse Rate Index to establish the increase in the base rate. All proposals are geared towards bringing cost effective solutions to address the needs of the community.

1. Proposed Increase in Refuse Collection Rates 2013

The franchise agreement with SGC requires an annual financial review of the franchisee and calculation of appropriate rate increase. In 2007, the City adopted the methodology formulated by Sonoma County Waste Management Agency based on a Refuse Rate Index [RRI]. The RRI is a price indexing method designed specifically for adjusting collection rates based on various published indices that are applicable to the actual costs incurred by a refuse hauler rather than an estimated percentage increase based on financial reports. The RRI methodology produces a more accurate rate adjustment since the RRI includes only those economic changes that directly affect solid waste and recycling collection costs. Using this method, the collection rates are based on changes in cost categories that are specific to the collection business. Annually the City calculates the RRI rate percentage using a weighted percentage change to six specific cost categories of labor, fuel, vehicle replacement, vehicle maintenance, tipping fees and other.

Refuse Rate Increase

Based on the RRI calculation, SGC would be approved for a 4.59% rate increase effective January 1, 2013. This includes the annual increase in tipping fees at the Sonoma County Central Landfill of 1.82%. The impact to the typical residential rate payer [32 gallon user] will be \$.33 per month.

2. Implement the Commercial Food Waste Composting Service

Included in the 2012 rate increase, SGC initiated a new program involving the collection of commercial food waste for composting to be offered to business customers at no additional charge over their current collection service cost. Participation in this program was voluntary for businesses that generate food waste such as restaurants, grocery stores, inns, etc. SGC has reported that this pilot project has been well-received by the commercial establishments and is recommending implementing the program on a permanent basis.

Staff Recommendation

Staff recommends Council approval of all program components and rate increase proposed by Sonoma Garbage as described above. In summary, this recommendation,

which requires adoption of the attached resolution, is comprised of the following elements:

1. Rate increase of 4.59% effective January 1, 2013
2. Incorporate Commercial Food Waste Composting Service into program

Attachments

1. Sonoma Garbage Collectors' proposal
2. RRI Calculation Worksheets
3. Resolution

SONOMA GARBAGE COLLECTORS
P.O. BOX 400
EL VERANO, CA 95433

November 20, 2012

Carol Giovanatto, Assistant City Manager
City of Sonoma
No. 1 The Plaza
Sonoma, CA 95476

Re: Proposal for Refuse Hauler Rate Adjustments for 2013

Dear Carol;

As we have discussed, this letter proposes rate adjustments to the City for refuse, recycling and compost collection services for 2013.

Sonoma Garbage Collectors requests a rate adjustment that includes two components, as described below.

1) Apply an adjustment to all collection service rates (residential, commercial and debris boxes) by the Refuse Rate Index (RRI) factor of 2.25%, calculated by City staff using the formula in the franchise agreement. This rate adjustment would cover the increased costs of providing refuse collection and hauling services.

2) The second rate adjustment is requested to follow through with the City Council's direction when setting the 2012 refuse rates on January 18, 2012 to adjust all refuse rates in two equal steps, with an increase of 2.34% in 2012, and another 2.34% scheduled for 2013. This increase was approved to spread the rate impacts of returning to the use of the Sonoma County disposal system in 2013 over a longer period, avoiding a larger single year rate impact in 2013. Accordingly, this letter requests a rate adjustment of 2.34% on all refuse rates to conclude the rate adjustment process necessary to reflect the cost impact of delivering all City of Sonoma waste to the County disposal system.

In summary, the proposed rate changes would be:

Residential, commercial and debris box rates:

2.25% (RRI) + 2.34% (Napa to Sonoma adjustment) = 4.59%

Thank you for your consideration of this rate adjustment request.

Sincerely,



John Curotto
Sonoma Garbage Collectors

Attachment: Exhibit "A" Proposed 2013 Refuse Collection Rates

**TABLE 1
REFUSE RATE INDEX CALCULATION**

Item #	Category	Data Source	% Change	Item Weight	Weighted Percentage Change
1	Labor	Series ID: CUURA422SA0 CPI-All Urban Consumers	2.42%	40%	1%
2	Motor Fuel	Series ID: WPU057303 Diesel Fuel	3.42%	6%	0.22%
3	Vehicle Replacement	Series ID: CUURA422SA0 CPI-All Urban Consumers	2.35%	5%	0.12%
4	Vehicle Maintenance	Series ID: CUURA422SA0 CPI-All Urban Consumers	2.35%	4%	0.09%
5	CPI All Items	Series ID: CUURA422SA0 CPI-All Urban Consumers	2.35%	7%	0.17%
6	Disposal	Annual Tipping Fee Increase at the Sonoma County Central Landfill	1.82%	37%	0.67%
Total RRI Adjustment		TOTAL RRI ADJUSTMENT 2013			2.25%
		ADD: Second half of 2012 adjustment			2.34%
		TOTAL RRI ADJUSTMENT 2013			4.59%

OPERATING COST STATEMENT FOR REFUSE RATE INDEX

	Cost Category	Description	Annual Cost	% of Total
1	Labor		789,332	40%
2	Motorfuel		124,091	6%
3	Equipment Replacement		97,585	5%
4	Vehicle Maintenance		75,898	4%
5	All Other Items		145,059	7%
6	Disposal		717,439	37%
	Total		<u>1,949,404</u>	100%

Annual Costs based on Annual Financial Statement Dated 12-31-11.

**CITY OF SONOMA
RESOLUTION NO. ____ - 2012**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SONOMA APPROVING REFUSE RATE ADJUSTMENTS**

WHEREAS, the City of Sonoma has a franchise agreement with Sonoma Garbage Collectors, Inc., to perform solid waste collection services in the City of Sonoma; and

WHEREAS, pursuant to said agreement, Sonoma Garbage Collectors, Inc. ("SGC") is entitled to seek certain adjustments in the rates it charges its customers for such services; and

WHEREAS, it is in the best interests of the City that said agreement be amended in certain respects; and

WHEREAS, SGC has made application for adjustments in the rates it charges to its customers to become effective January 1, 2013; and

WHEREAS, based on the financial data submitted by SGC, the increased services SGC is agreeable to providing, and other considerations appropriately factored into analyzing SGC's rate adjustment application, rate adjustments are justified:

NOW, THEREFORE, the City Council of the City of Sonoma resolves as follows:

For the reasons specified in the staff report (and attachments) submitted to the City Council at its meeting on December 17, 2012, pertinent to SGC's request for refuse rate adjustments, effective January 1, 2013, the rates that SGC charges its residential customers may be increased 4.59%. The rates for the various services provided by SGC as approved herein are set forth in **Exhibit A** incorporated herein by this reference.

ADOPTED this 17th day of December, 2012, by the following vote:

AYES:

NOES:

ABSENT:

Ken Brown, Mayor

ATTEST:

Gay Johann, City Clerk

Effective January 1, 2013

Monthly Rates for Weekly Curbside Pick-up

Service Level	Adopted Rates effective January 2013
Rate for refuse collection once each week	
20 gallon can	7.62
32 gallon can	12.50
64 gallon can	27.13
90 gallon can	41.63
2 cubic yard bin	161.43
3 cubic yard bin	241.94
4 cubic yard bin	322.86
Rate each pickup for refuse bins on a variable pickup schedule	
Each 2 cy bin	37.45
Each 3 cy bin	56.13
Each 4 cy bin	74.91
Debris Box	
Debris Box 20 yd (includes 2 tons of waste)	420.85
Debris Box 30 yd (includes 3 tons of waste)	565.23

An additional charge of \$10 per month for each bin will be applied to bin service. Bin service includes curbside collection of food scraps and green waste, up to two additional containers (32, 64, or 94 gal.) provided. Waste in debris boxes above the included quantity will be charged at the prevailing Sonoma County waste disposal rate.



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 8C

Meeting Date: 12/17/12

Department

Administration

Staff Contact

Carol Giovanatto, City Manager

Agenda Item Title

Discussion, Consideration and possible action Annual Assignment of Councilmembers to various Boards and Committees.

Summary

Council members are assigned to represent the City on various boards and committees on an annual basis. The attached worksheet reflects the list of boards, committees and commissions to which Council members were assigned for 2012.

Recommended Council Action

Assignment by Mayor with concurrence of the Council.

Alternative Actions

n/a

Financial Impact

n/a

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

- 1) Council assignment work sheet
-

CITY OF SONOMA
2013 CITY COUNCIL ASSIGNMENTS
TO BOARDS AND COMMISSIONS WORKSHEET

Board/Committee/Commission	2012 Representative	2013 Representative
AB 939 Local Task Force (Sonoma County Waste Management Agency) 2 nd Thurs, bimonthly, afternoons in Santa Rosa	Ken Brown City Manager, Alternate	
Association of Bay Area Governments (ABAG), General Assembly Annual April meeting in S F	Laurie Gallian, Delegate Joanne Sanders, Alternate	
Cemetery Subcommittee Formed 9/3/08, meets as needed	Laurie Gallian Ken Brown	
Cittaslow Sonoma Valley Advisory Council	Laurie Gallian; Ken Brown, Alt.	
City Audit Committee Meets on an as needed basis	Laurie Gallian Tom Rouse	
City Facilities Committee Meets on an as needed basis	Steve Barbose Ken Brown	
Community Choice Aggregation Focus Group	Steve Barbose	
League of California Cities N.B. Division Liaison Quarterly evening meetings, various locations	Tom Rouse Joanne Sanders, Alternate	
North Bay Watershed Assn. Board of Directors Monthly morning meetings, first Friday of Month, in Novato	Steve Barbose Public Works Director, Alt.	
Sonoma Community Center Subcommittee (Ad Hoc) Meets on an as needed basis	Steve Barbose Ken Brown	
Sonoma County Health Action Monthly meetings, First Friday in Santa Rosa	Patricia Talbot Ken Brown, Alternate	
Sonoma County Mayor and Councilmembers Association Board of Directors (Mayor and Mayor Pro Tem)	Joanne Sanders Ken Brown	Ken Brown Tom Rouse
Sonoma County Mayor and Councilmembers Association Legislative Committee – First Friday in Santa Rosa, 9:30 a.m.	Joanne Sanders Tom Rouse, Alternate	
Sonoma County Transportation Authority & Regional Climate Protection Authority – Monthly Monday p.m. meetings in Santa Rosa	Laurie Gallian Steve Barbose, Alternate	
Sonoma County Waste Management Agency Monthly morning meetings, third Wednesday, Santa Rosa	Steve Barbose City Manager, Alternate Public Works Dir., 2 nd Alt.	
Sonoma County/City Solid Waste Advisory Group (SWAG)	Steve Barbose, Laurie Gallian Alt.	
Sonoma Disaster Council (Mayor and Mayor Pro Tem per Muni Code) Quarterly, 2 nd Thursday	Joanne Sanders Ken Brown, Alternate	Ken Brown Tom Rouse
Sonoma Housing Corporation (Mayor and Mayor Pro Tem) Meets on an as needed basis	Joanne Sanders Ken Brown	Ken Brown Tom Rouse
Sonoma Tourism Improvement District Board (7/16/12)	City Manager Kelly	
Sonoma Valley Citizens Advisory Commission Monthly evening meetings, fourth Wed., in Sonoma	Ken Brown Tom Rouse, Alternate	
Sonoma Valley County Sanitation District Board of Directors (Mayor & Mayor Pro Tem) Meets as needed, Tuesday mornings	Joanne Sanders Ken Brown	Ken Brown Tom Rouse
S.V. Economic Development Steering Committee Monthly morning meetings, first or second Monday	Joanne Sanders Tom Rouse, Alternate	
Sonoma Valley Fire & Rescue Authority Oversight Committee/Transition Team (Mayor and Mayor Pro Tem)	Joanne Sanders Ken Brown	Ken Brown Tom Rouse
Sonoma Valley Library Advisory Committee , Meets second Thursday, p.m.	Joanne Sanders Ken Brown, Alternate	
Substance Abuse Prevention Coalition , Meets as needed	Ken Brown	
Valley of the Moon Water District / City of Sonoma Ad Hoc Committee Meets on an as needed basis	Laurie Gallian Steve Barbose	
Water Advisory Committee Quarterly morning meetings, first Monday, in Santa Rosa	Laurie Gallian Steve Barbose, Alternate	



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 8D

Meeting Date: 12/17/12

Department

Administration

Staff Contact

Carol Giovanatto, City Manager

Agenda Item Title

Discussion, consideration and possible adoption of Annual City Council Meeting Calendar for 2013

Summary

As an aid in planning the annual schedule of City meetings and to avoid conflicts with various City events and with major holidays, staff has prepared the attached annual calendar of City meetings from January 2013 through January 2014. The calendar lists all regularly scheduled meetings of the City Council and of all City Boards and Commissions; all official City Holidays; dates of major Jewish holidays; and meetings of the Mayors and Council members Association of Sonoma County.

Staff is proposing to schedule the first meeting in January 2014 for Wednesday January 8, 2014 to accommodate agenda and packet preparation after the New Year Holiday.

Scheduling Study Sessions:

If the City Council would like to hold special study sessions or joint study sessions with outside agencies, beyond the customary budget and water study sessions, it is suggested that special meetings/study session dates be penciled in on the calendar early in order to allow for meeting planning time.

Summer Break:

As was the case for the last several years, City Councilmembers may wish to cancel the first meeting in August 2013 to facilitate scheduling summer vacations.

Recommended Council Action

Consider dates for special meetings/study sessions, and adopt the annual meeting calendar.

Alternative Actions

Council discretion.

Financial Impact

N/A

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
 - No Action Required
 - Action Requested
-

Attachments:

Monthly calendars: January 2013 – January 2014

CITY OF SONOMA
MEETING CALENDAR

January 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 <i>New Year's Day</i> New Year's Observation City Hall Closed	2	3	4	5
6	7 City Council	8	9 CSEC	10 Planning Commission	11	12
13	14	15 DRC	16	17	18	19
20	21 <i>Martin Luther King Day</i> City Hall Closed	22	23 City Council SVCAC	24 CFAC	25	26
27	28	29	30	31 N B Div, Vacaville		

February 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2 <i>Groundhog Day</i>
3	4 City Council	5	6	7	8	9
10	11	12	13 <i>Ash Wednesday</i> CSEC	14 <i>Valentine's Day</i> Planning Commission	15	16
17	18 <i>Presidents' Day</i> City Hall Closed	19 DRC	20 City Council	21	22	23
24	25	26	27 SVCAC	28 M & C, Cloverdale CFAC		

March 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 City Council	5	6	7	8	9
10 <i>Daylight Savings Begins</i>	11	12	13 CSEC	14 Planning Commission	15	16
17 <i>St. Patrick's Day</i>	18 City Council	19 DRC	20 <i>First Day of Spring</i>	21	22	23
24 <i>Palm Sunday</i>	25	26 <i>Passover Begins</i>	27 SVCAC	28 CFAC	29 <i>Good Friday</i>	30
31 <i>Easter</i>						

April 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 <i>Passover Ends</i> City Council	2	3	4	5	6
7	8	9	10 CSEC	11 M & C, Cotati Planning Commission	12	13
14	15 City Council	16 DRC	17	18	19	20
21	22	23	24 <i>Administrative Professionals Day</i> SVCAC	25 CFAC	26	27
28	29	30				

May 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 City Council	7	8 CSEC	9 Planning Commission	10	11
12 <i>Mother's Day</i>	13	14	15	16	17	18
19	20 City Council	21 DRC	22 SVCAC	23 CFAC	24	25
26	27 <i>Memorial Day</i> City Hall Closed	28	29	30	31	

June 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 City Council	4	5	6	7	8
9	10	11	12 CSEC	13 M & C, Healdsburg Planning Commission	14 <i>Flag Day</i>	15
16 <i>Father's Day</i>	17 City Council	18 DRC	19	20	21 <i>First Day of Summer</i>	22
23	24	25	26 SVCAC	27 CFAC	28	29
30						

July 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 City Council	2	3	4 <i>Independence Day</i> City Hall Closed	5	6
7	8	9 <i>Ramadan Begins</i>	10 CSEC	11 Planning Commission	12	13
14	15 City Council	16 DRC	17	18	19	20
21	22	23	24 SVCAC	25 CFAC	26	27
28	29	30	31			

August 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 City Council	6	7 <i>Ramadan Ends</i>	8 M & C, Petaluma Planning Commission	9	10
11	12	13	14 CSEC	15	16	17
18	19 City Council	20 DRC	21	22 CFAC	23	24
25	26	27	28 SVCAC	29	30	31

September 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 <i>Labor Day</i> City Hall Closed	3	4 City Council	5	6	7
8	9	10	11 CSEC	12 Planning Commission	13	14 <i>Yom Kippur</i>
15	16 <i>Rosh Hashana</i> City Council	17 DRC	18	19	20	21
22 <i>First Day of Autumn</i>	23	24	25 SVCAC	26	27	28
29	30					

October 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7 City Council	8	9 CSEC	10 Planning Commission	11	12
13	14 <i>Columbus Day</i> City Hall Closed	15 DRC	16	17	18	19
20	21 City Council	22	23 SVCAC	24 CFAC	25	26
27	28	29	30	31 <i>Halloween</i> 		

November 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3 <i>Daylight Savings Ends</i>	4 City Council	5	6	7	8	9
10	11 <i>Veterans Day</i> City Hall Closed	12	13 CSEC	14 Planning Commission	15	16
17	18 City Council	19 DRC	20	21	22	23
24	25	26	27 SVCAC	28 <i>Thanksgiving</i> <i>Hanukkah Begins</i> City Hall Closed	29 City Hall Closed	30

December 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 City Council	3	4	5 <i>Hanukkah Ends</i>	6	7
8	9	10	11 CSEC	12 Planning Commission	13	14
15	16 City Council	17 DRC	18	19	20	21 <i>First Day of Winter</i>
22	23	24	25 <i>Christmas</i> City Hall Closed SVCAC	26 <i>Kwanzaa Begins</i>	27	28
29	30	31 <i>New Year's Eve</i>				

January 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 <i>New Year's Day</i> New Year's Observation City Hall Closed	2	3	4
5	6	7	8 CSEC City Council	9 Planning Commission	10	11
12	13	14 DRC	15	16	17	18
19	20 <i>Martin Luther King Day</i> City Hall Closed	21	22 City Council SVCAC	23 CFAC	24	25
26	27	28	29	30	31	



City of Sonoma
City Council
Agenda Item Summary

Agenda Item: 10A
Meeting Date: 12/17/2012

Department Administration	Staff Contact Mayor and Council Members
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Agenda Item Title

Council Members Report on Committee Activities.

Summary

Council members will report on activities, if any, of the various committees to which they are assigned.

MAYOR SANDERS	MPT. BROWN	CLM. BARBOSE	CLM. GALLIAN	CLM. ROUSE
ABAG Alternate	AB939 Local Task Force	City Facilities Committee	ABAG Delegate	City Audit Committee
LOCC North Bay Division Liaison, Alternate	Cemetery Subcommittee	Community Choice Aggregation Focus Grp.	Cemetery Subcommittee	Community Dev. Agency Loan Subcommittee
Sonoma County Mayors & Clm. Assoc. BOD	Cittaslow Sonoma Valley Advisory Council, Alt.	North Bay Watershed Association	Cittaslow Sonoma Valley Advisory Council	LOCC North Bay Division Liaison
Sonoma County M & C Assoc. Legislative Committee	City Facilities Committee	Sonoma Community Center Subcommittee	City Audit Committee	Sonoma County M & C Assoc. Legislative Committee, Alt.
Sonoma Disaster Council	Sonoma Community Center Subcommittee	Sonoma County Transportation Authority, Alt.	Sonoma County Transportation Authority	Sonoma Valley Citizens Advisory Comm. Alt.
Sonoma Housing Corporation	Sonoma County Health Action, Alternate	(SCTA) Regional Climate Protection Authority, Alt.	(SCTA) Regional Climate Protection Authority	S.V. Economic Development Steering Committee, Alt.
S.V.C. Sanitation District BOD	Sonoma County Mayors & Clm. Assoc. BOD	Sonoma County Waste Management Agency	LOCC North Bay Division, LOCC E-Board, Alternate (M & C Appointment)	
S.V. Economic Development Steering Committee	Sonoma Disaster Council, Alternate	Sonoma County/City Solid Waste Advisory Group (SWAG)	Sonoma County/City Solid Waste Advisory Group (SWAG), Alt.	
S.V. Fire & Rescue Authority Oversight Committee	Sonoma Housing Corporation	VOM Water District Ad Hoc Committee	Sonoma County Ag Preservation and Open Space Advisory Committee (M & C Appointment)	
S. V. Library Advisory Committee	S. V. Citizens Advisory Commission	Water Advisory Committee, Alternate	VOM Water District Ad Hoc Committee	
Successor Agency Oversight Board	S.V.C. Sanitation District BOD, Alt.		Water Advisory Committee	
	S.V. Fire & Rescue Authority Oversight Committee			
	S. V. Library Advisory Committee, Alternate			
	Substance Abuse Prevention Coalition			

Recommended Council Action – Receive Reports

Attachments: None



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 8A

Meeting Date: 12/17/2012

Department

Administration

Staff Contact

Carol Giovanatto, City Manager

Agenda Item Title

Discussion, consideration and possible action selecting the 2013 City of Sonoma Alcalde.

Summary

Pursuant to the Alcalde Selection Policy (attached), the nominating committee met on November 28 to review nominations received in response to the required newspaper ad. The committee also was provided a list of nominees from prior years. The nominating committee was comprised of outgoing Mayor Sanders, current and immediate Past Alcaldes Whitney Evans, Mary Evelyn Arnold, & Niels Chew & and City Manager Linda Kelly.

The committee members reviewed new nominations submitted this year, along with the list of previous nominees.

In accordance with the Alcalde Selection Policy, the committee is forwarding three candidates for the Mayor's consideration, listed below in alphabetical order:

- 1) Gary Edwards
- 2) Rob Wilson
- 3) Les & Judy Vadasz

Recommended Council Action

Receive nomination of the 2013 Alcalde from Mayor Brown and, by motion, ratify the nomination.

Alternative Actions

Defer action to the first regular Council meeting in January.

Financial Impact

The City Council appropriated \$300 in the General Fund for recognition of the 2013 Alcalde.

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

Alcalde Selection Policy
Alcalde Activities List

cc:

Memo

DATE: July 16, 2001

TO: Mayor and City Council

FROM: Pamela Gibson, City Manager

SUBJECT: Alcalde Selection Process, Role, Responsibilities

Background

Each December the City Council of the City of Sonoma selects a citizen of the year who is called the honorary Alcalde. This policy outlines the selection, criteria, and role of the honored person.

Origin of Alcaldes

Alcaldes in California came about through the rise of the pueblo system and the establishment of town councils (called ayuntamientos). The councils were headed by mayors (called alcaldes), and together they provided a semblance of government, hearing a wide range of issues from land disputes to criminal matters.

The annually elected alcalde was not only the chief local law practitioner, but judge, justice of the peace (if no one else filled that function), notary public, recorder, escrow agent in land transactions, boss of the town Council, jack of all trades, and was probably the town's most useful citizen.

He often had to rule on disputes over cattle, horses, branding irons, hides, horse race wagers, bankruptcy, adoption, promissory notes, barrels of wine, and vacant lands. Alcaldes were the recorders of mortgages, wills, and conveyances, and also had to deal with criminal activity including murder.

The alcalde's position and importance did not end with Mexican Rule. In his speech following the raising of the American Flag over Monterey on July 7, 1846 Commodore John Sloat restated the importance of alcaldes and invited them to continue to execute their duties. The function of alcaldes did not legally change until after the state Constitution was adopted, and duties previously performed by one person were separated into several positions. Today the Spanish word "alcalde" literally means Mayor.

In 1975 the City of Sonoma decided to once again find "the town's most useful citizen" and bestow upon them the title Honorary Alcalde. August Pinelli, the first to be honored, began his year January 1, 1976. The Council has voted for an "honorary alcalde" every year since. The honoree is given a gold-headed cane as a symbol of the honor and appears in parades and at grand openings.

Selection Process

1. Around the first week of November, an ad will be placed in the newspaper announcing the nomination period for Honorary Alcalde of the City of Sonoma. A summary of the criteria shall also

be published with a deadline of Thanksgiving. Persons submitting a nomination will do so in a letter format, addressing as many of the criteria as possible, and sending the letter to the City Manager.

2. Early in December the City Manager will convene the nominating committee who shall be the three most immediate past alcaldes available, the current Mayor, and the City Manager. This committee will review the nominations and will select three candidates to be forwarded to the new Mayor prior to the second meeting in December. The Mayor will then make the nomination and the Council will vote to ratify at this meeting or the first meeting in January.

Criteria for Selection

Nominee shall embody several of the following:

- Broad spectrum of voluntary community service to Sonoma Valley
- Has served in a leadership role in at least one non-profit organization
- Has spearheaded at least one community-serving project without compensation
- Is well-known for consistent behind-the-scenes good deeds
- Does not seek public accolades or recognition for work done
- Adheres to a high standard of moral and ethical values

Role and Responsibilities

- Participates in Alcalde Luncheon
- Participates in other public events, as requested
- Agrees to use Council's Code of Ethics as a guideline

Alcalde Participation and Activities

Priorities:

Memorial Day Service
4th of July - Parade and Ceremony
Vintage Festival - Blessing of the Grapes and Parade
Veterans Day Service
Sonoma Alcalde Association - Chair one year

Other Events:

City Party
Sister Cities visits
City Hall tours – schoolchildren and host mock Council meeting
Mayors and Councilmembers dinner meeting when hosted by Sonoma

Past Alcaldes can substitute at events if current not available.



**City of Sonoma
City Council
Agenda Item Summary**

City Council Agenda Item: 8B
Meeting Date: 12-17-2012

Department

Administration

Staff Contact

Carol Giovanatto, City Manager

Agenda Item Title

Review and Consideration of a Refuse Rate Adjustment for 2013 with City Franchisee Sonoma Garbage Company, Inc.

Summary

The City's franchise Refuse Hauler, Sonoma Garbage Company, Inc. [SGC] has submitted the proposed rate increase for the 2013 annual period. The proposal includes two components for consideration as outlined in the document [attached]. SGC's updated program includes the completion of a permanent food waste disposal program initiated in 2011-12 and calculation of the Refuse Rate Index to establish the increase in the base rate. All proposals are geared towards bringing cost effective solutions to address the needs of the community.

Proposed Rate Adjustment for 2013 is requested as follows:

Residential, Commercial and Debris Box Rates:

2.25% [RRI] + 2.34% [tipping fee adjustment] = 4.59% rate increase

The prior 2011-12 contract amendment with SGC included the final year of outhaul to Napa Transfer Station. As Council will recall, this was a two year program which reduced the tipping fee cost and thereby reduced the impact of the prior rate increase percentage. This option of outhaul to the Napa Station has expired as of December 2012 and all refuse and recycling materials will now be taken to the Sonoma County Central Landfill or Sonoma Transfer Station.

Recommended Council Action

Staff recommends Council approval of all program components and rate increase comprised of the following elements:

1. Rate increase of 4.59% effective January 1, 2013
 2. Complete Commercial Food Waste Composting Service
-

Alternative Actions

- 1) Defer action pending receipt of additional specified information
-

Financial Impact

The combined rate increase for the typical residential customer in Sonoma [32 gallon container] will be \$.33 per month [from \$7.29 to \$7.62]. Franchise fee revenue is estimated to increase by approximately \$2,000

Attachments

Supplemental Report
Resolution

cc:

Sonoma Garbage Collectors

SUPPLEMENTAL REPORT

Review and Consideration of a Refuse Rate Adjustment for
2013 with Sonoma Garbage Company, Inc.

For City Council meeting of December 17, 2012

The City's franchise Refuse Hauler, Sonoma Garbage Company, Inc. [SGC] has submitted the proposed rate increase for the 2013 annual period. The proposal includes two components for consideration as outlined in the document [attached]. SGC's updated program includes the completion of a permanent food waste disposal program and calculation of the Refuse Rate Index to establish the increase in the base rate. All proposals are geared towards bringing cost effective solutions to address the needs of the community.

1. Proposed Increase in Refuse Collection Rates 2013

The franchise agreement with SGC requires an annual financial review of the franchisee and calculation of appropriate rate increase. In 2007, the City adopted the methodology formulated by Sonoma County Waste Management Agency based on a Refuse Rate Index [RRI]. The RRI is a price indexing method designed specifically for adjusting collection rates based on various published indices that are applicable to the actual costs incurred by a refuse hauler rather than an estimated percentage increase based on financial reports. The RRI methodology produces a more accurate rate adjustment since the RRI includes only those economic changes that directly affect solid waste and recycling collection costs. Using this method, the collection rates are based on changes in cost categories that are specific to the collection business. Annually the City calculates the RRI rate percentage using a weighted percentage change to six specific cost categories of labor, fuel, vehicle replacement, vehicle maintenance, tipping fees and other.

Refuse Rate Increase

Based on the RRI calculation, SGC would be approved for a 4.59% rate increase effective January 1, 2013. This includes the annual increase in tipping fees at the Sonoma County Central Landfill of 1.82%. The impact to the typical residential rate payer [32 gallon user] will be \$.33 per month.

2. Implement the Commercial Food Waste Composting Service

Included in the 2012 rate increase, SGC initiated a new program involving the collection of commercial food waste for composting to be offered to business customers at no additional charge over their current collection service cost. Participation in this program was voluntary for businesses that generate food waste such as restaurants, grocery stores, inns, etc. SGC has reported that this pilot project has been well-received by the commercial establishments and is recommending implementing the program on a permanent basis.

Staff Recommendation

Staff recommends Council approval of all program components and rate increase proposed by Sonoma Garbage as described above. In summary, this recommendation,

which requires adoption of the attached resolution, is comprised of the following elements:

1. Rate increase of 4.59% effective January 1, 2013
2. Incorporate Commercial Food Waste Composting Service into program

Attachments

1. Sonoma Garbage Collectors' proposal
2. RRI Calculation Worksheets
3. Resolution

SONOMA GARBAGE COLLECTORS
P.O. BOX 400
EL VERANO, CA 95433

November 20, 2012

Carol Giovanatto, Assistant City Manager
City of Sonoma
No. 1 The Plaza
Sonoma, CA 95476

Re: Proposal for Refuse Hauler Rate Adjustments for 2013

Dear Carol;

As we have discussed, this letter proposes rate adjustments to the City for refuse, recycling and compost collection services for 2013.

Sonoma Garbage Collectors requests a rate adjustment that includes two components, as described below.

1) Apply an adjustment to all collection service rates (residential, commercial and debris boxes) by the Refuse Rate Index (RRI) factor of 2.25%, calculated by City staff using the formula in the franchise agreement. This rate adjustment would cover the increased costs of providing refuse collection and hauling services.

2) The second rate adjustment is requested to follow through with the City Council's direction when setting the 2012 refuse rates on January 18, 2012 to adjust all refuse rates in two equal steps, with an increase of 2.34% in 2012, and another 2.34% scheduled for 2013. This increase was approved to spread the rate impacts of returning to the use of the Sonoma County disposal system in 2013 over a longer period, avoiding a larger single year rate impact in 2013. Accordingly, this letter requests a rate adjustment of 2.34% on all refuse rates to conclude the rate adjustment process necessary to reflect the cost impact of delivering all City of Sonoma waste to the County disposal system.

In summary, the proposed rate changes would be:

Residential, commercial and debris box rates:

2.25% (RRI) + 2.34% (Napa to Sonoma adjustment) = 4.59%

Thank you for your consideration of this rate adjustment request.

Sincerely,



John Curotto
Sonoma Garbage Collectors

Attachment: Exhibit "A" Proposed 2013 Refuse Collection Rates

**TABLE 1
REFUSE RATE INDEX CALCULATION**

Item #	Category	Data Source	% Change	Item Weight	Weighted Percentage Change
1	Labor	Series ID: CUURA422SA0 CPI-All Urban Consumers	2.42%	40%	1%
2	Motor Fuel	Series ID: WPU057303 Diesel Fuel	3.42%	6%	0.22%
3	Vehicle Replacement	Series ID: CUURA422SA0 CPI-All Urban Consumers	2.35%	5%	0.12%
4	Vehicle Maintenance	Series ID: CUURA422SA0 CPI-All Urban Consumers	2.35%	4%	0.09%
5	CPI All Items	Series ID: CUURA422SA0 CPI-All Urban Consumers	2.35%	7%	0.17%
6	Disposal	Annual Tipping Fee Increase at the Sonoma County Central Landfill	1.82%	37%	0.67%
Total RRI Adjustment		TOTAL RRI ADJUSTMENT 2013			2.25%
		ADD: Second half of 2012 adjustment			2.34%
		TOTAL RRI ADJUSTMENT 2013			4.59%

OPERATING COST STATEMENT FOR REFUSE RATE INDEX

	Cost Category	Description	Annual Cost	% of Total
1	Labor		789,332	40%
2	Motorfuel		124,091	6%
	Equipment			
3	Replacement		97,585	5%
	Vehicle			
4	Maintenance		75,898	4%
5	All Other Items		145,059	7%
6	Disposal		717,439	37%
	Total		<u>1,949,404</u>	100%

Annual Costs based on Annual Financial Statement Dated 12-31-11.

**CITY OF SONOMA
RESOLUTION NO. ____ - 2012**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SONOMA APPROVING REFUSE RATE ADJUSTMENTS**

WHEREAS, the City of Sonoma has a franchise agreement with Sonoma Garbage Collectors, Inc., to perform solid waste collection services in the City of Sonoma; and

WHEREAS, pursuant to said agreement, Sonoma Garbage Collectors, Inc. ("SGC") is entitled to seek certain adjustments in the rates it charges its customers for such services; and

WHEREAS, it is in the best interests of the City that said agreement be amended in certain respects; and

WHEREAS, SGC has made application for adjustments in the rates it charges to its customers to become effective January 1, 2013; and

WHEREAS, based on the financial data submitted by SGC, the increased services SGC is agreeable to providing, and other considerations appropriately factored into analyzing SGC's rate adjustment application, rate adjustments are justified:

NOW, THEREFORE, the City Council of the City of Sonoma resolves as follows:

For the reasons specified in the staff report (and attachments) submitted to the City Council at its meeting on December 17, 2012, pertinent to SGC's request for refuse rate adjustments, effective January 1, 2013, the rates that SGC charges its residential customers may be increased 4.59%. The rates for the various services provided by SGC as approved herein are set forth in **Exhibit A** incorporated herein by this reference.

ADOPTED this 17th day of December, 2012, by the following vote:

AYES:

NOES:

ABSENT:

Ken Brown, Mayor

ATTEST:

Gay Johann, City Clerk

Effective January 1, 2013

Monthly Rates for Weekly Curbside Pick-up

Service Level	Adopted Rates effective January 2013
Rate for refuse collection once each week	
20 gallon can	7.62
32 gallon can	12.50
64 gallon can	27.13
90 gallon can	41.63
2 cubic yard bin	161.43
3 cubic yard bin	241.94
4 cubic yard bin	322.86
Rate each pickup for refuse bins on a variable pickup schedule	
Each 2 cy bin	37.45
Each 3 cy bin	56.13
Each 4 cy bin	74.91
Debris Box	
Debris Box 20 yd (includes 2 tons of waste)	420.85
Debris Box 30 yd (includes 3 tons of waste)	565.23

An additional charge of \$10 per month for each bin will be applied to bin service. Bin service includes curbside collection of food scraps and green waste, up to two additional containers (32, 64, or 94 gal.) provided. Waste in debris boxes above the included quantity will be charged at the prevailing Sonoma County waste disposal rate.



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 8C

Meeting Date: 12/17/12

Department

Administration

Staff Contact

Carol Giovanatto, City Manager

Agenda Item Title

Discussion, Consideration and possible action Annual Assignment of Councilmembers to various Boards and Committees.

Summary

Council members are assigned to represent the City on various boards and committees on an annual basis. The attached worksheet reflects the list of boards, committees and commissions to which Council members were assigned for 2012.

Recommended Council Action

Assignment by Mayor with concurrence of the Council.

Alternative Actions

n/a

Financial Impact

n/a

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

- 1) Council assignment work sheet
-

CITY OF SONOMA
2013 CITY COUNCIL ASSIGNMENTS
TO BOARDS AND COMMISSIONS WORKSHEET

Board/Committee/Commission	2012 Representative	2013 Representative
AB 939 Local Task Force (Sonoma County Waste Management Agency) 2 nd Thurs, bimonthly, afternoons in Santa Rosa	Ken Brown City Manager, Alternate	
Association of Bay Area Governments (ABAG), General Assembly Annual April meeting in S F	Laurie Gallian, Delegate Joanne Sanders, Alternate	
Cemetery Subcommittee Formed 9/3/08, meets as needed	Laurie Gallian Ken Brown	
Cittaslow Sonoma Valley Advisory Council	Laurie Gallian; Ken Brown, Alt.	
City Audit Committee Meets on an as needed basis	Laurie Gallian Tom Rouse	
City Facilities Committee Meets on an as needed basis	Steve Barbose Ken Brown	
Community Choice Aggregation Focus Group	Steve Barbose	
League of California Cities N.B. Division Liaison Quarterly evening meetings, various locations	Tom Rouse Joanne Sanders, Alternate	
North Bay Watershed Assn. Board of Directors Monthly morning meetings, first Friday of Month, in Novato	Steve Barbose Public Works Director, Alt.	
Sonoma Community Center Subcommittee (Ad Hoc) Meets on an as needed basis	Steve Barbose Ken Brown	
Sonoma County Health Action Monthly meetings, First Friday in Santa Rosa	Patricia Talbot Ken Brown, Alternate	
Sonoma County Mayor and Councilmembers Association Board of Directors (Mayor and Mayor Pro Tem)	Joanne Sanders Ken Brown	Ken Brown Tom Rouse
Sonoma County Mayor and Councilmembers Association Legislative Committee – First Friday in Santa Rosa, 9:30 a.m.	Joanne Sanders Tom Rouse, Alternate	
Sonoma County Transportation Authority & Regional Climate Protection Authority – Monthly Monday p.m. meetings in Santa Rosa	Laurie Gallian Steve Barbose, Alternate	
Sonoma County Waste Management Agency Monthly morning meetings, third Wednesday, Santa Rosa	Steve Barbose City Manager, Alternate Public Works Dir., 2 nd Alt.	
Sonoma County/City Solid Waste Advisory Group (SWAG)	Steve Barbose, Laurie Gallian Alt.	
Sonoma Disaster Council (Mayor and Mayor Pro Tem per Muni Code) Quarterly, 2 nd Thursday	Joanne Sanders Ken Brown, Alternate	Ken Brown Tom Rouse
Sonoma Housing Corporation (Mayor and Mayor Pro Tem) Meets on an as needed basis	Joanne Sanders Ken Brown	Ken Brown Tom Rouse
Sonoma Tourism Improvement District Board (7/16/12)	City Manager Kelly	
Sonoma Valley Citizens Advisory Commission Monthly evening meetings, fourth Wed., in Sonoma	Ken Brown Tom Rouse, Alternate	
Sonoma Valley County Sanitation District Board of Directors (Mayor & Mayor Pro Tem) Meets as needed, Tuesday mornings	Joanne Sanders Ken Brown	Ken Brown Tom Rouse
S.V. Economic Development Steering Committee Monthly morning meetings, first or second Monday	Joanne Sanders Tom Rouse, Alternate	
Sonoma Valley Fire & Rescue Authority Oversight Committee/Transition Team (Mayor and Mayor Pro Tem)	Joanne Sanders Ken Brown	Ken Brown Tom Rouse
Sonoma Valley Library Advisory Committee , Meets second Thursday, p.m.	Joanne Sanders Ken Brown, Alternate	
Substance Abuse Prevention Coalition , Meets as needed	Ken Brown	
Valley of the Moon Water District / City of Sonoma Ad Hoc Committee Meets on an as needed basis	Laurie Gallian Steve Barbose	
Water Advisory Committee Quarterly morning meetings, first Monday, in Santa Rosa	Laurie Gallian Steve Barbose, Alternate	