

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



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

**Wednesday February 19, 2014
5:30 p.m. Closed Session (Special Meeting)
6:00 p.m. (Regular Meeting)**

AGENDA

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

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

5:30 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

CONFERENCE WITH LEGAL COUNSEL -- ANTICIPATED LITIGATION - Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Cal. Gov't Code section 54956.9: One potential case.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS, pursuant to Government Code §54956.8. Property: Field of Dreams, located behind the Sonoma Police Department and Community Meeting Room at 177 First Street West. Agency Negotiators: Dan Takasugi and Carol E. Giovanatto. Negotiating Parties: Richard Goertzen. Under Negotiation: Price and terms of payment.

6:00 P.M. – REGULAR MEETING AGENDA

RECONVENE, CALL TO ORDER & PLEDGE OF ALLEGIANCE

ROLL CALL (Gallian, Barbose, Cook, Brown, Rouse)

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: Presentation by the Family Justice Center of Sonoma County

Item 4B: Presentation by the Redwood Sports and Entertainment Management Team Regarding Efforts to Bring Professional Baseball to Sonoma

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: Approval of the Minutes of the February 3, 2014 Council meeting.
Staff Recommendation: Approve the minutes.

Item 5C: Approval of a Resolution Authorizing the City Manager to Execute a Participating Entity Addendum Agreement on the State of California's Master Purchasing Agreement with U.S. Bank Voyager Fleet Systems Inc. for an Offsite Fleet Fueling Program.
Staff Recommendation: Adopt the resolution.

Item 5D: Approval and ratification of the reappointment of Leslie Tippell to the Design Review & Historic Preservation Commission for a four-year term.
Staff Recommendation: Approve and ratify the reappointment.

Item 5E: Approval and ratification of the reappointment of Freddie Diaz and Thomas Haeuser to the Traffic Safety Committee for a term ending January 16, 2016.
Staff Recommendation: Approve and ratify the reappointments.

Item 5F: Resolution denying an appeal, upholding the decision the Planning Commission, and approving a Use Permit, Site Design and Architectural Review, and Parking Exception for the Mission Square project, a mixed-use development proposed at 165 East Spain Street that includes 3,514 sq. ft. of office space, 14 apartments, and associated parking and improvements (implementing the City Council action of February 3, 2014), and making CEQA Findings that no subsequent or supplemental environmental review is required pursuant to CEQA Guidelines Section 15162. An Environmental Impact Report (EIR) for the proposed project was certified on July 18, 2013. The City Council considered the previously certified EIR prior to taking action on the Project.
Staff Recommendation: Adopt the resolution upholding the decision of the Planning Commission to approve a Use Permit, Site Design and Architectural Review, and Parking Exception for the Mission Square project, subject to conditions of approval.

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 February 3, 2014 City Council / Successor Agency Meeting pertaining to the Successor Agency.
Staff Recommendation: Approve the minutes.

7. PUBLIC HEARING – None Scheduled

8. REGULAR CALENDAR – CITY COUNCIL

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

Item 8A: Consideration and possible action on the introduction of an ordinance amending Section 10.74.010 of the Sonoma Municipal Code pertaining to the operation of bicycles and similar conveyances on public sidewalks. Repeal SMC 10.56.070 and adopt 10.74.011. (Police Chief)
Staff Recommendation: Introduce and hold first reading of the ordinance amending Section 10.74.010 of the Sonoma Municipal Code pertaining to the operation of bicycles and other conveyances on public sidewalks. Repeal SMC 10.56.070 and readopt as SMC 10.74.011.

Item 8B: Presentation of FY 2013-14 Midyear Budget; discussion, consideration and possible action on Amendments to the FY 2014 Operating Budget.
Staff Recommendation: Adopt resolution approving amendments to the FY 2014 Operating Budget.

Item 8C: Discussion of 2013-14 City Council GOALS “Report Card”.
Staff Recommendation: Receive status report on Council GOALS.

9. REGULAR CALENDAR – CITY COUNCIL AS THE SUCCESSOR AGENCY

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

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 February 13, 2014. Gay Johann, Assistant City Manager/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: 02/19/2014

Department

Administration

Staff Contact

Carol E. Giovanatto, City Manager

Agenda Item Title

Presentation by the Family Justice Center of Sonoma County

Summary

Wes Winter, Executive Director of the Family Justice Center of Sonoma County, will make a presentation regarding the Center and its goal of establishing a satellite office in Sonoma Valley.

The Family Justice Center Sonoma County is a non-profit organization best described as the co-location of a multi-disciplinary team of professionals who work together, under one roof, to provide coordinated services to victims of family violence. While a Family Justice Center may house many partners, the basic partners include law enforcement, prosecutors, civil legal service providers, and community-based advocates. The core concept is to provide one place where victims can go to talk to an advocate, plan for their safety, interview with law enforcement, meet with a prosecutor, receive information on shelter, and get help with transportation.

In keeping with City practice, Mr. Winter has been asked to limit the total length of his presentation to no more than 10 minutes.

Recommended Council Action

Receive the presentation.

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: None

Alignment with Council Goals: N/A

cc: Wes Winter via email



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 4B

Meeting Date: 02/19/2014

Department

Administration

Staff Contact

Carol E. Giovanatto, City Manager

Agenda Item Title

Presentation by the Redwood Sports and Entertainment Management Team Regarding Efforts to Bring Professional Baseball to Sonoma.

Summary

Representatives of the Redwood Sports and Entertainment Management Team will present information regarding their plan to bring professional baseball to Sonoma.

In keeping with City practice, presenters have been asked to limit the total length of their presentation to no more than 10 minutes.

Recommended Council Action

Receive the presentation.

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: None

Alignment with Council Goals: N/A

cc: Theo Fightmaster via email



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 5B

Meeting Date: 02/19/2014

Department

Administration

Staff Contact

Gay Johann, Assistant City Manager/City Clerk

Agenda Item Title

Approval of the Minutes of the February 3, 2014 Council meeting.

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

Alignment with Council Goals: N/A

cc: N/A

**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, February 3, 2014
5:00 p.m. Closed Session (Special Meeting)
6:00 p.m. Regular Meeting

MINUTES



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

SPECIAL MEETING - CLOSED SESSION

1. CALL TO ORDER

At 5:00 p.m., Mayor Rouse called the meeting to order. No one from the public was present to provide public testimony on the closed session item. The Council recessed into closed session with all members present. City Manager Giovanatto, City Attorney Walter, and Public Works Director Takasugi were also present.

2. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL -- ANTICIPATED LITIGATION - Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Cal. Gov't Code section 54956.9: One potential case.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS, pursuant to Government Code §54956.8. Property: Field of Dreams, located behind the Sonoma Police Department and Community Meeting Room at 177 First Street West. Agency Negotiators: Dan Takasugi, David Goodison and Carol E. Giovanatto. Negotiating Parties: Richard Goertzen. Under Negotiation: Price and terms of payment.

REGULAR MEETING

The City Council reconvened in open session and Mayor Rouse called the meeting to order at 6:00 p.m. Ben Collier led the Pledge of Allegiance.

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

ALSO PRESENT: City Manager Giovanatto, Assistant City Manager/City Clerk Johann, City Attorney Walter, Assistant City Attorney Nebb, Administrative Assistant Gipson, Planning Director Goodison, Senior Planner Gjestland, and Public Works Director Takasugi.

REPORT ON CLOSED SESSION – Mayor Rouse reported that no action had been taken.

1. COMMENTS FROM THE PUBLIC

Robert Demler thanked Clm. Brown for explaining to the public the reasoning behind his change of vote on a past issue.

Gina Cuclis announced a community meeting featuring Sheriff Freitas February 11 at the Grange Hall.

2. COUNCILMEMBERS' COMMENTS AND ANNOUNCEMENTS

Item 2A: Councilmembers' Comments and Announcements

Clm. Brown dedicated the meeting in the memory of Bob Nobles. He reported attendance at the State of the Valley and the Sonoma Valley Community Health Center groundbreaking ceremony at 19270 Sonoma Highway.

Clm. Barbose reported attendance at the State of the Valley and dedicated the meeting in the memory of former City Councilman Peter Duffy.

Clm. Cook also reported attendance at the State of the Valley and invited the public to his office hour held every other Wednesday.

Clm. Gallian stated that Mayor Rouse did an excellent job reading and presenting a proclamation at the memorial service for Herb Golenpaul.

Mayor Rouse announced that Sonoma Valley Rotary was once again seeking the participation of local businesses to provide goods and services free of charge to veterans and military personnel on Freedom Day, observed on September 11 each year.

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

City Manager Giovanatto reported a joint City Council and Planning Commission meeting would be held Monday February 24 at the Community Center for discussion of proposed regulations regarding wine tasting facilities. The reception honoring Alcaldessa Brangham would be held Thursday February 27 at Vintage House.

4. PRESENTATIONS – None Scheduled

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 December 16, 2013 and the January 8, 2014 Council meetings.

Item 5C: Adoption of a resolution approving an amendment to the Memorandum of Understanding for the City of Sonoma Employees' Association/SEIU 1021 adding the classification of Storm Water Compliance Specialist to the list of represented classifications. (Res. No. 05-2014)

Item 5D: Adoption of a resolution implementing the City Council’s decision to uphold the appeal of the Planning Commission’s decision to approve the application of AT&T for a Use permit to install a wireless telecommunication facility on the Sebastiani Winery site (389 Fourth Street East), including an 80-foot tall redwood monopine tower and fenced equipment shelter. Removed from Consent, see below.

Mayor Rouse invited comments from the public. Jim Price removed Item 5D. Clm. Barbose noted that an amendment to the December 16, 2013 minutes had been distributed on the dais and requested the minutes be approved as amended. It was moved by Clm. Barbose, seconded by Clm. Gallian, to approve the amendment to the December 16, 2013 minutes and the Consent Calendar except for Item 5D. The motion carried unanimously.

Item 5D: Adoption of a resolution implementing the City Council’s decision to uphold the appeal of the Planning Commission’s decision to approve the application of AT&T for a Use permit to install a wireless telecommunication facility on the Sebastiani Winery site (389 Fourth Street East), including an 80-foot tall redwood monopine tower and fenced equipment shelter.

Mayor Rouse invited comments from the public. Jim Price pointed out that any agreement with AT&T would include an indemnification clause. He added that existing cell tower laws and regulations were inadequate to protect the citizens of Sonoma. It was moved by Clm. Barbose, Seconded by Clm. Brown, to adopt Resolution No. 06-2014 entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONOMA UPHOLDING THE APPEAL OF THE PLANNING COMMISSION’S APPROVAL OF AT&T’S APPLICATION FOR A USE PERMIT AND DENYING AT&T’S APPLICATION FOR A USE PERMIT TO CONSTRUCT A FAUX REDWOOD MONOTREE CELL TOWER ON THE SEBASTIANI WINERY PROPERTY. The motion carried four to one, Mayor Rouse dissented.

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

Item 6A: Approval of the portions of the Minutes of the December 16, 2013 and the January 8, 2014 City Council / Successor Agency Meetings pertaining to the Successor Agency.

Item 6B: Adoption of the FY 14-15A Recognized Obligation Payment Schedule [ROPS] for the period July 1, 2014 through December 31, 2014.

It was moved by Clm. Gallian, seconded by Clm. Cook, to approve the Consent Calendar with the December 16, 2013 minutes as amended. The motion carried unanimously.

6:20 p.m. - Attorney Walter was excused and Assistant City Attorney Nebb was seated.

7. PUBLIC HEARING

Item 7A: Discussion, consideration and possible action on an appeal of the Planning Commission’s decision to approve a Use Permit, Site Design and Architectural Review, and Parking Exception for the Mission Square project, a mixed-use development proposed at 165 East Spain Street that

includes 3,514 sq. ft. of office space, 14 apartments, and associated parking and improvements. An Environmental Impact Report for the proposed project was certified on July 18, 2013, by the adoption of a Resolution. The City Council will consider the previously certified environmental impact report as part of the Council action on this project, however, the environmental impact report is not a subject of the appeal.

Senior Planner Gjestland provided the historic background of the Mission Square project explaining that it had first been considered by the Planning Commission in 2005. He stated that the Planning Commission approved the Environmental Impact Report (EIR) on July 18, 2013 and on November 14, 2013 with a vote of four to two approved the Use Permit, Site Design and Architectural Review, and Parking Exception with a number of amendments to the conditions of approval, including a requirement that the architectural concept, elevation details, exterior colors and materials of Building 1 be subject to review and approval by the DRC to address concerns raised by the public and the Planning Commission.

Gjestland reported that Simon and Kimberly Blattner filed an appeal of the Planning Commission's decision on November 21, 2013 on the basis that the design of the project was not appropriate for the site. Clm. Barbose confirmed that the Council could modify the conditions of approval, that the Design Review and Historic Preservation Commission (DRHPC) could modify the exterior of Building 1, and any decision of the DRHPC could be appealed to the City Council.

Mayor Rouse opened the public hearing. Kimberly Blattner stated that although the project had been under review for nine years and had undergone numerous variations, she did not feel it was good enough for that particular site in the historic quadrant in the City. She did not oppose the owners right to develop their property but wanted to see more respect for the historical significance of the lot and its location. She said the EIR concluded the project was adequately compatible with on-site and off-site historic resources; however, she objected to that conclusion stating the project needed to be more than adequate.

Ned Forrest stated that the block where the site was located was the original Indian village upon which the very first home was built and it deserved more than just an ordinary development. He displayed photos of a development in another community illustrating passageways through the grounds and utilizing various building components and stated that type of development would be more attractive and fitting.

Laurie Bremner stated that what was in front of the Council was the result of a process during which the development had gone through many changes as a result of the EIR, neighborhood meetings, public comments and Commissioner's concerns. She said the development team was proud to offer a mixed-use development to the neighborhood.

Property owner David Detert stated he and his brother spent summers in Sonoma growing up and they loved the community and felt this was a good project. He asked Council to uphold the Planning Commission's vote and allow the project to get started.

Project Architect Carol Marcus stated she and her husband had lived here many years and were very familiar the pedestrian experience. Their goal was to make this project the best they could for the community. She said they had listened to input from the Planning Commission, the public and experts, had modified the project many times and provided every study that had been requested. The current scaled back project was 21% of what would be allowed to be built

under the Development Code. A vibration analysis indicated that construction at the site would not diversely impact any of the adobe buildings in the area. She pointed out that the General Plan and the Development Code required 50% of a development to be devoted to housing and noted that their project complied with all the City's goals and ordinances.

Project Engineer Tim Schramm described the existing and proposed drainage plan.

Johanna Patri stated her concern was the apparent lack of understanding by the owners of the need for stewardship and historic preservation of the site. She said the conditions of approval should require the owners to also maintain and preserve the little yellow house across the street which they own.

Patricia Cullinan suggested an evaluation of the need for story poles which would provide a true picture of the proposed project. She stated that independent evaluators should be hired to evaluate the mitigating measures contained in the EIR which would make the project more transparent and would result in a higher quality project.

Linda McGarr stated the project should only be one story and that a driveway onto East Spain should not be allowed. She added that due to the current water shortage the project should be denied.

Robert Demler, Vice President of the Sonoma League for Historic Preservation, reported they had discussed the project several times but had not formalized an opinion; however, a majority of the board was concerned with the historical landscape aspect. He said this was the most historic block and street in the State and pointed out that neither California State Parks or Native Americans had not stated any problems or issues with the project.

Joseph Aaron stated the reason the project took fourteen years was because the zoning was all wrong. He stated the irresponsible landlords would not take any better care of this project than they did of the house across the street. He felt that Mr. Willers had an undue influence since he sat on the Planning Commission.

Attorney Cristina Lawson stated that the purpose of the hearing was not to disparage the property owners. She disputed the statement that Mr. Willers influenced the outcome of the Planning Commission's deliberation and offered that the facts were to the contrary. She said they had spent four years addressing the all the same concerns that had been expressed at this meeting and urged the Council to uphold the decision of the Planning Commission.

Mrs. Blattner read an email from Suzanne Brangham expressing her support of the appeal.

Sue Simon and Cece Hugo, co-owners of property next to the site, stated that they had concerns initially; however, after getting involved, attending meetings and hearing from the developers their concerns had been adequately addressed. They expressed support for the project and urged the Council to deny the appeal.

The following persons also spoke in support of the appeal: Cathy Speering, Jim Bohart, Gene Speering, Chad Oway. Teresa Parks and John Kelly spoke in favor of the project. Bob Edwards suggested a mediation session. Seeing there were no additional comments, Mayor Rouse closed the public comment period of the hearing.

RECESS: The meeting recessed from 7:45 to 7:50 p.m.

Clm. Barbose stated that he felt there was something missing from the project considering that it was on the most significant street in the City of Sonoma. He liked the idea of a mediation meeting with both sides focused on a compromise.

Clm. Cook stated that he liked the project and did not think the two sides were going to come together now after fourteen years of disagreement. He pointed out that there would always be issues with infill projects. It was moved by Clm. Cook, seconded by Clm. Gallian, to deny the appeal and uphold the decision of the Planning Commission. Clm. Gallian stated that she felt the proposal was respectful of the natural elements of the setting and represented a merger of past and future architecture. She said she had some issues with Building 1 but trusted the DRHPC to address those issues.

Clm. Brown stated he felt Building 1 was an attractive home. There had been innumerable opportunities for public input and a formal decision by the historical societies but there had been none.

Mayor Rouse said it was a very attractive project and he felt the developers had worked very hard to provide a project that was in the best interests of the City. He pointed out that some of those living right next to the project were also impressed with it.

Clm. Barbose stated his principal problem was with Building 1 but he would like to see the DRHPC be able to make architectural changes to the other buildings as well and then have the project come back to the Council to see if the changes reflect the desires of those who filed the appeal. He requested the motion be amended to include that the DRHPC authority be expanded to allow them to review and make recommendations on the whole project. Clm. Cook declined to amend his motion which carried four to one, Clm. Barbose dissented.

8. REGULAR CALENDAR – CITY COUNCIL

Item 8A: Approval of a Resolution declaring a Stage 1 Water Shortage Alert, requesting a voluntary 15 percent reduction in water use from all City water customers.

Public Works Director Takasugi reported on the current water levels and rain predictions. He stated that unprecedented dry weather conditions in 2013 caused significant declines in water storage at Lake Mendocino and Lake Sonoma currently at 36.4 and 65.8 percent of capacity respectively. Calendar year 2013 had been the driest year in 120 years of record keeping. On January 17th Governor Brown declared a drought state of emergency and was requesting a 20% reduction in water use. Takasugi stated there was adequate water in Lake Sonoma to meet most Sonoma County Water Agency (SCWA) water contractor demands through approximately November 2014, at which time a 30% mandatory curtailment would be triggered.

Mayor Rouse invited comments from the public. Robert Taylor stated his concern that the current conditions would be permanent due to global warming and he urged a more restrictive mandate.

It was moved by Clm. Gallian, seconded by Clm. Brown, to adopt Resolution No. 07 – 2014 entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONOMA DECLARING A

STAGE 1 WATER SHORTAGE ALERT AND REQUESTING A 15 PERCENT VOLUNTARY REDUCTION IN SYSTEM-WIDE WATER USE. The motion carried unanimously.

Item 8B: Discussion and Consideration to Send Letter to Assemblymember Member Marc Levine to Request Easement to Allow Dogs on State Property [Requested by Mayor Pro Tem Cook]

CIm. Cook stated there had been a lot of debate about allowing dogs on the trails on the Montini Preserve. Noting that the State would not allow dogs on the portion of the trail passing through State-owned property; he suggested sending a letter to Assemblymember Levine asking his assistance in obtaining an easement or authorization for dogs to be on that portion of State property. CIm. Barbose clarified that the requested easement would only be necessary should the City decide to allow dogs on the trail. Mayor Rouse invited comments from the public. Fred Allebach stated that it was premature to send the letter as the dog issue had not yet been decided. Laurie Wilson, State Parks, stated that District Director Rodriguez felt that because the State did not allow dogs on its property; the best route for the City would be to reroute the trail off State property. Bob Edwards expressed support for sending the letter. CIm. Gallian suggested the letter also be sent to Senator Lois Wolk. It was moved by CIm. Cook, seconded by CIm. Brown, to send the letter to Assemblymember Levine and Senator Wolk. Councilmembers Cook and Brown volunteered to hand deliver the letter to Mr. Levine at his Sonoma Office Hour on February 8. The motion carried four to one, Mayor Rouse dissented.

Item 8C: Discussion, consideration and possible action providing direction to the Mayor regarding the City's vote on appointments by the City Selection Committee and the Sonoma County Mayors' and Councilmembers' Association at their February 13, 2014 meetings.

Assistant City Manager/City Clerk Johann presented information regarding appointments scheduled to be made at the February 13, 2014 Mayors' and Councilmembers' meeting. By unanimous consensus the City Council expressed support for the appointment of Santa Rosa Councilmember Julie Combs to the Local Agency Formation Commission and authorized the Mayor to use his own discretion on the other appointments.

9. REGULAR CALENDAR – CITY COUNCIL AS THE SUCCESSOR AGENCY

10. COUNCILMEMBERS' REPORTS AND FINAL REMARKS

Item 10A: Reports Regarding Committee Activities.

CIm. Brown reported that he and CIm. Cook attended the Economic Development Steering Committee meeting.

CIm. Barbose reported on meetings of the Sonoma County Waste Management Agency and Sonoma Clean Power.

CIm. Cook reported on the Legislative Committee meeting.

CIm. Gallian reported on the Sonoma County Transportation Authority, Ag and Open Space District, and the Water Advisory Committee meetings.

Mayor Rouse reported on the Sanitation District meeting.

Item 10B: Final Councilmembers' Remarks.

Clm. Brown announced his office hour was every Tuesday at 1:00 p.m.

Clm. Barbose announced Sonoma Clean Power would conduct a town hall meeting at the Veterans Building on February 13.

Clm. Gallian announced that the Water Agency website contained many water conservation tips.

11. COMMENTS FROM THE PUBLIC

Pat Pulvirenti thanked the City for its support in becoming a Certified Local Government and requested support in seeing that the commissioners obtain the training they need.

12. ADJOURNMENT

The meeting adjourned at 9: 00 p.m. in memory of Peter Duffy and Bob Nobles.

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 _____ 2014.

Gay Johann
Assistant City Manager / City Clerk



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 5C

Meeting Date: 02/19/2014

| | |
|-----------------------------------|--|
| Department Public Works | Staff Contact Dan Takasugi, Public Works Director/Engineer |
|-----------------------------------|--|

Agenda Item Title

Approval of a Resolution Authorizing the City Manager to Execute a Participating Entity Addendum Agreement on the State of California's Master Purchasing Agreement with U.S. Bank Voyager Fleet Systems Inc. for an Offsite Fleet Fueling Program

Summary

Staff has identified a way to better manage the City's fleet fuel administration and purchases by piggybacking onto the State of California's master purchasing agreement with U.S. Bank Voyager Fleet Systems Inc. This would be a "fleet card" system which would allow any City vehicle with a fleet card to fuel at participating commercial fuel stations, in lieu of current fueling at the Fire Station's fuel tanks. The Voyager fleet card system will provide a web-based system at no cost to the City that will be used to manage and track detailed transactions for accountability, reduce administrative expenses, and automatically strip out Federal excise taxes prior to billing. Most State vehicles and many other California cities currently use the Voyager fleet cards.

Staff has determined that fuel purchases from the Sonoma Valley Fire and Rescue Authority (SVFRA) do not offer significant price advantage over retail fuel prices at local businesses. Furthermore, the SVFRA's wholesale fuel purchases do not support local businesses nor return any fuel sales tax revenue to the City.

Recommended Council Action

Approve Resolution.

Alternative Actions

Council discretion.

Financial Impact

The Voyager fleet card system will improve fuel accountability and administration for City staff, allow staff to take advantage of the most competitive fuel prices, and return more City expenditures to local businesses. Will have no net effect on SVFRA's revenue, as City fuel purchases were billed at cost, and will ease SVFRA's administration of fuel purchases.

Environmental Review

Status

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

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

Resolution
Participating Entity Addendum Agreement with U.S. Bank Voyager Fleet Systems Inc.

Alignment with Council Goals:

Indirectly related to the Council Goal of Budget Strategy & Fiscal Stability with the continued application of sound budgetary policies.

CITY OF SONOMA

RESOLUTION ___ - 2014

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONOMA
AUTHORIZING THE CITY MANAGER TO EXECUTE A PARTICIPATING ENTITY
ADDENDUM AGREEMENT ON THE STATE OF CALIFORNIA'S MASTER
PURCHASING AGREEMENT WITH U.S. BANK VOYAGER FLEET
SYSTEMS INC. FOR AN OFFSITE FLEET FUELING PROGRAM

WHEREAS, the City of Sonoma has the opportunity to participate in the State of California's master purchasing agreement with U.S. Bank Voyager Fleet Systems Inc. to provide the City with an offsite fleet fueling system; and

WHEREAS, by using the Voyager fleet card system, the City will reduce its administrative burdens in fuel management and gain greater control over the City's fuel usage; and

WHEREAS, the costs of purchasing wholesale fuel from the Sonoma Valley Fire and Rescue Authority are relatively the same or more than the costs of purchasing retail fuel with the Voyager fleet card system; and

WHEREAS, the City's use of the Voyager fleet card system will return more City expenditures to local businesses.

NOW, THEREFORE, BE IT RESOLVED by this City Council that the City Manager is authorized to execute a participating entity addendum agreement on the State of California's master purchasing agreement with U.S. Bank Voyager Fleet Systems Inc. to provide an offsite fleet fueling system, the form of which is attached hereto as Exhibit A.

PASSED AND ADOPTED this 19th day of February 2014 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Tom Rouse, Mayor

ATTEST:

Gay Johann, City Clerk

**U.S. BANK
FLEET CARD PROGRAM AGREEMENT
PARTICIPATING ENTITY ADDENDUM**

This Participating Entity Addendum ("**Participating Entity Addendum**") is entered into by and between U.S. Bank National Association ("**U.S. Bank**") and the entity identified herein and executing this Participating Entity Addendum as "**Entity**" and constitutes an addendum to and modification of the U.S. Bank Fleet Card Program Agreement ("**Fleet Card Agreement**") which is part of Exhibit D Master Program Terms which is part of the Standard Agreement No. DGS-OFA-OPPS-06 dated October 16, 2006 and as amended ("**Agreement**") between the State of California (the "**State**"), U.S. Bank National Association ("**U.S. Bank**") and American Express Corporate Services. This Participating Entity Addendum shall become effective upon signing by or on the behalf of U.S. Bank ("**Effective Date**") and supersedes any previous and like addenda with Entity.

RECITALS

- A. The State has entered into the Agreement for the purpose of making a fleet card program ("**Fleet Card Program**") as described in the Agreement available for use by the State, Participants and Participating Entities;
- B. The State is willing to permit Entity to participate in the Fleet Card Program provided that Entity assumes all responsibility and liability for Entity's performance of the terms and conditions of the Agreement as if Entity was the entity signing the Agreement as the State. The State shall not bear liability or responsibility for Entity under the Agreement or this Participating Entity Addendum; and
- C. Entity has received a copy of the Agreement from the State, and after a thorough review of the Agreement, desires to become a Participating Entity; provided that Entity assumes all responsibility and liability for Entity's performance of the terms and conditions of this Participating Entity Addendum as well as the Agreement as if Entity was the entity signing the Agreement as the State, but Entity shall not be liable for the acts and omissions of the State under the Agreement or this Participating Entity Addendum.

AGREEMENT

Now therefore, in consideration of the foregoing Recitals, which are incorporated herein by reference, the mutual promises and covenants set forth in the Agreement, which are incorporated herein by reference, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, all parties agree as follows:

1. Capitalized terms used in this Participating Entity Addendum and not otherwise defined in this Participating Entity Addendum are used with the same respective meanings attributed thereto in the Agreement.
2. Entity agrees to accept and perform all duties, responsibilities and obligations required of the State as set forth in the Agreement. Cards shall be issued to designated employees of Entity upon execution of this Participating Entity Addendum by Entity and U.S. Bank.
3. In order to determine credit qualifications for the Entity, the Entity shall provide U.S. Bank with the last three (3) years of audited financial statements with this signed Participating Entity Addendum. The Entity shall provide to U.S. Bank annual financial statements thereafter. U.S. Bank will review the financial statements and notify the Entity of the approval or decline of its credit qualification. If such financial statements can be independently obtained by U.S. Bank, the Entity will not be required to provide such financial statements.
4. Entity shall make payment to U.S. Bank for all Debt incurred by Entity, its Cardholders and Accountholders as provided in the Agreement. "**Debt**" means all amounts charged to a card and/or account including without limitation all amounts related to purchases, fees and other Charges that are owed to U.S. Bank by Entity, its Cardholders and Accountholders.

5. Entity declares that cards shall be used for official Entity purchases only, and shall not be used for individual, consumer purchases or to incur consumer debt. Entity warrants that it possesses the financial capacity to perform all of its obligations under the Agreement and this Participating Entity Addendum.
6. The representations, warranties and recitals of Entity set forth in this Participating Entity Addendum and the Agreement constitute valid, binding and enforceable agreements of Entity. All extensions of credit made to Entity pursuant to this Participating Entity Addendum and the Agreement will be valid and enforceable obligations of Entity and Entity shall pay to U.S. Bank all Debts incurred by Entity in accordance with the terms of the Agreement and this Participating Entity Addendum. The execution of this Participating Entity Addendum and the performance of the obligations hereunder and under the Agreement are within the power of Entity, have been authorized by all necessary action and do not constitute a breach of any agreement to which Entity is a party or is bound.
7. The notice address for Entity is:

Entity:
City of Sonoma
No. 1 The Plaza
Sonoma, CA 95476

Attn: Public Works Director

8. Authorization and Execution. Entity represents and warrants that this transaction is within the scope of the normal course of business and does not require further authorization for the Entity to be bound by this Participating Entity Addendum. This Participating Entity Addendum requires approval as to form by the Attorney for the Entity. If this Participating Entity Addendum is not approved as to form by the Attorney for the Entity, the completion of a Certificate of Authority is required and must accompany this Participating Entity Addendum.

In witness whereof, the parties have, by their authorized representatives, executed this Participating Entity Addendum.

Dated this ____ day of _____, 20__ by:

Dated this ____ day of _____, 20__ by:

City of Sonoma, California
 Legal Name of Entity

U.S. Bank National Association

 (Signature of Authorized Individual)

 (Signature of Authorized Individual)

Carol Giovanatto
 (Printed Name of Authorized Individual)

Kelly Caspers
 (Printed Name of Authorized Individual)

City Manager
 (Printed Title of Authorized Individual)

Vice President
 (Printed Title of Authorized Individual)

Approved as to form:

 (Signature of Attorney for Entity)

Jeff Walter
 (Printed Name of Attorney)

Before completing the following Certificate of Authority document, please note:

- If the Participating Entity Addendum was “approved as to form” by an attorney, it is not necessary to complete the attached Certificate of Authority (COA).
- If the Participating Entity Addendum was not “approved as to form” by an attorney, please complete the COA.

**SIGNING INSTRUCTIONS FOR
CERTIFICATE OF AUTHORITY (COA)**

Note that three different individuals must sign and date this document.

If the Government Entity does not have three individuals who are authorized to sign on behalf of the Government Entity, please refer to the next page.

SECTION 1 Organizational Information

Enter the *legal* Government Entity name and the tax ID number on the document.

Note that the legal name of the Government Entity name is required. The legal name is usually the name of the Government Entity’s financial statements.

SECTION 2 Authorized Persons

The individual who signed the Card Agreement/Amendment must complete and sign Section 2.

SECTION 3 Execution Requirement

Check *only one* box in Section 3 to indicate how many individuals (either 1 or 2) at your Government Entity are required to sign legal documents on behalf of the Government Entity.

SECTION 4 Execution

No action required.

SECTION 5 Certification

Two individuals must sign **and date** this section and insert their names and titles.

The individual(s) who signed Section 2 cannot sign this section or this document is invalid.

An Officer of the Government Entity is required to sign this section attesting to the signatures in Section 2 *and* one other officer of the Government Entity must sign as well below the signature of the Officer *attesting to the signature of the other Officer*.

CERTIFICATE OF AUTHORITY

1. **Organizational Information.** This Certificate of Authority has been completed on behalf of the following Entity or Affiliate (the “Entity”):

Entity Name: City of Sonoma, California

Federal Tax Identification Number: 94-600043

2. **Authorized Persons.** In accordance with the governance rules relating to the Entity, the following individuals (the “Authorized Person(s)”) are authorized, on behalf of the Entity, to execute and deliver to U.S. Bank National Association (“U.S. Bank”) and/or its affiliates the applicable Fleet Card Program Agreement(s), any applicable addenda and/or amendments thereto and any other documents or writings required by U.S. Bank (collectively, the “Documents”) for the purpose of establishing one (1) or more card programs, extending credit and providing related services to the Entity with U.S. Bank in the United States (collectively, the “Services”):

| Name | Title | Signature |
|------------------|--------------|-----------|
| Carol Giovanatto | City Manager | |
| | | |

3. **Execution Requirements.** The governance rules relating to the Entity require the following number of Authorized Persons to sign the Documents for the Services (choose only one):

- One (1) Authorized Person
 Two (2) Authorized Persons

4. **Execution.** By signing the Documents, each individual signing in his or her capacity as an authorized signing officer of the State and not in his or her personal capacity, certifies and warrants that (a) all action required by State’s organizational documents to authorize the signer(s) to act on behalf of the State in all actions taken under the Documents, including but not limited to, the authority to incur debt on behalf of the State, has been taken, (b) each signer is empowered in the name of and on behalf of the State to enter into all transactions and Services contemplated in the Documents and (c) the signatures appearing on all supporting documents of authority are authentic.

5. **Certification.** I certify that I am the City Manager and I am acting in my official capacity as an authorized officer who has been given the authority by the Government Entity to certify that the Authorized Person(s) has/have the full power and authority under applicable law and the governance rules relating to the Government Entity to execute and deliver to U.S. Bank, on behalf of the Government Entity, and to bind the Government Entity under, the Documents for the purpose of establishing and extending the Services. I also certify that the name(s) and title(s) of the Authorized Person(s) set forth above are correct and that the signature appearing beside each name is a true and genuine specimen of his/her signature.

Carol Giovanatto

↑ Printed Name of the City Manager of the Government Entity ↑

↑ Signature of the City Manager of the Government Entity ↑ (**Cannot** be an Authorized Person listed in Section 2)

Date

I certify that I am an officer of the Government Entity, and as such, I certify that the above-named City Manager is acting in such capacity on behalf of the Government Entity, the signature below is my genuine signature and the signature above is the genuine signature of such City Manager.

Gay Johann, Assistant City Manager and City Clerk

↑ Printed Name & Title of Individual Signing Below ↑

↑ Signature ↑ Attested by One (1) Other Individual of the Government Entity (**Cannot** be an Authorized Person listed in Section 2)

Date

**EXAMPLES TO SIGNING INSTRUCTIONS
FOR
CERTIFICATE OF AUTHORITY (COA)**

- Example 1**
- 1) **1 person** is required to sign legal document; and
 - 2) Government Entity has **more than two** authorized signatories who can attest to signatures of other signatories.

Document: Person A signs
COA Section 2: Person A completes and signs
COA Section 3: First box is checked
COA Section 4 (part 1): Secretary (Person B) signs attesting to the signature of Person A
COA Section 4 (part 2): Person C signs attesting to the signature of the Secretary (Person B)

- Example 2**
- 1) **2 people** are required to sign legal documents; and
 - 2) Government Entity has **more than two** authorized signatories who can attest to signatures of other signatories.

Document: Persons A and B sign
COA Section 2: Persons A and B complete and sign
COA Section 3: Second box is checked
COA Section 4 (part 1): Secretary (Person C) signs attesting to the signatures of Persons A & B
COA Section 4 (part 2): Person D signs attesting to the signature of the Secretary (Person C)

- Example 3**
- 1) **1 person** is required to sign legal document; and
 - 2) Government Entity has **no more than two** authorized signatories who can attest to signatures of other signatories (persons A&B).

Document: Person A signs
COA Section 2: Person A completes and signs
COA Section 3: First box is checked
COA Section 4 (part 1): Secretary (Person B) signs attesting to the signature of Person A
COA Section 4 (part 2): Person A signs attesting to the signature of the Secretary (Person B)

- Example 4**
- 1) **2 people** are required to sign legal documents; and
 - 2) Government Entity has **no more than two** authorized signatories who can attest to the signatures of other signatories.

Document: Persons A & B sign
COA Section 2: Person A & B complete and sign
COA Section 3: Second box is checked
COA Section 4 (part 1): Secretary (Person A **or** B) signs attesting to the signatures of Persons A & B
COA Section 4 (part 2): Person A **or** B signs attesting to the signature of the person in the line above (note that the person signing in this line **can only** be the person **who did not** sign in part 1 of Section 4 **or the document is invalid.**)



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 5D

Meeting Date: 02/19/14

Department

Administration

Staff Contact

Gay Johann, Assistant City Manager/City Clerk

Agenda Item Title

Approval and ratification of the reappointment of Leslie Tippell to the Design Review & Historic Preservation Commission for a four-year term.

Summary

The Design Review and Historic Preservation 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.

Leslie Tippell has served on the Design Review & Historic Preservation Commission since March 5, 2012. Mayor Rouse has nominated her for reappointment for an additional four-year term ending March 5, 2018.

Recommended Council Action

Approve and 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

Alignment with Council Goals: N/A

Attachments: None

cc: Leslie Tippell via email



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 5E

Meeting Date: 02/19/2014

Department

Administration

Staff Contact

Gay Johann, Assistant City Manager/City Clerk

Agenda Item Title

Approval and ratification of the reappointment of Freddie Diaz and Thomas Haeuser to the Traffic Safety Committee for terms ending January 16, 2016.

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. Mr. Diaz and Mr. Haeuser have served on the Committee since January 16, 2008. Mayor Rouse has nominated them for reappointment to additional two-year terms ending January 16, 2016.

Recommended Council Action

Approve and ratify the reappointments.

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

Alignment with Council Goals: N/A

Attachments: None

cc: Freddie Diaz and Thomas Haeuser via email



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 5F

Meeting Date: 02/19/14

Department

Planning

Staff Contact

Senior Planner Gjestland

Agenda Item Title

Resolution denying an appeal, upholding the decision the Planning Commission, and approving a Use Permit, Site Design and Architectural Review, and Parking Exception for the Mission Square project, a mixed-use development proposed at 165 East Spain Street that includes 3,514 sq. ft. of office space, 14 apartments, and associated parking and improvements (implementing the City Council action of February 3, 2014), and making CEQA Findings that no subsequent or supplemental environmental review is required pursuant to CEQA Guidelines Section 15162. An Environmental Impact Report (EIR) for the proposed project was certified on July 18, 2013. The City Council considered the previously certified EIR prior to taking action on the Project.

Summary

On November 14, 2013, the Planning Commission considered an application for a Use Permit, Site Design and Architectural Review, and Parking Exception for the Mission Square project, a mixed-use development proposed at 165 East Spain Street that includes 3,514 sq. ft. of office space, 14 apartments, and associated parking and improvements. (An Environmental Impact Report for the project was certified by the Planning Commission at a previous hearing held on July 18, 2013.) Ultimately, the Planning Commission voted 4-2 to approve the Use Permit, Parking Exception, and Site Design and Architectural Review for the project with a number of amendments to the conditions of approval, including a requirement that the architectural concept, elevation details, exterior colors and materials of Building 1 (a two-story structure that would front East Spain Street) be subject to review and approval by the DRC. On November 21, 2013, Simon and Kimberly Blattner filed an appeal of the Planning Commission's decision to approve the entitlements on the basis that the design of the project was not appropriate or worthy of the site. In consideration of the appeal at its meeting of February 3, 2014, the City Council voted 4-1 to uphold the decision of the Planning Commission. As directed by the Council, staff has prepared a draft resolution (attached) to implement the City Council's decision.

Recommended Council Action

Adopt the resolution upholding the decision of the Planning Commission to approve a Use Permit, Site Design and Architectural Review, and Parking Exception for the Mission Square project, subject to conditions of approval.

Alternative Actions

Direct amendments to the resolution.

Financial Impact

N.A.

Environmental Review

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

Status

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

Attachments:

1. Resolution
-

Alignment with Council Goals:

N.A.

cc: Simon and Kimberly Blattner
426 Second Street East
Sonoma, CA 95476

Marcus & Willers Architects
873 First Street West
Sonoma, CA 95476

Chip Roberson, Planning Commission Chair

Item 5F

The resolution for this item had not been finalized at the time of packet preparation. It will be distributed separately as soon as it is available.



CITY OF SONOMA
City Council/Successor Agency
Agenda Item Summary

City Council Agenda Item: 6A

Meeting Date: 02/19/2014

Department

Administration

Staff Contact

Gay Johann, Assistant City Manager/City Clerk

Agenda Item Title

Approval of the portions of the Minutes of the February 3, 2014 City Council / Successor Agency Meeting 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 5B for the minutes

Alignment with Council Goals: N/A

cc: NA



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 8A

Meeting Date: 02/19/2014

Department

Police

Staff Contact

Bret Sackett, Chief of Police

Agenda Item Title

Consideration and possible action on the introduction of an ordinance amending Section 10.74.010 of the Sonoma Municipal Code pertaining to the operation of bicycles and similar conveyances on public sidewalks. Repeal SMC 10.56.070 and adopt 10.74.011

Summary

In response to a bicycle / pedestrian accident and subsequent legal action, the City Attorney is proposing an update to the city's municipal code pertaining to the operation of bicycles and other conveyances on public sidewalks and pedestrian or bicycle paths.

We are also recommending SMC 10.56.070, which pertains to motorized bicycles/scooters on the public pedestrian/bike path, be repealed and readopted as SMC 10.74.011 for ease of reference and consistency in the municipal code. Here is a summary of the new ordinance:

- Bicycles or similar conveyances are allowed on all public sidewalks and the public bike/pedestrian path with the exception of the sidewalks around the Plaza area
- Bicycles or similar conveyances must be operated at a reasonable and prudent speed for prevailing conditions on all public sidewalks and the public bike/pedestrian path
- Motorized bicycles or similar conveyances are prohibited on all public sidewalks and the public bike/pedestrian path. However, battery powered bicycles and scooters are allowed on the bike/pedestrian path only. This exemption, which was found in SMC 10.56.070, was moved to this chapter for ease of reference and consistency.

These changes were presented and discussed with the City's Traffic Safety Committee, who recommended adoption.

Recommended Council Action

Introduce and hold first reading of the ordinance amending Section 10.74.010 of the Sonoma Municipal Code pertaining to the operation of bicycles and other conveyances on public sidewalks. Repeal SMC 10.56.070 and readopt as SMC 10.74.011

Alternative Actions

Council discretion

Financial Impact

None

Environmental Review

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

Status

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

Attachments:

- Staff report
 - Proposed ordinance amending Section 10.74.010 of the Sonoma Municipal Code
-

Alignment with Council Goals:

This item is not directly related to any stated Council Goal.

STAFF REPORT
Prepared by Bret Sackett, Chief of Police

Amendment to SMC 10.74.010 – Operation of Bicycles and similar conveyances on public sidewalks

In response to a bicycle v pedestrian accident and subsequent legal action, the City Attorney is proposing an update to the city’s municipal code pertaining to the operation of bicycles and other similar conveyances on public sidewalks and pedestrian or bicycle paths.

Per the vehicle code, a bicycle is considered a vehicle and must adhere to the same rules of the road that pertain to vehicles. However, 21100 CVC allows local agencies to adopt rules and regulations by ordinance or resolution regarding the “operation of bicycles...on the public sidewalk.” Pursuant to this authority, a local agency may adopt an ordinance or resolution that reflects the community norms and standards. For instance, some municipalities may allow bicycles to be operated on all public sidewalks, while others may prohibit riding them on all public sidewalks or the prohibition may apply only in certain locations.

Our current ordinance, which was adopted in 1999, allows for the operation of bicycles on all public sidewalks. However, the ordinance states it shall not be “at such speed or in such manner as evidences willful, wanton or reckless disregard of the safety of other pedestrians in the vicinity.” As written, the threshold for a violation – willful, wanton or reckless disregard – is difficult to prove in court and, therefore, does not truly regulate the operation of a bicycle on a public sidewalk.

In addition, when pedestrians and bicycles share the public sidewalk, there is a safety concern about potential conflicts between the two modes of transportation. Obviously, this potential conflict is greater in areas that have high pedestrian use.

In conferring with the City Attorney, we are proposing two notable changes to the ordinance to address these areas of concern. First, we are recommending the ordinance language state that no person shall ride, use, or operate a bicycle or other conveyance on a public sidewalk “at a speed greater than is reasonable or prudent having due regard for weather, visibility, traffic, width of sidewalk or path, or at a speed or in such a manner which endangers the safety of persons or property.” This language is nearly identical to the basic speed law found in the section 22350 of the California Vehicle Code, which requires the rider to exercise a greater degree of caution.

We are also proposing to prohibit bicycle riding on the sidewalks in the downtown Plaza area, which includes the sidewalks on either side of First Street East, First Street West, Napa Street, and Spain Street (bicycles are not allowed on the sidewalks in Plaza Park per the park ordinance). Since the Plaza area

has the great number of pedestrians, this change will substantially address the safety concerns about pedestrian and bicycle conflicts.

We are also recommending SMC 10.56.070, which pertains to motorized bicycles/scooters on the public pedestrian/bike path, be repealed and readopted as SMC 10.74.011 for ease of reference and consistency in the municipal code.

Here is a summary of the new ordinance:

- Bicycles or similar conveyances are allowed on all public sidewalks and the public bike/pedestrian path with the exception of the sidewalks around the Plaza
- Bicycles or similar conveyances must be ridden at a reasonable and prudent speed for prevailing conditions on all public sidewalks and the public bike/pedestrian path
- Motorized bicycles or similar conveyances are prohibited on all public sidewalks and the public bike/pedestrian path. However, battery powered bicycles and scooters are allowed on the bike/pedestrian path. This exemption, which was found in SMC 10.56.070, was moved to this chapter for ease of reference and consistency.

CITY OF SONOMA
ORDINANCE NO. ____ - 2014

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SONOMA AMENDING
SECTION 10.74.010 OF THE SONOMA MUNICIPAL CODE PERTAINING TO THE
OPERATION OF BICYCLES AND OTHER CONVEYANCES ON PUBLIC SIDEWALKS.

The City Council of the City of Sonoma does ordain as follows:

SECTION 1.

Section 10.74.010 of the Sonoma Municipal Code is amended to read as follows:

10.74.010 Operation of bicycles and other conveyances on public sidewalks, or bicycle or pedestrian paths

A. Except as is otherwise provided in this code, it shall be lawful for a person to ride, use or operate a bicycle propelled by human power or other means of conveyance propelled by human power, including roller skates, a skateboard, coaster, scooter, or tricycle, any place in the city upon a public sidewalk or public pedestrian or bicycle path.

B. It is unlawful for any person to ride, use, or operate a bicycle or other conveyance propelled by human or motor power, including roller skates, a skateboard, coaster, scooter, tricycle, or other similar device any place in the city upon a sidewalk, , or pedestrian or bicycle path, at a speed greater than is reasonable or prudent having due regard for weather, visibility, traffic, width of sidewalk or path, or at a speed or in such a manner which endangers the safety of persons or property.

C. It is unlawful for any person to ride, use, or operate a bicycle or other conveyance propelled by human or motor power identified in subsection B, upon the sidewalks in the downtown Plaza area, specifically the public sidewalks on both sides of First Street West between Spain Street and Napa Street, First Street East between Spain Street and Napa Street, Napa Street between First Street East and First Street West, and Spain Street between First Street East and First Street West.

D. Except as is otherwise provided in section 10.74.011 SMC, it is unlawful for any person to ride, use, or operate a bicycle propelled by motor power or other conveyance propelled by motor power any place in the city upon a sidewalk, or pedestrian or bicycle path. This subsection does not apply to (i) self-propelled wheelchairs, motorized tricycles or motorized quadricycles operated by persons who, by reason of physical disability, are otherwise unable to move about as a pedestrian and (ii) means of conveyances that are solely powered by battery, are manufactured for use by children and are commonly considered toys.

E. Any person who violates any provision of this section is guilty of an infraction, and the operation of any conveyance in any manner prohibited by this section by any person or by any group of persons in company with another, is declared a public nuisance which may be

summarily abated by any peace officer retained by the city by seizure and impoundment of the conveyance or conveyances used in the offense. Any conveyance seized and impounded under this section shall be held for disposition as may be ordered by the court which hears and disposes of the infraction charge against the offender, or any other court of competent jurisdiction.

F. This section shall not apply to city personnel who are authorized to ride, use or operate a bicycle propelled by human or motor power or other means of conveyance propelled by human or motor power any place in the city upon a sidewalk, or pedestrian or bicycle path.

SECTION 2.

Section 10.56.070 is hereby repealed.

SECTION 3.

Section 10.74.011 is hereby added and reads as follows:

10.74.011 Motor-driven vehicles prohibited on bicycle paths.

Except for authorized city personnel, no person shall operate any motor-driven vehicle, including a motor-driven bicycle, scooter, skateboard or similar device onto or along any city bicycle path, except those defined as follows:

A. A “motorized bicycle”, which is a device that has fully operative pedals for propulsion by human power and has an electric motor that meets all of the following requirements: has a power output of not more than 1,000 watts; is incapable of propelling the device at a speed of more than 20 miles per hour on level ground; is incapable of further increasing the speed of the device when human power is used to propel the motorized bicycle faster than 20 miles per hour.

B. A “motorized scooter”, which is any two-wheeled device that has handlebars, is designed to be stood or sat upon by the operator, and is powered by human propulsion and electrical energy with a motor that has a power output of not more than 1,000 watts and is capable of propelling the device at a maximum speed of not more than 15 miles per hour on level ground.

SECTION 4. SEVERABILITY. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

The City Council hereby declares that it would have passed this and each section, subsection, phrase or clause thereof irrespective of the fact that any one or more sections, subsections, phrase or clauses be declared unconstitutional on their face or as applied.

SECTION 5. EFFECTIVE DATE. This ordinance shall become effective 30 days after the date of adoption.

SECTION 6. POSTING. This ordinance shall be published in accordance with applicable provisions of law, by either:

publishing the entire ordinance once in the Sonoma Index Tribune, a newspaper of general circulation, published in the City of Sonoma, within fifteen (15) days after its passage and adoption; or

publishing the title or appropriate summary in the Sonoma Index Tribune at least five (5) days prior to adoption, and a second time within fifteen (15) days after its passage and adoption with the names of those City Councilmembers voting for and against the ordinance.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Sonoma this ____ day of _____ 2014.

Tom Rouse, Mayor

ATTEST:

Gay Johann
Assistant City Manager/City Clerk

State of California)
County of Sonoma)
City of Sonoma)

I, Gay Johann, City Clerk of the City of Sonoma, do hereby certify that the foregoing ordinance was adopted on _____, 2014 by the following vote:

AYES:
NOES:
ABSENT:

Gay Johann
Assistant City Manager/City Clerk



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 8B

Meeting Date: 02/19/2014

Department

Administration

Staff Contact

Carol E. Giovanatto, City Manager

Agenda Item Title

Presentation of FY 2013-14 Midyear Budget; discussion, consideration and possible action on Amendments to the FY 2014 Operating Budget

Summary

On July 1, 2013 Council adopted the 2013-2014 Operating Budget and the City has now completed the first six months of operations. Staff will present a status report of Revenue and Expenditures and General Fund Reserves.

As a result of the mid-year budget review and due to events occurring subsequent to the adoption of the budget, staff is recommending several amendments to the adopted budget. A summary of the recommended changes are as follows:

| <u>SUMMARY OF AMENDMENTS TO THE FY 2013-14 OPERATING BUDGET</u> | |
|--|-----------|
| General Fund | \$740,000 |
| Vehicle Replacement Fund | \$45,000 |
| Water Operations Fund | \$15,000 |
| Long-term Building Maintenance Fund | \$10,000 |

Recommended Council Action

Accept and approve amendments to the 2013-14 Operating Budget

Alternative Actions

Request additional information.

Financial Impact

The requested modifications to the FY 13-14 Budget as presented, total \$810,000

Environmental Review

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

Status

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

Attachments:

Midyear Budget Report
Resolution

Alignment with Council Goals:

Focus on a budget strategy that will promote and maintain long-term fiscal sustainability in the General and Enterprise Funds through the continued application of sound budgetary policies; continue solid fiscal management to insure and maintain stable reserve level; develop a financial model which dedicates funding for Capital Infrastructure Projects.



MID-YEAR FINANCIAL REPORT

Fiscal Year 2013-14

The mid-year Budget Report summarizes the activities of the major City funds, but is not meant to be inclusive of all finance-related transactions. It is intended to provide the Council and the public with an overview of the state of the City's general fiscal condition



GENERAL FUND

FISCAL 2013-14 @ MIDYEAR – July 1, 2013 through December 31, 2013

Six months (50%) into the fiscal year, the following chart demonstrates budget performance to date and reflects that the City is *"in the black"* with no anticipated drawdown from reserves. At December 31, 2013 General Fund revenue exceeds expenditures by approximately \$140,000.

| GENERAL FUND | CURRENT YEAR | | % of Budget |
|--------------|-----------------|---------------------|-------------|
| | FY 13-14 Budget | Year to Date Actual | |
| Revenue | 14,117,816 | 7,200,883 | 51% |
| Expenditure | 14,117,816 | 7,061,103 | 50% |
| Balance | 0 | 139,800 | |

GENERAL FUND RESERVES

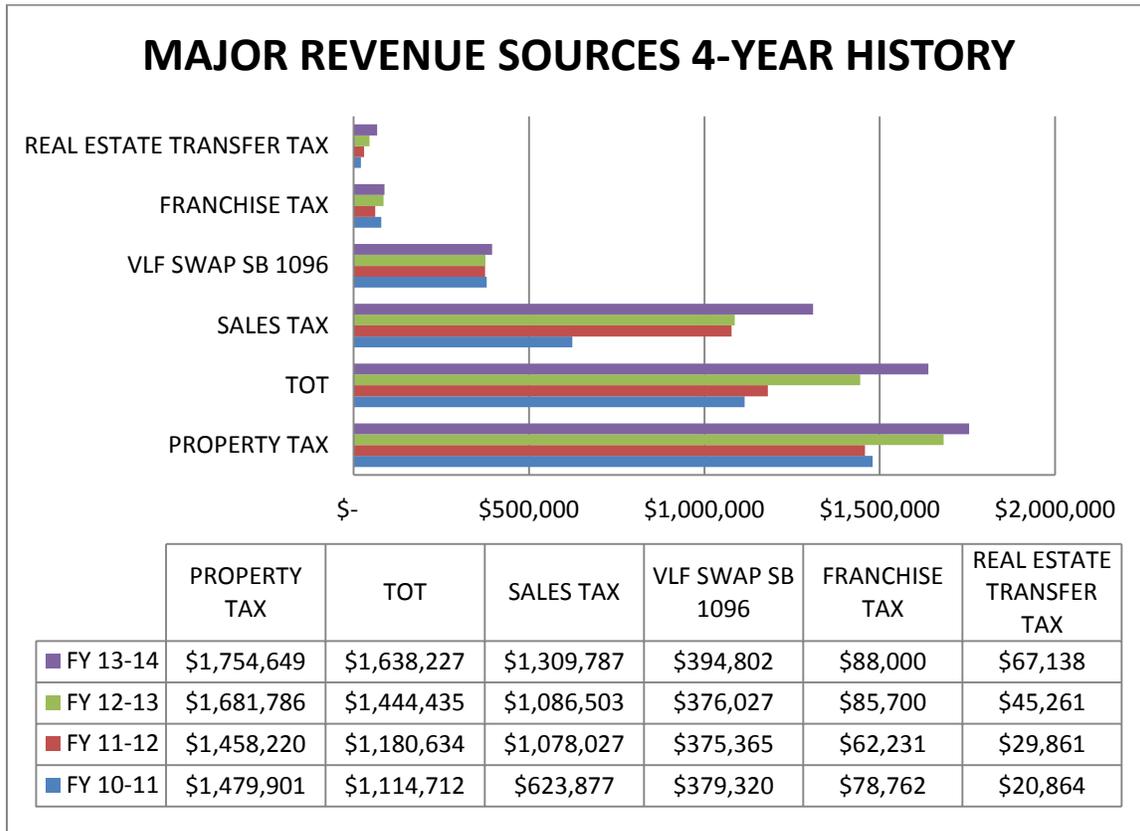
General Fund reserves at midyear are as follows:

| | |
|---------------------------------|--------------------|
| Special Projects [undesignated] | \$1,869,319 |
| Operating Reserve | \$1,500,000 |
| Emergency Reserve | <u>\$2,200,106</u> |
| | \$5,569,425 |

GENERAL FUND REVENUE TRENDS

The major revenue sources for the General Fund are continuing to reflect a stable/healthy economy in line with the City's adopted budget. Over the past several years, Sonoma has weathered the impacts of the downturn of the economy, loss of redevelopment and reduction in the City's investment portfolio interest earnings. Surviving those impacts was only possible through the Council's sound fiscal policies, the passage of Measure J, the formation of the

Tourism Improvement District to increase tourism-related revenues and the rebound of the real estate market



The following is a brief overview of the major revenue sources at mid-year:

- **Transient Occupancy Tax**– TOT collections at midyear are at 52% of budget. This is an approximate 13% gain over prior year which is in line with budgeted projections.
- **Property Tax**– The first payment of Property tax has shown a significant increase over the prior year, partially due to the redistribution of redevelopment tax. The rate of distribution brings the City approximately 1% higher than the level of property tax received in December 2009. It still remains unclear, until the final resolution of all redevelopment issues, how property taxes will stabilize in the long-term and prevents a true long-range forecasting model.
- **Sales Tax**– At midyear, sales tax collections continue to reflect a stable local economy. As reported by the City’s Sales Tax Audit firm, the City’s average quarterly increase for sales through September 2013, is up by

8.8% outpacing the State [3.1% increase], other Northern California cities [4.0% increase] and Southern California cities [2.9%].

- **Sales Tax/Measure J** - the voter-approved ½ percent sales tax measure is out-performing the original budget projections as anticipated in the ballot measure overall by approximately 23%. At midyear, sales tax collections are reflecting an approximate 4% increase over budget.
- **Vehicle License Fees/VLF Swap SB 1096** – Vehicle License Fees (VLF) are collected by the Department of Motor Vehicles and disbursed by the State Controller to the City. Collections are at 50% of budget at midyear.
- **Real Estate Transfer Tax**– The Real Estate market appears to remain robust with the Transfer Tax revenue up 32% at midyear.
- **Franchise Taxes**– Franchise taxes are derived through agreements with Sonoma Garbage, Comcast Cable and P G & E. These taxes are calculated based on the revenue generated by each franchisee. The major franchisee, P G & E, remits taxes quarterly in arrears. At midyear, franchise taxes are at 22% of budget which is common. Major franchise fees are paid in the third quarter.



GENERAL FUND EXPENDITURES: Department managers and employees continue to be diligent in managing their individual departmental expenditures as reflected in the table below. With exception of a few departments all are reflecting a less than 50% expenditure level at midyear. Streets Capital Projects reflect a 100% expenditure level due to all funding being allocated to projects in the CIP.

The following summarizes the individual departments in the General Fund and the expenditure level percentages.

| Expenditure/Department | FY 2013-14 Adopted Budget | FY 2013-14 Expenditures @ 12/31/13 | % of Budget |
|-------------------------------|--|---|--------------------|
| Council | 145,626 | 91,278 | 62% |
| Clerk | 116,422 | 59,046 | 49% |
| Manager | 275,135 | 125,965 | 48% |
| Finance | 153,268 | 111,367 | 72% |

| | | | |
|-------------------------------|-------------------|------------------|------------|
| Legal | 250,000 | 110,974 | 44% |
| Police | 4,328,511 | 1,805,915 | 42% |
| Fire/EMS | 4,844,452 | 2,351,662 | 49% |
| Public Works | 910,852 | 446,044 | 49% |
| Streets-Capital Projects | 915,130 | 915,130 | 100% |
| Planning/Zoning | 636,026 | 246,267 | 39% |
| Building | 478,373 | 220,637 | 46% |
| Community Activities | 133,700 | 63,787 | 48% |
| Non-Departmental | 394,528 | 155,258 | 39% |
| Transfers to Other Funds | 111,823 | 100,912 | 50% |
| Successor Agency | 423,970 | 256,861 | 61% |
| TOTAL ALL EXPENDITURES | 14,117,816 | 7,061,103 | 50% |

FISCAL 2012-13 YEAREND POSITION [PRIOR FISCAL YEAR]

The results for prior fiscal year [FY 2012-13] are still considered preliminary due to the transition of balances to the new software and the completion of the annual audit. The City will close the year with an increase to fund balance exclusive of the residual redevelopment funds received. Staff is recommending these one-time monies to be redirected for use in funding additional street and infrastructure projects. The residual redevelopment funding is approximately equal to 10.5% of the \$8.5 million which the State required to be remitted as a result of the elimination of the Redevelopment Agency. These funds [\$8.5 million] had been earmarked for various street repair projects throughout the City. Staff is recommending that a significant portion of these funds be reallocated at midyear to begin the design and construction of Spring/Summer Construction projects. The remaining funding will be combined with FY 2014-15 Measure J Funds for future projects.

RECOMMENDED BUDGET AMENDMENTS @ MIDYEAR

As a result of the Midyear Budget review, staff is recommending certain amendments to the 2013-14 operating budget which are primarily related to Capital infrastructure needs and/or funding of Council related Goals. Each is summarized below.

| Account Code | Account Name | 2013/14 Budget | Requested Modification | Reason |
|--|--|----------------|--|--|
| 100-43021-404-50404 | Streets Capital | 0 | \$50,000 | Appears to have been a budgeting error. \$50K was budgeted in the FY 13/14 CIP but not listed in the final adopted budget. |
| From 100-25300 to 100-43021-703-70703 | Streets Capital | 915,130 | Transfer from Redevelopment Residual Funds to Streets Capital \$600,000 | Requested modification reflects the addition of residual redevelopment funds received as a result of Auditor-Controller calculation. Original allocation of funds were slated for Street Capital projects. Funds transferred in from FY 2013 Reserve Funds. |
| From 100-25300 to 100-43199-480-60480 | Economic Development Business Loan Program | 50,000 | Transfer from Redevelopment Residual Funds to \$50,000 | Requested modification reflects the addition of residual redevelopment funds received as a result of Auditor-Controller calculation. Original allocation included funds for Business Loan Program. This would continue the program on a smaller scale as a pilot program. Funds transferred in from FY 2013 Reserve Funds. |
| 603-43020-604-70604 | Vehicle Replacement Fund | 0 | \$45,000 | Replace 1997 Public Works Flatbed Truck |
| 100-43200-606-70606 510-62001-606-70606 | Non-Departmental/ Water Operations | | Add \$30,000 | Allocate funding to update City's website in line with Council Goal [50% General Fund and 50% Water Fund] |
| 100-43020-404 | Public Works - Parks | 0 | \$23,000 | Allocate funding for contract maintenance of City owned properties/ contract with Sonoma Ecology Center for Nathansen Creek/Fryer Creek/Sonoma Garden Park [see description below] |
| 610-64520-701-70701 | Long-term Building Maintenance | 0 | \$10,000 | Design for City Hall Re-Roof Project [Summer 2014]; specific design requirements necessary due to historic building |
| 100-43200-461-50461 | Non-Departmental | 2,500 | \$2,000 | Cultural & Fine Arts Funding was reduced in original budget. Committee has requested that full amount be allocated. |

Sonoma Ecology Center [SEC] Outside Maintenance Contract: During the FY 2013-14 budget discussions, the Council entertained a proposal from the Sonoma Ecology Center for funding of operations and maintenance responsibilities on Public Properties managed by the SEC. These properties include the Nathanson Preserve, Sonoma Garden Park, Fryer Creek Trail and the Sonoma Overlook Trail. The management of these properties are a result of grants received by the SEC and benefited on City-owned properties. The original request was \$56,835. Council directed staff to review and negotiate with the SEC and return to Council. Staff and the SEC have worked together to identify duties and responsibilities which are unique to the needs of the properties such as restoration and maintenance during post-establishment period and are required as an element of the original grant agreement. Staff is recommending that the City fund a maintenance agreement for these properties at an amount not to exceed \$23,000 annually.

ACTIONS REQUESTED AT MIDYEAR:

- 1] Accept Mid-Year Report
 - 2} Adopt Resolution amending FY 2014 Operating Budget for the above-stated appropriations.
-
-

CITY OF SONOMA

RESOLUTION - 2014

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONOMA
AMENDING THE FY 2013-2014 BUDGET

WHEREAS, the 2013-2014 Fiscal Year Budget was adopted on July 1, 2013, and

WHEREAS, subsequent to its adoption issues have arisen which require amendments to the FY 2014 operating budget, and

WHEREAS, the City Council, following review of the 2014 Midyear Budget, determined that a budget amendment should be made as stated on Exhibit A to this resolution, and

WHEREAS, sufficient funds are available in the individual funds for this budget amendment.

NOW, THEREFORE, BE IT RESOLVED by this City Council that the Budget for Fiscal Year 2014 is hereby amended as stated.

The foregoing Resolution was duly adopted this 19th day of February 2014, by the following roll call vote:

AYES:
NOES:
ABSENT:

Tom Rouse, Mayor

ATTEST:

Gay Johann
Assistant City Manager/City Clerk

EXHIBIT A
RESOLUTION NO. --- -2014

| Account Code | Account Name | 2013/14 Budget | Requested Modification | Reason |
|--|---------------------------------------|----------------|--|---|
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| From 100-25300 to 100-43021-703-70703 | Streets Capital | 915,130 | Transfer from Redevelopment Residual Funds to Streets Capital \$650,000 | Requested modification reflects the addition of residual redevelopment funds received as a result of Auditor-Controller calculation. Original allocation of funds were slated for Street Capital projects. Funds transferred in from FY 2013 Reserve Funds. |
| 603-43020-604-70604 | Vehicle Replacement Fund | 0 | \$45,000 | Replace 1997 Public Works Flatbed Truck |
| 100-43200-606-70606 510-62001-606-70606 | Non-Departmental/ Water Operations | | Add \$30,000 | Allocate funding to update City's website in line with Council Goal [50% General Fund and 50% Water Fund] |
| 100-43020-404 | Public Works - Parks | 0 | \$23,000 | Allocate funding for contract maintenance of City owned properties/ contract with Sonoma Ecology Center for Nathansen Creek/Fryer Creek/Sonoma Garden Park [see description below] |
| 610-64520-701-70701 | Long-term Building Maintenance | 0 | \$10,000 | Design for City Hall Re-Roof Project [Summer 2014]; specific design requirements necessary due to historic building |
| 100-43200-461-50461 | Non-Departmental | 2,500 | \$2,000 | Cultural & Fine Arts Funding was reduced in original budget. Committee has requested that full amount be allocated. |



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 8C

Meeting Date: 02/19/2014

Department

Administration

Staff Contact

Carol E. Giovanatto, City Manager

Agenda Item Title

Discussion of 2013-14 City Council GOALS "Report Card"

Summary

On March 25th the Council held a goal-setting session which resulted in the adoption of six GOALS for 2013-2014. These GOALS were used as guiding principles for Department Managers in preparing the City Budget and are used by all staff as a road map of priorities for this fiscal year. Council GOALS are not simply words on paper, but in staff's view are words to do business by. To this end, staff has prepared a "Report Card" to provide Council and the Public written validation that the direction provided by Council is being implemented. This Report Card demonstrates that the City remains focused on accomplishing the GOALS as set forth by the City Council.

The six GOALS include 36 individual Action Items which define its purpose. The following is a recap of the cumulative accomplishments. To date, 86% of Council GOALS have been completed.

| ACTION ITEMS | COMPLETED | IN PROCESS | NOT STARTED |
|--------------|-----------|------------|-------------|
| 36 | 19 | 12 | 5 |

Recommended Council Action

Receive status report on Council GOALS

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:

- 2013-14 Council GOALS "Report Card"
 - 2013-14 Council GOALS list
-

cc:

“REPORT CARD”

2013-14 COUNCIL GOALS

BUDGET STRATEGY & FISCAL STABILITY: Balance Budget without eroding infrastructure and preserving essential services

| <i>COUNCIL DIRECTION: Focus on a budget strategy that will promote and maintain long-term fiscal sustainability in the General and Enterprise Funds through the continued application of sound budgetary policies; continue solid fiscal management to insure and maintain stable reserve level; develop a financial model which dedicates funding for Capital Infrastructure Projects; continue to ensure efficient public safety services</i> | <i>Progress as of: JANUARY 2014</i> | <i>Not Started</i> | <i>In Process</i> | <i>Complete</i> |
|---|--|--------------------|-------------------|-----------------|
| Develop a balanced budget model which dedicates funding for Capital Improvement Projects, restores staff to previous levels and maintains service levels | Operating & Capital Budget was adopted on July 1, 2013 inclusive of the Capital Improvement Projects and restoration of staffing levels [1 position] | | | X |
| Update impact fees and service fees to assure specialized service costs are borne by the requester and not City taxpayers | Update to the 2008 Fee Schedule was initiated by Department Managers in August 2013; anticipate presentation of updated Fee Schedule to City Council in November. COMPLETED. FEE SCHEDULE UPDATED IN NOVEMBER 2013 | | | X |
| Establish dedicated Reserve Fund to address long-term pension liabilities | TBD following the close of fiscal year 2012-13 | X | | |
| Establish a K-9 program through the Sheriff’s Contract to enhance public safety | The K-9 program established and released on patrol as of August 2013. COMPLETED. | | | X |
| Continue to seek grant opportunities; assess other funding opportunities [examples: assessment districts; business improvement areas] | Efforts to date include: PG&E Grant application to support small business incubation program; CDBG grant for economic development; COMPLETED. CDBG GRANT RECEIVED; PG&E GRANT APPLIED FOR/NOT AWARDED. | | | X |
| Initiate long-term plan to address the potential phase-out of Measure J Sales Tax funds | TBD following the close of fiscal year 2012-13; IN PROCESS. | | X | |
| Prepare report on how Measure J has assisted in restoring revenue lost through the elimination of redevelopment | TBD following the close of fiscal year 2012-13; IN PROCESS. | | X | |
| Identify funding source(s) for Stormwater Program | The FY 2014 Budget includes an allocation for start-up costs of \$50,000; Stormwater Fees will be developed through the Fee Schedule update. COMPLETED; FEES ADOPTED IN NOVEMBER 2013. | | | X |
| Identify options for elimination of the Cemetery Fund deficit | Options being discussed with City’s Audit Firm; IN PROCESS. | | | |

ECONOMIC DEVELOPMENT: Explore Economic Development Drivers to ensure preservation & long-term viability of Community Assets

| <i>COUNCIL DIRECTION: Continue to develop strategies to address the loss of revenue to the City as a result of the elimination of redevelopment; continue to facilitate business retention, recruitment and expansion of the economic base; protect local historical infrastructure</i> | <i>Progress as of: JANUARY 2014</i> | <i>Not Started</i> | <i>In Process</i> | <i>Complete</i> |
|--|--|---------------------------|--------------------------|------------------------|
| Explore future options and opportunities for the preservation of the Sebastiani Theater | Staff is exploring potential opportunities. | | x | |
| Conclude Redevelopment processes as required by State Department of Finance and explore potential options for 32 Patten Street [old fire station] | Next Step: Property Management Plan for 32 Patton Street to be presented to the Oversight Board on September 25. JANUARY UPDATE: LONG-RANGE PROPERTY MANAGEMENT PLAN FILED WITH STATE; PROPERTY LISTED FOR SALE. | | | x |
| Explore opportunities for future State Infrastructure Financing | NOTE: Awaiting State Legislative actions | x | | |
| Work with local agencies [Chamber, Visitors Bureau, Tourism Improvement District] to assess potential economic development options | On-going efforts including: EDSC; Business recognition meeting [Chamber]; Holidays in Sonoma [TID] to increase mid-week stays; Olive Festival | | | x |
| Recognize & leverage the value of City utilities as economic development tool | Options being discussed by the Streamlining Committee for financing of utility/connection charges; EVALUATING OPTIONS THROUGH WATER RATE CONSULTANT | | x | |

POLICY & LEADERSHIP: Mission and Vision Statement for the City

| <i>COUNCIL DIRECTION: Provide continuing leadership as elected officials and residents of the community; review Mission and Vision Statement to assure that it reflects the current economic, environmental and social climate and creates a visual image for the community; take steps to assure a safe and vibrant community; respond to County, State and Federal legislative issues with a focus on retaining local control</i> | <i>Progress as of: JANUARY 2014</i> | <i>Not Started</i> | <i>In Process</i> | <i>Complete</i> |
|--|---|---------------------------|--------------------------|------------------------|
| Revisit Mission and Vision Statement [2006] | | x | | |
| Track progress on Council Goals | Create a REPORT CARD to track progress; presented to the City Council quarterly | | | x |
| Continue to foster/support thriving, vital business community focused on job growth and commerce | On-going | | | x |
| Maintain strong relationship with Supervisor Gorin and the Board of Supervisors | On-going | | | x |

| | | | | |
|---|---|--|--|---|
| Update City website to expand public resources and information; expand content | STAFF HAS MET WITH WEBSITE CONSULTANT AND ARE IN THE DISCOVERY STAGE OF UPDATE. | | | X |
| Update and/or establish City Policies and Procedures such as: <ul style="list-style-type: none"> • Policy on False Alarm Responses • Update Policy on Sidewalk Repair • Establish Funding Policy for Street Maintenance • Update Reserve Policy | <ul style="list-style-type: none"> • Policy on Sidewalk Repair overview presented to Council on August 19. SIDEWALK REPAIR PROGRAM IMPLEMENTED AND COMPLETED FOR FY 2013-14 IN JANUARY 2014. | | | X |

PUBLIC SERVICE: Continue to build on customer service and business friendly mindset we as a City are pursuing and explore additional ways to exhibit that mindset in the eyes of the community

| <i>COUNCIL DIRECTION: Seek efficiencies with a focus on increasing customer service; develop a comprehensive outreach plan that fosters communication and informs and educates the public; increase the awareness of city programs and promotes community participation</i> | <i>Progress as of: JANUARY 2014</i> | <i>Not Started</i> | <i>In Process</i> | <i>Complete</i> |
|--|---|---------------------------|--------------------------|------------------------|
| Resume meetings of Streamlining Committee to enhance business relationships | Streamlining Committee meeting monthly since May 2013 | | | X |
| Continued outreach to the public to assure that City procedures and processes are transparent and understandable | Staff continues to meet with public as needed; additional outreach and update to written materials in process. | | X | |
| Provide timely and accurate information about City Services | Additional efforts are being discussed by staff; will be aided by implementation of new accounting software | | X | |
| Explore all options for customer convenience such as online payments, acceptance of credit and debit cards at City Hall | New accounting software in process of transferring existing date; slated to "go live" in October; credit card payments to be initiated following full operation of new software. CONVERSION TO NEW SOFTWARE COMPLETE. MONTHLY BILLING TO BEGIN APRIL 1 ST . AUTO-PAY ANTICIPATED MAY-JUNE. | | | X |
| Maintain strong City employee structure to serve the needs of the community | On-going; PT Administrative Assistant recruitment initiated to serve as back-up for Cemetery services and succession planning as Deputy City Clerk. PT AMIN ASSISTANT HIRED; FINANCE DIRECTOR POSITION RECRUITMENT COMPLETED. | | | X |
| Create customer feedback survey/input form for use in evaluating City services | STAFF IS REVIEWING OPTIONS FOR ONLINE SURVEY. | | X | |

RECREATION & PARKS: Master plan Parks & Recreation opportunities

| COUNCIL DIRECTION: Create a comprehensive review of Parks & Recreation facilities and infrastructure in partnership with County Regional Parks; partner with County and private stakeholders to reach consensus on the development of a community swimming pool | Progress as of: JANUARY 2014 | Not Started | In Process | Complete |
|--|---|--------------------|-------------------|-----------------|
| Support Community Swimming Pool facility | Mayor Brown & MPT Rouse liaisons to community group; reviewing options | | | x |
| Participate with County on a Valleywide Parks Masterplan | Meeting with Supervisor Gorin and County Regional Parks staff held on August 16 to open discussions on the process. STAFF IS AWAITING COUNTY STAFF COORDINATION OF PROCESS. | | | x |
| Review Tier 1 Services to assure services align with needs of the community | Anticipated to begin March 2014 | | x | |
| Encourage the creation of a Community-wide website for all youth activities, adult activities and major local events | | x | | |
| Create an inventory of all City Parks, Open Space, Walking and Bicycle Trails and designated Preserve areas | Initial meeting with Supervisor Gorin held on Aug 16 to discuss Parks Masterplan process. CITY INVENTORY COMPLETED. | | x | |

WATER & INFRASTRUCTURE: Develop long-term strategies to address current and future infrastructure needs, promote water conservation while maintaining a stabilized rate structure

| COUNCIL DIRECTION: Redefine the Capital infrastructure needs with a focus on enhancing the City's local water supply; implement a sustainable utility rate structure; establish Water Fund Reserve policy; strengthen, promote and support the value of water conservation to protect local resources | Progress as of: JANUARY 2014 | Not Started | In Process | Complete |
|--|---|--------------------|-------------------|-----------------|
| Update Water Rate Structure and Rate Model | RFP for consultant to be released September 2013; SPILMAN & ASSOCIATES SELECTED AS CONSULTANT. REPORT IN PROCESS; ANTICIPATE FIRST PUBLIC MEETING IN FALL 2014. | | x | |
| Adopt Reserve Policy; Consideration of establishing a Rate Stabilization Fund | Anticipated May 2014. | x | | |
| Implement Water Conservation measures and Public Education Outreach | Working with Sonoma County Water Agency. STAGE 1 WATER CONSERVATION DECLARED; PUBLIC OUTREACH ONGOING. | | | x |
| Review opportunities for shared services with Valley of the Moon Water District | On-going discussions with VOMWD General Manager and City's Public Works Director/City Engineer | | x | |

| | | | | |
|---|---|--|---|---|
| Initiate Capital Infrastructure replacements and upgrades including options for issuing Water Bonds | Will be determined by the update to the Water Rate Study; IN PROCESS. | | x | |
| Evaluate environmental & sustainability programs [i.e. groundwater, City wells] | Groundwater information distributed at Farmer's Market; Groundwater workshop held on July 28 th . GROUNDWATER AND STORMWATER PROGRAM INFORMATION PRESENTED AT CITY COUNCIL MEETINGS AND WORKSHOPS. | | | x |

COUNCIL GOALS 2013-2014

*“TO CREATE A LOCAL ENVIRONMENT OF FOCUSING ON THE POSITIVES
& EMBRACING OPPORTUNITIES FOR THE BETTERMENT OF SONOMA”*

➤ **BUDGET STRATEGY & FISCAL STABILITY: Balance Budget without eroding infrastructure and preserving essential services.**

Focus on a budget strategy that will promote and maintain long-term fiscal sustainability in the General and Enterprise Funds through the continued application of sound budgetary policies; continue solid fiscal management to insure and maintain stable reserve level; develop a financial model which dedicates funding for Capital Infrastructure Projects; continue to ensure efficient public safety services

Action Items

- *Develop a balanced [“in the black”] budget model which dedicates funding for Capital Improvement Projects [CIP], restores staff to previous levels, and maintains service levels*
- *Update impact fees and service fees to assure specialized service costs are borne by the requester and not City taxpayers*
- *Establish dedicated Reserve Fund to address long-term pension liabilities*
- *Establish a K-9 program through the Sheriff’s Contract to enhance public safety*
- *Continue to seek grant opportunities; assess other funding opportunities [examples: assessment districts; business improvement areas]*
- *Initiate long-term plan to address the potential phase-out of Measure J Sales Tax funds*
- *Prepare report on how Measure J has assisted in restoring revenue lost through the elimination of redevelopment*
- *Identify funding source(s) for Stormwater Program and elimination of the Cemetery Fund deficit*

➤ **ECONOMIC DEVELOPMENT: Explore Economic Development Drivers to ensure preservation and long-term viability of Community Assets**

Continue to develop strategies to address the loss of revenue to the City as a result of the elimination of redevelopment; continue to facilitate business retention, recruitment and expansion of the economic base; protect local historical infrastructure

Action Items

- *Explore future options and opportunities for the preservation of the Sebastiani Theater*
- *Conclude Redevelopment processes as required by State Department of Finance and explore potential options for 32 Patten Street [old fire station]*
- *Explore opportunities for future State Infrastructure Financing Programs*
- *Work with local agencies [Chamber, Visitors Bureau, Tourism Improvement District] to assess potential economic development options*
- *Recognize and leverage the value of City utilities as economic development tool*

➤ **POLICY & LEADERSHIP: Mission and Vision Statement for the City**

Provide continuing leadership as elected officials and residents of the community; review Mission and Vision Statement to assure that it reflects the current economic, environmental and social climate and creates a visual image for the community; take steps to assure a safe and vibrant community; respond to County, State and Federal legislative issues with a focus on retaining local control

Action Items

- *Revisit Mission and Vision Statement [2006]*
- *Track progress on Council Goals and establish mechanism for a CITY REPORT CARD*
- *Continue to foster/support thriving, vital business community focused on job growth and commerce*
- *Maintain strong relationship with Supervisor Gorin and the Board of Supervisors*
- *Update City website to expand public resources and information; expand content*
- *Update and/or establish City Policies and Procedures*
 - ✓ *Policy on False Alarm Responses*
 - ✓ *Update Policy on Sidewalk Repair*
 - ✓ *Establish Funding Policy for Street Maintenance*
 - ✓ *Update Reserve Policy to include revisions to designated and undesignated reserve funds and consideration of modified base level percentages*
 - ✓ *Update Investment Policy to maximize market trends*

➤ **PUBLIC SERVICE: Continue to build on customer service and business friendly mindset we as a City are pursuing and explore additional ways to exhibit that mindset in the eyes of the community**

Seek efficiencies with a focus on increasing customer service; develop a comprehensive outreach plan that fosters communication and informs and educates the public; increase the awareness of city programs and promotes community participation

Action Items

- *Resume meetings of Streamlining Committee to enhance business relationships*
- *Continued outreach to the public to assure that City procedures and processes are transparent and understandable*
- *Provide timely and accurate information about City Services*
- *Explore all options for customer convenience such as online payments, acceptance of credit and debit cards at City Hall*
- *Maintain strong City employee structure to serve the needs of the community*
- *Create customer feedback survey/input form for use in evaluating City services*

➤ **RECREATION & PARKS: Master plan Parks & Recreation opportunities**

Create a comprehensive review of Parks & Recreation facilities and infrastructure in partnership with County Regional Parks; partner with County and private stakeholders to reach consensus on the development of a community swimming pool

- *Support Community Swimming Pool facility*
- *Participate with County on a Valleywide Parks Masterplan*
- *Review Tier 1 Services to assure services align with needs of the community*
- *Encourage the creation of a Community-wide website for all youth activities, adult activities and major local events*
- *Create an inventory of all City Parks, Open Space, Walking and Bicycle Trails and designated Preserve areas*

➤ **WATER & INFRASTRUCTURE: Develop long-term strategies to address current and future infrastructure needs, promote water conservation while maintaining a stabilized rate structure.**

Redefine the Capital infrastructure needs with a focus on enhancing the City's local water supply; implement a sustainable utility rate structure; establish Water Fund Reserve policy; strengthen, promote and support the value of water conservation to protect local resources

Action Items:

- *Update Water Rate Structure and Rate Model*
- *Adopt Reserve Policy; Consideration of establishing a Rate Stabilization Fund*
- *Implement Water Conservation measures and Public Education Outreach*
- *Review opportunities for shared services with Valley of the Moon Water District*
- *Initiate Capital Infrastructure replacements and upgrades including options for issuing Water Bonds*
- *Evaluate environmental and sustainability programs [i.e. groundwater, City wells]*



CITY OF SONOMA
 City Council
 Agenda Item Summary

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| Agenda Item: | 10A |
| Meeting Date: | 02/19/2014 |

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| Department Administration | Staff Contact Gay Johann, Assistant City Manager/City Clerk |
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Agenda Item Title

Councilmembers' Reports on Committee Activities.

Summary

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

| MAYOR ROUSE | MPT COOK | CLM. BARBOSE | CLM. BROWN | CLM. GALLIAN |
|--|--|---|--|---|
| ABAG Alternate | AB939 Local Task Force | Cittaslow Sonoma Valley Advisory Council, Alt. | Oversight Board to the Dissolved CDA | ABAG Delegate |
| City Audit Committee | City Facilities Committee | North Bay Watershed Association | Sonoma County Health Action | Cittaslow Sonoma Valley Advisory Council |
| City Facilities Committee | LOCC North Bay Division Liaison | Sonoma Clean Power | S. V. Citizens Advisory Commission | City Audit Committee |
| Sonoma County Mayors & Clm. Assoc. BOD | Oversight Board to the Dissolved CDA, Alt. | Sonoma County Transportation Authority & Regional Climate Protection Authority, Alternate | S.V. Economic Development Steering Committee | LOCC North Bay Division Liaison, Alternate |
| Sonoma County M & C Assoc. Legislative Committee, Alt. | Sonoma Clean Power Alt. | Sonoma County Waste Management Agency | S. V. Library Advisory Committee, Alternate | Sonoma County Transportation Authority & Regional Climate Protection Authority |
| Sonoma Disaster Council | Sonoma County Mayors & Clm. Assoc. BOD | VOM Water District Ad Hoc Committee, Alternate | Substance Abuse Prevention Coalition | LOCC North Bay Division, LOCC E-Board, Alternate (M & C Appointment) |
| Sonoma Housing Corporation | Sonoma County M & C Assoc. Legislative Committee | Water Advisory Committee, Alternate | Mobilehome Park Rent Control Ad Hoc Committee (1/8/14) | Sonoma County Ag Preservation and Open Space Advisory Committee (M & C Appointment) |
| Sonoma Valley Citizens Advisory Comm. Alt. | Sonoma Disaster Council, Alternate | | | VOM Water District Ad Hoc Committee |
| S.V.C. Sanitation District BOD | Sonoma Housing Corporation | | | Water Advisory Committee |
| S.V. Fire & Rescue Authority Oversight Committee | S.V.C. Sanitation District BOD, Alt. | | | Mobilehome Park Rent Control Ad Hoc Committee (1/8/14) |
| | S.V. Economic Development Steering Committee, Alt. | | | |
| | S. V. Library Advisory Committee | | | |
| | S.V. Fire & Rescue Authority Oversight Committee | | | |

Recommended Council Action – Receive Reports

Attachments: None