

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

Community Meeting Room, 177 First Street West, Sonoma CA



Monday June 27, 2016

6:00 p.m.

AGENDA

City Council
Laurie Gallian, Mayor
Madolyn Agrimonti, MPT
David Cook,
Gary Edwards
Rachel Hundley

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

OPENING

CALL TO ORDER & PLEDGE OF ALLEGIANCE
ROLL CALL (Agrimonti, Edwards, Hundley, Cook, Gallian)

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. MEETING DEDICATIONS

3. PRESENTATIONS

Item 3A: Recognition of the service of members of the Mobilehome Park Rental Review Board

4. 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 4A: Waive Further reading and Authorize Introduction and/or Adoption of Ordinances by Title Only. (Standard procedural action - no backup information provided)

Item 4B: Approval of the minutes of the May 23, June 6 and June 9, 2016 City Council Meetings.

Staff Recommendation: Approve the minutes.

Item 4C: Adopt the FY 2016-17 City Council Goals.

Staff Recommendation: Adopt the goals.

4. CONSENT CALENDAR/AGENDA ORDER – CITY COUNCIL, Continued

- Item 4D:** Authorize the City Manager to Issue a Request for Proposal for Professional Services for City Manager Recruitment.
Staff Recommendation: Approve.
- Item 4E:** Approval of the allocation of City funded rentals at the Sonoma Veteran’s Memorial Building as requested by the Sonoma Community Center, La Luz, Vintage Festival, Sonoma Valley High School Boosters Club, Valley of the Moon Lions Club, Sonoma International Film Festival, Valley of the Moon Amateur Radio Club, and Native Sons of the Golden West.
Staff Recommendation: Approve the requests for City funded rental days.
- Item 4F:** Adoption of Plans and Specifications, Award a Contract to Argonaut Constructors, lowest responsive bidder, for the 2016 Street Rehabilitation Project No. 1502, and Authorize the City Manager to execute a construction contract in the amount of \$485,678.10.
Staff Recommendation: Approve.
- Item 4G:** Authorization for City Manager to Execute an Agreement to Purchase a New (Replacement) Public Works Department Pickup Truck.
Staff Recommendation: Approve.
- Item 4H:** Approval and ratification of the appointment of Yvonne Bowers, Nancy Parmelee, and Jeanne Camus-Boynton to the Traffic Safety Committee for initial two-year terms.
Staff Recommendation: Approve and ratify the appointments.
- Item 4I:** Authorize the City Manager to Execute a Funding Agreement with the Sonoma Valley County Sanitation District for the Design of the Chase Street Bridge Sewer Crossing.
Staff Recommendation: Approve.
- Item 4J:** Consideration and Possible Action to Amend and Terminate the City of Sonoma PARS Section 457 FICA Alternate Retirement Plan.
Staff Recommendation: Adopt Resolution to Amend and Terminate the City of Sonoma PARS Section 457 FICA Alternative Plan.
- Item 4K:** Accept Final Progress Report on the 2015-16 City Council Goals.
Staff Recommendation: Receive report.

5. 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 5A:** Approval of the portions of the minutes of the May 23, June 6 and June 9, 2016 City Council meetings pertaining to the Successor Agency.
Staff Recommendation: Approve the minutes.

6. PUBLIC HEARING

Item 6A: Discussion, Consideration and Possible Action Regarding the Adoption of the FY 2016-17 Operating and Capital Budget for the City of Sonoma and the Sonoma Successor Agency. (City Manager, Finance Director)
Staff Recommendation: Approve resolution adopting the FY 2016-17 Operating and Capital Budget in the amount of \$31,381,210.

7. REGULAR CALENDAR – CITY COUNCIL

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

Item 7A: Discussion, consideration and possible action to: (1) introduce ordinance repealing Ordinance No. 01-2016 (Leaf Blower Ord.); (2) adopt resolution calling for an election on Ordinance No. 01-2016 at the regular municipal election on November 8, 2016; or (3) adopt resolution calling for a special election on Ordinance No. 01-2016 on a date specified in the resolution. (City Attorney)
Staff Recommendation: Council discretion.

Item 7B: Discussion, Consideration and Possible Action on a Report of Measure J Revenue Performance, Analysis of Options of the Sunset Provisions and Direction to Staff. (City Manager, Finance Director)
Staff Recommendation: Provide direction to staff.

Item 7C: Discussion, Consideration and Possible Action on a Report by the Facilities Committee Regarding the Proposal by the HAVEN to Establish a Safe Parking Pilot Program for Sonoma Homeless. (City Manager)
Staff Recommendation: Determine if Council has interest in pursuing Safe Parking Pilot program; provide direction to staff.

8. REGULAR CALENDAR – CITY COUNCIL AS THE SUCCESSOR AGENCY

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

9. COUNCILMEMBERS' REPORTS AND COMMENTS

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

11. COMMENTS FROM THE PUBLIC

At this time, members of the public may comment on any item not appearing on the agenda

12. ADJOURNMENT

I do hereby certify that a copy of the foregoing agenda was posted on the City Hall bulletin board on June 23, 2016. 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: 3A

Meeting Date: 06/27/2016

Department

Administration

Staff Contact

Gay Johann, Assistant City Manager/City Clerk

Agenda Item Title

Recognition of the service of members of the Mobilehome Park Rental Review Board

Summary

The City Council desires to publicly recognize the volunteers who so selflessly serve on the various City commissions. The Mobilehome Park Rental Review Board was recently disbanded as a result of the years' long restructuring of the Mobilehome Park Rent Control Ordinance. Deserving recognition and listed in order by the number of years served are:

Nancy Parmelee – 23 years
Dean Moser – 20 years
Bill Dardon – 16 years
Mark Bramfitt – 13 years
Bill D'Allaird – 3 years
David Artson – 3 years
David Brigode – 3 years

Recommended Council Action

Mayor Gallian to present a certificates of appreciation to Boardmembers present.

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

cc:

Parmelee, Moser, Dardon, Bramfitt, D'Allaird, Artson and Brigode via email



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 4B

Meeting Date: 06/27/2016

Department

Administration

Staff Contact

Gay Johann, Assistant City Manager/City Clerk

Agenda Item Title

Approval of the minutes of the May 23, June 6 and June 9, 2016 City Council Meetings.

Summary

The minutes have been prepared for Council review and approval.

Recommended Council Action

Approve the minutes.

Alternative Actions

Correct or amend the minutes prior to approval.

Financial Impact

N/A

Environmental Review

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

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

Minutes

Alignment with Council Goals: N/A

cc: N/A

CITY OF SONOMA

**CITY COUNCIL
SPECIAL MEETING**

Monday May 23, 2016, 1:00 p.m.

***Emergency Operations Center (EOC)
175 First Street West
Sonoma CA 95476***



CITY COUNCIL GOAL SETTING WORKSHOP

City Council
Laurie Gallian, Mayor
Madolyn Agrimonti, MPT
David Cook,
Gary Edwards
Rachel Hundley

MINUTES

1. CALL TO ORDER

Mayor Gallian called the meeting to order at 1:00 p.m.

CITY COUNCILMEMBERS PRESENT: Agrimonti, Edwards, Hundley, Cook and Mayor Gallian.
ABSENT: None

OTHERS PRESENT: City Manager Giovanatto and Finance Director Hilbrants

2. GOAL SETTING WORKSHOP

City Manager Giovanatto facilitated the workshop. The Mayor and each Councilmember presented their goals for the coming year. City Manager Giovanatto stated that she would compile the goals and present them for Council consideration at an upcoming meeting.

Mayor Gallian invited comments from the public. Karla Noyes and Fred Allebach spoke briefly.

3. ADJOURNMENT

The meeting was adjourned at 4:55 p.m.

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted at a regular meeting of the Sonoma City Council on the day of 2016.

Gay Johann
Assistant City Manager/City Clerk

**CONCURRENT REGULAR MEETINGS OF THE
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DISSOLVED SONOMA COMMUNITY DEVELOPMENT AGENCY**

Community Meeting Room, 177 First Street West, Sonoma CA



Monday June 6, 2016

6:00 p.m.

MINUTES

City Council
Laurie Gallian, Mayor
Madolyn Agrimonti, MPT
David Cook,
Gary Edwards
Rachel Hundley

OPENING

Mayor Gallian called the meeting to order at 6:00 p.m. Cindy Vrooman led the Pledge of Allegiance.

CITY COUNCILMEMBERS PRESENT: Agrimonti, Edwards, Hundley, Cook and Mayor Gallian.
ABSENT: None

OTHERS PRESENT: City Manager Giovanatto, Assistant City Manager/City Clerk Johann, City Attorney Walter, Public Works Director Takasugi, Finance Director Hilbrants, Planning Director Goodison, and Planning Associate Atkins

1. COMMENTS FROM THE PUBLIC

Ken Brown requested the meeting be adjourned in the memory of Anthony Albano.

Janet Erickson introduced Cory Stradinger, the new Executive Director of Sweetwater Spectrum, and invited all to visit their farm stand.

Gary Saperstein thanked the City for its continued support and flying the rainbow flag during Gay Wine Weekend.

2. MEETING DEDICATIONS

Clm. Agrimonti dedicated the meeting in the memory of Joseph Valentine and Mateo Zarate.
Mayor Gallian dedicated the meeting in the memory of Anthony Albano.

3. PRESENTATIONS

Item 3A: World Elder Abuse Awareness Day Proclamation

Mayor Gallian read aloud the proclamation recognizing World Elder Abuse Awareness Day. It was received by Cynthia Scarborough and Bill O'Neil of Vintage House.

4. CONSENT CALENDAR/AGENDA ORDER – CITY COUNCIL

- Item 4A:** Waive Further reading and Authorize Introduction and/or Adoption of Ordinances by Title Only.
- Item 4B:** Approval of the minutes of the May 16, 2016 City Council Meeting.
- Item 4C:** Approval of a Resolution Rescinding the Stage 2 Water Shortage Alert, Self-Certifying a Water Conservation Standard, and Encouraging City Water Customers to Continue Water Conservation Practices that Minimize Water Waste. (Res. No. 13-2016)
- Item 4D:** Adoption of Resolutions 1) Calling the General Municipal Election to be held November 8, 2016 (Res. No. 14-2016); and 2) Requesting the Sonoma County Board of Supervisors to Consolidate the Municipal Election with the Statewide General Election. (Res. No. 15-2016)
- Item 4E:** Authorize the City Manager to Execute a Recycled Water Funding Agreement with the Sonoma Valley County Sanitation District to Construct a Recycled Water Line to a City Park at Engler Street.
- Item 4F:** Adoption of an Ordinance Regulating Second-Hand Smoke by Prohibiting Smoking in and Around Workplaces, Public Places and Multi-Unit Housing. (Ord. No. 04-2016)
- Item 4G:** Approval of Participation in the Intergovernmental Transfer with Partnership Health Plan of California (PHC) and Authorization for the City Manager to Sign Associated Agreements. (Res. No. 16-2016)

The public comment period opened and closed with none received. It was moved by Clm. Agrimonti, seconded by Clm. Hundley, to approve the consent calendar as presented. The motion carried unanimously.

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

- Item 5A:** Approval of the portions of the minutes of the May 16, 2016 City Council meeting pertaining to the Successor Agency.

The public comment period opened and closed with none received. It was moved by Clm. Hundley, seconded by Clm. Cook, to approve the consent calendar as presented. The motion carried unanimously.

6. PUBLIC HEARING

- Item 6A:** Public hearing, discussion, consideration and possible action to Approving a Resolution to adopt the 2015 Urban Water Management Plan Update.

Public Works Director Takasugi reported that the Urban Water Management Planning Act and the 2015 Urban Water Management Plan Guidelines required every urban water supplier to ensure an appropriate level of reliability in its water service that would be sufficient to meet the needs of its customers during normal, dry, and multiple-dry water years. The Draft Urban Water Management Plan (UWMP) update was prepared to meet the requirements of the UWMP Act. It established the City's baseline per capita water use and conservation targets, as well as outlined the methods for achieving the necessary water efficiencies.

Michelle Maddaus provided a power point presentation of the individual 2020 water use targets, regional water use targets and the Draft UWMP. She noted that the City must submit its UWMP to the State by July 1, 2016.

In response to a question by Mayor Gallian, Director Takasugi reported that the referenced fifty-five acre feet of recycled water related to the recycled water line being constructed which would provide recycled water to Engler Park.

Mayor Gallian invited comments from the public. Fred Allebach, noting the City's conservation achievements, inquired what affect increased population would have on water usage. Ms. Maddaus responded that both factors taken into consideration would result in a slight increase in water usage.

Caitlin Cornwall commented that the Ecology Center's climate projections indicated extremes in the future. She urged the City to apply the new efficiency standards to all remodeling projects and to explore a non-potable water well.

It was moved by Clm. Hundley, seconded by Clm. Edwards, to adopt Res. No. 17-2016 entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONOMA ADOPTING THE CITY OF SONOMA 2015 UPDATE TO THE URBAN WATER MANAGEMENT PLAN. The motion carried unanimously.

7. REGULAR CALENDAR – CITY COUNCIL

Item 7A: Discussion, consideration and possible action on a request submitted by Native Sons of the Golden West for a waiver / reduction of Plaza fees for the Flag Day Celebration.

Finance Director Hilbrants reported that Bill Montini, Treasurer for Native Sons of the Golden West, Sonoma Parlor #111 submitted a letter requesting a waiver or reduction of fees associated with the use of the Plaza for the Flag Day Celebration held by the Native Sons. She stated that his letter indicated that all fees associated with the Farmer's Market were discounted or waived by the CSEC; however the Farmer's Market was required to pay certain fees including application fees, alcohol permit fees, maintenance fees, and staff time associated with their event. The total fees for the Flag Day Celebration was \$2,893 which included a refundable \$600 damage deposit.

Clm. Hundley confirmed that the Plaza Use Application Fee was based on the amount of time for staff review and associated overhead and that the security deposit was refundable.

Clm. Agrimonti confirmed that the Council, at the April 18, 2016 meeting, established a fee of \$5,204 for the Farmer's Market use of the Plaza for the entire season.

Mayor Gallian invited comments from the public. Fred Allebach, referring to the appeal of the CSEC action considered at the April meeting, stated that CSEC had reduced the Farmers' Market fees in an attempt to get more food stamps into people's hands and to align with the City's support of the Food Action Plan.

Bill Montini stated that the Native Sons had been around since 1887 and they had contributed the first lawn on the Plaza, the Bear Flag Monument, had put on the reenactment of the raising

of the Bear Flag for one hundred fifty years and had sponsored the Flag Day celebration and Chicken BBQ for twenty-two years. He said the funds they raised were donated to numerous deserving local organizations and causes. Montini stated that if the City's fees continued to go up each year, Flag Day would end up in the history books like the Ox Roast.

Maria Toimil stated the Native Sons played an integral role in the Vintage Festival and she would appreciate any consideration Council could give their request.

CIm. Cook stated he would like to be able to help the nonprofit organizations that give back to the community.

CIm. Hundley stated it was important to be fiscally responsible with taxpayers' money and she was not comfortable waiving event fees. She stated she would support use of a portion of the Community Fund discretionary money to financially assist "heritage" events and she would also support development of a system that would allow consideration of requests like this one in a just and fair manner.

CIm. Edwards stated that the appeal regarding the Farmers' Market fees was about the wear and tear on the Plaza. He pointed out that the Flag Day event would not attract near as many attendees as the Market did on a weekly basis. He said he did not favor reducing fees but would like to see a structure where organizations, like Native Sons, receive credit for what they put back into the Plaza.

CIm. Agrimonti agreed that Council needed be good stewards of the public's money and she would like to see a discussion of a system to help the nonprofits.

Mayor Gallian stated her support for Native Sons and that there were no discretionary Community Funds available this fiscal year; however, she would like to see the City put \$1,500 to \$2,000 towards the event.

It was moved by CIm. Cook, seconded by Mayor Gallian, to donate \$1,500 to Native Sons towards the Flag Day Celebration. CIm. Agrimonti confirmed that there were unspent funds available in the Council budget that could be used. The motion carried four to one, CIm. Hundley dissented.

Item 7B: Discussion, Consideration and Possible Action to Accept the Recommendation of the City Staff Committee to Award the Community Fund Grants for FY 2016-17.

City Manager Giovanatto reported the City Council, through adoption of the FY 2015-16 Council Goals, directed the creation of a Sonoma Community Fund equal to 1.5% of designated General Fund Tax Revenue sources to provide grants for nonprofit community service organizations. In the proposed FY 2016-17 Budget, the total available funding from the Community Fund amounted to \$194,385. Per the Community Fund Grant Guidelines, 90% (\$174,900) would be awarded as competitive grants and 10% (\$19,485) would be set aside as "Council discretionary funds" which may be awarded by Council for general purposes such as Plaza fee waivers, mini-grants, etc. The competitive grant application period opened on March 16 and closed on April 29. The City received 23 grant applications requesting a total dollar amount of \$450,955 (\$276,055 above the funds available). Giovanatto stated that of the 23 competitive grant applications submitted, 17 were recommended for funding by the employee review committee.

Clm. Cook confirmed that the minimum grant amount (\$5,000) could not be reduced unless the guidelines were amended by Council.

Mayor Gallian asked about the criteria used to rank the applications. Giovanatto stated that the committee considered the history of the proposed program, how long the nonprofit had been in existence, how many residents were served by the program, and if it was a seasonal or year-round program. The goal was to include a wide range of services.

Clm. Agrimonti asked about what the 990 was. Giovanatto explained that as part of the application, the nonprofit was required to submit two recent 990s (State Financial reports). She said they support the credibility of the nonprofit and would assist in determining if the nonprofit was financially sound before investing taxpayer dollars in them.

Mayor Gallian invited comments from the public. Kevin McNeely, Executive Director of the Sonoma International Film Festival, expressed dismay that they were not awarded a grant. He asserted that they did a lot for the community and the high school arts program and he urged the Council to recognize them and provide some support.

Caitlin Childs, Social Advocates for Youth, thanked the Council for considering them. She stated that, if approved, the grant would allow Willmar to continue to provide grief counseling through the summer.

Lawrence Krieger, Boys and Girls Club Sonoma Valley, asked the Council to not award any of the grants and go back to the old Tier 1 funding process. He stated that they had removed the City from their budget because it was no longer a reliable source of funding, were seeking additional outside assistance to make up the difference and were reviewing programs to see what might have to be cut.

George McKale, Sonoma Valley Historical Society, stated that Sonoma was the most historically significant city in the State and he thanked the Council for any financial consideration given to the Society.

Cynthia Vrooman supported the concept of the City investing in the nonprofits.

Clm. Cook stated the Community Grant Fund was a work in progress and that he knew going into it that there would be some pushback and that not everyone would be happy with it. He felt that Council may want to reconsider the two year eligibility restriction and that the review committee should be expanded to include some commissioners and a Council member. He said he regretted the negative publicity that had occurred for a program that Council created to expand grant opportunities to a wider range of nonprofits and programs. Clm. Cook commented that this type of funding should not be included in an operational budget.

Clm. Hundley stated that the inspiration behind the Community Grant Fund came as the Council dealt with the Tier 1 funding and she became aware that there were no funding limits and the requests kept increasing each year placing a lot of pressure on the City. The philosophy was to create a fund based on revenues as a way to support nonprofits and recognize the many goals the City has by funding specific projects. She agreed with Cook that the funding should never be a part of an operating budget. She stated that she stood by the program but would consider tweaking it by incorporating more specific objectives, the Council goals or the annual designation. She stated her support for the committee recommended funding allocations.

Clm. Agrimonti stated her goal was to provide funding for those services that a City would typically provide and she was pleased with the new fund. Clm. Edwards stated his support for the Tier 1 groups and that he would like to see their funding reestablished. He would also like to see additional funds allocated. Mayor Gallian noted that the funding allocation was higher this year and the new fund allowed the City to fund many more nonprofits with differing focuses. She confirmed that there was no defined criteria or application process for the discretionary funds and stated her support for reconsideration of the two year restriction and development of criteria for dispensing the discretionary funds. It was moved by Clm. Hundley, seconded by Clm. Edwards, to accept the funding allocation recommendations from the staff committee. The motion carried unanimously. Below is the list of grant allocations:

DRAFT MINUTES

Amount of Request	Organization	Category	Program Title	Amount Recommended
\$ 25,000.00	Sonoma Community Center	Community Engagement & Civic Activities	4th of July Parade & Plaza Celebration	\$ 25,000.00
\$ 25,000.00	Vintage House	Youth, Adult or Senior Services	Senior Center Activity Scheduling & Implementation	\$ 25,000.00
\$ 25,000.00	Boys & Girls Club of Sonoma Valley	Youth, Adult or Senior Services	Summer Camp	\$ 20,000.00
\$ 25,000.00	Sonoma Ecology Center	Youth, Adult or Senior Services, Community Engagement & Civic Activities, Environment & Green Initiatives	Sonoma Garden Park Programs	\$ 20,000.00
\$ 25,000.00	Sonoma Valley Mentoring	Youth, Adult or Senior Services	Road Map to Your Future	\$ 15,000.00
\$ 25,000.00	La Luz Center	Community Engagement & Civic Activities & Cultural & Arts	2016 Dia de los Muertos & 2017 Cinco de Mayo	\$ 10,000.00
\$ 25,000.00	Sonoma Valley Community Health Center	Youth, Adult or Senior Services & Community Engagement & Civic Activities	Transportation and Outreach Program	\$ 10,000.00
\$ 25,000.00	Sonoma Valley Teen Services	Youth, Adult or Senior Services	Ready to Work	\$ 10,000.00
\$ 25,000.00	Valley of the Moon Vintage Festival	Community Engagement & Civic Activities & Cultural & Arts	119th VOM Vintage Festival	\$ 10,000.00
\$ 20,000.00	Social Advocates for Youth (SAY)	Youth, Adult or Senior Services	SAY WillMar Grief Services	\$ 9,500.00
\$ 25,000.00	Sonoma Valley Historical Society	Cultural & Arts	Railroad History Interpretive Project	\$ 9,400.00
\$ 10,000.00	Sonoma Volunteer Firefighter's Association	Community Engagement & Civic Activities	Sonoma 4th of July Fireworks Show	\$ 6,000.00
\$ 17,000.00	Sonoma Valley Youth Soccer	Youth, Adult or Senior Services	Street Soccer Program	\$ 5,000.00
\$ 25,000.00	On The Move	Youth, Adult or Senior Services & Community Engagement & Civic Activities	Sonoma Valley Parent University	\$0.00
\$ 25,000.00	Sonoma Valley Community Communications	Community Engagement & Civic Activities	Community Radio/TV Sonoma Valley Upgrade	\$0.00
\$ 25,000.00	Valley of the Moon Music Festival	Cultural & Arts	Valley of the Moon Music Festival	\$0.00
\$ 23,955.00	Sonoma Sister Cities Association	Youth, Adult or Senior Services & Community Engagement	Bocce Sonoma - Greve Civic League	\$0.00
\$ 20,000.00	Sonoma International Film Festival	All	20th Sonoma International Film Festival	\$0.00
\$ 10,000.00	Sonoma Valley Education Foundation	Cultural & Arts	Valley Vibes Youth Orchestra	\$0.00
\$ 7,500.00	Sonoma Arts Live	Youth, Adult or Senior Services, Community Engagement & Civic Activities, Cultural & Arts	Broadening Access to Live Theater in Sonoma	\$0.00
\$ 7,500.00	Valley of the Moon Natural History Association	Environment & Green Initiatives	Protecting & Preserving Natural Resources of Jack London State Historic Park	\$0.00
\$ 5,000.00	Art Escape	Youth, Adult or Senior Services	Art in the Parks	\$0.00
\$ 5,000.00	Inquiring Systems, Inc.	Community Engagement & Civic Activities	The Art of Civic Leadership: Keys to Effectiveness in Sonoma Government & Not For Profit Organizations	\$0.00
\$ 400,955.00	TOTAL REQUESTED			\$ 174,900.00

RECESS: The meeting recessed from 8:13 to 8:20 p.m.

7. REGULAR CALENDAR – CITY COUNCIL, Continued

Item 7C: Discussion, Consideration and Possible Action on a Proposal by the HAVEN to Establish a Safe Parking Pilot Program for Sonoma Homeless.

City Manager Giovanatto reported that the City received a proposal from Sonoma Overnight Support (SOS) to establish a Safe Parking Pilot Program at the HAVEN. The proposal consisted of securing five parking spaces directly in front of the HAVEN for safe parking during the summer hours of 9 p.m. to 7 a.m. on a three-month trial basis beginning July 1, 2016 through September 30, 2016. The proposal referenced modeling the program after the Catholic Charities program run elsewhere in the County. She added that consideration of the program raised several issues that needed to be considered and for which staff was seeking Council direction.

Mayor Gallian confirmed that the Haven was located on City-owned property.

Responding to a question by Clm. Agrimonti, Kathy King stated that the County had been urging all of the nonprofit shelter operators to participate in safe parking program.

Clm. Hundley questioned if the program would serve Sonoma residents. Ms. King responded that many of their clients had families and jobs in Sonoma. She stated that they had secured one offsite location with 5 slots confirmed and had lined up other entities that would provide alternative sites during times when the parking lot was not available. Ms. King stated there were thirty people on their waiting list and she urged the Council to expedite the approval process.

Cindy Vrooman stated that SOS was started by a group of Sonoma Alcaldes with a goal to shelter the homeless and feed the hungry.

Ken Brown urged the Council to expedite approval of the program on a trial basis.

Mattie Marie stated that the Safe Parking program was designed for those not qualified for the shelter.

Barbara Mahan stated homelessness was a national problem and Sonoma needed to do its share to fulfill its moral responsibility to provide basic needs.

Fred Allebach stated that some may not want this type of program next to a place where kids play ball.

Richard Dale stated that he frequently saw homeless people under the bridges and on the Montini preserve and he supported the program.

Clm. Hundley stated that staff's concerns were valid and she would like to see something worked out that could minimize all the risks.

Clm. Edwards said he would like to find a way to help and suggested the Facilities Committee get in touch with Catholic Charities and tour some of the other sites and have a discussion with law enforcement. Clm. Cook, also on the Facilities Committee, agreed that was a good idea. He added that there were a lot of other programs that could also be explored. Clm. Agrimonti

also agreed and stated this issue should be fast-tracked. Mayor Gallian stated she did not have enough information to make a decision and that she feared development of a program and there would be no way of monitoring it. She supported having the Facilities Committee do further exploration of the proposal.

Item 7D: Consideration of Community Services and Environment Commission recommendations on the draft Climate Action 2020 Plan.

Associate Planner Atkins reported that Climate Action 2020 (CA2020) was a collaborative effort among all nine cities and the County of Sonoma to take further actions in reducing Green House Gas (GHG) emissions. Through the implementation of this program, participating jurisdictions would achieve compliance with Bay Area Air Quality Management District guidelines and other related policies that establish reduction targets for GHG emissions, including AB 32, CEQA, and local GHG reduction goals. The updated Climate Action Plan developed for each jurisdiction was tailored to its specific circumstances and each local government was called upon to contribute measures towards a countywide greenhouse gas reduction target of 25% below 1990 levels by 2020, on a path towards a long term goal of 80% below 1990 levels by 2050. Atkins stated that the Community Services and Environment Commission (CSEC) recommended approval of the CA2020 Plan and add all local measures not currently included to achieve a mix of 10% local contributions to climate action programs to reduce greenhouse gas emission. The CSEC also recommended that the City Council require compliance for all measures related to transportation and building sectors. Atkins stated that staff recommend adoption of a portion of the measures but not all of them due to concern that the City may not have the resources necessary to implement them all.

Cllm. Edwards stated the Council should focus on the measures that were attainable. Cllm. Agrimonti stated that she was most interested in the transportation measures. Mayor Gallian confirmed that the new water efficiency standards did apply to remodels.

Mayor Gallian invited comments from the public. Fred Allebach, CSEC member, stated that the goals would go into 2030 and 2050 and that if the Council wanted to achieve more than 20% reduction it needed to adopt all the measures and could discuss their funding at the budget meeting.

Richard Dale agreed with Allebach saying the City should seek a higher reduction level.

Cllm. Hundley agreed with staff's recommendation and requested consideration of adding solar and water reuse measures.

Mayor Gallian agreed with Hundley and stated she would also like to see waste diversion and electrifying landscaping equipment added. For clarification purposes Cllm. Hundley and Mayor Gallian restated the measures they wanted added which were: Mayor Gallian: Electrify Construction Equipment. Cllm. Hundley: Solar in new and existing residential and commercial development; Idling Ordinance; water conservation for new and existing buildings; and greywater use.

Item 7E: Discussion, Consideration and Possible Action to Accept City Manager's Report on Draft 2016-17 City Council Goals and Designation of Priority Year.

City Manager Giovanatto presented a compilation of the City Council Goals established at the May 23, 2016 Goal Setting Workshop. Mayor Gallian invited comments from the public. Fred Allebach commended Council and staff for their efforts. Mayor Gallian and Councilmembers thanked the City Manager for a great job in compiling the goals.

8. REGULAR CALENDAR – CITY COUNCIL AS THE SUCCESSOR AGENCY

9. COUNCILMEMBERS' REPORTS AND COMMENTS

Clm. Cook reported on a meeting of Sonoma Clean Power.

In response to the question by Mayor Gallian, Councilmembers agreed that they would walk in the 4th of July parade.

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

City Manager Giovanatto announced her retirement in mid-December. Mayor Gallian extended congratulations and appreciation to Giovanatto.

11. COMMENTS FROM THE PUBLIC

12. ADJOURNMENT

The meeting was adjourned at 10:29 p.m. in the memory of Joseph Valentine, Mateo Zarate, and Anthony Albano.

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 2016.

Gay Johann
Assistant City Manager/City Clerk

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

*Emergency Operations Center (EOC)
175 First Street West, Sonoma CA 95476*

Thursday, June 9, 2016, 1:00 p.m.

**CITY COUNCIL BUDGET WORKSHOP
MINUTES**

City Council
Laurie Gallian, Mayor
Madolyn Agrimonti, MPT
David Cook
Gary Edwards
Rachel Hundley



1. CALL TO ORDER

Mayor Gallian called the meeting to order at 1:00 p.m.

CITY COUNCILMEMBERS PRESENT: Agrimonti, Edwards, Hundley, Cook and Mayor Gallian.
ABSENT: None

OTHERS PRESENT: City Manager Giovanatto, Assistant City Manager/City Clerk Johann, Finance Director Hilbrants, Public Works Director Takasugi, Admin Manager Wall, Police Chief Sackett, Planning Director Goodison, and Fire Battalion Chief Andreis

2. REVIEW OF THE PROPOSED FY 2016/17 OPERATING AND CAPITAL BUDGET FOR THE CITY OF SONOMA AND SONOMA SUCCESSOR AGENCY

City Manager Giovanatto and Finance Director Hilbrants provided an overview of the draft budget. They reported that the City was in a sound financial position and provided details related to major revenue sources. The draft 2016/17 balanced budget totaled \$31.3 million. Each Department Head presented their budget with detailed descriptions of the proposed expenditures.

Mayor Gallian invited comments from the public. David Eichar suggested that the Council include funding for the Climate Action 2020 Goals and reduce the appeal fee. Cynthia Scarborough, Vintage House, thanked the Council for the \$25,000 Community Fund grant and asked that they find additional funding for the Tier 1 groups. Fred Allebach supported Mr. Eichar's suggestions.

3. ADJOURNMENT

The meeting was adjourned at 4:26 p.m.

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted at a regular meeting of the Sonoma City Council on the day of 2016.

Gay Johann
Assistant City Manager/City Clerk



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 4C

Meeting Date: 06/27/2016

Department

Administration

Staff Contact

Carol E. Giovanatto, City Manager

Agenda Item Title

Adopt the FY 2016-17 City Council Goals

COUNCIL GOAL-SETTING: On May 23rd the City Council held a goal-setting work study session facilitated by the City Manager during which they each discussed what they envisioned for the upcoming year. Following presentation and discussion of their individual goals, Council determined the major categories which provide the general focus areas. The 2016-17 seven major categories include:

- City Character
- Fiscal Management
- Infrastructure
- Policy & Leadership
- Public Service
- Recreation & Community Resources
- Water

Within the seven major categories, the Council then directed which of their individual goals was relevant to each category and directed that the City Manager to prepare the draft report on Council goals. The draft report was presented to the Council on June 6th. Following review of the report, Council made no changes to the Goals for 2016-17 and directed that they be finalized and returned for adoption. There are 43 key elements within the seven major categories. Council Goals will be utilized throughout the 2016-17 fiscal year as the roadmap for both the Council and staff to establish major work areas and priority focus.

Recommended Council Action

Adopt the 2016-17 Council Goals.

Alternative Actions

Direct changes to Council Goals.

Financial Impact

Undetermined.

Environmental Review

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

Status

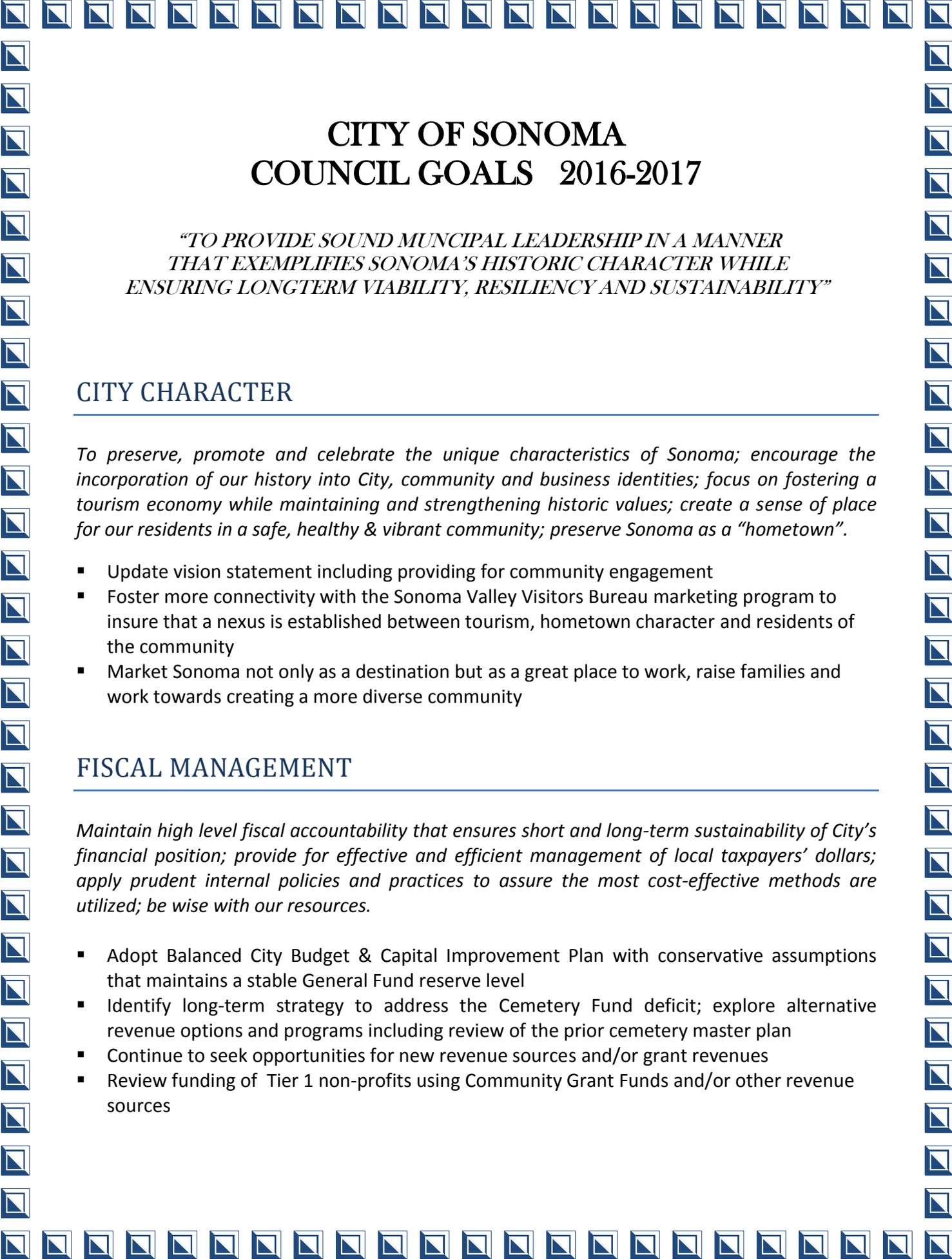
- Approved/Certified
- No Action Required
- Action Requested

Attachments:

Council Goals for 2016-17

Alignment with Council Goals:

Compliance with Climate Action 2020 Target Goals:



CITY OF SONOMA COUNCIL GOALS 2016-2017

*“TO PROVIDE SOUND MUNICIPAL LEADERSHIP IN A MANNER
THAT EXEMPLIFIES SONOMA’S HISTORIC CHARACTER WHILE
ENSURING LONGTERM VIABILITY, RESILIENCY AND SUSTAINABILITY”*

CITY CHARACTER

To preserve, promote and celebrate the unique characteristics of Sonoma; encourage the incorporation of our history into City, community and business identities; focus on fostering a tourism economy while maintaining and strengthening historic values; create a sense of place for our residents in a safe, healthy & vibrant community; preserve Sonoma as a “hometown”.

- Update vision statement including providing for community engagement
- Foster more connectivity with the Sonoma Valley Visitors Bureau marketing program to insure that a nexus is established between tourism, hometown character and residents of the community
- Market Sonoma not only as a destination but as a great place to work, raise families and work towards creating a more diverse community

FISCAL MANAGEMENT

Maintain high level fiscal accountability that ensures short and long-term sustainability of City’s financial position; provide for effective and efficient management of local taxpayers’ dollars; apply prudent internal policies and practices to assure the most cost-effective methods are utilized; be wise with our resources.

- Adopt Balanced City Budget & Capital Improvement Plan with conservative assumptions that maintains a stable General Fund reserve level
- Identify long-term strategy to address the Cemetery Fund deficit; explore alternative revenue options and programs including review of the prior cemetery master plan
- Continue to seek opportunities for new revenue sources and/or grant revenues
- Review funding of Tier 1 non-profits using Community Grant Funds and/or other revenue sources

HOUSING

To analyze policy and programmatic tools suggested by the City's Housing Element; implement strategies to facilitate creation of affordable rental and workforce housing; sustain and increase opportunities to continue the programs currently in place to maintain current affordable housing stock.

- Develop housing programs while protecting the Urban Growth Boundary
 - ❖ Options for rent stabilization
 - ❖ Encourage alternative rental housing
 - ❖ Continue to support affordable workforce and senior housing
- Develop and implement policy, Development Code and Zoning changes that encourage or direct developers to build smaller units and market rate rental housing.
 - ❖ Appoint ad hoc committee (including Councilmembers, Planning Commissioners, local developers and others with industry knowledge)
- Continue to enforce illegal vacation rental provisions & review options for limitations on future vacation rentals
- Track ongoing legislation for affordable housing and support legislative efforts
- Explore revenue sources and/or partnerships to off-set costs of housing programs and to establish and sustain an Affordable Housing Trust Fund.
- Explore options for establishing a resource page on City website for Housing related assistance programs.
 - ❖ Legal Aid of Sonoma County
 - ❖ Share Sonoma County

INFRASTRUCTURE

To provide reliable, safe and effective infrastructure (streets & roads, sidewalks, parking and pedestrian safety) throughout the City; maintain the high level of service and reliability of City facilities; monitor, mitigate and reduce community impacts related to development, infrastructure repair, community events or other outside agencies.

- Transportation: Review options for increasing public transit within Sonoma
 - ❖ Connector bus for SMART station in Petaluma, bus service to San Francisco, County services in Santa Rosa and commuting options for single car drivers (CAP 2020 Climate Goal)
 - ❖ Seek assistance from outside agencies SCTA, GGBD, RCPA
- Promote walking and bicycle (promote bicycle valet at special events)
- Review parking options/stripping for taxi-cabs (Reserved spaces 4-corners of Plaza)

- Upgrade interior of Plaza bathrooms. Review policy for maintenance, cleaning and hours open for public use
- Install a water bottle filling water fountain on Plaza
- Prioritize infrastructure needs, don't overuse the Plaza, work on appearance of Plaza and streets by engaging Plaza businesses to be custodians of their storefront areas (i.e. sweeping, collecting litter, etc.)
- Pursue lease of Casa Grande Parking Lot from State Parks for City long-term use

POLICY & LEADERSHIP

Promote the highest standard of ethics and accountability; respond to County, State and Federal legislative issues with a focus on retaining local control; maintain strong relationships with institutional partners to maintain economic vitality; promote actions to protect agricultural and natural resources from climate change impacts through Climate 2020 Plan strategies

- Expand focus on elements of the Climate 2020 Plan Targets; lead by example with the Sonoma community
 - ❖ Encourage more electric vehicles (CAP Climate 2020 Goal)
- Promote opportunities to expand the installation of Electric Vehicle Charging Stations at businesses, shopping centers and lodging establishments; include eligibility for funding under Business Loan Program
- Review/update policies for public notices to maximize public engagement
- Establish internal policy to maximize utility and effectiveness of City social media; expand public communication in using these resources.
- Revisit City staff's core values, training, procedures & policies with a focus on efficiencies and becoming more customer service accommodation. Work to streamline processes and assist in downsizing requirements
- Create tracking system to monitor training for City commission and committee members.
- Continue work with the Sonoma Chamber through the Economic Vitality Partnership Program to communicate with businesses

PUBLIC SERVICE & COMMUNITY RESOURCES

Provide continued leadership as public officials and residents of the community; display the values exemplified through the extensive community-wide volunteerism by participation and actions; promote synergy of local and regional non-profits, community youth groups, School District and Sonoma Valley organizations; recognize that local agencies and non-profits fill vital roles with services that the City does not provide.

- Provide more public education and review policies on Smart Growth; create smart growth strategies

- Work with County to address lack of overall County resources available and potential long-range opportunities to share resources with the City
- Review options to provide diverse and affordable recreational programs. Collaborate with other agencies and groups to achieve this objective
- Review options to create an inventory of current recreation services (outsource to local non-profit organization)
- Take survey (utilizing local groups and senior housing to get maximum outreach) of need of senior residents. Host study session on results, potential aging in place policies we could adopt and possible strategic partnerships with area non-profits.
- Review Community Grant Program and how it compares with other donor organizations to assure that the City does not duplicate funding opportunities.

WATER

Evaluate, develop and implement short and long term strategies to address the environmental and financial impacts of drought conditions; strengthen Capital infrastructure with a focus on enhancing the City’s local water supply; promote and support the value of water conservation to protect local resources.

- Discuss a water reserve fund to assist with infrastructure upgrades
- Educate through many nonprofits like Daily Acts landscaping and garden best practices for a drought tolerant and resilient community
- Conservation awareness/continue to operate as if we are in a drought; continue current information flow on conservation efforts
- Balance water use and new development of hotels/businesses/residential housing and affordable housing.
- Continue to explore options for City uses related to recycled water, water banking, grey water uses, and storm runoff
- Update and review opportunities for programs/grants for business and residential Infrastructure changes (recycled water and grey water for landscaping)
- Continue to repair and upgrade City infrastructure to avoid leaks and waste
- Research feasibility of extending purple pipe carrying recycled water from High School to Plaza
- Review greywater permits, regulation and procedures to standardize with County

CITY COUNCIL GOALS POLICY STATEMENT:

“OUR COUNCIL GOALS ARE LISTED ALPHABETICALLY AND NOT IN PRIORITY ORDER AS WE BELIEVE THEY ARE ALL EQUAL IN VALUE TO THE COMMUNITY”



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 4D

Meeting Date: 06/27/2016

Department

Administration

Staff Contact

Carol E. Giovanatto, City Manager

Agenda Item Title

Authorize the City Manager to Issue a Request for Proposal for Professional Services for City Manager Recruitment

Summary

At the Council meeting of June 6th, City Manager Giovanatto announced her pending retirement to be effective December 15, 2016. To assist the Council in recruitment efforts for a successor City Manager, securing the services of a professional recruitment firm is recommended through the issuance of a Request for Proposal (RFP). Once a firm is hired they will work with the City Manager and the City Council on the process, recruitment, interview and ultimate selection. A draft of the RFP is attached.

Recommended Council Action

Authorize the City Manager to solicit proposals from qualified recruitment firms.

Alternative Actions

Request additional information.

Financial Impact

To be determined based on results of RFP.

Environmental Review

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

Status

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

Attachments:

Draft RFP.

Alignment with Council Goals:

While not directly aligned with any specific Council Goal, it is incumbent that the Council secure the talents of a new City Manager who will manage and carry out and complete the Council Goals for FY 2016-17 and beyond.

Compliance with Climate 2020 Action Plan Target Goals:

While not directly aligned with any specific Climate Action 2020 Goal, it is incumbent that the Council secure the talents of a new City Manager who will manage and carry out and complete the Climate Action 2020 Goals for FY 2016-17 and beyond.

cc:

City of Sonoma

No. 1 The Plaza

Sonoma California 95476-6690

Phone (707) 938-3681 Fax (707) 938-8775

E-Mail: cityhall@sonomacity.org



June 21, 2016

VIA EMAIL ONLY

Recruiting Company Name _____

Email of Company _____

Re: Submittal of Proposal for Assisting City of Sonoma City Council to Recruit and Hire Qualified Individual for City Manager Position

The City Council of the City of Sonoma is seeking a qualified individual to become its permanent City Manager as successor in my position as I have recently announced that I will be retiring December 15, 2016. The new City Manager should be prepared to be in place on or before this date. To this end, the Council has authorized me to seek proposals from qualified firms to assist in recruiting, interviewing and selecting the new City Manager. Your proposal should address at least the following matters:

1. The qualifications of the individual(s) who are proposed to conduct the search.
2. A description of searches you and/or your firm have conducted during the last 2 years for the position of City Manager, identifying: (a) the name of the City, (b) the time period during which the search took place, (c) the number of applicants, (d) the number of persons interviewed by the council, (e) the procedures utilized in interviewing, vetting, negotiating the contract with and hiring the city manager, (f) the name of the person selected, (g) the beginning salary agreed to be paid to the successful candidate, and (h) whether that person still occupies the position.
3. A proposed process to assist the Council in identifying the qualities that the Council and the community believe are important in a City Manager.
4. Strategies proposed for the recruitment process, including a discussion of the geographic scope of the recruitment process, and strategies for recruiting candidates.
5. Recommendations as to methods of interviewing and vetting the candidates and which your firm have found to be most successful.

6. The scope and nature of the background search: who should conduct it and who should be contacted?
7. Whether or not your services would include drafting and negotiating the employment agreement on behalf of the Council.
8. The timeframe you would propose for the recruitment/selection/retention process.
9. The fees and costs you will charge for performing these services.
10. A list containing at least three references.

Please deliver your proposal to the undersigned, **Carol Giovanatto, City Manager, City of Sonoma, No. 1 the Plaza, Sonoma, CA 95476** so that I receive it by July 22, 2016. Should you have any questions regarding this request, I may be directly contacted at (707) 933-2213. Proposals should be mailed or hand delivered to my attention. Thank you for your interest in this Request for Proposal.

Sincerely,

Carol E. Giovanatto
City Manager

Attachment: Sonoma Municipal Code provisions describing the basic duties of the Sonoma City Manager



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 4E

Meeting Date: 06/27/2016

Department

Administration

Staff Contact

Gay Johann, Assistant City Manager/City Clerk

Agenda Item Title

Approval of the allocation of City funded rentals at the Sonoma Veteran's Memorial Building as requested by the Sonoma Community Center, La Luz, Vintage Festival, Sonoma Valley High School Boosters Club, Valley of the Moon Lions Club, Sonoma International Film Festival, Valley of the Moon Amateur Radio Club, and Native Sons of the Golden West.

Summary

In December 1991, the City entered into a Development and Use Agreement with the County of Sonoma for the Sonoma Veteran's Memorial Building to "allow the City to develop and use the property for 20 years commencing July 1, 1990 and ending June 20, 2010". In addition to other funding provided by the City, the agreement included a provision that the City would make an annual payment to the County of \$10,000 in exchange for use of the facility for City functions twenty days per year. The City Council would then award those City funded rental days to non-profit, school, veterans and other local volunteer organizations. That agreement was extended for the period July 2010 through June 2013. Each year since FY 2014/15 staff has negotiated an agreement with the County whereby the City would be granted fifteen facility rentals for a fee of \$1,000 per rental.

A City funded rental allows a group use of the facility for up to twelve hours on the date of their event as long as the building is left clean and is secured upon departure. All use of the facility is subject to the terms and conditions of the County's standard use agreement for the building. Groups are required to provide a refundable security and cleaning deposit at the time of booking.

Ten of the City funded rentals will be allocated for weekend days (Friday 5 p.m. thru Sunday midnight), the remaining five must be used mid-week. City funded rent events may not be held on a County-observed holiday or any day that the use would conflict with use of the building by a Veterans organization. The County allowed an exception to the no Holiday rule for the 4th of July parade staging in this year's agreement.

Staff is presenting eight City funded rent requests for Council consideration. If all requests listed on this agenda item are approved, the City will have two weekend and five weekday City funded rentals available for the remainder of the fiscal year.

Recommended Council Action

Approve the requests for City funded rental days.

Alternative Actions

Council discretion.

Financial Impact

\$15,000 has been included in the 2016/17 budget to cover the cost of fifteen rentals.

\$1,000 is remitted to the County for each City funded rental approved by Council.

Environmental Review

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

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

Requests for City funded rent days.

Alignment with Council Goals:

Provide continuing leadership as elected officials and residents of the community by taking steps to assure a safe and vibrant community.

Compliance with Climate 2020 Action Plan Target Goals:

N/A

cc: Via email: Josh Cutler, Sharon Somogyi, Maria Toimil, Michael Balich, Charles Bettinelli, Chickie Vella, Kevin McNeely, David Dammuller



7-4-16

Sonoma Community Center

March 23, 2016

Honorable Laurie Gallian, Mayor
Sonoma City Council
#1 the Plaza
Sonoma, CA 95476

Re: Request for Free Day at the Veteran's Building

Dear Mayor Gallian and members of the City Council:

The Sonoma Community Center hereby requests the use of a City-subsidized day at the Veterans Building on July 4, 2016.

The unimpeded use of the Veterans' Building parking area is necessary for the successful staging of the parade. Because the Fourth of July celebration is not used as a fundraiser by the Community Center, the free use of the parking lot is very helpful in supporting the event.

Thank you for your attention to this request and for your continued support of the Fourth of July Celebration.

Sincerely,

Toni Castrone
Executive Director

Saturday
8-6-16

Gay Johann

From: Sharon Somogyi <sharon@laluzcenter.org>
Sent: Monday, May 02, 2016 11:36 AM
To: CityHall Mailbox
Subject: Rent Subsidy Request
Attachments: svcontract.pdf

Hi Gay,

Thank you so much for taking the time to speak with me today and for putting us on the "waiting list" for next year. I appreciate your consideration for this wonderful opportunity.

Our event "Noche de Luz", will be held on August 6th at the Sonoma Vet's Memorial Building from 6:30 to 10:30, although we have our room reserved from 8am on for set up. Our cost for rental is \$4,045. After our \$250 deposit, the remaining amount is \$3,820. The event is La Luz's one and ONLY Annual fundraiser.

I have attached a copy of our revised contract for your review.

La Luz is a local nonprofit located in Boyes Hot Springs, we are community center/social services organization serving the Hispanic community as well as all residents of Sonoma/Boyes/Auga and beyond.

Our core services area are Education, Health and Financial Security. Our programs cover but are not limited to: in Education: ESL, GED, Computer classes for adults as well as Citizenship classes and prep. In Health, we sign people up for Covered California, emergency services, host wellness classes and have a Promotores group as examples. Financial Security services included: Springs Alliance, Financial Literacy Classes, and our Micro loan program.

Here's a link to our webiste: <http://www.laluzcenter.org/>

Please let me know if you more information, again I thank you for your time and consideration.

Thanks much,

Sharon Somogyi
Operations Director
La Luz Center
938-5131 x 102

Saturday Sept. 24
2016



May 12, 2016

Re: Veteran's Building parking lot

To whom it may concern:

The Valley of the Moon Vintage would like to request the use of the Veteran's Building parking lot to stage the "Get Your Glow On" parade to be held the evening of September 24, 2016. We understand that we can request the use free of charge. We would like to take advantage of this offer as we are a 501c3 organization and consist of 100% volunteers.

Sincerely,

Maria Toimil
President
VOM Vintage Festival
(707) 695-9031

Saturday
2-4-17

Gay Johann

From: Vella Cheese Company of California <vella@vellacheese.com>
Sent: Friday, April 15, 2016 6:57 PM
To: Gay Johann
Subject: crab feed fundraiser

Hi Gay, First I would like to thank you and the City Council for the fee waiver for the Sonoma Valley High School Booster Club crab feed fundraiser. We brought in over seventy thousand dollars this year which will go a long way in helping out the 17 extra curricular activities that the Boosters Club supports. I am writing to see if the City Council will consider giving us a fee waiver for our event in 2017. The date is going to be Saturday February 4th this next year. Please let me know if you need any more information on the event. Thank you for considering us, your help goes a long way. Chickie Vella

Vella Cheese Company of CA
315 Second St. East
Sonoma, CA 95476
(707) 938-3232
(707) 938-4307 FAX
www.vellacheese.com

Saturday
2-25-17

Gay Johann

From: Charles Bettinelli <3buckchuck1945@gmail.com>
Sent: Monday, May 09, 2016 1:25 PM
To: Gay Johann
Subject: Re: City Funded Rental at Sonoma Veterans Memorial Building

Hi Gay, As a member of the Valley of the Moon Lions Club, I am proud to announce that we are planning to have our Annual Crab Feed. This event serves about 300 plus people and is well supported and attended by the community.

Our Annual Crab Feed will be held on February 25th, 2017, 6:00 PM at the Veterans Memorial Building. Along with fresh crab, we plan to serve shrimp salad, pasta, French bread and wine.

The Annual Crab Feed is our premier fundraiser and all of the proceeds go directly into the Sonoma Valley community. We support organizations and activities such as yours with these funds.

We are requesting a donation of a Free Day. Your contribution will help us raise funds so that we can continue to support our community and you! Together we can continue to make the Sonoma Valley a wonderful place to be and live.

We are a Non-profit organization thus your contributions are Tax-exempt by the IRS. Our tax ID number is #94-2784329 for your records.

If you have any questions, please feel free to contact me at (707) 695-6570 or via Email at 3buckchuck1945@gmail.com.

Very Truly Yours,

Gay Johann

Saturday April 1

2017

From: Kevin McNeely <kevin@sonomafilmfest.org>
Sent: Thursday, June 09, 2016 9:59 AM
To: Gay Johann
Cc: Ginny Krieger
Subject: "free days" atvets Hall...

good morning Gay...you may have heard the film festival is celebrating its 20th year next March....we will use Veterans Hall from Wednesday March 29th through Sunday April 2nd 2017...I would like to request 2 "Sonoma City free Days" for Saturday April 1st and Sunday April 2nd....if we only qualify for one day I would request Saturday April 1st....thank you for giving me some guidance on this request procedure...please let me know if I need to do any thing else.....thank you...Kevin

Kevin W. McNeely
Executive Director
office: 707.933.2600
direct: 707.206.4481

kevin@sonomafilmfest.org
www.sonomafilmfest.org



SONOMA
INTERNATIONAL
FILM FESTIVAL
WELCOMING. ENTERTAINING. INSPIRING.
MAR. 29 - APR. 2, 2017

Saturday
4-29-17

Gay Johann

From: Marx-Dammuller <davidda@sonic.net>
Sent: Sunday, May 01, 2016 10:15 AM
To: Gay Johann
Cc: Eileen Adams-VOMARC; Scott Wellington; frank wiebusch
Subject: Valley of the Moon ARC Request for use of "Free Day" at the Sonoma Veterans' Memorial Building
Attachments: HamfestRequest-CityofSonomaLetter-signed-20160501.pdf

Valley of the Moon Amateur Radio Club
1496 Nut Tree Lane, Sonoma CA 95476

May 1, 2016

Gay Johann, MMC
City Clerk
City of Sonoma
No. 1 The Plaza
Sonoma CA 95476

RE: Request for use of "Free Day" at the Sonoma Veterans' Memorial Building

Dear City Clerk Johann

As you know, the Valley of the Moon Amateur Radio Club assists the City of Sonoma and Sonoma Valley with communications for civic events and major emergencies. Each year, the City has been kind enough to assist us with our fundraising efforts by generously allowing the use of a "free day" at the Veterans Memorial Building for our annual fundraiser event.

Next year, the event – know as a "hamfest" to amateur radio operators is planned for Saturday, April 29, 2017. The amateur radio operators of Sonoma Valley respectfully request the allocation of a free day for this planned event.

Please let me know if you have any questions or need any additional information.

Thank you for your continued cooperation with our efforts to serve the community.

Sincerely

Original Signed - Scan Attached

David Dammuller, KD6FIL
Secretary for the Valley of the Moon Amateur Radio Club.

Email: davidda@sonic.net

Phone: 707-545-5822

*Saturday
Jan. 28, 2017*

Gay Johann

From: Michael Balich <Michael.Balich@sonoma-county.org>
Sent: Wednesday, February 10, 2016 9:42 AM
To: Gay Johann
Subject: Surf and Turf Dinner

Good morning Gay,

I know it is a bit early but I would like to apply for one of the free days the City of Sonoma gives out for the Sonoma Veterans building. The Native Sons of the Golden West Parlor 111 will again in January of 2017 be holding their annual surf and turf scholarship dinner to benefit our local graduating seniors. We have successfully completed our twelfth dinner this year and it was a wonderful event, we are going to be able to give out approximately nine thousand dollars in scholarships this spring and without the city's help that would be several scholarships that we would not be able to give out. This a wonderful community event and I appreciate the partnership with the City of Sonoma.

Thank you,

Michael Balich
Surf and Turf Chairman
Native Sons of the Golde West
Sonoma parlor no. 111



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 4F

Meeting Date: 06/27/2016

Department

Public Works

Staff Contact

Dan Takasugi, Public Works Director/City Engineer

Agenda Item Title

Adoption of Plans and Specifications, Award a Contract to Argonaut Constructors, lowest responsive bidder, for the 2016 Street Rehabilitation Project No. 1502, and Authorize the City Manager to execute a construction contract in the amount of \$485,678.10.

Summary

The 2016 Street Rehabilitation Project generally involves street rehabilitation at various streets within the City of Sonoma including Second Street West (Broadway Hwy 12 to West Spain Street) and West Spain Street (Fourth Street West to Third Street West). Specifically, the improvements consist of edge grinding/conform grinding; dig-out and repair of localized pavement failures prior to asphalt overlay; full width grinding; removal and replacement of asphalt pavement; replacement of pavement markings and striping; signing; adjustment of utility structures to grade; removal and repair of concrete curb, gutter, and sidewalk; and the upgrade of existing pedestrian curb ramps for ADA compliance as set forth in the project Plans and Specifications. Residents in the area would be notified of the construction work and the contractor would perform work according to City Standards. In addition, residents would benefit from a newly rehabilitated roadway with upgrades for accessibility. Plans and Specifications may be viewed on the City's online plan room at:

<http://www.blueprintexpress.com/sonomacity>.

Three bids were received and are summarized in Table 1 on the following page. In accordance with the guidelines in City Purchasing Policy No. 2.1, the City Manager is authorized to approve contract change orders of up to 20 percent of the base bid amount.

Recommended Council Action

It is recommended that Council: a) Adopt the Plans and Specifications for the 2016 Street Rehabilitation Project, b) Accept the bids and award the contract to Argonaut Constructors, the lowest responsive bidder, and c) Authorize the City Manager to execute a construction contract for \$485,678.10.

Alternative Actions

Council discretion.

Financial Impact

The Council approved funding in the amount of \$438,000 for the construction of the 2016 Street Rehabilitation Project in the FY15/16 CIP Budget, which has not been utilized due to project delay. Because of this, and an expected increase in cost, approximately \$566,000 will be allocated to the project construction phase (including contingency, construction management and inspection costs), pending the Council's approval of the FY16/17 CIP Budget.

Environmental Review

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

Status

- Approved/Certified
- No Action Required
- Action Requested

Alignment with Council Goals:

Supports the Council Infrastructure Goal to maintain the Streets Capital repair program.

Attachments: Table 1 Bid Results
 Figure 1 Project Location

Table 1, Bid Results

	Bidder Name	Company Location	Bid Amount
	Engineer's Estimate		\$464,500.00
1	Argonaut Constructors	Santa Rosa	\$485,678.10
2	Ghilotti Bros., Inc.	San Rafael	\$571,951.50
3	Ghilotti Construction Company, Inc.	Santa Rosa	\$576,967.00

Figure 1, 2016 Street Rehabilitation Project Location



LOCATION MAP
NOT TO SCALE



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 4G

Meeting Date: 06/27/2016

Department

Public Works

Staff Contact

Dan Takasugi, Public Works Director / City Engineer

Agenda Item Title

Authorization for City Manager to Execute an Agreement to Purchase a New (Replacement) Public Works Department Pickup Truck

Summary

The Public Works Department needs to replace its aging 2003 Ford Ranger Light-duty Pickup Truck. The vehicle was originally scheduled for replacement in 2013. However, the purchase was deferred in an effort to get additional service life out the vehicle. The current 2003 Ford Ranger is experiencing increasing maintenance and repair costs, and will be sold as surplus when replaced.

City Staff has obtained a quote from Sonoma Chevrolet for a replacement pickup truck (attached) utilizing State government and bid assistance programs. The replacement pickup truck is a budgeted expenditure in the FY 2015/16 Water Fund budget, and has vehicle replacement funding of \$16,200. Since Ford no longer offers the Ford Ranger as a pickup truck for purchase, and no other smaller trucks are available that would be feasible as a City vehicle, a larger, more expensive truck is required for replacement.

Staff also sought out and received a State bid contract quote from Ford, which was \$23,261 (plus tax) for a similar type of pickup truck. Since the local dealer price was determined to be competitive (within 1%) of the state bid contract price, Staff recommends proceeding with the purchase of the 2016 Chevrolet Silverado 1500 at \$24,437 (plus tax).

Recommended Council Action

Authorize the City Manager to purchase a new 2016 Chevrolet Silverado 1500 Pickup Truck utilizing State government and bid assistance programs for the replacement of the existing 2003 Ford Ranger pickup truck. This makes the final purchase location within the City of Sonoma limits, thereby accruing sales tax to the City.

Alternative Actions

Delay the replacement of the pickup truck, and effect major maintenance repairs.

Financial Impact

Funding of \$16,200 for the replacement of this vehicle has been set aside in the Vehicle Replacement Fund. In addition, a total of \$31,200 was budgeted in the FY 2015/16 Water Fund budget to accommodate the need for a larger pickup truck to replace the existing 2003 Ford Ranger that is currently no longer available for purchase. The estimated cost of the vehicle as quoted is \$26,700.24 (including tax). A new tool box, lumber rack, amber flashing lights, and reinstalled radio is estimated to cost approximately \$4,000. Therefore, the total cost of replacing the pickup truck will be approximately \$30,700.24.

Environmental Review

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

Status

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

Alignment with Council Goals:

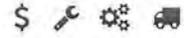
Not directly related to Council Goals.

Attachments: Quote from Sonoma Chevrolet Business Office dated 6/8/2016 for pickup truck.

Deal

Business Office

View a tour



Stock #

Buyer

Home:
Email:
County:

Cell:

Trades

PDI



Recap

Summary

Commissions

Forms

APR	Finance Chg	Amt Financed	Total Payments	Tot Sale Price
.000	.00	26,700.24	26,700.24	26,700.24

1 Payments of 26,700.24
Beginning 06/08/16
Total Down .00

Item	Amount	Item	Amount
Selling Price	24,437.23	8.75 Sales Tax	2,145.26
DOCUMENT FEE	80.00	TIRE TAX	8.75
ELECT FILING FEE	29.00		

Ok

Ken scholl
SONOMA CHEVROLET

ATTENTION ALL USERS: When using Order Workbench (OWB), please DO NOT disable pop-up windows functionality. OWB uses pop-up windows to display business critical alerts, confirmations and warning messages while in transactions. For assistance, contact the OWB Help Desk at 1-888-337-1010.

jvm007 Logout

ORDER WORKBENCH Main > Order Vehicles > Configure a New Vehicle: Summary

PLAN & FORECAST ORDER VEHICLES MANAGE INVENTORY LOCATE VEHICLES DELIVER VEHICLES REPORTS & TOOLS

Configure a New Vehicle: Summary



BAC: 224444 BFC: 1 Name: SONOMA CHEVROLET

Choose Model

Choose Options

Summary

RELATED LINKS

- View My Allocation and Constraints
- View Stored Configurations
- US On-Line Order/Reference Guide

Review the vehicle configuration information in order to ensure that it is correct. If you need to make a change click "Back" to return to the Configure a New Vehicle: Select Options screen. Click "Submit as Preliminary Order" to submit this configuration as a preliminary order. Click "Save in Stored Configurations" in order to store this configuration. Click "Cancel" to cancel the entire configuration.

Note: A submitted preliminary order is at Event Code 1100 (Preliminary Order Accepted).

View Customer Version ▼

Model Information

Model Year: 2016 Division: CHEVROLET ALL Allocation Group: SILVLD

Model: CC15753 - 1500 Silverado: SWB, 2WD, Double Cab Pickup Order Type: TRE-Retail Stock

DAN: UPDATE

Stock No: UPDATE Quantity: 1

MSRP: \$31,220.00

MSRP WDFC: \$32,415.00

Preferred Equipment Group †

PEG: 1WT

Color

Primary Color: GAZ - Summit White

Trim

H2R: Dark Ash with Jet Black Interior Accents, Cloth Seat Trim

Options

- | | |
|--|---|
| A31: Windows, power front and rear | LV3: Engine, 4.3L FlexFuel EcoTec3 V6 with Active Fuel Management, Direct Injection and Variable Valve Timing |
| A60: Tailgate, locking | MYC: Transmission, 6-speed automatic, electronically controlled |
| AE7: Seats, front 40/20/40 split-bench, 3-passenger, driver and front passenger manual recline | RBZ: Tires, P255/70R17 all-season, blackwall |
| AU3: Door locks, power | RD6: Wheels, 17" x 8" (43.2 cm x 20.3 cm) painted steel |
| AY0: Air bags, dual-stage frontal and side-impact, driver and front passenger and head-curtain and seat-mounted side-impact, front and rear outboard seating positions with Passenger Sensing System | SAF: Tire carrier lock, keyed cylinder lock |
| BG9: Floor covering, Graphite-colored rubberized-vinyl, no floor mats included | T4F: Headlamps, high intensity discharge (HID) projector-beam with LED signature DRL |
| C5H: GVWR, 6900 lbs. (3130 kg) | U2J: SiriusXM Satellite Radio, delete |
| C67: Air conditioning, single-zone | UE0: OnStar, delete |
| | UQ3: 6-speaker audio system |

E63: Pickup box
FHS: E85 FlexFuel capable of running on unleaded or up to 85% ethanol
GU5: Rear axle, 3.23 ratio
IO3: Audio system, 4.2" diagonal color display, AM/FM stereo
K34: Cruise control, electronic
KC4: Cooling, external engine oil cooler
KG4: Alternator, 150 amps

V22: Grille surround, chrome
VH6: Bumpers, front, Black
VJG: Bumpers, rear, Black
VK3: License plate kit, front
YF5: Emissions, California state requirements
ZY1: Paint, solid

▶ [Submit as Preliminary Order](#) | ▶ [Save in Stored Configurations](#)

[CANCEL](#)

[BACK](#)

† North American Order Workbench is intended solely for business use by GM Dealers. Pricing shown is for illustration purposes only. Refer to GMPricing.com for official GM Price schedules. GM pricing is subject to change by GM at anytime, without notice.

Order Workbench: [FAQs](#) [Site Map](#)

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

City Council Agenda Item: 4H

Meeting Date: 06/27/2016

Department

Administration

Staff Contact

Gay Johann, Assistant City Manager/City Clerk

Agenda Item Title

Approval and ratification of the appointment of Yvonne Bowers, Nancy Parmelee, and Jeanne Camus-Boynton to the Traffic Safety Committee for initial two-year terms.

Summary

The Traffic Safety Committee consists of five members and one alternate who serve at the pleasure of the City Council. At least four of the regular members and the alternate must reside within the City limits. Appointments are made when a nomination by the Mayor is ratified by the City Council.

Mayor Gallian and Councilmember Hundley interviewed applicants on June 20, 2016 and Mayor Gallian has nominated Yvonne Bowers, Nancy Parmelee, and Jeanne Camus-Boynton (Alternate) for appointment to the Traffic Safety Committee for initial two-year terms.

Recommended Council Action

Approve and ratify the appointments.

Alternative Actions

Council discretion.

Financial Impact

n/a

Environmental Review

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

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

Bowers, Parmelee & Boynton's Applications

CC: Via email: Bowers, Parmelee, and Boynton

City resident



CITY OF SONOMA

COMMISSION APPLICATION



NAME: Yvonne O. Bowers
ADDRESS: 392 E. Napa St., Sonoma, CA. 95476
MAILING ADDRESS: Same

CONTACT INFO (Please include daytime & evening phone numbers and email address):
[Redacted]
[Redacted]

COMMISSION OF INTEREST: Traffic Safety

HAVE YOU EVER ATTENDED A MEETING OF THIS COMMISSION? NO HOW MANY? _____

If you are not selected for the commission listed above, would you be interested in serving on any of our other commissions? If so, please indicate which commission(s): SVCAC

HOW MANY YEARS HAVE YOU RESIDED IN SONOMA? 19 years
PRESENT OCCUPATION: Retired

EDUCATION		
SCHOOL	MAJOR	GRADUATION DATE & DEGREE
Westmoor High, Daly City Fine Arts		1968
Some college (Orlone CC, Manchester CC - 1989-1997)		

COMMUNITY SERVICE EXPERIENCE		
ORGANIZATION	DATES SERVED	POSITION
SIPSHP Parks Ass'n	2012 - Present	Vice President (current)
Son. League - Hist. Pres	2009 - 2015	Board (Preservation Chair)
Son. Valley Woman's Club	2008 - Present	President, Newsletter Ed.
Son. Valley Hist. Society	2005 - Present	Newsletter Ed. (2015 -)

(Use additional paper if necessary)

OTHER RELEVANT EXPERIENCE OR EXPERTISE: _____

Served on SVCAC from 2006-2013 rep. City of Sonoma

WHAT IS YOUR UNDERSTANDING OF THE ROLE AND RESPONSIBILITY OF THIS COMMISSION?

To review and advise upon Traffic Safety Issues as they arise or as requested by the City Council

WHICH ACTIVITIES OF THIS COMMISSION INTEREST YOU THE MOST? Are

Always been interested in municipal planning, especially traffic & transportation.

WHICH ACTIVITIES INTEREST YOU THE LEAST? None

WHAT WOULD BE YOUR GOAL AS A COMMISSIONER?

To fulfill my responsibility to the citizens of Sonoma with respect to traffic safety issues and concerns.

WHAT DO YOU FEEL YOU COULD CONTRIBUTE TO SEE THESE GOALS REALIZED?

I have 6 years of City Commission experience so I know policy & procedures and as an almost 20 yr. resident, have seen traffic issues evolve over time.

PLEASE LIST TWO LOCAL REFERENCES AND THEIR PHONE NUMBERS:

Patricia Pulvirenti [redacted] Patricia Cullhan [redacted]

SOME COMMISSION POSITIONS MUST BE FILLED BY A QUALIFIED ELECTOR OF THE CITY OF SONOMA. A QUALIFIED ELECTOR IS A PERSON WHO IS 1) A U.S. CITIZEN; 2) AT LEAST 18 YEARS OF AGE; AND 3) RESIDES WITHIN THE BOUNDARIES OF THE CITY OF SONOMA.

ARE YOU A QUALIFIED ELECTOR OF THE CITY OF SONOMA?



YES



NO

I DECLARE UNDER PENALTY OF PERJURY THE INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT.

Yvonne O. Bonner
Applicant Signature

2/25/2016
Date

All submitted applications are available for public inspection.

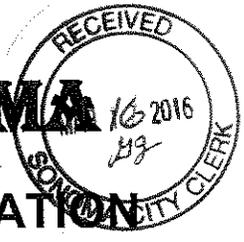
Return completed form to:
City Clerk
City of Sonoma
No. 1 The Plaza
Sonoma CA 95476

City resident



CITY OF SONOMA

COMMISSION APPLICATION



NAME: Jeanne-Louise Camus-Boynton

ADDRESS: 642 Barrachi Way, Sonoma, CA 95476

MAILING ADDRESS: PO Box 2169 Sonoma, CA 95476

CONTACT INFO (Please include daytime & evening phone numbers and email address):
[REDACTED]

COMMISSION OF INTEREST: Traffic Safety

HAVE YOU EVER ATTENDED A MEETING OF THIS COMMISSION? NO HOW MANY? N/A

If you are not selected for the commission listed above, would you be interested in serving on any of our other commissions? If so, please indicate which commission(s): _____

HOW MANY YEARS HAVE YOU RESIDED IN SONOMA? _____

PRESENT OCCUPATION: Pilates Instructor

EDUCATION

SCHOOL	MAJOR	GRADUATION DATE & DEGREE
New York University	MPA ^{Public} Management	2011 MPA
University of Arizona	Public Admin	2008 BA

COMMUNITY SERVICE EXPERIENCE

ORGANIZATION	DATES SERVED	POSITION
Junior League SF	2009 - 2010	Provisional Member

(Use additional paper if necessary)

OTHER RELEVANT EXPERIENCE OR EXPERTISE: _____

Former employee of the City of Sonoma (student intern for Public Works - 2008)

WHAT IS YOUR UNDERSTANDING OF THE ROLE AND RESPONSIBILITY OF THIS COMMISSION?

Making Sonoma safer for drivers, pedestrian and cyclists.

WHICH ACTIVITIES OF THIS COMMISSION INTEREST YOU THE MOST? Reviewing

improvement plans before major traffic incidents occur.

WHICH ACTIVITIES INTEREST YOU THE LEAST? Not meeting often enough.

WHAT WOULD BE YOUR GOAL AS A COMMISSIONER? Listening and

providing input.

WHAT DO YOU FEEL YOU COULD CONTRIBUTE TO SEE THESE GOALS REALIZED?

My time and experience in public administration

PLEASE LIST TWO LOCAL REFERENCES AND THEIR PHONE NUMBERS:

Susan DuCote

Tom Tjerandson

SOME COMMISSION POSITIONS MUST BE FILLED BY A **QUALIFIED ELECTOR** OF THE CITY OF SONOMA. A QUALIFIED ELECTOR IS A PERSON WHO IS 1) A U.S. CITIZEN; 2) AT LEAST 18 YEARS OF AGE; AND 3) RESIDES WITHIN THE BOUNDARIES OF THE CITY OF SONOMA.

ARE YOU A QUALIFIED ELECTOR OF THE CITY OF SONOMA?



YES



NO

I DECLARE UNDER PENALTY OF PERJURY THE INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT.

[Signature]
Applicant Signature

3/16/16
Date

All submitted applications are available for public inspection.

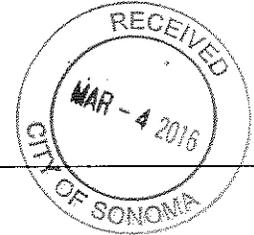
Return completed form to:
City Clerk
City of Sonoma
No. 1 The Plaza
Sonoma CA 95476

City resident



CITY OF SONOMA

COMMISSION APPLICATION



NAME: Nancy Parmelee

ADDRESS: 737 Third St East

MAILING ADDRESS: 737 Third St. East

CONTACT INFO (Please include daytime & evening phone numbers and email address):



COMMISSION OF INTEREST: Traffic safety

HAVE YOU EVER ATTENDED A MEETING OF THIS COMMISSION? no HOW MANY? _____

If you are not selected for the commission listed above, would you be interested in serving on any of our other commissions? If so, please indicate which commission(s): _____

HOW MANY YEARS HAVE YOU RESIDED IN SONOMA? 58

PRESENT OCCUPATION: retired

EDUCATION

SCHOOL	MAJOR	GRADUATION DATE & DEGREE
<u>UC</u>	<u>general</u>	<u>1955 - BA</u>

COMMUNITY SERVICE EXPERIENCE

ORGANIZATION	DATES SERVED	POSITION
<u>MAPRAV</u>	<u>1991 - 2016</u>	<u>member</u>
<u>City Council</u>	<u>1966 - 1988</u>	<u>councilman</u>
<u>Planning Commission</u>	<u>1962 - 1966</u>	<u>member</u>

(Use additional paper if necessary)

OTHER RELEVANT EXPERIENCE OR EXPERTISE: _____

Care-a-van driver

WHAT IS YOUR UNDERSTANDING OF THE ROLE AND RESPONSIBILITY OF THIS COMMISSION?

traffic safety

WHICH ACTIVITIES OF THIS COMMISSION INTEREST YOU THE MOST? _____

WHICH ACTIVITIES INTEREST YOU THE LEAST? _____

WHAT WOULD BE YOUR GOAL AS A COMMISSIONER? _____

traffic safety

WHAT DO YOU FEEL YOU COULD CONTRIBUTE TO SEE THESE GOALS REALIZED?

long time resident & driver

PLEASE LIST TWO LOCAL REFERENCES AND THEIR PHONE NUMBERS:

Doug McKeason [redacted]

David Goodison [redacted]

SOME COMMISSION POSITIONS MUST BE FILLED BY A **QUALIFIED ELECTOR** OF THE CITY OF SONOMA. A QUALIFIED ELECTOR IS A PERSON WHO IS 1) A U.S. CITIZEN; 2) AT LEAST 18 YEARS OF AGE; AND 3) RESIDES WITHIN THE BOUNDARIES OF THE CITY OF SONOMA.

ARE YOU A QUALIFIED ELECTOR OF THE CITY OF SONOMA?

YES

NO

I DECLARE UNDER PENALTY OF PERJURY THE INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT.

Nancy Parmelee
Applicant Signature

3/3/16
Date

Return completed form to:
City Clerk
City of Sonoma
No. 1 The Plaza
Sonoma CA 95476

All submitted applications are available for public inspection.



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 4J

Meeting Date: 06/27/2016

Department

Administration

Staff Contact

Cathy Lanning, Administrative Services Manager

Agenda Item Title

Consideration and Possible Action to Amend and Terminate the City of Sonoma PARS Section 457 FICA Alternate Retirement Plan.

On August 1, 2005 the City of Sonoma adopted the City of Sonoma PARS Section 457 FICA alternative Retirement Plan, an alternate to Social Security plan established under Internal Revenue Code § 457 for its part-time, seasonal, and temporary employees which were predominately part-time and volunteer Fire employees. Since then it has been established that part-time employees who work in excess of 1,000 hours may be enrolled in the City of Sonoma CalPERS Plan making it no longer necessary to provide an alternate plan. It is staff's recommendation to terminated the PARS Plan and in coordination with the termination, amend the PARS Plan to establish automatic IRA rollover accounts for those participants with an account balance who no longer work for the City and have not responded to distribution election forms. There are approximately 14 former employees currently enrolled in the PARS Plan.

Recommended Council Action

Adopt Resolution to Amend and Terminate the City of Sonoma PARS Section 457 FICA Alternative Plan

Alternative Actions

Financial Impact

Savings of \$3600 annual fee for PARS administration

Environmental Review

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

Status

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

Attachments:

Resolution

Alignment with Council Goals:

N/A

Compliance with Climate Action 2020 Target Goals:

N/A

cc:

CITY OF SONOMA

RESOLUTION NO. xx - 2016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONOMA AUTHORIZING THE AMENDMENT AND TERMINATION OF THE CITY OF SONOMA PARS SECTION 457 FICA ALTERNATIVE RETIREMENT PLAN

WHEREAS, the City of Sonoma (the "City") adopted the City of Sonoma PARS Section 457 FICA Alternative Retirement Plan (the "Plan"), an alternate to Social Security plan established under Internal Revenue Code § 457 for its part-time, seasonal, and temporary employees, effective as of August 1, 2005; and

WHEREAS, the City has restructured its labor force whereby no new Participants have entered the Plan; and

WHEREAS, the City desires to terminate the Plan; and

WHEREAS, in coordination with the Plan termination, the City desires to amend the Plan to establish automatic IRA rollover accounts for those Participants with an account balance who fail to return their distribution election forms; and

WHEREAS, absent the Participant's distribution election, the Plan Administrator will distribute the Participant's eligible account balance into a direct rollover established with an IRA rollover provider designated by the City; and

WHEREAS, the City has the right to amend and terminate the Plan in accordance with Section 5.2 of the Plan and deems it to be in the best interest of the City to do so.

NOW, THEREFORE, BE IT RESOLVED:

1. The Plan is hereby amended as follows, effective immediately.

Section 4.1 is amended by adding the following to the end of the Section:

(d) In the event of a Plan termination, absent a Participant's election to have such distribution paid directly to an eligible retirement plan specified by the Participant in a direct rollover or to receive the distribution directly, the Plan Administrator shall distribute the Participant's account balance in the form of a direct rollover to an IRA designated by the Plan Administrator in accordance with the relevant provisions of Section 401(a)(31)(B) of the Code.

2. The Plan is hereby terminated. Pursuant to the termination of the Plan, all Plan Participants shall be immediately eligible for a distribution of his or her account.
3. All Participant accounts shall be distributed as soon as administrative feasible.

4. The City Manager, or his or her designee, is hereby authorized to execute all legal documents and take whatever additional actions as necessary to administer the Plan termination.

5. This Resolution shall take effect upon its adoption by the City Council.

ADOPTED this 27th day of JUNE, 2016 by the following vote:

AYES:

NOES:

ABSENT:

Laurie Gallian, Mayor

ATTEST:

Gay Johann
Assistant City Manager/City Clerk



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 4K

Meeting Date: 06/27/2016

Department

Administration

Staff Contact

Carol E. Giovanatto, City Manager

Agenda Item Title

Accept Final Progress Report on the 2015-16 City Council Goals

Summary

On March 25, 2015 the Council held a goal-setting session which resulted in the adoption of Goals for 2015-2016. The seven GOALS include 32 key elements which define the work areas. These Goals were used as guiding principles for Department Managers in preparing the 2016 City Budget and are used by all staff as a road map of priorities for this fiscal year. This final Progress Report for the 2015-16 the fiscal year demonstrates that City staff remained focused throughout the year on accomplishing the Goals as set forth by the City Council.

The FY 2015-16 seven categories include:

- ❖ City Character
- ❖ Fiscal Management
- ❖ Housing
- ❖ Infrastructure
- ❖ Policy & Leadership
- ❖ Public Service & Community Resources
- ❖ Water

KEY ELEMENTS	COMPLETED	IN PROCESS/ROLL- FORWARD FOR COMPLETION IN FY 2016-17	NOT YET INITIATED
32	29	3	0

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:

2015-16 Council Goals "Progress Report"

cc:

**COUNCIL GOALS 2015-2016
PROGRESS REPORT
JULY 2015 - JUNE 2016**

“TO PROVIDE SOUND MUNICIPAL LEADERSHIP IN A MANNER THAT EXEMPLIFIES SONOMA’S UNIQUE HISTORIC CHARACTER WHILE ENSURING LONGTERM VIABILITY AND SUSTAINABILITY”

CITY CHARACTER

COUNCIL GOAL: *To preserve, promote and celebrate the unique characteristics of Sonoma; encourage the incorporation of our history into City, community and business identities; focus on fostering a tourism economy while maintaining and strengthening historic values; create a sense of place for our residents in a safe, healthy & vibrant community; maintain Sonoma as a “hometown”*

Key Elements for City Character

1.	Work to realign City’s tourism-based economy with the true meaning of Sonoma’s rich history. Why do people come here? Re-emphasize our historic assets.	This will be on-going. Sonoma Valley Tourism Bureau is working on updating the marketing and branding program. They have included the historical component into their new marketing program for discussion. Staff worked with the League for Historic Preservation to amend lease to increase promotion of Maysonnave House (lease was amended in March 2016).
2.	Make a commitment to the community for special focus or dedication	At the Feb 17, 2016 Council meeting, it was determined that the designation would be considered during Council’s annual Goal-Setting session. Outreach would be solicited from the public as a part of Council Goals priority for the upcoming year. This would then also become an input tool for budget priorities or a focus area for the Community Fund grant applications.
3.	Incorporate & promote historic character in City of Sonoma materials	Redesign of City Website to reflect historic City Hall; approval of General Vallejo monument statue in downtown Plaza. Downtown Design & Preservation Guidelines study currently in progress.

		Installing Historic Street signs/Phase II of project which will encompass a significant portion of downtown collector streets. Installation of new historic Sister Cities signage.
4.	Establish survey mechanism to establish current needs & priorities for Tourism Industry, Business Community, City residents	City launched CityPulse collaboration software in March 2016 with the first 'brainstorm' going out to approximately 2,000 email addresses. The initial question asked respondents "What is the most important issue facing the City in 2016?" Additional brainstorming sessions will be solicited throughout the year on different topics.

FISCAL MANAGEMENT

COUNCIL GOAL: *Maintain high level fiscal accountability that ensures short and long-term sustainability of City's financial position; provide for effective and efficient management of local taxpayers' dollars; apply prudent internal policies and practices to assure the most cost-effective methods are utilized; be wise with our resources.*

Key Elements for Fiscal Management

1.	Adopt Balanced City Budget & Capital Improvement Plan with conservative assumptions that maintains a minimum General Fund reserve target of 25%	Balanced budget & Capital Improvement Plan adopted June 23, 2015. General Fund reserve currently at 29%.
2.	Identify long-term strategy to address the Cemetery Fund deficit * Review options for addition of a Pet Cemetery	Currently in discussions with City auditors for recommendation; coordinate with update to General Fund reserve policy. Mayor Pro Tem Agrimonti has been voluntarily researching information on Pet Cemeteries.
3.	Continue to seek opportunities for new revenue sources and/or grant revenues * Review potential sale of unused real estate	City staff has reviewed all property under City ownership and no available/unused property exists at present time. Additional revenue opportunities gained: + Reimbursement of uncollectible ambulance fees for indigent care (\$70,000) + Administrative fees for CDA Bond refunding (\$30,000) + Grant for EOC Computer Laptops to replace older PC's (10 laptops)

4.	Prepare outline of steps for 2016 ballot measure to extend Measure J Sales Tax (Municipal Election-November 2016)	Presentation to Council in June 2016; ballot language must be prepared by June 2016.
5.	Continued review of public project bids to assure that City receives best quality bid based on pricing structure	On-going; all public bids are in conformance with City Purchasing Policy and/or State bidding requirements for public projects.

HOUSING

COUNCIL GOAL: *To analyze policy and programmatic tools suggested by the 2015 Housing Element update; implement strategies to facilitate creation of affordable rental and workforce housing; sustain or increase opportunities to continue the programs currently in place to maintain current affordable housing stock.*

Key Elements for Housing

1.	Support the update to the Mobilehome Rent Control Ordinance	Council held two study sessions (4/29/2015 & 10/7/2015); Council held first reading of an ordinance to update the existing City MH Rent Control Ordinance on April 4, 2016.
2.	Support Sonoma County Housing Authority as Housing Successor Agency for Sonoma * Affordable Housing Project on Broadway	RFP for Broadway project was issued September 2015; award for project developer December 2015 by Board of Supervisors to Satellite Affordable Housing Associates [SAHA]. City has allocated \$100K to predevelopment costs. City is working with County on other collaborative approaches to assist with housing issues and services.
3.	Continue to support affordable workforce and senior housing inventory * Continue to enforce illegal vacation rental provisions	On-going. Continued work with MuniServices to capture illegal vacation rentals; work with City Planning Dept & City Prosecutors office on follow-up and enforcement. Approx. 45 VR's captured to date this fiscal year. City issued RFP for Housing Impact Fee study.
4.	Encourage alternative rental housing * Cottage Housing & Jr. Second Units	Council conducted a joint meeting with the Planning Commission to discuss housing policies and has a second study session scheduled for August 15 to meet with the City's Housing Impact Fee consultant.

INFRASTRUCTURE

COUNCIL GOAL: *To provide reliable, safe and effective infrastructure (streets & roads, sidewalks, parking and pedestrian safety) throughout the City; maintain the high level of service and reliability of City facilities; monitor, mitigate and reduce community impacts related to development, infrastructure repair, community events or other outside agencies (e.g. CalTrans, County of Sonoma).*

Key Elements for Infrastructure

1.	Maintain Streets Capital repair program including sidewalk repairs; focus on sustaining PCI rating of 70 (Good) or above <ul style="list-style-type: none"> * Continue work with property owners regarding responsibilities for repairs * Review cost-share formula for sidewalk repairs 	Sidewalk repair program in Phase 3 of long-term program; Evaluation of PCI rating occurred in November 2015. City received rating in December with an increase from 72 to 75.
2.	Transportation: Review options for increasing public transit within Sonoma <ul style="list-style-type: none"> * Opportunities for a downtown City shuttle service (potential for privatized service) * Review parking options/stripping for taxi-cabs, motorcycles, bicycles * Continued promotion of bicycle and pedestrian friendly transportation 	<ul style="list-style-type: none"> • Installed Class II Bike lanes as a part of Napa Road Rehab Prj.
3.	Continue outreach to business owners to avoid employee parking around the Plaza	Continued work with the Chamber through Economic Vitality Partnership Program to communicate with businesses.
4.	Review options for City standards for crosswalk striping; designate continental striping as the preferred alternative.	City Standards updated in September 2015 to designate continental striping as preferred alternative; City staff petitioning CalTrans for allowance on portion of State Hwy in City limits.

5. Set policy to assure special/community events will not impact Sonoma in negative ways	Special Event Policy updated and enforced; City has hired a contract/professional Special Event Manager to transition management of events from City employee.
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POLICY & LEADERSHIP

COUNCIL GOAL: *Provide continuing leadership as elected officials of the community; promote the highest standard of ethics and accountability; respond to County, State and Federal legislative issues with a focus on retaining local control; maintain strong relationships with institutional partners (e.g. Chamber, Visitors Bureau, TID) to maintain economic vitality; promote actions to protect agricultural and natural resources from climate change impacts.*

Key Elements for Policy & Leadership

1. Continue progress on elements of the Climate 2020 Plan Targets <ul style="list-style-type: none"> * Define local healthy community strategies that reduce GHG emissions * Promote installation of renewal power in new development (solar/thermal/cogeneration) * Promote a “Green Economy” by expanding relationships with the business community 	Staff is working on update to Climate 2020 Plan. Inclusion of Business Improvement Loan program which includes reimbursement for Energy improvements. Working with Franchise Refuse hauler on new yard waste composting program which will reduce hauling; City has implemented requirement for recycling of Construction & demolition debris. Purchased hybrid/electric vehicle for Building Inspector/Admin.
2. Revisit City’s customer service core values & policies <ul style="list-style-type: none"> * Explore Conflict resolution options to mitigate public issues and concerns * Administer customer satisfaction surveys * Update informational resources to make more attractive & user friendly * Continue efforts to streamline internal processes 	<ul style="list-style-type: none"> • Increased use of mitigation services through the City Prosecutor’s office as proven successful with 3 situations successfully resolved • Provided Professional Development Training to all frontline staff for “Quality Service in the Public Sector” • Customer service survey to be included with CityPulse program
3. Maintain strong relationship with County Board of Supervisors and State Legislators	Continuing meeting with Sup. Gorin; hosted Legislative Committee with Assemblyman Levine and Senator Wolk.City Manager; staff communications through Congressman Thompson’s office re: Transportation issues.

<p>4. Support local business liaison services to bridge gap between Sonoma businesses and the City</p> <ul style="list-style-type: none"> * Review administrative processes to make more transparent, efficient and easier to understand 	<p>Significant outreach through SV Chamber Partnership Program; Table Talk discussions and Chamber Newsletter. Continued meetings of the Streamlining Committee and the Economic Vitality Manager to review options and processes.</p>
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PUBLIC SERVICE & COMMUNITY RESOURCES

COUNCIL GOAL: *Provide continued leadership as public officials and residents of the community; display values exemplified through the extensive community-wide volunteerism by participation and actions; promote synergy of local and regional non-profits, community youth groups, School District and Sonoma Valley organizations; recognize that local agencies and non-profits fill vital roles with services that the City does not provide.*

Key Elements for Public Service & Community Resources	
<p>1. Create a Sonoma Community Fund equal to 1.5% of General Fund Tax Revenue sources to provide as funding opportunities for nonprofit organizations (including former designated "Tier 1") and small grants to community service organizations.</p>	<p>Community Fund Grant Program (draft) to be presented to Council in February for approval; grant process to be launched in April.</p>
<p>2. Work with County to address lack of overall County resources available and potential long-range opportunities to share resources with the City</p>	<p>Discussions between Dept of Health Director & City Manager regarding bringing satellite services to Sonoma/Sonoma Valley.</p>
<p>3. Review options to provide diverse and affordable recreational programs. Collaborate with other agencies and groups to achieve this objective</p> <ul style="list-style-type: none"> * Create inventory of current recreation services 	<p>Through Council Goals, the Community Fund Grant Program was established opening opportunities to additional recreational programs City and Valleywide. Grants will be awarded in June 2016.</p>
<p>4. Support the establishment of a consortium of groups dedicated to housing support, feeding and counseling for the homeless segment of our population</p> <ul style="list-style-type: none"> * Outreach to faith-based organizations & County Community Development Commission 	<p>Police Chief in discussions with faith based organizations re: inclement weather sheltering. Continue to work with Supervisor Gorin's office and Sonoma County Community Development Commission on Valleywide solutions. Working with SV Connect to bring resources Valleywide.</p>

		Discussions between Dept of Health Director & City Manager regarding bringing satellite services to Sonoma/Sonoma Valley.
5.	Explore outreach to groups dedicated to services for children & families to assess needs of this segment of the population * Consider working with Health Action Committee to inventory current resources.	Discussions between Dept of Health Director & City Manager regarding bringing satellite services to Sonoma/Sonoma Valley. Dept of Health Director was also meeting with Health Action Committee.
6.	Continue to provide and assess services to residences for our aging community	Discussions between Dept of Health Director & City Manager regarding bringing satellite services to Sonoma/Sonoma Valley.

WATER

COUNCIL GOAL: *Evaluate, develop and implement short and long term strategies to address the environmental and financial impacts of drought conditions; strengthen Capital infrastructure with a focus on enhancing the City's local water supply; support the value of water conservation to protect local resources.*

Key Elements for Water

1.	Enhance Sonoma's water reduction goals by providing the public the tools they need to increase conservation * Public forums, press releases, continued collaboration with VOM Water District on water conservation in commercial and residential daily practices * Explore opportunities to expand recycled water programs/projects * Review per capita water consumption; modified to reflect industry consumption * Engage hotels and commercial businesses in water conservation strategy * Consider grants for conservation projects for residents/businesses (e.g. greywater, fixture replacements)	<ul style="list-style-type: none"> • Sonoma's conservation levels have been unprecedented since July 2015 meeting and/or exceeding State requirements. City has collaborated with SCWA & VOM Water District in messaging on water conservation. • Recycled Water Prj. in partnership with SCWA to begin late Spring/early Summer. • City outreach to top 100 residential water users through water audit program to assist in reducing water consumption/public education. • Hotels continue to work on reducing water consumption through in-room information. •
2.	Review options to increase capacity through new sources/more storage (current capacity 15.5 million gallons)	<ul style="list-style-type: none"> • Well #8/Field of Dreams completed April 2016..

<p>3. Consider drafting strategic planning document outlining policies & opportunities for achieving improvements in water security & sustainability.</p> <p>* Long-term plan (10-years) for future direction</p>	<p>Current Water Rate Study & Capital Improvement Plan reflects 5-year program through 2019. Staff is reviewing plan on-going with SCWA. Chg. to Master Meter location for bulk water purchases to correctly register water delivery at City limit line.</p>
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COLOR LEGEND:

COMPLETED
IN PROCESS-ROLLFORWARD TO 2016-17 FOR COMPLETION
NOT INITIATED

CITY COUNCIL GOALS POLICY STATEMENT:
“OUR COUNCIL GOALS ARE LISTED ALPHABETICALLY AND NOT IN PRIORITY ORDER AS WE BELIEVE THEY ARE ALL EQUAL IN VALUE TO THE COMMUNITY”



CITY OF SONOMA
City Council/Successor Agency
Agenda Item Summary

City Council Agenda Item: 5A

Meeting Date: 06/27/2016

Department

Administration

Staff Contact

Gay Johann, Assistant City Manager/City Clerk

Agenda Item Title

Approval of the portions of the minutes of the May 23, June 6 and June 9, 2016 City Council meetings pertaining to the Successor Agency.

Summary

The minutes have been prepared for Council review and approval.

Recommended Council Action

Approve the minutes.

Alternative Actions

Correct or amend the minutes prior to approval.

Financial Impact

N/A

Environmental Review

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

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

See agenda item 4B for the minutes

Alignment with Council Goals: N/A

cc: NA



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 6A

Meeting Date: 06/27/2016

Department

Administration

Staff Contact

Carol E. Giovanatto, City Manager
DeAnna Hilbrants, Finance Director

Agenda Item Title

Discussion, Consideration and Possible Action Regarding the Adoption of the FY 2016-17 Operating and Capital Budget for the City of Sonoma and the Sonoma Successor Agency

Summary

On June 9th Council convened in a Budget Workshop to review the proposed 2016-17 Operating and Capital Budget for the City and Successor Agency. The workshop provided the opportunity for Department Managers to present a detailed overview to the City Council of the budgets they manage and to discuss both accomplishments from the prior fiscal year and goals for FY 2016-17. The dialog with City management staff gave the Council a clear understanding of the year ahead and the dynamics of the future economy.

Recommended Council Action

Approve resolution adopting the FY 2016-17 Operating and Capital Budget in the amount of \$31,381,210

Alternative Actions

Direct changes to the proposed budget; return for reconsideration on July 9th; adopt continuing appropriation resolution.

Financial Impact

Adoption of the Budget will allow for continued operation of the City.

Environmental Review

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

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

Supplemental Report

Resolution

FY 2016-17 Operating & Capital Budget (City Managers Message & Executive Summary) Complete budget may be found on the City website www.sonomacity.org or by contacting the City Clerk.

Alignment with Council Goals:

2016-17 FISCAL MANAGEMENT Goal is to "Maintain high level fiscal accountability that ensures short and long-term sustainability of City's financial position; provide for effective and efficient management of local taxpayers' dollars; apply prudent internal policies and practices to assure the most cost-effective methods are utilized; be wise with our resources."

cc:

SUPPLEMENTAL REPORT

For the City Council Meeting of June 27, 2016

Discussion, Consideration and Possible Action Regarding the Adoption of the FY 2016-17 Operating and Capital Budget for the City of Sonoma and the Sonoma Successor Agency

On June 9th Council convened in a Budget Workshop to review the proposed 2016-17 Operating and Capital Budget for the City and Successor Agency. The workshop provided the opportunity for Department Managers to present a detailed overview to the City Council of the budgets they manage and to discuss both accomplishments from the prior fiscal year and goals for FY 2016-17. The dialog with City management staff gave the Council a clear understanding of the year ahead and the dynamics of the future economy.

The City's Operating and Capital Budget is one of the most important discussions that the Council engages in during the year. The annual budget is a policy document which sets the financial course for the City of Sonoma and defines the service priorities provided to the community. It defines who we are and what we do. It also provides for the prudent management of annual revenues and expenses. This budget was prepared based upon Council's Goal on FISCAL MANAGEMENT which calls for the City to "*Maintain high level fiscal accountability that ensures short and long-term sustainability of City's financial position and to provide for effective and efficient management of local taxpayers' dollars*". The budget presented meets that goal.

This budget also reinvests in infrastructure, maintains core public responsibilities and provides employees with the tools and equipment to deliver services to our citizens in the most cost effective way.

Reflecting on the past several years, the City has seen a healthy economy with significant gains in major revenue sources. This is mainly due to the vibrant tourism and real estate market. What staff began to see in 2015-16 was the leveling off of the economy indicators and we anticipate that to continue into 2016-17. Therefore, projections for revenue growth have been set conservatively and will need to be monitored closely throughout this next fiscal year.

Should the State and National economists be correct, when the next recession wave hits, predicted for 2017-18, the City will have maintained its solvent financial position especially considering we are a tourist based economy and rely on our major revenue sources such as Transient Occupancy Tax and Sales Tax.

Just as the Council Goals provides a 'roadmap' to staff for work priorities, the budget provides the comprehensive detail and transparency of the internal operations of the organization. To that end, certain areas of the budget document have been modified or added in 2016-17 to provide for greater transparency as follows:

- 1) In the beginning of the document, we have added an expanded opening narrative including graphs which gives a comprehensive overview of the City's financial picture. This can be utilized by the public as a quick read of the budget without going into the deeper details.
- 2) We have reorganized the Communities Activities budget (Account 100-43101) and moved all external City supported functions and activities into this Department. This will give a clearer picture of all the contributions the City makes to the "Community Character" by

highlighting contributions and support of various organizations and functions. Most of these are not new expenditures, but have been accounted for in different accounts in prior years. Because we are celebrating the YEAR OF COMMUNITY CHARACTER, it seemed a great time to bring this to the forefront.

- 3) Measure J- In 2012 City Council took proactive action and prepared a local sales Tax measure (Measure J) for the ballot. This was approved by voters and has provided for ongoing capital projects, operational enhancements and to continue to maintain critical services to the community. It also allowed the City to absorb the unfunded redevelopment costs that were transferred into the General Fund. Measure J has performed well accounting for \$2.2 million in tax revenue. This measure expires in June 2017 and the City Council will need to consider placing this measure on the ballot for renewal or consider ongoing cuts to services.
- 4) Employee Benefits – One other area that deserves noting is the City’s position with employee benefit obligations. The City has been proactive for several years in prudently managing employee benefits and long-term liabilities to the extent available at the local level. The City is at the lowest tier for CalPERS retirement for City employees and negotiated into the City Contracts that employees begin paying their employee portion of the employer rate before the required State-imposed deadline (2018). The employees are also paying an additional 1% of the City’s employer rate.
- 5) Lastly, in 2012 the City issued Pension Obligation Bonds to pay-off a portion of CalPERS liability in a shorter period of time. This results in an interest savings from the CalPers interest rate plus a defeasance of a portion of the City’s unfunded liability.
- 6) On the health benefits side, the City has had a maximum cap on health benefits in place for approximately 8 years which has kept health rates level. More importantly, prudent decisions by prior administration and the Council, disallowed retiree health benefits so the City has no obligations for future retirees (also known as OPEB).
- 7) Added to the budget for the full year in 2016-17 is the Special Events Manager and Code Enforcement Officer both of which are programs that were approved to enhance responsiveness and services to the community. These programs are contract positions and are not based on fulltime equivalents. The outcomes that we’ve seen in the short-term have been excellent and no changes are proposed during the fiscal year.

Budget Recommendation/Use of Reserves (General Fund Departments)

Presented for your consideration is a fully balanced budget for the City of Sonoma and the Sonoma Successor Agency for FY 2016-17 for all City funds in the amount of \$31,363,836. After consideration of all Department requests and measurement against available revenue the General Fund budget reflects a slight decrease of 0.5%. This decrease is predominately due to the reduction in grant-funded Capital Projects. With a focus towards accomplishing core services and Council Goals as well as funding community-sponsored activities, the budget does not anticipate any growth in expenditure levels.

The Council maintains final budget authority and as such may decide to change the priority of expenditures either internally or externally. If the Council determines the need to reprioritize, staff will need direction to either, (1) reduce expenditures within existing departments, or (2)

direct a drawdown from undesignated reserves. Staff would recommend that consideration of any use of reserves be held in abeyance until staff returns with the update to the city's Reserve Policy in conformance with the new Governmental Accounting Standards. Budget modifications can be made at midyear at which time the City will have completed the Reserve Policy update and will have a continued monitoring of the economic forecast. It will also allow for a review of the City's Community Fund guidelines which Councilmembers have expressed interest in reviewing.

Should the Council make modifications to the budget that require departmental changes, Council will need to continue the public hearing to July 9th and adopt a continuing appropriations resolution.

CITY OF SONOMA

RESOLUTION NO. **XX** - 2016

A RESOLUTION OF THE CITY OF SONOMA AND THE SUCCESSOR AGENCY OF THE FORMER SONOMA COMMUNITY DEVELOPMENT AGENCY ADOPTING THE OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR 2016-2017 AND WAIVING THE ANNUAL ALLOCATION EQUAL TO ONE-QUARTER OF ONE PERCENT OF THE BUDGETED GENERAL FUND EXPENDITURES TO THE PUBLIC ART FUND FOR THE FISCAL YEAR 2016/2017

WHEREAS, the City Manager submitted a preliminary one-year operating budget to the City Council which has been given due and careful study and consideration, and which the Council finds to be a true and concise statement of projected revenues and disbursements for fiscal year 2016-2017 and designed to effect the best possible use of City revenues.

WHEREAS, the City Council, in keeping with its desire to encourage the development of public art within the City, adopted Ordinance No. 04-2009 establishing a Public Art Program in the City of Sonoma on April 1, 2009; and

WHEREAS, the ordinance established funding mechanisms which included a contribution to the Public Art Fund of 1% of the project valuation costs in excess of \$250,000 for public development projects and an annual City allocation equal to one-quarter of one percent of the City of Sonoma's budgeted general fund expenditures; and

WHEREAS, the ordinance included a provision allowing the City Council to waive or reduce the annual allocation if the City's financial situation did not allow for the funding to be set aside. Said waiver to be adopted by a resolution setting forth findings for the waiver; and

WHEREAS, since 2012, the City of Sonoma has been impacted by the dissolution of the Sonoma Community Development Agency and has absorbed a number of costs into the City's General Fund including the costs of capital projects and administration and, as a result, the City lacks sufficient operating funds in Fiscal Year 2016 – 2017 for a transfer to the Public Art Fund; and

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Sonoma that the total operating and capital budget submitted by the City Manager in the amount of \$31,381,210 as set forth in Exhibit "A" which is attached hereto and by this reference made a part hereof is hereby adopted as the total operating and capital budget of the City of Sonoma for fiscal year 2016-2017.

BE IT FURTHER RESOLVED, that the 2017 Capital Improvement Plan is approved in accordance with the CIP plan attached as exhibit "B" and incorporated into the 2016-17 Operating and Capital Budget for the City of Sonoma:

BE IT FURTHER RESOLVED by the City Council of the City of Sonoma that based on the following findings, the annual allocation equal to one-quarter of one percent of the budgeted general fund expenditures to the Public Art Fund is hereby waived for Fiscal Year 2016/2017.

FINDINGS:

- 1) Since 2012, the City of Sonoma has been impacted by the dissolution of the Sonoma Community Development Agency resulting in absorption of significant costs by the City General Fund;

- 2) The City of Sonoma is anticipating that growth of major revenue sources will be lower than growth in major costs for the City's core services.
- 3) Public Art funding does not fall within the City's priority for maintaining its core services.
- 4) The City Council adopted a balanced Operating and Capital Budget for Fiscal Year 2016-17 with no excess funds for services that are not identified as core services.

PASSED AND ADOPTED by the City Council of the City of Sonoma at their regular meeting held on the 27th day of June 2016 by the following vote:

AYES:
NOES:
ABSENT:

Laurie Gallian, Mayor

ATTEST:

Gay Johann
Assistant City Manager/City Clerk

EXHIBIT A
City of Sonoma

Operating Budget for FY 2016-17

General Fund

Department	FY 2017 Adopted Budget
City Council	138,157.00
City Clerk	207,274.00
City Manager	183,185.00
Finance	218,087.00
City Attorney	346,035.00
Police	4,735,705.00
Fire	5,076,220.00
Public Works	1,183,432.00
Capital Projects	1,176,000.00
Planning	705,086.00
Building	506,791.00
Community Activities	574,201.00
Successor Agency	396,361.00
Non-Departmental	447,987.00
Transfers	1,115,902.00
TOTAL GENERAL FUND	17,010,423.00

Other Funds

Fund	FY 2017 Adopted Budget
Maysonnave (221)	10,430.00
Capital Improvement (301)	60,000.00
Gas Tax (302)	878,947.00
Successor Agency (391)	3,818,008.00
CREBS (495)	41,749.00
POB (498)	412,225.00
Cemetery (501)	255,277.00
Cemetery Endowment (504)	50,000.00
Water (510)	7,945,506.00
Management Information Systems (601)	324,590.00
Vehicle Replacement (603)	232,780.00
Long Term Building Maintenance (610)	341,275.00
TOTAL	14,370,787.00

EXECUTIVE SUMMARY

Profile of the City of Sonoma

The City of Sonoma is located in southeastern Sonoma County in the San Francisco Bay area on State Highway 12. The City is about 50 miles northeast of San Francisco and 20 miles southeast of the City of Santa Rosa. Approximately 2.2 square miles in size, the City of Sonoma is a small, historic community of some 10,933 residents. Located in the heart of the Wine Country and surrounded by world-class wineries and scenic vineyards, the mainstays of the local economy are agriculture, tourism, and public services. The City serves as the economic hub of Sonoma Valley.

Originally founded in 1823, the City was incorporated on September 3, 1883 under the general laws of the State of California. The City is a municipal corporation operating as a general law city. The Sonoma City Council consists of five members, elected at-large to four-year overlapping terms. Council members must be residents of the City. The positions of Mayor and Mayor Pro Tem are chosen by the City Council through policy direction determined by the City Council. The Mayor conducts the Council meetings and represents the City on ceremonial occasions.

The City Council serves as the policy board for the municipality. As an elected quasi-Board of Directors, the City Council provides policy direction, establishes goals, and sets priorities for the City government. In addition to serving as the policy makers for the community, the City Council also is responsible for numerous land use decisions within its borders, including the General Plan. The City Council appoints the City Manager, City Attorney, and all members of advisory boards, commissions, and committees.

The City of Sonoma operates under a Council-Manager form of government. The City Manager is considered the Chief Executive Officer (CEO) of the City as a municipal corporation. The City provides municipal services that include public safety, public works and parks, community development and community activities. In addition, the City operates a water system and three cemeteries in the form of enterprise activities. This report includes all funds of the City of Sonoma and its blended component unit, the Successor Agency of the Sonoma Community Development Agency, for which the City is financially accountable.

The City Council establishes annual budgets for the General Fund and all Special Revenue Funds, except for certain Special Revenue Funds for which expenditures are controlled by grant funding or by assessments received. Budgetary control is legally maintained at the fund level for these funds. Department heads submit budget requests to the City Manager. The City Manager prepares an estimate of revenues and prepares recommendations for the next year's budget. The preliminary budget may or may not be amended by the City Council and is adopted by resolution by the City Council on or before June 30 in accordance with the municipal code.

In Sonoma, the total labor force is approximately 8,200. In April, the State Employment Development Department reported that unemployment in Sonoma County is approximately 3.8%. This is the lowest level since 2006.

Purpose of the Budget

The budget is a comprehensive financial plan that articulates the goals and objectives of all City departments for the following year. Department managers prepare budgets and outline goals and objectives for the next year. The budget is also an opportunity to look back and accomplishments in the current fiscal year.

Current Financial Condition

The City survives and thrives on a tourist based economy. The City has seen a vibrant recovery from the recession and economic downturn. As had been anticipated, the continual incline is beginning to reflect a gradual leveling off. This is not without justification as hotel occupancy rates are bumping the 85-90% ranges. While most revenues are anticipated to continue to grow, there is concern at the economic levels about a future recession and the protracted economic recovery. Typically economic recoveries have lasted five years and the current recovery has lasted seven years.

After weathering the recession, the City was significantly impacted by the State's dissolution of redevelopment in 2012. City Council took proactive action and prepared a Transactions and Use Tax measure (Measure J) for the ballot. This was approved by voters and has provided for ongoing capital projects and to continue to maintain desired and critical services to the community. Measure J local tax has performed well for the City resulting in ongoing capital maintenance especially of City streets. This measure expires in June 2017. Therefore, during this budget year, City Council will need to consider replacing this measure on the ballot or consider ongoing cuts to services.

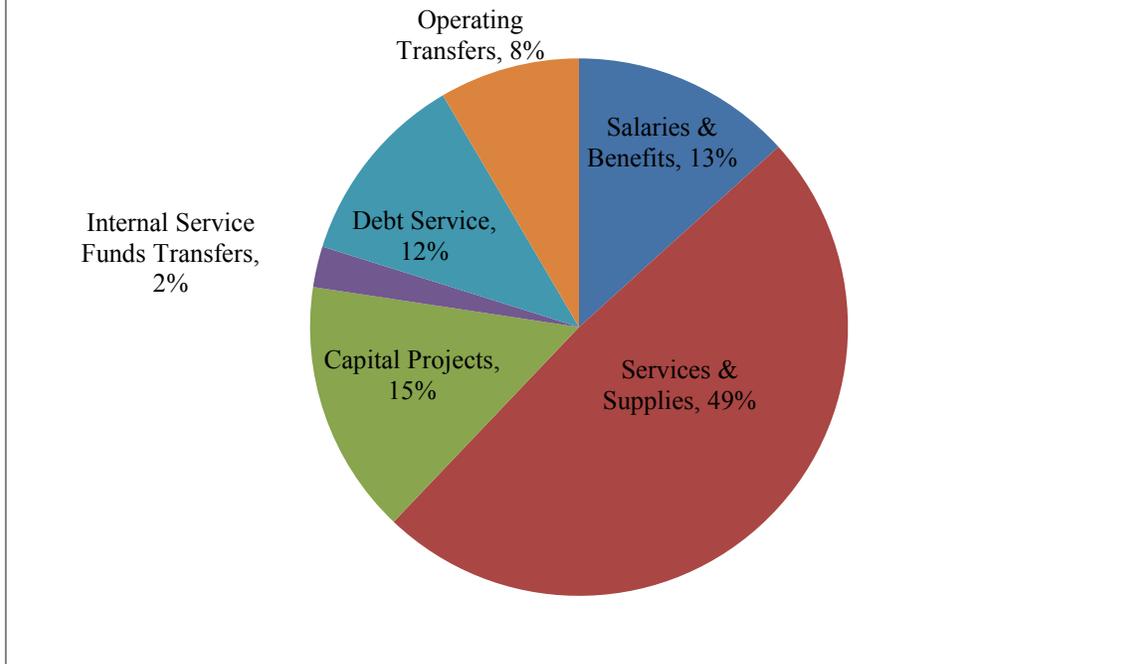
Overall, the City is in sound financial position and the current State of the City is good-to-excellent. This "rating" is attributed to current and past municipal fiscal stewardship by Council and staff who have focused on maintaining a conservative approach to revenue projections, tight budget controls and the on-going review of internal policies and procedures to assure that all work products and tasks gain the highest of efficiencies. The public can be secure that taxpayer assets are managed with the utmost respect and oversight. The addition of a 'stand-alone' Finance Department in 2014-15 has increased this level of professional management and accountability for the use of taxpayer funds. The next transition to be completed in the 2016-17 fiscal year will be to update the City's Reserve Policy in accordance with new Governmental Accounting Standards and to insure that City reserves are properly designated for future municipal needs.

Budget Overview:

The City of Sonoma presents a total balanced City budget for the period July 1, 2016 through June 30, 2017 in the amount of \$31.3 million which is inclusive of all funds. This is a slight decline from Fiscal Year 2015 – 2016 primarily related to completion of several large capital projects in Fiscal Year 2016.

City of Sonoma expenses can be grouped into several broad categories. The largest category of expenses is Services and Supplies. This is primarily a result of contracting police and fire services.

Expense By Category



Expenses by Fund:

A breakdown of budget by fund follows:

Fund	2016	2017	Change	% Change
General Fund (100)	16,958,914.00	17,010,423.00	51,509.00	0.3%
Maysonave (221)	10,430.00	10,430.00	0.00	0.0%
Capital Improvement (301)	100,000.00	60,000.00	-40,000.00	-40.0%
Gas Tax (302)	1,145,103.00	878,947.00	-266,156.00	-23.2%
Successor Agency (391)	3,727,493.00	3,818,008.00	90,515.00	2.4%
CREBS (495)	41,749.00	41,749.00	0.00	0.0%
POB (498)	411,350.00	412,225.00	875.00	0.2%
Cemetery (501)	253,446.00	255,277.00	1,831.00	0.7%
Cemetery Endowment (504)	50,000.00	50,000.00	0.00	0.0%
Water (510)	8,340,367.00	7,945,506.00	-394,861.00	-4.7%
Management Information Systems (601)	254,820.00	324,590.00	69,770.00	27.4%
Vehicle Replacement (603)	247,625.00	232,780.00	-14,845.00	-6.0%
Long Term Building Maintenance (610)	227,471.00	341,275.00	113,804.00	42.4%
TOTAL	31,768,768.00	31,381,210.00	-387,558.00	-1.2%

Global Changes for 2016-17 Affecting All Budgets

In each of the Departmental Budgets, some general changes have been included based on prior contractual agreements or realignment of costs initiated to better capture the appropriate accounting structure or cost share. Each is briefly discussed as follows:

- **Personnel Salary Increases Per Memorandum of Understandings (MOU):** Agreements for wages and benefits increases incorporated an overall 1.75% salary increase for FY 2016-17 offset by City employees paying an additional .25% towards City retirement. The current MOU expires on June 30, 2017.
- **CalPERS increase:** The City's share of employee retirement rate increased from 9.353% of payroll to 9.558% of payroll not including the share paid by employees. As a result of changes in labor agreements, the effective City share of employee retirement costs is 8.558% effective January 1, 2017 excluding a fixed annual payment for Unfunded Actuarial Liability (UAL). As the result of an accounting change, the fixed annual payment for Unfunded Actuarial Liability (UAL) was moved from each department's budget to the "Transfers to Other Funds" budget. Those changes will be discussed further in that department budget review.
- **Employee Health Insurance:** While many California cities are experiencing significant increases in employee health insurance costs, the City of Sonoma has experienced minimal cost increases for two reasons: (1) a change to REMIF self-insured health plans has kept rates relatively stable and (2) City's contribution to employee health insurance is fixed based on enrolled members (single, couple, family). Therefore, if health insurance rates rise, those increases are not borne by the City. It is also important to note that the City does not offer medical benefits upon retirement therefore it does not have any outstanding liability for former employees. This is an outstanding credit to past administrations which protected the City and future taxpayer obligations.

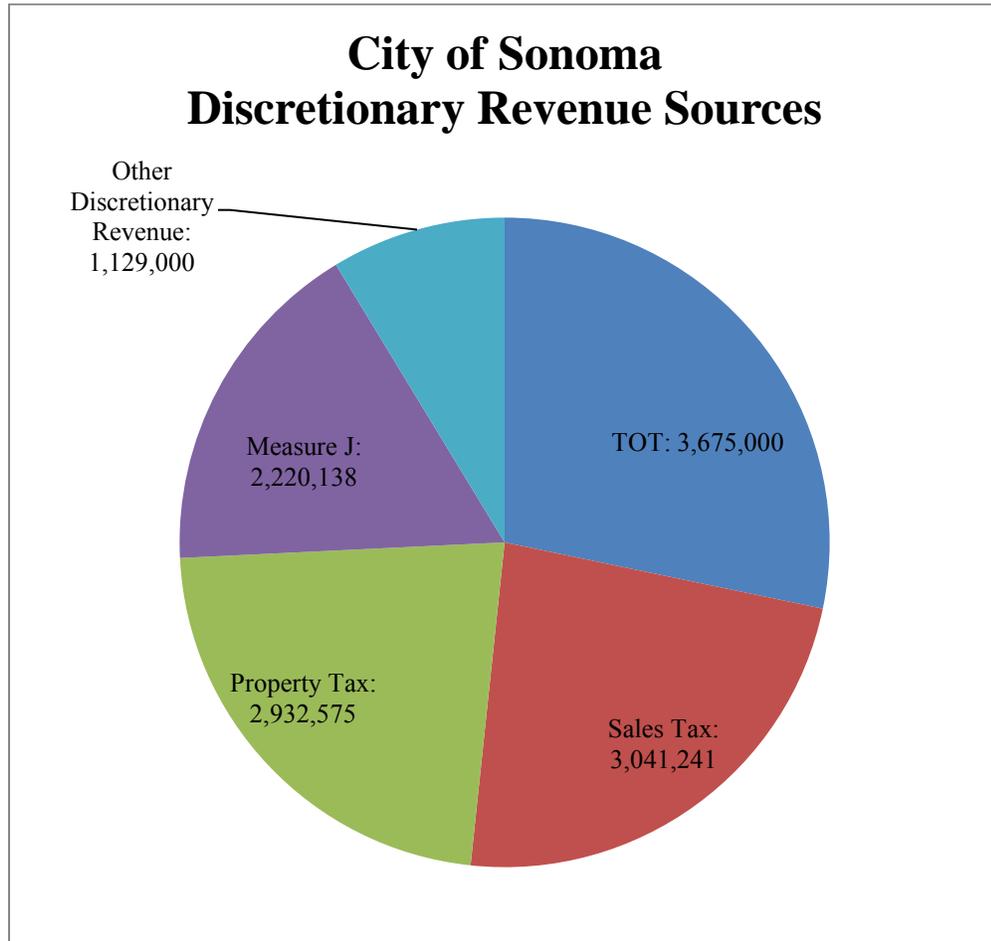
General Fund Overview

The General Fund is the largest Fund in the City budget with proposed budget for FY 2016-17 at \$17,010,424 an overall increase of 0.3% over the FY 2015-16 budget. The primary source of this increase is related to costs that were formerly paid using Redevelopment Property Tax Trust Fund dollars which now much be paid from the City General Fund. While this amount represents a fully balanced budget, there are no excess revenues over expenditures. Normal operating increases are anticipated and included. The General Fund provides funding for all direct public services including Administration, Community Development, Public Works and Public Safety. The City of Sonoma continues to experience fiscal stability, based in major part on wise decisions by current and past City Councils and staff to maintain expenditure controls coupled with a solid tax base of three dominant revenue sources – Transient Occupancy Tax (TOT), property tax and sales tax (including Measure J). In conjunction with this stable tax base, the City’s budget also includes a local revenue measure to assist with meeting the long-term Goals set by the City Council for a sustainable Sonoma. In October 2012, a majority of the voter-approved Measure J, a City 1/2% sales tax for a period of five years (sun-setting in June 2017). As a “general” tax, Measure J revenue is dedicated to local services in the City of Sonoma. This was the promise to the voters who passed the tax and this is what the proposed budget validates. This fiscal stability has provided continued security in terms of keeping City services intact and expanding where appropriate, to meet the needs of our residents. As directed by the City Council in their 2015-16 Goals, staff will be initiating efforts to begin formulating the election cycle for renewal of Measure J for the November 2016 ballot. As required by State revenue and taxation code, a tax measure must be (other than by Special Election) placed on a ballot of general election during which candidates for local electoral seats are running for office. Parallel to this requirement are the timeframes that the expiration of the Measure J tax measure which will occur mid-point of a regular election cycle. Total tax dollars from Measure J contributing to the sustainability of the public services and Capital Infrastructure upgrades for the citizens of Sonoma is approximately \$2.2 million annually.

The General Fund maintains stable reserve levels in accordance with the City’s Reserve Policy and Council Goals. Prudent and effective financial, economic and service planning over many years by Council and staff has resulted in the General Fund being in a very stable condition. Reserve levels for the City’s General Fund are at approximately 26% of discretionary revenues, excluding the Emergency Reserve dedicated as business continuance in the event of a major disaster. Over the last two years, Council has directed transfers from reserves including the pool scholarship fund (\$250,000 in Fiscal Year 2015); additional contribution to the Community Fund (\$27,900 in Fiscal Year 2015); and the Broadway housing project (\$100,000 in 2016). Once financials are closed for these years, the City may find that percentage of cash in reserves is declining resulting from these tranfers combined with increasing revenue on which reserve targets are based. In the coming months, staff anticipates bringing a new Fund Balance Policy in compliance with new Government Accounting Standards Board (GASB) recommendations. This Fund Balance Policy would replace the existing reserve policy.

General Fund Revenue:

The General Fund supports most City services such as Public Safety, Public Works, Community Activities, Development Services, and Administration. Primary General Fund revenue sources include: Transient Occupancy Tax (TOT), Sales Tax, Measure J, and Property Tax. These revenue sources represent over 80% of discretionary revenue for the City.



Other discretionary revenue includes: Business License Tax, Franchise Tax, Real Property Transfer Tax, and Interest.

The following are excluded from Discretionary Revenue:

- Fees, permit charges, and licenses which are intended to recover costs associated with certain activities and cannot exceed the cost of providing those activities.
- Transfers which are associated with specific activities such as capital projects and debt service.
- Redevelopment Property Tax Trust Fund (RPTTF) Successor Agency Administration reimbursement from the Recognized Obligation Payment Schedule (ROPS)

- Grants which are associated with specific projects.

During the last few years, the City has benefitted from robust property taxes and significant tourism related revenues including Transient Occupancy Tax (TOT) and Sales Tax. During Fiscal Year 2015-2016; staff reported that growth in these revenue sources is declining. The budget for Fiscal Year 2016 – 2017 projects that growth in these revenues will remain flat. Sonoma’s largest industry is tied to tourism and as such we measure our revenue stream and economic viability by those “tourism-related dollars” of TOT, Sales Tax, and Measure J. As a result of a continuously growing tourism industry in Sonoma, over 50% of all General Fund revenue comes from these three sources. Tourism is not solely related to overnight visitors (i.e. “heads in beds”). In fact restaurants and food-products are the top sales tax producing category. Tourists are also supporting our local restaurants. Sonoma is fortunate to have these sources to sustain the public services for our residents and keep our business community whole but it is important to recognize that these revenue sources are very sensitive to economic fluctuations. To assure that the City maintains prudent fiscal management of revenue resources, staff is reducing growth predictions in the tourism-related areas.

Transient Occupancy Tax (TOT): The City of Sonoma TOT or “hotel tax” is 10%. An additional 2% is collected and remitted to the Tourism Improvement District. The Sonoma Tourism Improvement District was formed to provide a stable source of funding for a sustained marketing program with the goal of increasing occupancy and room revenues at lodging properties in the City of Sonoma. TOT represents 27% of discretionary revenue. After growing nearly 10% in Fiscal Years 2014 and 2015; TOT revenue growth appears to be declining. For Fiscal Year 2017, staff projects an increase of 2% in this revenue source. This is also consistent with projections made by the Tourism Improvement District (TID).

Sales Tax and Measure J:

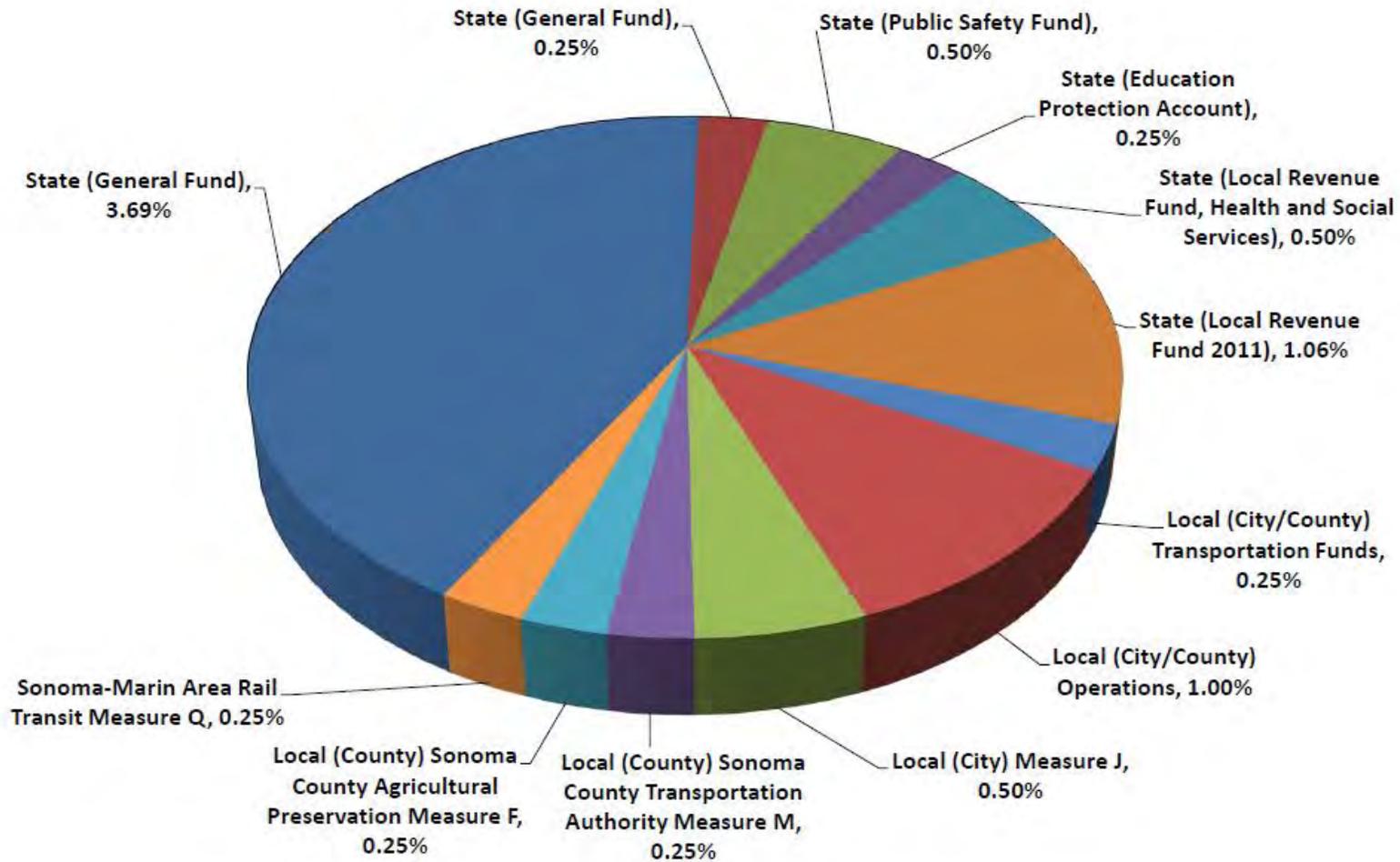
The sales tax rate in the City of Sonoma is 8.75%. The City generally receives 1% of as local sales tax and 0.5% from the Measure J Transactions and Use Tax. In addition, the City receives 6% of Public Safety Sales Tax collected in the County. Use of this revenue is restricted to public safety purposes. The City also receives an allocation of Measure M from the County for use on streets projects.

The largest performing economic sector for sales tax is food products especially restaurants and markets. Staff again exercises caution as these sectors are very economically sensitive.

In Fiscal Year 2014 and 2015, sales tax grew 4% per year. For Fiscal Year 2016, sales tax growth is projected at 1%. Measure J is anticipated to decline over 5% from 2015. While Sales Tax is forecasted to grow 3% in 2017, Measure J is forecasted to decline in 2017. As noted previously, the Measure J Transactions and Use Tax is scheduled to expire in June 2017.

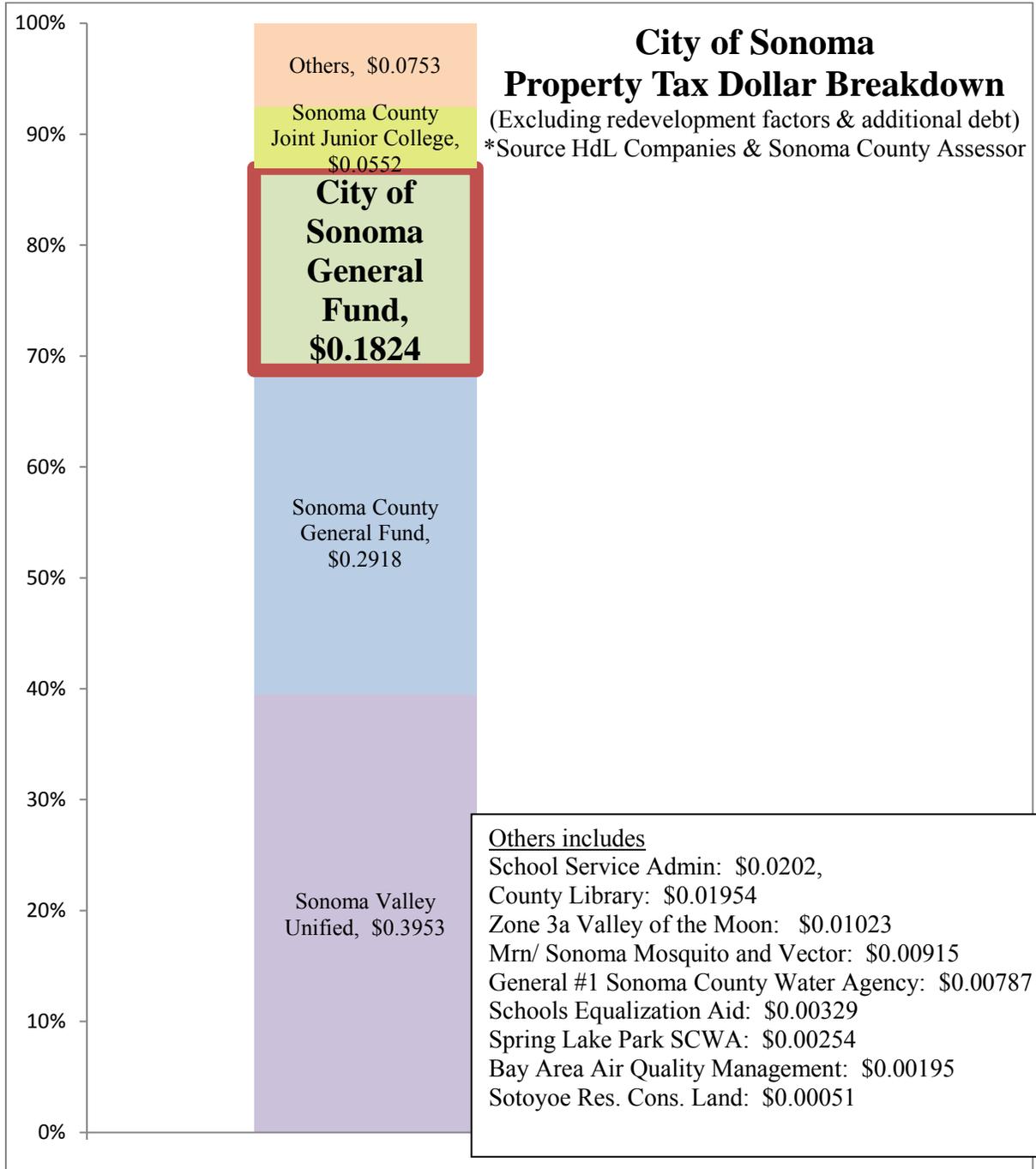
Sales tax revenues are collected by the State and allocated as depicted in the below graph:

City of Sonoma: Breakdown of Current Sales Tax Rate



Property Tax:

The City of Sonoma receives approximately 18 cents of every property tax dollar remitted. The largest portion of property tax dollars is remitted to local school districts with the next largest portion submitted to Sonoma County. The chart on the following page is a general breakdown of sharing for property tax funds for City of Sonoma properties.



Based on information received from the Sonoma County Assessor and historical trends, property tax is projected to increase 3.5% for Fiscal Year 2016-2017.

Other Revenue Sources:

- Users Fees, Licenses, Permits, Fines, Forfeitures, Rent: While the primary mission of government is to satisfy community needs, many City services solely benefit specific individuals or businesses. It is the City's policy that the public at large should not subsidize activities of private interest through general tax revenues. The City has therefore established user fees to ensure that those who use proprietary services pay for those services in proportion to the benefit received. Fees that do not recover the full cost of providing the service result in a General Fund subsidy which shifts funds away from other critical and high priority programs that may not have similar cost recovery options. Council adopted the most recent annual fee schedule update with an effective date of January 2016. Primarily as a result of improved collections of Emergency Medical Services (EMS) Charges and the Fire Departments participation in additional revenue recovery programs such as Intergovernmental Transfers (IGT) and the Ground Emergency Medical Transport (GEMT) program, revenues from fees are related sources are anticipated to increase in Fiscal Year 2017. Fees are typically reviewed annually and staff anticipates a review in before the end of the calendar year.
- Business License Tax: Improved enforcement of the Business License Tax, including engagement of the City's Code Enforcement Officer and City Prosecutor, has resulted in collections and penalties for unpaid licenses in prior years. Business License Tax revenue is anticipated to increase in 2017 as these strong enforcement programs continue.
- Franchise Tax: Franchise Taxes are collected from businesses that are granted franchises to provide services in the City such as gas and electric, cable TV, telephone, and garbage collection. The City is realizing strong performance in this revenue item but cautions that collections are based on fluctuations in commodity prices and economic issues.
- Real Property Transfer Tax: Real Property Transfer Tax is forecasted to decline in 2016 from actual collections in 2015 but remains above budget. Therefore, staff projects small increase in 2017. The City rate is at the maximum tax rate allowable under state law.
- Other Revenues: In 2016, over \$400,000 was anticipated in grant and reimbursement revenue for capital projects. For Fiscal Year 2017, only \$70,000 in anticipated. This is offset by a similar decrease in capital project expenses. Staff continues to seek out new grant opportunities to offset the cost of projects.
- Prior Year Roll Forward: Due to incomplete capital projects budgeted in Fiscal Year 2016 and unearned revenues (such as for incomplete building permit activity that has been paid by applicants), \$600,000 has been identified as available funds to roll forward into Fiscal Year 2017.

General Fund Expenses:

The General Fund budget includes:

- Administration: City Council, City Clerk, City Manager, Finance, City Attorney, Successor Agency Administration, Non-Departmental
- Public Safety: Police and Fire
- Development Services: Planning & Building
- Public Works and Capital Projects
- Community Activities
- Transfers: This “department” comprises all funding from the General Fund which supports other operations of the City [referred to as “Transfers to Other Funds”].

The General Fund is the supporting fund for both the Gas Tax and Cemetery Funds each of which historically have not have sufficient annual revenues to balance expenditures. In 2012, the Council adopted a budget policy to contain the deficits by making annual transfers from the general fund to balance the annual budget until a long-term financing plan can be established. The deficit in the Gas Tax was resolved in a prior fiscal year but the General Fund continues to provide funds to balance the budget on an ongoing basis. The Cemetery Fund remains in a significant cash deficit fund balance position which effectively reduces General Fund cash available for reserves. This year, for the first time since 2002, the Cemetery Fund will not require a transfer from the General Fund to balance. (The deficit from prior years remains but will not grow.)

The following recommended budget includes a general fund that is in balance without the use of City reserves. The expenditures within the General Fund [as well as other Funds within the Budget] reflect the Council Goals and Priorities for 2017.

Other Funds Overview

SPECIAL REVENUE FUND - Gas Tax Special Revenue Fund:

The Gas Tax Fund is designated as a Special Revenue Fund which is dedicated for specific purposes/projects and their uses are legally restricted. The City Gas Tax Fund accounts for all street-related expenditures including personnel, street sweeping, engineering, pavement and sidewalk maintenance, and capital infrastructure projects. Gas Tax revenues are derived from fuel surcharge taxes. Uses of these funds are strictly regulated by the State Board of Equalization to be utilized solely for travel way purposes. The Gas Tax Fund must maintain a “Maintenance of Effort” (MOE) level to be eligible to receive grants and State funding. The City accounts for all street general maintenance costs through the Gas Tax Fund to maintain its MOE level. This fund has become non self-sustaining as the State has lowered the funding level of Gas Tax and shifted other street-related dollars. In addition, Gas Tax revenues have been impacted by lower gas prices. Since approximately 2010, the General Fund has continued to transfer funds to sustain this fund. The Governors initial proposed budgeted anticipated some additional highway maintenance funding but, as of the date of publication of this budget, no new funds have been identified. In FY 2016-17 the total transfer from the General Fund is \$401,805.

ENTERPRISE FUNDS- Cemetery & Water

The City maintains two Enterprise Funds (Water and Cemetery). By Governmental Accounting definition, Enterprise Funds are *“to account for operations that are financed and operated in a manner similar to private business enterprise-where the intent of the governing body is that the costs of providing goods or services are financed or recovered primarily through user charges.”*

Water Fund:

The Water Fund is an Enterprise Fund and is therefore funded through user fees as required by Governmental Accounting Standards. This was ratified through the adoption of the 2014 Water Rate Study and Rate Plan update in compliance with Proposition 218.

The Water Utility provides for the maintenance and operation of the City’s water distribution system. Water supplied to Sonoma customers is wholesale-purchased through an agreement with the Sonoma County Water Agency augmented in part by City wells. The FY 2016-17 Budget was developed based on the adopted 2014 Water rate structure and operational model including the change in the tiered rates for both residential and commercial customers. In 2016, Council adopted a pass-through increase due to the greater-than-anticipated increase on wholesale water costs from the Sonoma County Water Agency. Continued focus in water conservation education, monitoring and maintenance efforts is forefront in this year’s budget. Shifting duties and responsibilities and participation in Countywide promotions to raise public awareness is a constant. The Water Conservation line item includes \$100,000 in funding for conservation and rebate programs. The City has engaged the major tourism establishments to assure that they are distributing the water conservation message to their guests. This budget also includes funding to continue evaluating the recycled water project and groundwater management program.

Cemetery Fund:

The Cemetery Fund accounts for maintenance and operation of the Mountain, Valley, and Veterans’ cemeteries. Operational revenues are generated through site sales, burial costs, and miscellaneous lettering charges. Expenditures from the funds result from activities related to burials, maintenance of existing plots and landscaping, brush clearing, weed abatement, litter, and utilities. The Cemetery Fund remains in a serious cash deficit position of approximately \$1.6 million. Because of the nature of this long-term deficit (Cash), the General Fund became the provider of operational cash from the years that the Cemetery was in a declining fiscal position. The City has not ignored this deficit and has worked diligently to address possible solutions including previously convening a Cemetery sub-committee to review operations and potential to privatize the operations [including sale of the Cemetery property]. During the past two fiscal years, the City’s General Fund has added additional operational support to the Cemetery fund by transferring an annual amount generally in excess of \$100,000 each year to sustain the fund and not increase the existing deficit.

After a number of years with a growing deficit, in 2012 the Council adopted a policy to transfer funds (from General Fund revenue) to the Cemetery fund so that a balanced budget is adopted each year. While this has not removed the deficit, it has prevented the deficit from growing larger. In 2016, for the first time since 2002, the Cemetery fund is in balance

without the need for a general fund transfer. Again, this does not reduce the prior year deficit but does prevent further growth of the existing deficit. Staff will be addressing a process to begin a repayment or write-down of the deficit from the Cemetery Fund to the General Fund in FY 2016-17.

SPECIAL FUND

Successor Agency to the Former Community Development Agency

Successor Agency: The Successor Agency provides for receipt of RDA Property Tax Trust Fund (RPTTF) funds and payment of former Community Development Agency expenses approved by the State Department of Finance.

INTERNAL SERVICE FUNDS

The City uses Internal Services Funds to provide options to:

- Develop reserves for large purchases such as vehicles (Vehicle Replacement Fund) or large building maintenance activities (Long Term Building Maintenance Fund). This avoids large fluctuations due to large asset purchases or significant repairs.
- Finance and Account for activities provided to all City Departments (Insurance Fund and Benefits Fund)

(The Management Information Systems Fund includes both of the above activity types)

OTHER MINOR FUNDS

Minor Funds:

Secondary minor funds and Internal Service Funds are self-balancing through interfund transfers. This includes: Maysonnave (221), Capital Improvement Fund (301), Debt Services Funds [CREBS (495) and Pension Obligation Bond (498)] and Cemetery Endowment (504)

EXPENSE OVERVIEW

The recommended expense budget in the General Fund [as well as other Funds within the City Budget structure] reflect the Council Goals and Priorities for 2017.

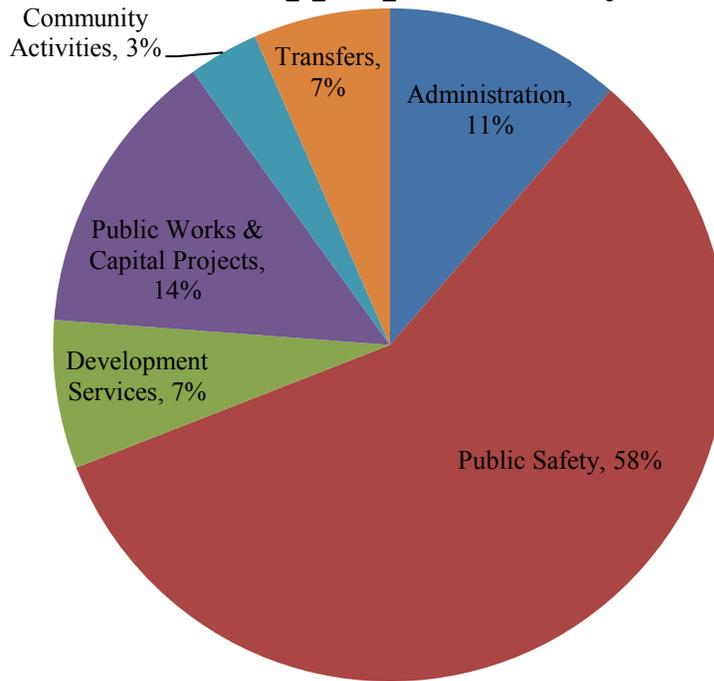
This action would authorize budget appropriations for the General Fund and several other funds as outlined below:

- General Fund: The General Fund budget as presented is balanced with no proposed transfer from reserves. An overview of significant variances is below with details included in supplemental information provided at the City Council budget workshop held on June 9, 2016:
 - City Council: The recommended budget for City Council includes an increase of \$47,839 (53%). This change primarily results from changes to Councilmember benefit elections.
 - City Clerk: The recommended budget for City Clerk Department includes an increase of \$47,176 (29.5%). This change is primarily related to election costs and costs of transition of new City Clerk due to retirement of the incumbent.
 - City Manager: The recommended budget for City Manager Department includes a decrease of \$11,811 (-6.1%). The change is primarily related to accounting changes and completion of one time projects in 2016.
 - Finance Department: The recommended budget for Finance Department includes a decrease of \$8,349 (-3.7%). This change is primarily related to salary savings resulting from sharing a position with the Police Department.
 - Legal (City Attorney & City Prosecutor): The recommended budget for Legal includes an increase of \$43,035. This change is primarily a result of the addition of a code enforcement program to the City Prosecutor agreement.
 - Police: The recommended budget for Police Department includes an increase of \$188,793 (4.2%) primarily related to increase costs of the contract with the Sonoma County Sheriff's Office.
 - Fire: The recommended budget for Fire Department includes an increase of \$1,094 primarily related to increase in the costs of the contract with the Valley of the Moon Fire Protection District.
 - Public Works: The recommended budget for Public Works includes a decrease of \$47,907 (-3.9%). The change is primarily related to accounting changes and completion of one time projects in 2016.
 - Streets / Capital: The recommended budget for Streets / Capital includes a decrease of \$636,400 (-35.1%) resulting from completion of some streets capital projects.
 - Planning: The recommended budget for Planning Department includes a decrease of \$8,339 (-1.2%) resulting from the completion of the Circulation Element.
 - Development Services: The recommended budget for Building / Development Services Department includes a decrease of \$6,877 (-1.3%). The change is

- primarily related to accounting changes and completion of one time projects in 2016.
- Community Activities: The recommended budget for Community Activities includes an increase of \$225,217 (64.5%). These changes are primarily a result of:
 - Transfer of costs from other budgets to better reflect expenses allocated for outside organizations. This includes:
 - Transfer of costs previously included in the former Community Development Agency Recognized Obligation Payment Schedule (ROPS). This includes: Sebastiani Theatre (\$89,316) and Visitor's Bureau (\$100,000).
 - Transfer of costs from other budget units such as transfer of Cultural and Fine Arts Commission costs from the non-departmental budget.
 - Increase in Community Fund Grants due to new Council policy that determines funding based on 1.5% of specific revenue sources (\$6,401).
 - Addition of Special Events Coordinator.
 - Successor Agency Administration: The recommended budget for Successor Agency Administration includes an increase of \$67,070 primarily as a result of litigation that disallowed legal fees to be paid as Recognized Obligation Payments and, therefore, the responsibility of the City's General Fund.
 - Non-Departmental: The recommended budget for Non-Departmental expenses includes an increase of \$16,927 primarily related to the need to update the City's All Hazards Mitigation Plan.
 - Transfers to Other Funds: The recommended budget for Transfer to Other Funds includes an increase of \$176,042 primarily related to an accounting change for budgeting and posting of PERS Unfunded Liability payments for miscellaneous employees. This is offset by a corresponding reduction in department budgets.
 - Special Revenue Funds
 - Maysonnave Property Fund: The recommended budget for the Maysonnave Fund includes no changes from the prior year.
 - Gas Tax Fund: The recommended budget for the Gas Tax Fund includes a decrease of \$266,156 (-23.2%) primarily resulting from the completion of the LED Lighting Project.
 - Debt Service Funds:
 - Clean Renewable Energy Bonds (CREBS Bonds): There is no change to the CREBS Bond payment amount. In the recommended budget, the payment amount is transferred in from departments benefitting from the program.
 - Pension Obligation Bond (POB): The POB fund includes an increase of \$1,600 for fiscal agent fees. In the recommended budget, the payment amount is transferred in from departments based on employee costs.

- Successor Agency to the Community Development Agency: The recommended budget for the Successor Agency / RPTTF includes an increase of \$90,515 primarily to recover shortfalls in tax increment from previous periods.
- Internal Service Funds:
 - Management Information Systems (MIS) Fund: The recommended budget for the MIS Fund includes an increase of \$69,770 (27.4%) for scheduled replacement of server and records imaging software and hardware.
 - Vehicle Replacement Fund: The recommended budget for the Vehicle Replacement Internal Service Fund includes a decrease of \$14,845 (-6.0%). This is a result of annual review of vehicles to be replaced amortized over the anticipated useful life of the vehicle. Transferred funds exceeding planned purchases during the year are held in reserve until vehicles are purchased.
 - Long Term Building Maintenance Fund: The recommended budget for the Long Term Building Maintenance Internal Service Fund is \$341,275 for the projects identified for activity in Fiscal Year 2017 including: Youth Center (Valley of the Moon Nursery School) ADA Improvements; Carnegie Building Repairs and Improvements; Depot Museum ADA and Code Improvements; Fire Station Stairway Flooring Replacement Project. Funds held in reserve for these projects will be transferred from reserves as the activities take place.
- Enterprise Funds
 - Cemetery Fund: The recommended budget for the Cemetery Fund includes an increase of \$1,831 (<1%).
 - Water Fund: The recommended budget for the Water Fund includes a decrease of \$344,861 (-4.2%) primarily due to the completion of capital projects in the prior year.

General Fund Appropriations by Function



Department	2016	2017	Increase (Decrease)	% Change	% of Total
City Council	90,318.00	138,157.00	47,839.00	53.0%	0.8%
City Clerk	160,098.00	207,274.00	47,176.00	29.5%	1.2%
City Manager	194,996.00	183,185.00	-11,811.00	-6.1%	1.1%
Finance	226,437.00	218,087.00	-8,350.00	-3.7%	1.3%
City Attorney	303,000.00	340,995.00	37,995.00	12.5%	2.0%
Successor Agency	459,291.00	396,361.00	-62,930.00	-13.7%	2.3%
Non-Departmental	431,060.00	447,987.00	16,927.00	3.9%	2.6%
Police	4,546,912.00	4,735,705.00	188,793.00	4.2%	27.8%
Fire	5,075,126.00	5,076,220.00	1,094.00	0.0%	29.9%
Public Works	1,231,339.00	1,183,432.00	-47,907.00	-3.9%	7.0%
Capital Projects	1,812,400.00	1,176,000.00	-636,400.00	-35.1%	6.9%
Planning	713,425.00	705,086.00	-8,339.00	-1.2%	4.1%
Building	513,668.00	506,791.00	-6,877.00	-1.3%	3.0%
Community Activities	348,984.00	574,201.00	225,217.00	64.5%	3.4%
Transfers	981,860.00	1,115,902.00	134,042.00	13.7%	6.6%
TOTAL	17,088,914.00	17,005,383.00	-83,531.00	-0.5%	100.0%

Other Actions

Capital Improvement Plan

The City's Capital Improvement Plan [CIP] has become an integral component of the City's Budget process. In prior years, the CIP was adopted after the budget process and was not viewed within the context of the budget. Beginning in FY 2013-14, staff initiated presenting the CIP as a companion document with the proposed budget to reflect the ongoing workload of Capital Projects. With the restructuring of the Public Works Director position to include the City Engineer responsibilities, this is a key focus of the budget. The projects recommended for completion have been included in the proposed 2016-17 Budget.

CONCLUSION

The City of Sonoma is a leader in providing a high quality of life for its residents and businesses and it supports a community where people can live, work, and play. These efforts are guided and enhanced through the proposed FY 2016-17 Operating and Capital Budget. Sound budgeting practices allow the City to maintain our streets and roads, keep our Parks beautiful, contribute to local non-profit services and provide public safety and emergency medical services. This budget addresses the need to continue to focus on sustainability of our water system and conservation, evaluate housing policies and move forward with climate protection policies. It is reflective of the leadership of the Council set through the adoption of the 2016-17 Council Goals and provides the work plan for the stellar staff of the City who will carry forth and complete the ideals reflected in this budget.



City of Sonoma
City Council
Agenda Item Summary

City Council Agenda Item: 7A

Meeting Date: 06/27/2016

Department

Administration

Staff Contact

Jeffrey A. Walter, City Attorney

Agenda Item Title

Discussion, consideration and possible action to: (1) introduce ordinance repealing Ordinance No. 01-2016; (2) adopt resolution calling for an election on Ordinance No. 01-2016 at the regular municipal election on November 8, 2016; or (3) adopt resolution calling for a special election on Ordinance No. 01-2016 on a date specified in the resolution.

Summary

On March 21, 2016, the Council adopted Ordinance No. 01-2016 banning gas leaf blowers within the City's limits while allowing use of electric and gas powered leaf blowers pursuant to certain regulations. Thereafter, the ordinance was successfully referendaed causing the ordinance to be suspended. The Council now has three options: (1) repeal the ordinance; (2) submit the ordinance to the voters at the next regular municipal election; or (3) submit the ordinance to the voters at a special election to be held not less than 88 days after the Council orders that the election be held. If the ordinance is repealed by the Council or by the voters, the Council cannot enact the same or substantially the same ordinance for one year thereafter.

Recommended Council Action

At the discretion of the City Council.

Alternative Actions

Take no action.

Financial Impact

Should the Council decide to place the ordinance on the ballot, the cost of holding the election will depend on whether or not the election is set and consolidated with the November 8, 2016 regular municipal election or set for a special election at some other time.

Environmental Review

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

Status

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

Attachments:

Resolution setting the election on the ordinance for November 8, 2016.

Resolution setting the election on the ordinance as a special election for some other date specified in the resolution.

Ordinance repealing Ordinance No. 01-2016.

Selected provisions of the Elections Code.

cc:

SUPPLEMENTAL REPORT

[Pertaining to Ordinance No. 01-2016 re Leaf Blowers]

For Council Meeting on June 27, 2016

BACKGROUND

Ordinance No. 01-2016 was adopted on March 21, 2016. This ordinance banned the use of gas leaf blowers within the City's limits but allowed the continued use of battery and electric powered leaf blowers subject to specified regulations. This ordinance was successfully referendaed which, by operation of law, suspended the ordinance indefinitely.

Under California Elections Code Section 9241, the Council has the following options in terms of responding to the referendum. The Council can repeal the ordinance on its own. It can submit the ordinance to the voters at the next regular municipal election which is not less than 88 days after the Council orders the election to be held. It may submit the ordinance to voters at a special election to be held not less than 88 days after the Council orders the election to be held. Moreover, if the Council repeals the ordinance, or if the ordinance is overturned by the voters at an election, for the one-year period following the date of either repeal, the City Council cannot enact the same or substantially the same ordinance.

California Elections Code Section 9241 provides as follows:

“If the legislative body does not entirely repeal the ordinance against which the petition is filed, the legislative body shall submit the ordinance to the voters, either at the next regular municipal election occurring not less than 88 days after the order of the legislative body, or at a special election called for the purpose, not less than 88 days after the order of the legislative body. The ordinance shall not become effective until a majority of the voters voting on the ordinance vote in favor of it. If the legislative body repeals the ordinance or submits the ordinance to the voters, and a majority of the voters voting on the ordinance do not vote in favor of it, the ordinance shall not again be enacted by the legislative body for a period of one year after the date of its repeal by the legislative body or disapproval by the voters.”

Furthermore, under Elections Code Section 13120, the question pertaining to the ordinance that would appear on the ballot must be in the following form:

“Shall the statute (or ordinance) (stating the nature thereof, including any identifying number or title) be adopted?”

At the last Council meeting dealing with this topic, the City Attorney stated that he needed to research whether or not the ballot question had to repeat the title of the ordinance, verbatim. The City Attorney's research indicated that this was not required and, therefore, the resolutions which

are attached and which call for either a special election or an election at the next regular municipal election pose the question to be included in the ballot as follows:

“Shall Sonoma City Council Ordinance No. 01-2016 banning the use of gas leaf blowers within the City’s limits but permitting the use of electric and battery-powered leaf blowers under specified regulations be adopted?

YES _____

NO _____”

COST OF ELECTION

The City Clerk estimates that should the election on the leaf blower ordinance be held on November 8, 2016, the cost to the City would be approximately \$6,500. On the other hand, if the leaf blower ordinance is submitted to the voters at a later, special election that could not be consolidated with any other election, the estimated cost to the City would be between \$32,615 and \$45,661.

DRAFTING OF ARGUMENTS

Under Elections Code Section 9282, the City Council, or any member or members of the City Council authorized by the City Council, or any individual voter who is eligible to vote on the measure, or bona fide association of citizens or any combination of voters and associations may file a written argument for or against the leaf blower measure. Furthermore, the persons filing the primary argument in favor of a City measure may submit a rebuttal argument to any primary argument submitted in opposition to the leaf blower measure. As drafted, the resolutions attached hereto delegate to the Mayor the task of preparing an argument in favor of the leaf blower ordinance. Should the Council prefer, instead, a subcommittee (made up of two councilmembers) to prepare the argument, that would be permissible but the resolutions would need to be modified to say that. However, the Council could not assign the task of preparing the primary and rebuttal arguments to a majority of the Council unless the preparation of those arguments were to occur during a noticed and public meeting of the Council.

PRIORITIZATION OF ARGUMENTS

At the last Council meeting pertaining to the leaf blower ordinance, councilmembers inquired as to the manner in which competing arguments for or against the measure are prioritized and selected. California Elections Code Section 9287 specifies how arguments are to be prioritized in the event that more than one argument for or more than one argument against a City measure is submitted to the City Clerk. Section 9287 reads:

“If more than one argument for or more than one argument against any city measure is submitted to the city elections official within the time prescribed, he or she shall select one of the arguments in favor and one of the arguments against the measure for printing and distribution to the voters. In selecting the argument the

city elections official shall give preference and priority, in the order named, to the arguments of the following:

- (a) The legislative body, or member or members of the legislative body authorized by that body.
- (b) The individual voter, or bona fide association of citizens, or combination of voters and associations, who are the bona fide sponsors or proponents of the measure.
- (c) Bona fide associations of citizens.
- (d) Individual voters who are eligible to vote on the measure.”

RECOMMENDED ACTION

No recommendation is made as to which course of action the Council should take. That is left to the sound discretion of the City Council, exercised in fashion consistent with applicable law.

CITY OF SONOMA

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONOMA GIVING NOTICE OF AND ESTABLISHING THE POLICIES AND PROCEDURES FOR A REGULAR ELECTION TO ADOPT OR REJECT CITY COUNCIL ORDINANCE NO. 01-2016 PROHIBITING GAS LEAF BLOWERS AND REGULATING ELECTRIC AND BATTERY-POWERED LEAF BLOWERS IN THE CITY OF SONOMA; AND DIRECTING THE COUNTY ELECTIONS DEPARTMENT TO CONDUCT THE ELECTION ON THE CITY'S BEHALF

**[MUNICIPAL ELECTION]
NOVEMBER 8, 2016**

RECITALS

WHEREAS, by the adoption of Ordinance No. 01-2016, ("Ordinance") an Ordinance of the City Council of the City of Sonoma adding Chapter 9.60 to the Sonoma Municipal Code to Regulate And Prohibit the Use of Leaf Blowers Within the City Limits, the City Council banned the use of all gas leaf blowers within the City's limits while at the same time allowing the continued use of electric and battery-powered leaf blowers subject to certain regulations. By its terms, the ordinance is to be first enforced starting on July 1, 2016; and

WHEREAS, a referendum petition on said Ordinance was circulated and timely submitted to the City on which had been signed sufficient signatures to require the City Council to repeal the Ordinance, submit the Ordinance to the voters at the next regular municipal election, or submit the Ordinance to the voters at a special election; and

WHEREAS, the City Council held a noticed, public hearing on June 27, 2016, to consider calling a special election on the adoption of the Ordinance and at the conclusion of said hearing the Council determined that it should call an election on the referendum to be held at the next regular municipal election, namely, on November 8, 2016; and

WHEREAS, based on all the information presented at the June 27, 2016 meeting, both written and oral, including the staff reports, minutes and other relevant materials, the City Council finds that under CEQA Guidelines 15060(c)(2) & (3), 15378(b)(2), and 15061(b)(3) the adoption of this resolution is exempt from the California Environmental Quality Act and that there is no possibility that the adoption of this resolution may have a significant effect on the environment; and

WHEREAS, it is desirable that an election be called for the purposes of permitting the City's voters to determine whether the Ordinance should or should not be adopted; and

WHEREAS, it is desirable that the Elections Department of the County of Sonoma canvas the returns of said special election; and

WHEREAS, the Elections Department of the County of Sonoma requires payment by the City of a reasonable fee to perform the election services of holding the said election and this reasonable fee is related to and based upon the actual cost of conducting the election.

NOW, THEREFORE, the City Council of the City of Sonoma does hereby resolve, declare, determine and order as follows:

Section 1. The foregoing recitals are true and correct and are hereby incorporated by reference.

Section 2. That pursuant to California Elections Code Sections 9241, 9237 and 1410, there is called and ordered to be held in the City of Sonoma, California, on Tuesday, November 8, 2016, an election on the referendum described above.

Section 3. That the City Council, pursuant to its right and authority as established in Elections Code Sections 9237, 9241 and 1410, does order submitted to the voters at the election specified above the following question:

Shall Sonoma City Council Ordinance No. 01-2016 banning the use of gas leaf blowers within the City's limits but permitting the use of electric and battery-powered leaf blowers under specified regulations be adopted?

YES _____

NO _____

Section 4. That should said question be approved by the requisite vote, Ordinance No. 01-2016, a true and correct copy which is attached hereto as **Exhibit A**, shall be adopted.

Section 5. The official ballot to be used at said election shall conform to the laws of the State of California with relation thereto. The Board of Supervisors of the County of Sonoma is requested to order the County Clerk or the County Elections Department to set forth in the voter information portion of all sample ballots to be mailed to the qualified electors of the City the full text of the Ordinance and to mail with the sample ballots to the electors printed copies of the full text of the Ordinance, together with the primary arguments and rebuttal arguments (if any) for and against the measure,

and to provide absent voters ballots for the election for use by qualified electors of the City who are entitled thereto in the manner provided by law.

Section 6. That the Elections Department of the County of Sonoma is authorized to canvas the returns of said election.

Section 7. That the City Clerk is hereby directed to issue instructions to the Elections Department of the County of Sonoma to take any all steps necessary for the holding of the election.

Section 8. That the City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the County Clerk of the County of Sonoma.

Section 9. The City Attorney shall prepare an Impartial Analysis of the ballot measure not to exceed 500 words in length showing the effect of the measure on existing law and the operation of the measure.

Section 10. The City Council authorizes the Registrar of Voters [County Elections Department] to consolidate this election with the established election on November 8, 2016, for the ease and convenience of the registered voters and to take advantage of any cost savings possible by such consolidation.

Section 11. The City Clerk may request the assistance of the Elections Department of the County of Sonoma in regard to said regular municipal election, as the City Clerk deems necessary, and the City shall pay the incurred cost of such assistance.

Section 12. In accordance with Section 12111 of the Elections Code and Section 6061 of the Government Code, the City Clerk is hereby authorized and directed to cause notice of the measure to be published once in the Sonoma Index Tribune, a newspaper of general circulation, printed, published and circulated in the City of Sonoma and hereby designated for that purpose by the Council of Sonoma. The City Clerk may request that the Sonoma County Elections Department prepare and publish the required notice.

Section 13. The City Clerk is authorized, instructed and directed to work with the County Elections Department as needed in order to properly and lawfully conduct the election. The ballots to be used in the election shall be in the form and content as required by law. Thereafter, in accordance with the time prescribed by the Elections Code, the City Council shall declare and cause to be entered in its minutes a statement of the results of the election. In all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections; and

Section 14. The City Manager is hereby authorized and directed to expend the necessary funds to pay for the City's cost of placing the measure on the election ballot.

Section 15. This resolution shall be forthwith entered upon the minutes of this Council and kept and maintained by the City Clerk of Sonoma.

Section 16. The polls for the election shall be open at 7:00 a.m. on the day of the election and shall remain open continuously from that time until 8:00 p.m. that same day, at which time the polls shall be closed, except as provided by Section 14401 of the California Elections Code. The notice of the time and place of holding the election is hereby given, and the City Clerk is authorized to give further notice of the election, as required by law.

- a. The last day for submission of primary arguments for or against the measure shall be by 5:00 p.m. on August 22, 2016.
- b. The last day for submission of rebuttal arguments for or against the measure shall be by 5:00 p.m. on September 1, 2016.
- c. Primary arguments shall not exceed three hundred (300) words and shall be signed by not more than five persons.
- d. Rebuttal arguments shall not exceed two hundred fifty (250) words and shall be signed by not more than five persons; those persons may be different persons than the persons who signed the primary arguments.
- e. Pursuant to Elections Code Section 9282(b), the Mayor is hereby authorized to prepare a written argument and rebuttal in favor of the proposed ordinance on behalf of the City Council. At the Mayor's discretion, the argument may also be signed by bona fide associations or by individual voters who are eligible to vote.
- f. Pursuant to California Elections Code Section 9285, when the City Clerk has selected the arguments for and against the measure, which will be printed and distributed to the voters, the City Clerk shall send copies of the argument in favor of the measure to the authors of the argument against, and copies of the argument against to the authors of the argument in favor. Rebuttal arguments shall be printed in the same manner as the primary arguments. Each rebuttal argument shall immediately follow the primary argument which it seeks to rebut.

PASSED AND ADOPTED this ___ day of _____, 2016, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Laurie Gallian, Mayor

ATTEST:

Gay Johann, City Clerk

CITY OF SONOMA

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SONOMA GIVING NOTICE OF AND ESTABLISHING THE POLICIES AND PROCEDURES FOR A SPECIAL ELECTION TO ADOPT OR REJECT CITY COUNCIL ORDINANCE NO. 01-2016 PROHIBITING GAS LEAF BLOWERS AND REGULATING ELECTRIC AND BATTERY-POWERED LEAF BLOWERS IN THE CITY OF SONOMA; AND DIRECTING THE COUNTY ELECTIONS DEPARTMENT TO CONDUCT THE ELECTION ON THE CITY'S BEHALF

[SPECIAL ELECTION]

RECITALS

WHEREAS, by the adoption of Ordinance No. 01-2016, ("Ordinance"), an Ordinance of the City Council of the City of Sonoma adding Chapter 9.60 to the Sonoma Municipal Code to Regulate And Prohibit the Use of Leaf Blowers Within the City Limits, the City Council banned the use of all gas leaf blowers within the City's limits while at the same time allowing the continued use of electric and battery-powered leaf blowers subject to certain regulations. By its terms, the ordinance is to be first enforced starting on July 1, 2016; and

WHEREAS, a referendum petition on said Ordinance was circulated and timely submitted to the City on which had been signed sufficient signatures to require the City Council to repeal the Ordinance, submit the Ordinance to the voters at the next regular municipal election, or submit the Ordinance to the voters at a special election; and

WHEREAS, the City Council held a noticed, public hearing on June 27, 2016, to consider calling a special election on the adoption of the Ordinance and at the conclusion of said hearing the Council determined that it should call a special election on the referendum; and

WHEREAS, based on all the information presented at the June 27, 2016 meeting, both written and oral, including the staff reports, minutes and other relevant materials, the City Council finds that under CEQA Guidelines 15060(c)(2) & (3), 15378(b)(2), and 15061(b)(3) the adoption of this resolution is exempt from the California Environmental Quality Act and that there is no possibility that the adoption of this resolution may have a significant effect on the environment; and

WHEREAS, it is desirable that a special election be called for the purposes of permitting the City's voters to determine whether the Ordinance should or should not be adopted; and

WHEREAS, it is desirable that the Elections Department of the County of Sonoma canvas the returns of said special election; and

WHEREAS, the Elections Department of the County of Sonoma requires payment by the City of a reasonable fee to perform the election services of holding the said special election and this reasonable fee is related to and based upon the actual cost of conducting the election.

NOW, THEREFORE, the City Council of the City of Sonoma does hereby resolve, declare, determine and order as follows:

Section 1. The foregoing recitals are true and correct and are hereby incorporated by reference.

Section 2. That pursuant to California Elections Code Sections 9241, 9237 and 1410, there is called and ordered to be held in the City of Sonoma, California, on Tuesday _____, a special election.

Section 3. That the City Council, pursuant to its right and authority as established in Elections Code Sections 9237, 9241 and 1410, does order submitted to the voters at the election specified above the following question:

Shall Sonoma City Council Ordinance No. 01-2016 banning the use of gas leaf blowers within the City's limits but permitting the use of electric and battery-powered leaf blowers under specified regulations be adopted?

YES _____

NO _____

Section 4. That should said question be approved by the requisite vote, Ordinance No. 01-2016, a true and correct copy which is attached hereto as **Exhibit A**, shall be adopted.

Section 5. The official ballot to be used at said election shall conform to the laws of the State of California with relation thereto. The Board of Supervisors of the County of Sonoma is requested to order the County Clerk or the County Elections Department to set forth in the voter information portion of all sample ballots to be mailed to the qualified electors of the City the full text of the Ordinance and to mail with the sample ballots to the electors printed copies of the full text of the Ordinance, together with the primary arguments and rebuttal arguments (if any) for and against the measure, and to provide absent voters ballots for the election for use by qualified electors of the City who are entitled thereto in the manner provided by law.

Section 6. That the Elections Department of the County of Sonoma is authorized to canvas the returns of said election.

Section 7. That the City Clerk is hereby directed to issue instructions to the Elections Department of the County of Sonoma to take any all steps necessary for the holding of the election.

Section 8. That the City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the County Clerk of the County of Sonoma.

Section 9. The City Attorney shall prepare an Impartial Analysis of the ballot measure not to exceed 500 words in length showing the effect of the measure on existing law and the operation of the measure.

Section 10. The City Council authorizes the Registrar of Voters [County Elections Department] to consolidate this election with the established election on _____ for the ease and convenience of the registered voters and to take advantage of any cost savings possible by such consolidation.

Section 11. The City Clerk may request the assistance of the Elections Department of the County of Sonoma in regard to said special municipal election, as the City Clerk deems necessary, and the City shall pay the incurred cost of such assistance.

Section 12. In accordance with Section 12111 of the Elections Code and Section 6061 of the Government Code, the City Clerk is hereby authorized and directed to cause notice of the measure to be published once in the Sonoma Index Tribune, a newspaper of general circulation, printed, published and circulated in the City of Sonoma and hereby designated for that purpose by the Council of Sonoma. The City Clerk may request that the Sonoma County Elections Department prepare and publish the required notice.

Section 13. The City Clerk is authorized, instructed and directed to work with the County Elections Department as needed in order to properly and lawfully conduct the election. The ballots to be used in the election shall be in the form and content as required by law. Thereafter, in accordance with the time prescribed by the Elections Code, the City Council shall declare and cause to be entered in its minutes a statement of the results of the election. In all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

Section 14. The City Manager is hereby authorized and directed to expend the necessary funds to pay for the City's cost of placing the measure on the election ballot.

Section 15. This resolution shall be forthwith entered upon the minutes of this Council and kept and maintained by the City Clerk of Sonoma.

Section 16. The polls for the election shall be open at 7:00 a.m. on the day of the election and shall remain open continuously from that time until 8:00 p.m. that same day, at which time the polls shall be closed, except as provided by Section 14401 of the California Elections Code. The notice of the time and place of holding the election is hereby given, and the City Clerk is authorized to give further notice of the election, as required by law.

- a. The last day for submission of primary arguments for or against the measure shall be by 5:00 p.m. on _____.
- b. The last day for submission of rebuttal arguments for or against the measure shall be by 5:00 p.m. on _____.
- c. Primary arguments shall not exceed three hundred (300) words and shall be signed by not more than five persons.
- d. Rebuttal arguments shall not exceed two hundred fifty (250) words and shall be signed by not more than five persons; those persons may be different persons than the persons who signed the primary arguments.
- e. Pursuant to Elections Code Section 9282(b), the Mayor is hereby authorized to prepare a written argument and rebuttal in favor of the proposed ordinance on behalf of the City Council. At the Mayor's discretion, the argument may also be signed by bona fide associations or by individual voters who are eligible to vote.
- f. Pursuant to California Elections Code Section 9285, when the City Clerk has selected the arguments for and against the measure, which will be printed and distributed to the voters, the City Clerk shall send copies of the argument in favor of the measure to the authors of the argument against, and copies of the argument against to the authors of the argument in favor. Rebuttal arguments shall be printed in the same manner as the primary arguments. Each rebuttal argument shall immediately follow the primary argument which it seeks to rebut.

PASSED AND ADOPTED this ___ day of _____, 2016, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Laurie Gallian, Mayor

ATTEST:

Gay Johann, City Clerk

CITY OF SONOMA

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SONOMA
REPEALING ORDINANCE NO. 01-2016 PROHIBITING GAS LEAF
BLOWERS AND REGULATING ELECTRIC AND BATTERY-POWERED
LEAF BLOWERS IN THE CITY OF SONOMA**

RECITALS

WHEREAS, by the adoption of Ordinance No. 01-2016 (“Ordinance”), an Ordinance of the City Council of the City of Sonoma adding Chapter 9.60 to the Sonoma Municipal Code to Regulate and Prohibit the Use of Leaf Blowers Within the City Limits, the City Council banned the use of all gas leaf blowers within the City’s limits while at the same time allowing the continued use of electric and battery-powered leaf blowers subject to certain regulations. By its terms, the ordinance is to be first enforced starting on July 1, 2016; and

WHEREAS, a referendum petition on said Ordinance was circulated and timely submitted to the City on which had been signed sufficient signatures to require the City Council to repeal the Ordinance, submit the Ordinance to the voters at the next regular municipal election, or submit the Ordinance to the voters at a special election; and

WHEREAS, the City Council held a noticed, public hearing on June 27, 2016, to consider repealing the Ordinance and at the conclusion of said hearing the Council determined that it should repeal the Ordinance; and

WHEREAS, based on all the information presented at the June 27, 2016 meeting, both written and oral, including the staff reports, minutes and other relevant materials, the City Council finds that under CEQA Guidelines 15060(c)(2) & (3), 15378(b)(2), and 15061(b)(3) the adoption of this ordinance is exempt from the California Environmental Quality Act and that there is no possibility that the adoption of this ordinance may have a significant effect on the environment; and

NOW, THEREFORE:

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

Section 1. Ordinance No. 01-2016 of the City Council of the City of Sonoma is hereby repealed.

Section 2. 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.

Section 3. 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, phrases or clauses be declared unconstitutional on their face or as applied.

Section 4. Effective Date. This ordinance shall become effective thirty (30) days from and after the date of its passage.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Sonoma this _____ day of _____, 2016:

Laurie Gallian, Mayor

ATTEST:

Gay Johann, 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 _____, 2016, by the following vote:

AYES:
NOES:
ABSENT:

Gay Johann, Assistant City Manager/City Clerk

CALIFORNIA ELECTIONS CODES

Section 9281

If no other method is provided by general law, or, in the case of a chartered city, by the charter or by city ordinance, arguments for and against any city measure may be submitted to the qualified voters of the city pursuant to this article. If a method is otherwise provided by general law, or, in the case of a chartered city, by charter or city ordinance, for submitting arguments as to a particular kind of city measure, that method shall control.

Section 9282

(a) For measures placed on the ballot by petition, the persons filing an initiative petition pursuant to this article may file a written argument in favor of the ordinance, and the legislative body may submit an argument against the ordinance.

(b) For measures placed on the ballot by the legislative body, the legislative body, or any member or members of the legislative body authorized by that body, or any individual voter who is eligible to vote on the measure, or bona fide association of citizens, or any combination of voters and associations, may file a written argument for or against any city measure.

(c) No argument shall exceed 300 words in length.

(d) The city elections official shall include the following statement on the front cover, or if none, on the heading of the first page, of the printed arguments:
“Arguments in support or opposition of the proposed laws are the opinions of the authors.”

(e) The city elections official shall enclose a printed copy of both arguments with each sample ballot; provided, that only those arguments filed pursuant to this section shall be printed and enclosed with the sample ballot. The printed arguments are “official matter” within the meaning of Section 13303.

(f) Printed arguments submitted to voters in accordance with this section shall be titled either “Argument In Favor Of Measure ____” or “Argument Against Measure ____,” accordingly, the blank spaces being filled in only with the letter or number, if any, designating the measure. At the discretion of the elections official, the word “Proposition” may be substituted for the word “Measure” in these titles.

Section 9283

A ballot argument may not be accepted under this article unless accompanied by the printed name and signature or printed names and signatures of the author or authors submitting it, or, if submitted on behalf of an organization, the name of the organization and the printed name and signature of at least one of its principal officers who is the author of the argument.

No more than five signatures shall appear with any argument submitted under this article. In case any argument is signed by more than five authors, the signatures of the first five shall be printed.

Section 9285

(a)(1) When an argument in favor and an argument against a measure have been selected to be printed in the ballot pamphlet, the elections official shall send a copy of the argument in favor of the measure to the authors of the argument against the measure and a copy of an argument against the measure to the authors of the argument in favor of the measure.

(2) The author or a majority of the authors of an argument relating to a city measure may prepare and submit a rebuttal argument or may authorize in writing any other person or persons to prepare, submit, or sign the rebuttal argument.

(3) No rebuttal argument may exceed 250 words.

(4) A rebuttal argument relating to a city measure shall be filed with the elections official no later than 10 days after the final filing date for primary arguments.

(5) A rebuttal argument relating to a city measure may not be signed by more than five persons and shall be printed in the same manner as a direct argument and shall immediately follow the direct argument which it seeks to rebut.

(b) Subdivision (a) applies only if, not later than the day on which the legislative body calls an election, the legislative body adopts its provisions by majority vote, in which case subdivision (a) applies at the next ensuing municipal election and at each municipal election thereafter, unless later repealed by the legislative body in accordance with the procedures of this subdivision.



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 7B

Meeting Date: 06/27/2016

Department

Administration

Staff Contact

Carol E. Giovanatto, City Manager
DeAnna Hilbrants, Finance Director

Agenda Item Title

Discussion, Consideration and Possible Action on a Report of Measure J Revenue Performance, Analysis of Options of the Sunset Provisions and Direction to Staff

Summary

As a component of our fiscal management plan, the City has in place a local transaction and use tax (referred to as Measure J “add-on Sales Tax”) which provides a stabilizing foundation to public services. In 2012 the City went to the voters presenting Measure J for consideration which consisted of the addition of a half-cent local transactions and use tax to fund City services. Until this measure was brought forward, the City of Sonoma had not turned to its constituents for a new tax in 20 years. The specific text of the Ballot Measure stated ***“To preserve the safety, public services and quality of life of Sonoma, and provide funding for essential services such as police, fire and emergency medical services, street and road maintenance, graffiti abatement and other general community services, shall an ordinance be adopted temporarily increasing the City sales tax by one-half of one percent for a term of 5 years, with all funds to be spent locally?”***

Since its approval in 2012, Measure J has provided a total of approximately \$8 million local tax dollars and in FY 2016-17 is projected to be the fourth highest revenue source following Transient Occupancy Tax, Property Tax and General Sales Tax in the City’s General Fund. The current Measure J was initially set with a 5-year sunset clause in a calculated and focused approach to (1) review the performance of the local sales tax, and (2) assure taxpayers that the City could and would demonstrate its ability to manage and use the funds in a fiscally responsible way. It also provided for the breathing room to analyze how the State would ultimately realign redevelopment activities, fund affordable housing and transfer further responsibilities to cities without benefit of additional funding. This “sunset clause” is set to expire on June 30, 2017 and to continue collection of the tax a new measure must be renewed by voter ballot in November. Absent this local tax revenue source, the City will be facing serious revenue shortfalls in the future and budget cuts to core public services will be necessary.

Recommended Council Action

With Measure J poised to “sunset” in June 2017, the Council needs to consider whether or not to pursue the extension of the tax as a ballot measure on the November 2016 ballot. Council has options on extending the tax timeframe into the future such that:

- (1) the Council could propose to extend the tax measure with a new sunset provision based on a set timeframe (5-years, 10-years, 20-years), or
- (2) the Council could propose to extend the tax measure in perpetuity (no stated end date), or
- (3) the Council could chose not to move forward with renewal of the local sales tax which would give staff the advance notice (12 months) to begin looking at future General Fund expenditure reductions equal to the loss of \$2.2 million in revenue.

Staff is seeking general direction to draft a resolution for the July 6th Council agenda to consider a local sales and use tax renewal as an measure on the November ballot.

Alternative Actions

Request additional information; take no action.

Financial Impact

Potential loss of \$2.2 million in General Fund revenue if Measure J is not renewed by ballot election.

Environmental Review

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

Status

- Approved/Certified
- No Action Required
- Action Requested

Attachments:

Supplemental Report

Alignment with Council Goals:

2015-16 FISCAL MANAGEMENT: Prepare outline of steps for 2016 ballot measure to extend Measure J Sales Tax (Municipal Election-November 2016)

Compliance with Climate 2020 Action Plan Target Goals:

cc:

SUPPLEMENTAL REPORT

Discussion, Consideration and Possible Action on a Report of Measure J Revenue Performance, Analysis of Options of the Sunset Provisions and Direction to Staff

For the Council Meeting of June 27, 2016

Overview

As a component of our fiscal management plan, the City has in place a local transaction and use tax (referred to as Measure J “add-on Sales Tax”) which provides a stabilizing foundation to public services. In 2012 the City went to the voters presenting Measure J for consideration which consisted of the addition of a half-cent local transactions and use tax to fund City services. This half percent tax is added to general Sales Tax on purchases in the City. Until this measure was brought forward, the City of Sonoma had not turned to its constituents for a new tax in 20 years. The measure passed with a 67.1% affirmative vote, well over the simple majority (50%+1) needed. The specific text of the Ballot Measure stated ***“To preserve the safety, public services and quality of life of Sonoma, and provide funding for essential services such as police, fire and emergency medical services, street and road maintenance, graffiti abatement and other general community services, shall an ordinance be adopted temporarily increasing the City sales tax by one-half of one percent for a term of 5 years, with all funds to be spent locally?”***

Since its approval in 2012, Measure J has provided a total of approximately \$8 million local tax dollars and in FY 2016-17 is projected to be the fourth highest revenue source following Transient Occupancy Tax, Property Tax and General Sales Tax in the City’s General Fund. This revenue has been generated through our tourism-based economy and through residential taxpayers. More importantly, unlike many other current and prior revenue sources (such as general sales tax, redevelopment property tax, gas tax, cigarette tax, alcohol beverage tax, and Vehicle License In-Leiu), Measure J is sheltered from State intervention because it is a local tax. Only the City Council, can determine its use, its duration and ultimately its survival. The current Measure J was initially set with a 5-year sunset clause in a calculated and focused approach to (1) review the performance of the local sales tax, and (2) assure taxpayers that the City could and would demonstrate its ability to manage and use the funds in a fiscally responsible way. It also provided for the breathing room to analyze how the State would ultimately realign redevelopment activities, fund affordable housing and transfer further responsibilities to cities without benefit of additional funding. This “sunset clause” is set to expire on June 30, 2017 and to continue collection of the tax a new measure must be renewed by voter ballot in November. Absent this local tax revenue source, the City will be facing serious revenue shortfalls in the future and budget cuts to core public services will be necessary.

History

Since 1984, the City's budget structure included the resources of Sonoma's redevelopment agency (approximately \$4.6M in the final year of redevelopment-2011). The Sonoma Community Development Agency accounted for one-third of the City's budget provided through local property tax dollars for community benefits and improvements such as road improvements, traffic safety, pedestrian and bicycle improvements, sidewalks and streetscapes, creation of The Haven emergency shelter, renovation of the Sonoma Valley Regional Library, renovation of the League for Historic Preservation's Museum, constructing a new Fire Station, Police Station upgrades including the Community Room/Council Chambers, affordable housing, subsidy to the Sebastiani Theater, contributions to the Sonoma Community Center especially in the recent renovation, and other programs that have preserved Sonoma as a great place to live, work and visit. Through the use of redevelopment dollars, the City also established a graffiti abatement program, a successful economic development program, and financially supported the Sonoma Valley Visitors Bureau all of which are on-going today. The economic development program alone assisted approximately 150 local businesses each year through programs promoting business attraction, expansion and job creation.

With the backing of redevelopment, the City was able to keep the cost of providing city services to our residents low. In fact, in 2008, the City eliminated landscape and lighting assessment districts in order to reduce the tax burden on residents living in certain areas of the City and absorbed those costs into the City's General Fund. The City used the redevelopment funds wisely and for the purposes for which they were intended. Many city projects and core services relied on the use of redevelopment funding to sustain their viability well into the future. Unfortunately, on December 29, 2011 the Supreme Court issued a "hard stop" decision on dissolving redevelopment agencies which had the effect of changing the City's future Business Plan. Through the elimination of redevelopment agencies Statewide, the City's General Fund became obligated for approximately \$417,000 in basic core service costs formerly funded by redevelopment. In addition to these basic costs, a gap was left for unfunded capital and infrastructure programs as well as affordable housing programs in the City's 5-year Capital Improvement Plan. The City typically spent a minimum of \$800,000 in redevelopment property tax funding annually on road and street maintenance and another approximately \$200,000 on affordable housing.

Staff and the Council at that time, led by then Mayor Joanne Sanders, recognized that "business as usual" would be changed forever for Sonoma if steps weren't immediately taken and that sound fiscal decisions would be necessary to secure the City's financial position. The Council recognized that with the loss of a key component of the revenue stream, the City could not expect to continue to survive and thrive. As such, in June of 2012, the City went to the ballot for the first time in almost three decades (28 years) to ask the voters to approve a local transactions and use tax. This transactions and use tax is added to sales tax for defined goods. The Council determined that a local transactions and use tax would have a minimal impact to the average resident,

(approximately 50 cents for every \$100 spent). Since most groceries are not subject to sales tax the average family's basic needs would not be overburdened by this local tax. The Council also recognized that the City has a high tourism population and that the majority of sales tax currently is collected from out of town visitors.

Tax Measure Sunset Provisions & Future Options

With Measure J poised to "sunset" in June 2017, the Council needs to consider whether or not to pursue the extension of the tax as a ballot measure on the November 2016 ballot. Council has options on extending the tax timeframe into the future such that:

- (1) the Council could propose to extend the tax measure with a new sunset provision based on a set timeframe (5-years, 10-years, 20-years), or
- (2) the Council could propose to extend the tax measure in perpetuity (no stated end date), or
- (3) the Council could chose not to move forward with renewal of the local sales tax which would give staff the advance notice (12 months) to begin looking at future General Fund expenditure reductions equal to the loss of \$2.2 million in revenue.

In the event that Council choses to move forward with #2, any future Council retains the authority to administratively "sunset" the tax at any time should fiscal circumstances or financial policies change that eliminates the need for the tax in the General Fund. No ballot measure would be necessary to effect this sunset provision.

Should Council decide to move forward with a renewal of the tax under either scenario #1 or #2, the Council will have an opportunity to write a ballot argument in favor of the tax and may want to consider redirecting the focus of expenditures toward issues more directly tied to current and future Council Goals.

Fiscal Impacts

Measure J revenue (approximately \$2.2M annually) is not a supplemental tax for the General Fund; rather, it provides coverage for costs assumed by the General Fund for core public services and outside organizational services, some of which were formerly provided under the redevelopment program (with exception to Affordable Housing; the primary responsibility for the Housing was transferred to the Sonoma County Housing Authority). As stated in the text of the original measure (and for which the City received voter approval) the City was diligent in maintaining its promise to the voters and using the resources provided by the Measure J tax proceeds wisely to provide "**funding for essential services such as police, fire and emergency medical services, street and road maintenance, graffiti abatement and other general community services**". This is specifically illustrated below in a limited summary of the financial support Measure J provided in the general expenditure areas highlighted in the text of ballot measure. Overall, Measure J has provided a stabilizing local economic foundation for the City's provision of public services.

Police

- Maintenance of continued level of police enforcement services including Chief, 2 sergeants, 10 deputies, 2 community service officers, 1 administrative assistant, and part-time administrative clerk.
- Addition of Police K-9 Program.
- Financial support for the School Resource Officer position.

Fire & Emergency Medical Services (EMS)

- Completion of agreement with Valley of the Moon Fire Protection District establishing the Sonoma Valley Fire and Rescue Authority Maintenance of daily staffing on fire apparatus including 3 engine companies, 2 ambulances, and a command vehicle.
- Purchase of New Fire Engine replacing aging apparatus
- Participation in new state and federal reimbursement programs for EMS services offsetting some costs of fire and EMS services.

Street and Road Maintenance/Gas Tax: Capital Projects and Streets Maintenance Projects including:

- Increase in transfer to Gas Tax for ongoing streets maintenance due to reduced Gas Tax revenues
- Replacement of City Street Lights with LED Lighting to improve lighting and reduce future electricity costs
- Slurry Seal Projects in 2011, 2012, 2014, and 2015
- Annual Sidewalk Repairs (\$50,000 per year)
- Street & Signal Improvements at Broadway, Napa, and Leveroni
- Church Street & Curtain Lane Street Rehab
- 2014 Road Rehab project including:
- Complete Improvements at Depot Park that were initiated under former Community Development Agency
- Chase Street Bridge Replacement (ongoing)

Graffiti Abatement/Public Works

- Addition of in-house City Engineer / Public Works Director (also includes costs absorbed from Former Community Development Agency).

Redevelopment Expenses

- Absorption of Administrative Expenses from former Community Development Agency including legal costs as well as staff costs in City Manager's Office, City Clerk's Office, and Finance Department.
- Absorption of contracts from former Community Development Agency including lease costs for Sebastiani Theatre, utilities for Emergency Shelter, agreement

with Visitor's Bureau, Economic Development services provided by Sonoma Valley Chamber of Commerce

- Absorption of Costs of CREBS bond for solar panels at Police Department and Public Works which were disallowed for Redevelopment Property Tax Trust Fund (RPTTF) funds

General Community Services

- Replacement of City Hall Bell Tower including addition of hourly chime.
- Replacement of Historical Directional Sign on City Plaza
- Added Administrative Staff to Cemetery and City Clerk's Office to improve customer service to residents
- Provide customer service training for City Staff
- Perform annual Council Goal Setting Session to outline priority activities for each year.
- Reinstated annual transfers for internal service programs such as the Long Term Building Maintenance to fund larger building repair and maintenance needs. These transfers were reduced in Fiscal Year 11/12 in anticipation of declining revenues and dissolution of the Community Development Agency.
- Updated telephone system to improve service to the public.
- Established Business Loan Program including forgivable loans for physical improvements to businesses in the City (this program was completely eliminated with the loss of Redevelopment)
- Establishment of Code Enforcement Program
- Establish Special Events Coordinator position
- Establish stand-alone Finance Department to improve transparency and timeliness of financial reporting.
- Completion of Circulation Element and activities related to Housing Element of General Plan.
- Increase funding for training for City Commissions.
- Increase in funding for Community Activities including:
 - Establishment of Community Fund Grant Program (1.5% of designated General Fund revenues including Measure J)
 - Increase in total funding for organizations providing services to community from \$123,200 in Fiscal Year 11/12 to \$194,385 in 16/17.
 - Program for "City-Sponsored" days for use of the Veteran's Building.
 - Establishment of Pool Fund for Scholarships for the Sonoma Splash program
 - Increase in funding for Cultural and Fine Arts Commission Activities



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 7C

Meeting Date: 06/27/2016

Department

Administration

Staff Contact

Carol E. Giovanatto, City Manager

Agenda Item Title

Discussion, Consideration and Possible Action on a Report by the Facilities Committee Regarding the Proposal by the HAVEN to Establish a Safe Parking Pilot Program for Sonoma Homeless.

Summary

At the June 6 Council meeting, the Sonoma Overnight Support (SOS) presented a proposal to establish a Safe Parking Pilot Program at the HAVEN. The proposal consists of securing five parking spaces directly in front of the HAVEN for safe parking during the summer hours of 9 pm to 7 am on a three-month trial basis beginning July 1, 2016 through September 30, 2016. The proposal references modeling the program after the Catholic Charities program run elsewhere in the County. Staff presented several issues that potentially needed to be considered with regards to this proposal. Following a brief presentation by Kathy King, Executive Director, and discussion by the Council, the issue was referred to the Facilities Committee (Councilmembers Edwards and Cook) for further analysis. Councilmember Edwards expressed his desire to outreach to Catholic Charities prior to scheduling the Facilities Committee meeting. Due to delays in scheduling, the Facilities Committee meeting could not be scheduled until Thursday, June 23rd (subsequent to the preparation of the agenda packet). A verbal status report will be given by the Facilities Committee during the City Council meeting. Notification to the Field of Dreams Board and the Sonoma Dog Park Association (closest neighboring property lessees) were made of the pending discussion by the Facilities Committee of this proposal.

Recommended Council Action

Determine if Council has interest in pursuing Safe Parking Pilot program; provide direction to staff.

Alternative Actions

Do not pursue additional action.

Financial Impact

Unknown at this time.

Environmental Review

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

Status

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

Attachments:

Alignment with Council Goals:

N/A

cc:

Kathy King, Executive Director, Sonoma Overnight Support



CITY OF SONOMA
 City Council
 Agenda Item Summary

Agenda Item:	9
Meeting Date:	06/27/2016

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 GALLIAN	MPT AGRIMONTI	CLM. COOK	CLM. EDWARDS	CLM. HUNDLEY
City Audit Committee	LOCC North Bay Division Liaison	ABAG Alternate	ABAG Delegate	Cittaslow Sonoma Valley Advisory Council, Alt.
Marin/Sonoma Mosquito & Vector Control District	North Bay Watershed Association	City Audit Committee	Cittaslow Sonoma Valley Advisory Council	LOCC North Bay Division Liaison, Alternate
Sonoma County Mayors & Clm. Assoc. BOD	Sonoma County Mayors & Clm. Assoc. BOD, Alt.	City Facilities Committee	City Facilities Committee	Sonoma Clean Power Alt.
Sonoma County Trans. Authority & Regional Climate Protection Authority	Sonoma County Trans. & Regional Climate Protection Authority, Alternate	Oversight Board to the Dissolved CDA	Oversight Board to the Dissolved CDA, Alt.	Sonoma County M & C Assoc. Legislative Committee
Sonoma Disaster Council	Sonoma County Waste Management Agency	Sonoma Clean Power	Sonoma County Health Action & SV Health Roundtable	S. V. Citizens Advisory Commission
Sonoma Housing Corporation	Sonoma Disaster Council, Alternate	S.V. Economic Vitality Partnership, Alt.	Sonoma County M & C Assoc. Legislative Committee, Alt.	S.V. Economic Vitality Partnership
S.V.C. Sanitation District BOD	Sonoma Housing Corporation	S. V. Library Advisory Committee	Sonoma Valley Citizens Advisory Comm. Alt.	S. V. Library Advisory Committee, Alternate
S.V. Fire & Rescue Authority Oversight Committee	S.V.C. Sanitation District BOD, Alt.			
VOM Water District Ad Hoc Committee	S.V. Fire & Rescue Authority Oversight Committee			
Water Advisory Committee	VOM Water District Ad Hoc Committee, Alternate			
	Water Advisory Committee, Alternate			

Recommended Council Action – Receive Reports

Attachments: None