

**CITY OF HEALDSBURG
CITY COUNCIL/REDEVELOPMENT SUCCESSOR AGENCY
REGULAR MEETING MINUTES**

May 15, 2017

**City Hall Council Chamber
401 Grove Street, Healdsburg**

CALL TO ORDER/ROLL CALL

Mayor/Chairperson McCaffery called to order the concurrent meeting of the City Council and Redevelopment Successor Agency of the City of Healdsburg at approximately 6:00 P.M. with the following Councilmembers present/absent:

Present: Councilmembers/: Hagele, Mansell, Naujokas, Plass and Mayor McCaffery
Board Members

Absent: Councilmembers/: None
Board Members

Mayor McCaffery reported out on the closed session held prior to tonight's meeting noting that no action was taken only direction was given to staff on Items 3A and 3B.

APPROVAL OF AGENDA

On a motion by Councilmember Plass, seconded by Vice Mayor Mansell, approved the May 15, 2017 City Council and Redevelopment Successor Agency meeting agenda as submitted. The motion carried on a unanimous voice vote. (Ayes 5, Noes 0, Absent -None)

APPROVAL OF MINUTES

On a motion by Vice Mayor Mansell, seconded by Councilmember Hagele, approved the May 1, 2017 special and regular meetings as submitted. The motion carried on a unanimous voice vote. (Ayes 5, Noes 0, Absent -None)

ANNOUNCEMENTS/PRESENTATIONS – AFFORDABLE HOUSING WEEK

Mayor McCaffery, with Council concurrence, issued a proclamation declaring May 14-20, 2017 as Affordable Housing Week in the City of Healdsburg and presented the proclamation to Bill Bowman, Burbank Housing.

Bill Bowman, Burbank Housing Board Member, thanked the City for its long term commitment to affordable housing and spoke about the many affordable housing projects completed in the City of Healdsburg.

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Bruce Shimizo discussed statistics regarding the rental housing crisis in Sonoma County and the need for thousands of additional rental units and of housing funds.

COUNCIL REPORTS ON MATTERS OF INTEREST OCCURRING SINCE PREVIOUS REGULAR MEETING/EXPENSE REIMBURSEMENT REPORTS

Councilmember Plass reported that on May 2, 2017, he, Councilmember Hagele and Director Crowley met with the new Director of the Community Municipal Utility Association Director, on May 10, 2017 he volunteered at the annual Mother's Day Tea celebration at the Senior Center and on May 12, 2017 he represented the Mayor at the ground breaking ceremony for the Highway 101 Repaving Project.

Councilmember Hagele reported that on May 8th he toured the Healdsburg Center for Animals, on May 9th he attended the HTID meeting and the Mill District open house at Long Board, on May 10th he attended the Mother's Tea celebration and on May 12th he attended the Construction Industry Conference in Santa Rosa.

Vice Mayor Mansell reported she attended: the Sunrise Rotary Club meeting; the Northern Sonoma County Air Pollution Control District Board meeting; the first day of the Farmer's Market; the earth justice event; the Sonoma County Transportation Authority Board meeting; Representative Huffman's town hall meeting at Dominican University; the Mother's Day Teach celebration at the Senior Center; the Raven Players event, and the Reach for Hope event at the Paul Mahder Gallery. Vice Mayor Mansell further reported that she was interviewed on KRCCB on the Day of the Teacher.

Councilmember Naujokas reported that he attended the Senior Citizens Advisory Committee meeting, the first Farmers Market, the HTID Board meeting and the Reach for Home event. Councilmember Naujokas further reported he toured the animal shelter and met with Paul Mahder to discuss the appeal of the Conditional Use Permit.

Mayor McCaffery reported he attended the Mother's Day tea event and that he also visited the animal shelter to pick up his free-spirited cat that ran away for the third time.

CITY MANAGER REPORTS

None.

PUBLIC COMMENTS ON NON AGENDA ITEMS

Mark Decker, representing Access Healdsburg, announced that the Candidate's forum is now available on Channel 26 and YouTube and that they would be having a sale of excess equipment on May 14th.

CONSENT CALENDAR

Councilmember Hagele abstained from voting on Consent Item 6I because he resides within one of the zones of the Landscaping and Lighting District.

On a motion by Councilmember Hagele, seconded by Councilmember Plass, approved the Consent Calendar, as follows:

A. CHECK DISBURSEMENT REPORT - JANUARY 2017

By motion, approved the check disbursement report for checks issued by the City of Healdsburg during the month of January 2017. (Ayes 5, Noes 0, Absent - None)

B. CHECK DISBURSEMENT REPORT - FEBRUARY 2017

By motion, approved the disbursement report for checks issued by the City of Healdsburg during the month of February 2017. (Ayes 5, Noes 0, Absent - None)

C. CHECK DISBURSEMENT REPORT - MARCH 2017

By motion, approved the disbursement report for checks issued by the City of Healdsburg during the month of March 2017. (Ayes 5, Noes 0, Absent - None)

D. CHECK DISBURSEMENT REPORT - APRIL 2017

By motion, approved the disbursement report for checks issued by the City of Healdsburg during the month of April 2017. (Ayes 5, Noes 0, Absent - None)

E. MONTHLY INVESTMENT REPORT FOR JANUARY 2017

By motion, approved the monthly Treasurer's Investment Report for January 2017. (Ayes 5, Noes 0, Absent - None)

F. EVENTS WITH SOLE REQUEST FOR CONSUMPTION OF ALCOHOL AND STREET CLOSURE ON GROVE STREET

By motion, approved Events with Sole's request to allow consumption of alcohol and street closure of Grove Street, Vine Street, and Westside Road as requested at the 10th annual Healdsburg Half Marathon on October 8, 2017. (Ayes 5, Noes 0, Absent - None)

G. CLAIM OF JOHN F. BAUMGARDNER ON BEHALF OF TOAD HOLLOW VINEYARDS, INC.

By motion, rejected the claim of John F. Baumgardner on behalf of Toad Hollow Vineyards, Inc. and directed staff to refer the claim to REMIF. (Ayes 5, Noes 0, Absent - None)

H. CLAIM OF BAY CITIES PAVING & GRADING

By motion, rejected the claim submitted by Marlo Manqueros on behalf Bay Cities Paving & Grading for breach of contract in connection with the 5-Way Roundabout Construction Project. (Ayes 5, Noes 0, Absent - None)

I. LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT

Adopted Resolution No. 40-2017 entitled, "RESOLUTION OF INTENTION TO LEVY AND COLLECT ANNUAL ASSESSMENTS, PRELIMINARILY APPROVE THE ANNUAL ENGINEER'S REPORT FOR FISCAL YEAR 2017-18 FOR THE CITY OF HEALDSBURG LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT AND SET THE TIME AND DATE OF THE PUBLIC HEARING." (Ayes 4, Noes 0, Absent – None, Abstaining - Hagele)

J. CALIFORNIA OFFICE OF EMERGENCY SERVICES DESIGNATION OF APPLICANT'S AGENT

Adopted Resolution No. 41-2017 entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG UPDATING THE STATE OF CALIFORNIA, CALIFORNIA OFFICE OF EMERGENCY SERVICES DESIGNATION OF APPLICANT'S AGENT AND AUTHORIZING CERTAIN OFFICIALS OF THE CITY TO FILE APPLICATION WITH THE CALIFORNIA OFFICE OF EMERGENCY SERVICES." (Ayes 5, Noes 0, Absent - None)

K. GROWTH MANAGEMENT PROGRAM ANNUAL REVIEW 2016

By motion, noted receipt of the 2016 report on the Growth Management Program annual review. (Ayes 5, Noes 0, Absent - None)

L. ADOPTION OF ORDINANCE NO. 1165 – MARIJUANA CULTIVATION

Adopted, upon second reading, Ordinance No. 1165 entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG AMENDING HEALDSBURG MUNICIPAL CODE SECTION 20.20.100: MARIJUANA

CULTIVATION FOR MEDICAL USE, TO ADOPT ADDITIONAL STANDARDS REGULATING MARIJUANA CULTIVATION AND USE FOR NONMEDICAL PURPOSES AND TO PROHIBIT ESTABLISHMENT OF MARIJUANA BUSINESSES, AND APPROVING A RELATED CEQA EXEMPTION FOR THE MUNICIPAL CODE (ZONING) AMENDMENT PROJECT,” by title only and waiving further reading of the text. (Ayes 5, Noes 0, Absent – None)

M. GEOGRAPHIC TECHNOLOGIES GROUP - PSA

Adopted Resolution No. 42-2017 entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH GEOGRAPHIC TECHNOLOGIES GROUP TO PROVIDE GEOGRAPHIC INFORMATION SYSTEM SUPPORT SERVICES RELATED TO ONGOING MAINTENANCE AND DEVELOPMENT FOR AN AMOUNT NOT TO EXCEED \$95,000.” (Ayes 5, Noes 0, Absent - None)

N. MEMORANDUM OF UNDERSTANDING - HPOA

Adopted Resolution No. 43-2017 entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG RESCINDING RESOLUTION NO. 117-2016 AND APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF HEALDSBURG AND HEALDSBURG POLICE OFFICERS ASSOCIATION FOR THE PERIOD ENDING JUNE 30, 2020.” (Ayes 5, Noes 0, Absent - None)

O. COMMUNITY HOUSING COMMITTEE TERMS

Adopted Resolution No. 44-2017 entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG REVISING RESOLUTION NO. 28-2017 TO REVISE THE COMMUNITY HOUSING COMMITTEE MEMBERS’ TERMS TO END IN JULY OF THE RESPECTIVE YEAR.” (Ayes 5, Noes 0, Absent - None)

P. HEALDSBURG CHAMBER OF COMMERCE PSA

Adopted Resolution No. 45-2017 entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH THE HEALDSBURG CHAMBER OF COMMERCE FOR ECONOMIC DEVELOPMENT SERVICES AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT.” (Ayes 5, Noes 0, Absent – None)

The motion to approve the Consent Calendar, as submitted, carried on a roll call vote with Councilmember Hagele abstaining on Item I above. (Ayes 5, Noes 0, Absent – None, Abstaining – as noted)

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PUBLIC HEARINGS

None.

OLD BUSINESS - APPOINTMENT OF COMMUNITY HOUSING COMMITTEE

Community Housing and Development Director Massey recalled that on April 3rd the Council established the new Community Housing Committee for the purpose of addressing the affordable and workforce housing needs of the community. On April 3rd the Council also appointed a Council subcommittee to review the applications and interview the applicants.

Discussion ensued regarding how the terms would be assigned.

There were no public comments.

Councilmember Naujokas thanked the applicants for going through the process and reported the subcommittee interviewed 27 qualified applicants. Councilmembers Naujokas stated that after much deliberation, the Council Subcommittee recommended the appointment of: Lyell Doll, Dean Kladder, Bruce Abramson, Bob Gain, Deborah Kravitz, Delia Nieto and Debbie Mason.

Discussion ensued regarding the pool of applicants, the interview and selection process followed by the Subcommittee, and the background, education, and expertise of the recommended committee members.

Vice Mayor Mansell expressed concern regarding some of the recommended appointees, discussed her desire to see a broader representation of renters on the Committee and expressed overall support of the Subcommittee's recommendation.

Councilmember Plass opined the recommended appointees reflect a broad sector of the community and was supportive of the Committee's recommendation.

Councilmember Hagele commended the Subcommittee members for the thoughtful process and spoke in support of the Subcommittee's recommendation.

Discussion ensued regarding how the terms would be assigned.

Following the discussion, City Clerk Curiel was asked to do a random drawing of names to assign the terms.

City Clerk Curiel, with assistance from Assistant City Manager Ippoliti and Community Housing and Development Director Massey drew names to allocate the various terms. For the term ending July 2020, the names of Devorah Kravitz, Dean Kladder, and Bruce Abramson were drawn. For

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the term ending July 2019, the names of Bob Gain and Debbie Mason were drawn and for the term ending July 2018, the names of Delia Nieto and Lyell Doll were drawn.

On a motion by Vice Mayor Mansell, seconded by Councilmember Plass, approved the appointment of the seven members to the Community Housing Committee as recommended by the Council Subcommittee and the associated terms. The motion carried on a unanimous voice vote. (Ayes 5, Noes 0, Absent – None)

City Manager Mickaelian noted for the record that the appointments to the Community Housing Committee and associated terms were as follows:

<u>Committee Member</u>	<u>Term Ends</u>
Deborah Kravitz	July 1, 2020
Dean Kladder	July 1, 2020
Bruce Abramson	July 1, 2020
Bob Gain	July 1, 2019
Debbie Mason	July 1, 2019
Delia Nieto	July 1, 2018
Lyell Doll	July 1, 2018

OLD BUSINESS - CERRI SITE ADAPTIVE REUSE REDEVELOPMENT PROJECT SCHEMATIC DESIGN

Community Services Director Themig provided background information on the history of the Cerri Site and prior work done by the City regarding: (1) the initial intent to demolish the building and construction of a parking lot; (2) public concerns about demolishing the building; (3) lack of progress on the project due to the recession and dissolution of the Redevelopment Agency; (4) the 2015 Council direction to develop the site with parking, provide a home for the Farmers Market and provide space for community events and activities; and (5) 2016 Council direction to staff to proceed with schematic design that maximizes parking, preserves the façade and a portion of the building, includes bathrooms and a kitchen, can be implemented in phases, and uses an ecologically friendly surface for the parking lot surface.

Alan Cohen, Alan Cohen Architects, discussed the elements taken into (i.e. street, circulation, and historic preservation/restoration) in developing the proposed schematic design which includes:

- 55 parking spaces
- Repurposing the existing structure to include approximately 5,200 square feet of “pavilion” covered space for events and activities, with an additional 6,100 square feet of multi-purpose parking and "open air" event space

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- A catering kitchen and restrooms
- Secondary unloading and loading area on the west side of the site for staging events and activities
- Single vehicle entry point to minimize potential pedestrian/vehicle conflicts
- Emergency vehicle access to Foss Street

Andrea Cochran, Andrea Cochran Landscape Architects, stated the schematic design creates a destination and a bridge between City Hall and the downtown. Ms. Cochran presented the landscape design which focuses on creating outdoor spaces for community use and exposing and celebrating the agricultural building.

A 3D video was shown of the various spaces and how the space would be incorporated into the existing Wetzel Native Plant Garden.

Discussion ensued regarding the hours the bathrooms would be available, the versatility of the space assigned for the Farmers Market, access and egress of the site, and whether there were any foreseen CEQA issues with the proposed conceptual design.

Director Themig informed Council that the City held additional focus groups with representatives of the Farmer's Market, event planners and a fourth public open house to get additional feedback and input. The feedback was nearly unanimous in support of the schematic design with questions focusing on: winter use considerations, signage, size of program space, long-term maintenance and upkeep, event coordination and logistics on capacity for the Farmer's Market.

Director Themig reviewed the cost estimates, as follows:

Phase 1 - Parking	\$1,150,085
Phase 2 - Open Air Event Space/Parking	\$1,984,246
Phase 3 - Pavilion Demolition and Renovation	\$2,186,478

The total estimated cost of the project is \$5,320,809, which includes soft costs and a 12% contingency.

Director Themig discussed the option of a two phase project alternative approach:

Phase I – Construction of Phase 1 which would include demotion of the portion of the building that is proposed to be removed; capping remaining structure; and construction of the temporary asphalt parking in the Phase 2 area to maximize parking.

Phase II - Completing Phase 2 and 3 as outline above in the future when funding is obtained.

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Mr. Themig noted that if Council wants to move forward, staff would return with a more detailed design analysis, costs and funding options.

Discussion ensued regarding the funding available and timeline to complete the CEQA process and design review in order to proceed with construction of the parking.

In response to Council's inquiries staff noted that the CEQA environmental review and design review would have to be done for the entire project.

Further discussion ensued regarding how firm the cost estimates were and possible funding sources.

Vice Mayor Mansell stressed her preference for a permeable surface for the parking lot.

Public Comments

Tim Unger inquired if the \$5.3 million cost estimate includes what has been spent to date and if it that amount does not include the expenditures to date where can those numbers be found. He further inquired about the annual operating budget including maintenance, administration, overhead costs, security etc. and whether consideration was given to making the site a revenue generating venue.

Renne Kiff spoke in support of the conceptual design.

Janet Ciel, Farmers Market Manager, inquired regarding the type of storage space that would be included in the building and whether the Farmers Market would be able to use it.

Peter Holowinski stated he liked the design and inquired why not more of the architectural elements of the building were being utilized.

Horace Criswell spoke in support of the conceptual design that works for the city, the farmers and everyone concerned, and encouraged the Council to find a way to fund the project and make the dream come true.

Phil Bangle spoke in support of using alternative materials for the parking lot instead of the black tar and added that originally he was supportive of keeping the building to be used for other events and now he was supportive of the conceptual design because of the space that is being allocated for special events and suggested the space could be turned into an ice skating rink in the winter.

Merrilyn Joyce stated she was supportive of maintaining the building because of the space it provided and inquired if consideration was given to enclose the part of the building that is being saved because the evenings are cold here as well as the winter.

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Director Themig answered the public speakers comments noting that \$131,000 has been spent to date in the design, soils tests, etc. and that the operating budget won't be known until the Council approves the final project. Regarding storage for the farmers, discussion on the subject continues regarding the needs; however, storage on the site will be limited. Director Themig added that: (1) staff is looking at reusing some of the architectural elements (i.e. metal tiles); (2) pop up ice skating rinks could be installed; and (3) enclosing the back area for winter use has also been discussed and are looking at various ideas, i.e. drop downs, that could be added later on without significantly increasing the cost of the project.

In response to Mayor McCaffery's inquiry, City Manager Mickaelian stated staff was seeking direction from Council regarding whether they were supportive of the conceptual design as proposed and whether staff should proceed with the environmental review and look into funding options.

Councilmember Plass stated he liked what was presented and that he was supportive of moving forward and that actual determination on the phasing could be determined at a later date.

Councilmember Naujokas was supportive of the schematic design and suggested that parking should be paid parking.

Councilmember Hagele stated he was generally supportive of the conceptual design because it expands on the downtown experience, provides room for the farmer's market and it is a community space. Councilmember Hagele added that he would prefer to do the project at once, and for staff to look at funding options.

Vice Mayor Mansell expressed concern that the space is going to turn into another place to drink and added that she was only supportive of the project if it is focused on food. Vice Mayor Mansell stated that she: wanted the project to be as environmentally sound as possible; preferred that a permeable surface be used for the parking lot; wanted to be fiscally responsible and that she was only supportive of the project if it was a place about food, community and family and not tourist oriented.

Vice Mayor Mansell further stated that she was supportive of the project with some changes regarding the paving being of a permeable surface, light colored and attractive, more trees and food and community centered.

Councilmember Plass stated the space would be community oriented and non-profit focused and will take a lot of pressure off the Plaza.

Mayor McCaffery spoke in support of the project and summarized Council's consensus to move forward and for staff to come back with funding options and the phasing program.

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City Manager Mickaelian informed the Council that requests for additional funding allocations would be brought forth for Council consideration for the design review process and CEQA review. At that time staff will also strive to bring updated costs estimates and funding options.

Following a brief discussion on the desire and viability of constructing a permeable surfaced parking lot, on a motion by Councilmember Plass, seconded by Councilmember Hagele, directed staff to proceed with the design review phase of the Cerri Building site. The motion carried on a unanimous roll call vote. (Ayes 5, Noes 0, Absent – None)

NEW BUSINESS

None.

WRITTEN COMMUNICATIONS

The City Council received the report on the actions taken by the Transportation Advisory Commission at its April 18, 2017 meeting.

CLOSED SESSIONS

None.

ADJOURNMENT

There being no other City Council/RSA business to discuss, the meeting was adjourned at approximately 8:30 P.M.

APPROVED:

ATTEST:

 Shaun F. McCaffery, Mayor

 Maria Curiel, City Clerk

Minutes Acceptance: Minutes of May 15, 2017 6:00 PM (Approval of Minutes)