



MINUTES
FINANCE, ADMINISTRATION AND POLICE SUBCOMMITTEE

Meeting Date and Time: Tuesday, June 2, 2020, 4:00 p.m.

Subcommittee Members

Councilmember Melanie Bagby, Chair
Mayor Gus Wolter, Vice Chair

City Manager David Kelley
Police Chief Jason Ferguson
Finance Director Susie Holmes

1. **Call to Order: Chair Bagby** called the meeting to order at 4:01 p.m. and referred to the COVID-19 protocol regarding the meeting and how comments are to be submitted as set forth on the agenda. The public would have a chance to participate in the discussions by email through the City Clerk or participation through Zoom. Present: Chair Bagby, City Manager Kelley, Vice Chair Wolter, Police Chief Ferguson, Finance Director Holmes and Assistant City Manager/CDD Thompson. It was also mentioned that there were viewers attending the meeting on Zoom.
2. **Communications:** None.
3. **Public Comment:** None.
4. **Minutes Approved:** May 5, 2020 Regular Meeting Minutes with Special Time of 3:00 p.m.
5. **Current Items for Discussion:**

a. **Presentation on the Self-Healing Communities Model**

Becky Ennis Health Action Facilitator and CSMC supporter provided an overview of the Self-Healing Communities Model.

Chair Bagby opened the public comment period. There were no speakers.

Summary: The Subcommittee determined a plan should be developed with the start of a community conversation and would be beneficial to integrate into the Council's goal setting. Working with the Chamber and other non-profits would help facilitate responsibility across multiple organizations and open the possibility to new funding opportunities for the program. The Subcommittee would like to keep this as a standing item and continue to obtain additional information.

b. **Dissolution of Landscaping and Lighting Districts (LLAD)**

City Manager Kelley reported on the item.

Chair Bagby opened the public comment period.

Bob Cox commented that if new models are applied it will require approval by majority.

Summary: The Subcommittee clarified that the item for discussion is not dissolution of the LLADs but discuss alternative models. Acknowledged that staff was held to perform essential service only due to

COVID 19 and in addition was without the normal contracted staff to help. It is important to develop both short-term and long-term goals to plan and provide accordingly. Financial reports should be done to indicate fund balances and identify reserves. Communication needs to be improved to help residents see what the City is working on or has completed. A dashboard of some type would be worth looking into.

c. **Local Preference Policy**

City Manager Kelley and Assistant City Manager/CDD Thompson reported on the item.

Summary: The City's Current Municipal Code does address a preference to purchase locally but does not designate a percentage or amount the City will allow for a local merchant to be given preference, as other cities list. This should be incorporated into an economic recovery plan. Seek further input from the Chamber to go beyond the "Shop Local" campaign. Staff will obtain more information to discuss at a future meeting.

d. **Kingdom Development Funding Request Housing Vouchers**

Assistant City Manager/CDD Thompson reported on the item.

Summary: Staff was approached by Kingdom Development for consideration of a backstop loan in order to get approved for Section 8 through the showing of being able to gain additional local support. Staff will be making a recommendation to the County to support Kingdom Development Cherry Creek Project. The project is seeking to receive the 23 unit requested. Staff will continue to provide updates to the Subcommittee. The Chair and Vice Chair thanked Assistant City Manager/CDD Thompson for his continued work on the project.

e. **Discuss initial steps for reopening and recovery after the COVID-19 Emergency**

City Manager Kelley reported on each of the items.

1. Shelter in Place Order - timing, phasing, health benchmarks, physical distancing requirements, and potential threats

Chair Bagby opened the public comment period. There were no speakers.

Summary: Discussion ensued on anticipation of the County Health Officer moving the County through Phase 2, re-opening protocols. Will work with the Chamber to get messaging out to the businesses.

2. Opening and recovery – Local events; tourism/hospitality, retail opportunities, Public Works/infrastructure investments, Chamber & business support programs, Planning & Building processes; housing; resiliency/sustainability, tax/fee deferrals, and potential opportunities

Chair Bagby opened the public comment period. There were no speakers.

Summary: Discussion ensued on being informed that the Alexander Valley Film Festival may want to use the Citrus Fair for drive-in movie nights, partner with other groups for providing live streams of live performances. Reported banners of the Cloverdale High School Seniors were placed along the Citrus Fair chain link fence and the High School Seniors requested the use of the Plaza for a graduation event.

The meeting recessed at 5:31 p.m. and reconvened with all members present at 5:36 p.m.

6. Standing Items / Items Continued:

- a. Update on Sonoma County Homeless Emergency Response – (Kelley)
Assistant City Manager/CDD Thompson reported on the item and provided information on the current shelter at Sonoma State University.
- b. Update on Measure P and Cannabis Permits – (Kelley)
City Manager Kelley provided an update on the City's excise tax, completion of audit reports and their findings.

Discussion was held regarding the type of accounting in place, reporting on sales vs. actual amount collected, and which may be more beneficial to the business owner, and if changed what does the process look like if it needs to go before the voters. Staff will review and provide additional information at a future meeting.

- c. Update on Pension Liability legislation, financing tool and other
No current update.
- d. Update on development of draft Ordinance to address downtown vacancies
No current update.
- e. Assembly Bill 5 – Worker Status: Employees and Independent Contractors
No current update.
- f. Financial Planning
City Manager Kelley and Finance Director Holmes briefly reported on this item. Staff is refining the budget document that will be presented to the Council at their June 10, 2020 regular meeting.

Chair Bagby opened the public comment period. There were no speakers for items No. 6a through 6f.

7. Information Only Memos: None

8. Future Agenda Items (subject to change):

- a. Discuss options for funding street improvements and paving Keep on agenda, move to standing items.

9. Pending Items: None

10. Good of the Order:

Chair Bagby reported The Press Democrat was inquiring about a local sales tax measure coming forward.

11. Adjournment: Chair Bagby adjourned the meeting at 6:04 p.m. to the next meeting on Tuesday, July 7, 2020 at 4:00 pm. or alternate date as requested at Cloverdale City Hall, 124 N. Cloverdale Blvd., Cloverdale CA 95425.