



**DRAFT MINUTES
FINANCE, ADMINISTRATION AND POLICE SUBCOMMITTEE**

**Meeting Date and Special Time: Tuesday, July 7, 2020, 1:00 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 1:03 p.m. Present: Vice Chair Wolter, City Manager Kelley, Police Chief Ferguson, Finance Director Holmes.
2. **Communications:** Letter of correction from Ellen and Daniel Harris (to be discussed with the applicable item).
3. **Public Comment:** Chair Bagby reviewed the protocol for submitting comments in the Zoom meeting. No hands were raised.
4. **Minutes Approved:** June 2, 2020 Meeting Minutes
5. **Current Items for Discussion:**
 - a. Review of Police Department Fiscal Year 2020-21 Budget City Manager Kelley explained that the Council adopted the My Brother's Keeper resolution and the process includes review of budget and use of force policies, and mandatory vs. discretionary supplies. Other discretionary matters such as homelessness, affordable housing or drug intervention are also looked at. The current budget is driven by the economic impacts from COVID 19, thus there were not many discretionary items.

Chief Ferguson reviewed the Police Department budget, items that are state or federally mandated and funded by the General fund. He went through the different budget categories, commenting that in a 24/7 operation consisting of 9 sworn officers and 1 reserve officer, with only one supervisor, and dispatch staff that overtime is sometimes required to cover illness, vacation, training, court appearance, and transportation. The County Sheriff no longer provides transports to the County jail and has generated additional staff time. Two officers are required on each shift. The recent emergency situations have added the need for overtime, and new laws will impose more training and expense. The department had 12,000 calls last year. In a 24/7 operation, overtime cannot be avoided. The Police Department also assists at local events.

Additional expenses include data storage, vehicles, and officers are sometimes called out to investigate matters. The department purchases one vehicle per year as part of the replacement program.

Public comment: None.

Recommendation: Make information about department funding more transparent to the public, place the power point online to show the police budget, most of which is mandated. Vice Chair Wolter asked the Chief to analyze the costs of overtime in comparison to contracting for another officer. The Chief will do so and bring back his findings. Consideration is being given to charging for police services at local profit- based events. This shall be placed as a future agenda item.

Review Police Department Use of Force Policies. Chief Ferguson walked the subcommittee through the 8 Can't Wait Campaign and wants to find ways to improve policies and practices. De-escalation, crisis intervention training, and other methods can be used to eliminate use of force. Excessive use of force without cause is prohibited, and choke holds are not allowed. The policies are being updated, and extra steps are being taken to reduce unnecessary use of force.

- b) City Manager Kelley noted there is a gap in funding for critical services needed to support the police department, who are often called out on calls with homelessness, a challenging issue that requires more resources than are readily available. The County has established the Heart Program. When asked to collaborate with the Cloverdale Police, they refused. The Chief commented that people expect public safety and the department will continue to provide it. The residents need to have confidence and resources to address homelessness and mental health issues that are making people feel unsafe. Mr. Kelley noted that rather than remove funding from police, more funding is needed to provide critical services such as mental health professionals that support the police department. The County needs to be more involved and provide support services that are ancillary to use of force. Chief Ferguson will take up the dialog with the Police Chief Association. He opposed defunding the police budget cuts. Consensus was that a regional approach is needed before any effective change can occur. Vice Chair Wolter expressed concern that the Heart Program did not want to collaborate with the police, as this is important. He supported revamping the department and asked what the vision would be for a good police department in Cloverdale.

Public comments – Neena Hanchett, Cloverdale Chamber of Commerce Director, stated that the police department has been very responsive to the needs of the Chamber and business community. Elle Sabian, Cloverdale unincorporated resident, agreed that we are lacking in mental health professionals. She added that the County wants to use Cloverdale to get funding that is spent outside the community, and don't have our best interests in mind. The police have their hands tied. Becky Ennis explained that the Board of Supervisors is considering a ballot measure to address homelessness, and the first reading is July 28.

- c) Community Outreach Efforts for My Brother's Keeper Pledge. The City will begin engaging with the community and to identify issues involving the towns police department. The subcommittee will develop a timeline and define the issues. Included will be the school resource officer and the school. The goal is to develop a plan that can be implemented based on expectations from the discussion. The COVID 19 situation is making everything more difficult, and a resiliency action plan was proposed after the Kindcade Fire. The outreach should address social equity needs in the community and those organizations that available to address the needs of the community besides the police department. Vice Chair Wolter wishes to move on the topic quickly and have progress by the end of July.
- d) Presentation by OpenGov Finance Director Holmes summarized the Cloud-based system used by other cities (Clearlake, Ukiah, Healdsburg, Willits and Yountville) to streamline budget and planning. The platform provides up to date information to the community and is easy to access and update. The format is "dashboard type." Questions to be considered are how it will integrate with staff working from home, who owns the data, the cost, where the date is stored, and what happens if the company goes out of business. Mr. Kelley stated that it is consistent with the Council's goals.

Public comment: None.

Recommendation: The subcommittee was asked to look at the website to see if it would benefit Cloverdale. The presentation will take place at the next meeting. Prepare questions, ask Marc Rincon to attend the meeting to discuss the software in relation to Public Works.

- e) Discuss Funding Allocation Request from Senior Center & Health Action City Manager Kelley reviewed the request from the Becky Ennis for \$15,000 and the breakdown of \$12,000 to the Senior Center and

\$3,000 to Health Action. Becky Ennis, former executive director of the Senior Center and current administrator of Health Action in Cloverdale, reviewed the background of Health Action, which had started at the County and is implemented differently by the cities. Health Action has a charter with the Cloverdale Senior Center. It looks at homelessness and self-healing community models. She reviewed her role with the two agencies. She hopes to clarify any misunderstanding and has been meeting with Supervisor Gore in hopes of securing funding. Vice Chair Wolter asked for a breakdown of where the money went last year. \$19,000 went to Catholic Charities, and two grants from Medtronics and Vintners will be used in Cloverdale. Proposed programs to be held had to be put on hold due to COVID 19. The question arose of which other cities fund Health Action, and it was noted that in other cities there are hospital districts that cover the needs. Ms. Ennis said this would help and she would try to seek out more funding. Ms. Ennis asked that the record show that she is no longer the spokesperson for the Senior Center.

Public comment Neena Hanchett, Cloverdale Chamber of Commerce Director, stated that the community garden is lovely, and a community grant was applied for to cover water bills. Unfortunately, their planned events were put on halt due to the pandemic.

Recommendation: Agendize for Council to re-adjust the \$12,000 budget to give transfer \$2,000 of the funds to Health Action.

- a. Discuss Rate Implications of Declaring Stage 1 Water Emergency City Manager Kelley explained that this is agendized for Council and includes a surcharge. Reduced water use and conservation of 10-20% of water are proposed, and the city hopes to solve this by reducing water use at parks and facilities. Reduced fees could cause loss of revenue to the City. Additionally, the Sonoma County Water Agency (SCWA) wants to reduce water flowing into the Russian River out of Lake Mendocino, which is an important source of water for Cloverdale. This could cause potential impacts at the water treatment plant. More will be forthcoming, this was for information only.
- e) **Standing Items / Items Continued:**
 - a. Discuss initial steps for reopening and recovery after the COVID-19 Emergency
 1. Shelter in Place Order - timing, phasing, health benchmarks, physical distancing requirements, and potential threats
And
 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 discussion how to do and still protect staff and public. Consideration is being given to putting in an automatic door to allow staff to buzz people in. Plan check and building permits are being done by appointment only. Staff is looking for long term solutions, and there is concern about the health and welfare of staff and the public. (1 and 2 discussed together).
 - b. Update on Sonoma County Homeless Emergency Response – Mr. Kelley stated that earlier that day the Board of Supervisors were updated on state of homelessness. The count shows that numbers are down 7%. The County is proposing to redesign the leadership council to include representatives from each city. Funding is being looked for behavioral health and housing, which are coming forward later this month.

Public comment: None
 - c. Update on Measure P and Cannabis Permits Kelley reported fees invoiced through May. Finance Director Holmes indicated that one permittee is asking for a waiver of fees and penalties. The code reads that it may be possible to write off penalties, but not interest. Chair Bagby asked to arrange a conference call with the city attorney, the mayor, and staff.

- d. Update on Tax Measure Survey Godbe Research surveyed 400 Cloverdale voters randomly chosen and asked them if they would support renewal and increase of the utility users tax from 3% to 4%. The funds go to maintenance, parks, and emergency services. Vice Chair Wolter would like to see it kept in perpetuity. It will be discussed at Council
- e. Update on Pension Liability legislation, financing tool and other No updates.
- f. Update on development of draft Ordinance to address downtown vacancies No updates.
- g. Local Preference Policy Staff is working on, will bring back.
- h. Alternative Options to Landscaping and Lighting Districts (LLAD) Discussion on Drafting a Letter in Opposition to Senator McGuire re Assembly Bill 5 – Worker Status: Employees and Independent Contractors Staff is working on and will bring back. The Cottages subdivision submitted a request for how to lower costs. Under the current COVID 19 situation, this issue is not a priority.

f) **Future Agenda Items (subject to change):**

- a. Discuss options for funding street improvements and paving

g) **Pending Items:**

- a. Review Draft Water / Wastewater Rate Study

h) **Good of the Order:**

- i) **Adjournment:** Chair Bagby adjourned at 5:04 to the next meeting on Tuesday, August 4, 2020 at 4:00 pm. or alternate date as requested at Cloverdale City Hall, 124 N. Cloverdale Blvd., Cloverdale CA 95425