



**CITY OF SAUSALITO  
SPECIAL AND REGULAR CITY COUNCIL AGENDA  
In the COUNCIL CHAMBERS via Zoom at 420 LITHO STREET, SAUSALITO, CA 94965  
Hotel Europe  
Vladislava Skarica 5, Sarajevo 71000 Bosnia and Herzegovina  
Tuesday, June 4, 2024  
SPECIAL MEETING BEGINS AT 6:00 PM  
REGULAR MEETING BEGINS AT 7:00 PM**

**Members of the public may participate over Zoom:**

**If you would like to speak on an agenda item, you can access the meeting remotely by joining from a PC, MAC, IPAD, iPhone, or Android device.**

**Please click this URL to join.**

**<https://us02web.zoom.us/j/85275894165?pwd=KJKaETkUjibJUh8OI0OeCg9PIE9jn5.1>**

**PASSCODE: 123456**

**Or join by phone:**

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**+1 669 444 9171**

**+1 719 359 4580**

**+1 253 205 0468**

**Webinar ID: 852 7589 4165**

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**Your phone number will appear on the screen unless you first dial \*67 before dialing the numbers shown above. If you want to comment during the public comment portion of the agenda, you can use the "Raise Hand" function in Zoom under Reactions or Press \*9 if you are calling in. If you do not want to speak during the public comment portion of the agenda, you may also submit email correspondence to [cityclerk@sausalito.gov](mailto:cityclerk@sausalito.gov). Emails will be accepted up until 2:00 PM the day of the meeting.**

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**IF STARTING TIMES ARE LISTED FOR EACH AGENDA ITEM. THEY SHOULD BE CONSIDERED A GUIDELINE ONLY. THE CITY COUNCIL RESERVES THE RIGHT TO ALTER THE ORDER OF DISCUSSION IN ORDER TO RUN AN EFFECTIVE MEETING. IF YOU WISH TO ASSURE YOURSELF OF HEARING A PARTICULAR DISCUSSION, PLEASE ATTEND THE ENTIRE MEETING. THE CITY VALUES AND INVITES WRITTEN COMMENTS FROM THE PUBLIC ON MATTERS SET FOR CITY COUNCIL CONSIDERATION. IN ORDER TO PROVIDE CITY COUNCIL MEMBERS AMPLE TIME TO REVIEW ALL CORRESPONDENCE, PLEASE SUBMIT CORRESPONDENCE TO STAFF AT LEAST FIVE DAYS IN ADVANCE OF THE MEETING. ANY WRITTEN OR ORAL COMMENTS PROVIDED WILL BE A PART OF THE PUBLIC RECORD.**

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To give everyone an opportunity to be heard and to ensure the presentation of different points of view, the City Council requests that members of the audience who wish to speak, complete a Speakers' Card and when called on: 1) Always address the Chair; 2) State your name; 3) State views succinctly; and 4) Limit presentations to two (2) minutes. However, if there is a large group present to speak on the same issue, the City Council has the discretion to limit speakers to less than two minutes.

## **I. CALL TO ORDER, ROLL CALL & ADJOURN TO CLOSED SESSION**

*I.A. Mayor Sobieski calls the meeting to order and conducts Roll Call*

*I.B. Mayor Sobieski announces items that will be discussed in Closed Session*

*CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8)*

*Property: MLK School Site, 100 Ebbtide/610 Colma Street*

*Negotiating Parties: Le Lycee Francais*

*City Negotiator: City Manager and City Attorney*

*CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION*

*Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (2 potential cases)*

*I.C. PUBLIC COMMENT on Closed Session items*

*I.D. City Council adjourns to CLOSED SESSION*

## **II. RECONVENE TO OPEN SESSION - 7:00 PM**

*II.A. Pledge of Allegiance*

*II.B. Closed Session Announcements (if any)*

### **1. SPECIAL PRESENTATIONS/MAYOR'S ANNOUNCEMENTS**

**1.A Statue Gift to Sausalito's Sister City - Cascais, Portugal**

### **2. ACTION MINUTES OF PREVIOUS MEETING**

**2.A Adopt the Draft Minutes of the May 21, 2024 City Council Meeting**  
[Draft Minutes of the May 21, 2024 City Council Meeting](#)

### **3. CONSENT CALENDAR**

*REMOVAL OF ITEMS FROM THE CONSENT CALENDAR: Matters listed under the Consent Calendar are considered routine and non-controversial, require no discussion, are expected to have unanimous Council support, and may be enacted by the Council in one motion in the form listed below. There will be no separate discussion of Consent Calendar items. However, before the Council votes on a motion to adopt the Consent Calendar items, Councilmembers may request that specific items be removed from the Consent Calendar for separate action. Items removed from the Consent Calendar will be discussed later on the agenda, when public comment will be heard on any item that was removed from the Consent Calendar.*

#### **3.A Alzheimer's & Brain Awareness Month Proclamation**

[Proclamation](#)

[Public Comments - Carlito Berg](#)

#### **3.B Adopt a Resolution calling for an election to fill three seats on the City of Sausalito City Council to be held and consolidated with the General Municipal Election scheduled for November 5, 2024, and requesting that the Marin County Registrar of Voters conduct the Election**

[Staff Report](#)

[Attachment 1 - Resolution](#)

#### **3.C Adopt a Resolution authorizing the City Manager to Approve the Downtown Parking Study Agreement Funded by \$110,000 of State Grant Funds**

[Staff Report](#)

[Attachment 1 - Resolution](#)

[Attachment 2 - Agreement](#)

[Attachment 3 - Scope of Services](#)

**3.D Adopt a Resolution Amending Parking Regulations to Establish a NO PARKING ZONE Fronting 115 Third St., APN 065-264-28, and opposite the driveways of 22 Atwood Ave., APN 065-203-02 & 101 Prospect Ave., APN 065-193-08**

[Staff Report](#)

[Attachment 1 - Resolution](#)

[Attachment 2 - Diagrams](#)

[Public Comments - Noura Wedell and Simone Wedell](#)

[Public Comments - Rebecca Lanthorne](#)

[Public Comments - Terri Barton](#)

[Public Comments - Carol and Fred Hoerner](#)

[Public Comments - Dan Lee](#)

[Public Comments - eliza2348@yahoo.com](#)

[Public Comments - Julia Caldwell](#)

**3.E Approve Flock License Plate Readers Agreement for \$70,000 for 2 years Utilizing State Grant Funding**

[Staff Report](#)

[Attachment 1 - Vigilant Solutions Refresh Quote](#)

[Attachment 2 - Flock Quote-Sole Source Letter](#)

[Attachment 3 - Sausalito Police ALPR Policy](#)

[Attachment 4 - Sausalito PD - Law Enforcement Agreement](#)

[Attachment 5 - Flock Quote](#)

**3.F Adopt a Resolution authorizing the City Manager to sign the agreement with the Willdan Group, Inc. for the Comprehensive User Fee Study and Development Impact Fee Study**

[Staff Report](#)

[Attachment 1 - Resolution](#)

[Attachment 2 - PSA](#)

[Attachment 3 - Willdan Group, Inc](#)

[Attachment 4 - Revenue & Cost Specialists, LLC](#)

[Attachment 5 - Matrix Consulting Group, Ltd](#)

**3.G Adopt a Resolution Approving an Encroachment Agreement for exterior improvements in the public right-of-way adjacent to 241-253 Glen Drive (APNs 064-243-31 and 064-243-30)**

[Staff Report](#)

[Attachment 1 - Resolution](#)

[Attachment 2 - Vicinity Map](#)

[Attachment 3 - Project Plans date-stamped received March 19 2024](#)

[Attachment 4 - Planning Commission Resolution No. 2024-08](#)

**3.H Receive and File Report Regarding Becoming a Charter City; Provide Direction to Staff Regarding Becoming a Charter City**

[Staff Report](#)

[Attachment 1 - Charter City Toolkit](#)

[Attachment 2 - Chart Comparing Charter City Powers](#)

**3.I Receive and File the Employee Retention and Recruitment Update**

[Staff Report](#)

**4. PUBLIC HEARING ITEMS**

**4.A Conduct Public Hearing Pursuant to Article XIID, Section 6 of the California Constitution on the Proposed Sanitary Sewer Fees For Fiscal Year 2024/25 through FY 2026/27; Introduction and Waiver of First Reading of Ordinance No. 03-2024, An Ordinance of the City Council of the City of Sausalito Setting Fees for Sewer Services for Fiscal Year 2024/25 through FY 2026/27**

[Staff Report](#)

[Attachment 1 - Sewer Rate Study by HF&H](#)

[Attachment 2 - Copy of Public Notice](#)

[Attachment 3 - Draft Ordinance](#)

Attachment 4 - Ordinance No. 1273

Attachment 5 - Presentation

**5. BUSINESS ITEMS**

**5.A Adopt a Resolution of Intent to Establish The Proposed Downtown Sausalito Property Business Improvement District Pursuant to Property and Business Improvement District Law of 1994 and Initiate Balloting**

Staff Report

Attachment 1 - Management District Plan

Attachment 2 - Petition Distributed to Property Owners

Attachment 3 - Draft Resolution of Intent

Attachment 4 - PBID Revenue Projections

Attachment 5 - PBID Petition Response Summary (Non-City Property Owners)

Attachment 6 - Property Owner Responses

Attachment 7 - Petition Drive Pie Charts

Attachment 8 - Engineer's Report

Attachment 9 - Staff Presentation

Attachment 10 - Presentation by Kass Green

Public Comments - Scott Thornburg

Public Comments - Adrian Brinton

Public Comments - Beth Swierk

Public Comments - Carlito Berg

Public Comments - Carolyn Revelle

Public Comments - Gino Golia

Public Comments - Joel M. Karr

Public Comments - Kass Green, Willie McDevitt, Michael McDevitt Mark Flaherty

Public Comments - Kenneth T. Fong

Public Comments - Laurie Wright

Public Comments - Renee Linde & Nick Sands

Public Comments - Sandra Bushmaker

**5.B Fiscal Year 2025 Budget Review**

Staff Report

Attachment 1 - GF Budget last 6 years

Attachment 2 - GF Actual last 6 years

Attachment 3 - Finance Department SWOT Analysis

Attachment 4 - Library SWOT Analysis

Attachment 5 - Parks and Rec SWOT Analysis

Attachment 6 - DPW SWOT Analysis

Attachment 7 - Draft FY24-25 Budget Book

Attachment 8 - CEDD SWOT Update

Attachment 9 - Police Department SWOT Analysis

Attachment 10 - City Council SWOT 2023

**5.C Introduction and Waiver of First Reading of Ordinance No. -04 - 2024 An Ordinance of the City Council of the City of Sausalito Amending Sausalito Municipal Code Section 2.58.040 Relating to Residency Requirements on City Boards, Commissions, and Committees**

Staff Report

Attachment 1 - Draft Ordinance 04-2024

**6. COMMUNICATIONS**

*PUBLIC COMMUNICATIONS: This is the time for the City Council to hear from citizens regarding matters that are not on the agenda. Except in very limited situations, state law precludes the Council from taking action on or engaging in discussions concerning items of business that are not on the agenda. However, the Council may briefly respond to statements made or questions posed by a member of the public, ask clarifying questions, make a brief announcement, or make a brief report on his or her own*

activities. The Council may also refer matters not on the agenda to City staff or direct that the subject be agendaized for a future meeting. Please make sure you have completed a Speaker's Card and turned it in to the City Clerk.

**7. COUNCILMEMBER COMMITTEE REPORTS**

**8. CITY MANAGER REPORTS & OTHER COUNCIL BUSINESS**

**8A. City Manager Information for Council**

**8B. Future Agenda Items**

[Future Agenda Items](#)

**8C. Public Comment**

**9. ADJOURNMENT**

*The next regularly scheduled City Council meeting will be held June 18, 2024, with the open session due to commence at approximately 7:00 PM.*

**LEAD DEPARTMENT**

*Administration Department  
City Hall, main floor  
420 Litho Street  
Sausalito, CA 94965  
(415) 289-4199  
[admin@sausalito.gov](mailto:admin@sausalito.gov)*

**CITY COUNCIL**

*Ian Sobieski, Mayor  
Joan Cox, Vice Mayor  
Melissa Blaustein, Councilmember  
Jill James Hoffman, Councilmember  
Janelle Kellman, Councilmember*

**STAFF**

*Chris Zapata, City Manager  
Sergio Rudin, City Attorney  
Walfred Solorzano, City Clerk  
Brandon Phipps, Community & Economic Development Director  
Kevin McGowan, Public Works Director/City Engineer  
Abbot Chambers, City Librarian/Director of Communications  
Chad Hess, Finance Director  
Kathy Nikitas, Human Resources Manager  
Stacie Gregory, Chief of Police*

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*This Notice is posted in accordance with Government Code Â§54954.2(a) or Â§54956. Members of the public can view electronic agendas and staff reports by accessing the city website. Under penalty of perjury, this Agenda was posted to the public at least 24 hours prior to the meeting.*

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**Agendas on the web:** [www.sausalito.gov/city-government/city-calendar](http://www.sausalito.gov/city-government/city-calendar) and click on the calendar link for that meeting.

**Lead Department Office:** Agendas are available at the Department Office's (see Lead Department information above), City Hall at 420 Litho Street, Sausalito.

**City Council Meetings:** Agendas are also available for the public at every City Council meeting.

**How to obtain City Council Agenda Packet Materials**

**Lead Department Office:** A copy of the complete agenda packet is available for review at least 72 hours (regular meetings) and 24 hours (special meetings) in advance of the City Council meeting at the Lead Department Office's (see Lead Department information above) . Materials related to an item on this agenda which are submitted to the City Council after distribution of the packet are available for review in the Lead Department Office during normal business hours. Such documents are also available on the City's website, subject to Staff's ability to post the documents before the meeting.

**Staff Reports on the Web:** [www.sausalito.gov/city-government/city-calendar](http://www.sausalito.gov/city-government/city-calendar) and click on the calendar link for

that meeting. **At City Council Meetings:** A complete agenda packet is available for review at each City Council meeting.

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