

# Healdsburg City Council Meeting

November 18, 2024



# City Manager's Report

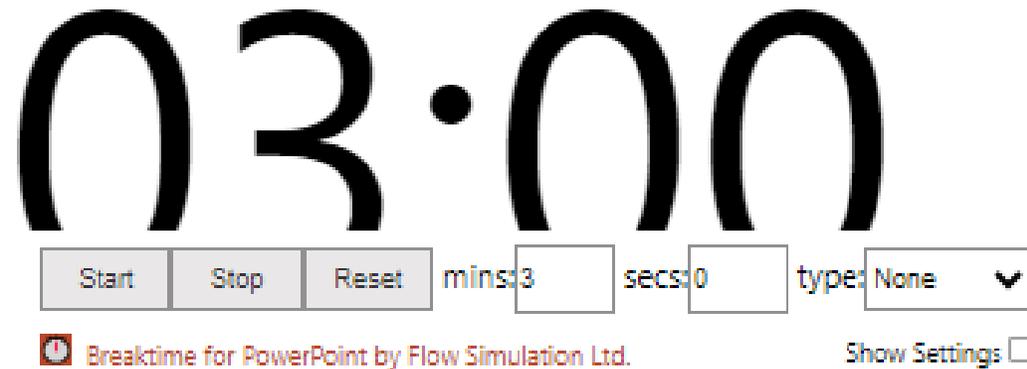
City Council, November 18, 2024



# Public Comment on Non Agenda Items

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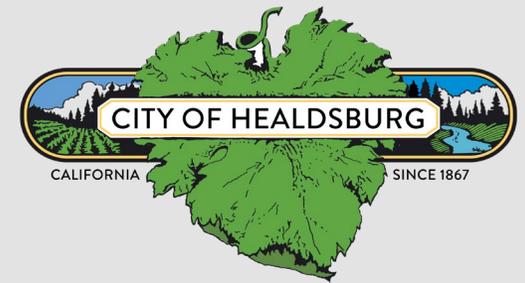
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público sobre  
puntos no  
incluidos en la  
agenda de la  
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# First Quarter Financial Update FY 2024-2025

Finance Department

November 18, 2024



# Proposed Action

Receive a presentation on the First Quarter Financial Update and adopt a resolution approving amendments to the Fiscal Year 2024-25 Budget.

# General Fund Revenues

Revenue	Activity Through September 30, 2024	Total Budget	Amount Remaining	% Received
Property Tax	\$ -	\$ 3,210,270	\$ 3,210,270	0%
Property Transfer Tax	\$ 55,775	\$ 200,000	\$ 144,225	28%
Vehicle License Fee Swap	\$ -	\$ 2,057,122	\$ 2,057,122	0%
Sales Tax	\$ 898,386	\$ 5,837,949	\$ 4,939,563	15%
Business License Tax	\$ 153,116	\$ 265,000	\$ 111,884	58%
Franchise Fees	\$ 158,776	\$ 901,762	\$ 742,987	18%
TOT	\$ 444,917	\$ 1,379,071	\$ 934,154	32%
Sales Tax - PSAF	\$ 47,006	\$ 191,230	\$ 144,224	25%
Development Fees and Permits	\$ 324,533	\$ 1,226,538	\$ 902,005	26%
Intergovernmental Revenue	\$ 65,572	\$ 347,500	\$ 281,928	19%
Charges for Services	\$ 203,513	\$ 890,357	\$ 686,844	23%
Unrestricted Interest	\$ 32,980	\$ 205,111	\$ 172,131	16%
Restricted Interest	\$ 88,806	\$ 91,287	\$ 2,481	97%
Rent Received	\$ 8,467	\$ 245,117	\$ 236,650	3%
Misc Fees and Charges	\$ 6,882	\$ 244,267	\$ 237,385	3%
Fines and Collections	\$ 8,794	\$ 47,000	\$ 38,206	19%
Transfers In	\$ -	\$ 1,304,026	\$ 1,304,026	0%
<b>TOTAL</b>	<b>\$ 2,497,521</b>	<b>\$ 18,643,607</b>	<b>\$ 16,146,086</b>	<b>13%</b>

# General Fund Expenses

Expense By Department	Activity Through September 30, 2024	Total Budget	Amount Remaining	% Expended
<b>City Council</b>	\$ 63,716	\$ 252,947	\$ 189,231	25%
<b>Legal Services</b>	\$ 61,202	\$ 450,000	\$ 388,798	14%
<b>City Manager's Office</b>	\$ 542,562	\$ 2,444,150	\$ 1,901,588	22%
<b>Finance</b>	\$ 506,122	\$ 2,331,678	\$ 1,825,556	22%
<b>Planning</b>	\$ 514,639	\$ 2,209,167	\$ 1,694,528	23%
<b>Police</b>	\$ 2,116,061	\$ 8,611,372	\$ 6,495,311	25%
<b>Fire</b>	\$ 1,346,859	\$ 5,259,811	\$ 3,912,952	26%
<b>Public Works</b>	\$ 2,016	\$ 44,799	\$ 42,783	5%
<b>Non Departmental</b>	\$ (854,401)	\$ (2,322,577)	\$ (1,468,176)	37%
<b>TOTAL</b>	<b>\$ 4,298,777</b>	<b>\$ 19,281,347</b>	<b>\$ 14,982,571</b>	<b>22%</b>

# General Fund Balance

<b>General Fund - Fund Balance</b>			
	<b>FY 23-24 Unaudited Actuals</b>	<b>FY 24-25 Adopted Budget</b>	<b>FY 24-25 Revised Budget</b>
Beginning Fund Balance	\$ 12,257,096	\$ 12,109,679	\$ 12,109,679
Revenue	19,429,812	18,643,607	18,880,846
Expenditure	18,082,981	18,615,703	18,715,703
One-Time Expenditure	1,494,248	665,644	1,207,883
Estimated Ending Fund Balance	\$ 12,109,679	\$ 11,471,938	\$ 11,066,938
Change in Ending Fund Balance	\$ (147,418)	\$ (637,740)	\$ (1,042,740)
<b><u>Components of Fund Balance</u></b>			
Reserve Policy (30%)	\$ 5,424,894	\$ 5,584,711	\$ 5,614,711
Pension Stabilization	4,600,337	4,691,624	4,691,624
Unallocated Fund Balance	\$ 2,084,448	\$ 1,195,604	\$ 760,604
% of annual expenditures	41.5%	36.4%	34.1%

# Community Services Revenue

Revenue	Activity Through September 30, 2024	Total Budget	Amount Remaining	% Received
<b>Transient Occupancy Tax</b>	\$ 2,224,583	\$ 6,895,353	\$ 4,670,770	32%
<b>Other Revenue</b>	\$ 1,866	\$ -	\$ (1,866)	N/A
<b>St Grants</b>	\$ -	\$ 220,000	\$ 220,000	0%
<b>Fees &amp; Charges</b>	\$ -	\$ 2,500	\$ 2,500	0%
<b>Admission and Passes</b>	\$ 12,549	\$ 28,000	\$ 15,451	45%
<b>Program Revenue</b>	\$ 48,244	\$ 275,000	\$ 226,756	18%
<b>Contracted Program Revenue</b>	\$ 9,644	\$ 100,000	\$ 90,356	10%
<b>Special Events</b>	\$ 10,076	\$ 75,000	\$ 64,924	13%
<b>Event Permits</b>	\$ 1,413	\$ 20,000	\$ 18,587	7%
<b>Advertising</b>	\$ 30	\$ -	\$ (30)	N/A
<b>Program Sponsorships</b>	\$ 650	\$ 48,500	\$ 47,850	1%
<b>Reimbursement for Services</b>	\$ 12,282	\$ 49,500	\$ 37,218	25%
<b>Field Rental</b>	\$ -	\$ 5,500	\$ 5,500	0%
<b>Facility Rental</b>	\$ 5,162	\$ 31,175	\$ 26,013	17%
<b>Facility Long term Lease</b>	\$ 8,025	\$ 33,425	\$ 25,400	24%
<b>Interest Income</b>	\$ 67,587	\$ 217,775	\$ 150,188	31%
<b>Contributions &amp; Donations</b>	\$ 34,043	\$ 4,500	\$ (29,543)	757%
<b>TOTAL</b>	<b>\$ 2,436,152</b>	<b>\$ 8,006,228</b>	<b>\$ 5,570,076</b>	<b>30%</b>

# Community Services Expenses

Expense By Program	Activity Through September 30, 2024	Total Budget	Amount Remaining	% Expended
General Administration	\$ 1,295,578	\$ 4,525,275	\$ 3,229,697	29%
Recreation Programs	\$ 128,445	\$ 377,520	\$ 249,075	34%
ASES After School Program	\$ 93,710	\$ 301,750	\$ 208,040	31%
Community Center	\$ 90,654	\$ 231,656	\$ 141,002	39%
Senior Services	\$ 85,621	\$ 267,194	\$ 181,573	32%
Parks and Trails	\$ 244,033	\$ 695,770	\$ 451,737	35%
Open Space	\$ 2,918	\$ 60,500	\$ 57,582	5%
School Facility Maintenance	\$ 12,345	\$ 49,500	\$ 37,155	25%
Swim Center	\$ 81,849	\$ 136,200	\$ 54,351	60%
Arts and Culture	\$ -	\$ 77,000	\$ 77,000	0%
Contracted Facility Operations	\$ 43,407	\$ 82,384	\$ 38,977	53%
Special Events	\$ 52,298	\$ 232,000	\$ 179,702	23%
Non Departmental	\$ 224,274	\$ 2,291,034	\$ 2,066,760	10%
<b>TOTAL</b>	<b>\$ 2,355,131</b>	<b>\$ 9,327,783</b>	<b>\$ 6,972,652</b>	<b>25%</b>

# Community Services Fund Balance

<b>Community Services Fund Balance</b>			
	<b>FY 23-24 Unadited Actuals</b>	<b>FY 24-25 Adopted Budget</b>	<b>FY 25-26 Adopted Budget</b>
Beginning Fund Balance	\$ 3,056,154	\$ 4,104,198	\$ 2,782,643
Revenue	8,224,043	8,006,228	8,826,921
Expenditure - Operations	6,802,217	7,533,916	8,035,242
Expenditure - Capital	373,782	1,793,867	350,000
Estimated Ending Fund Balance	\$ 4,104,198	\$ 2,782,643	\$ 3,224,322
Change in Ending Fund Balance	\$ 1,048,044	\$ (1,321,555)	\$ 441,679
<b><u>Components of Fund Balance</u></b>			
Reserve Policy (30%)	\$ 2,040,665	\$ 2,260,175	\$ 2,410,573
Pension Stabilization	451,445	460,403	469,361
Unallocated Fund Balance	\$ 1,612,088	\$ 62,065	\$ 344,388
% of annual expenditures	54%	30.8%	34.3%

# Water Fund Balance

	Water Fund Balance		
	FY 23-24 Unaudited Actuals	FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
Beginning Working Capital	\$ 2,520,356	\$ 3,315,884	\$ 2,590,183
Revenue	6,501,700	6,991,370	8,362,182
Expenditure - Operations	5,668,278	6,285,317	6,582,575
Expenditure - Capital	37,895	1,431,753	1,458,834
Estimated Ending Working Capital	\$ 3,315,884	\$ 2,590,183	\$ 2,910,956
Change in Working Capital	\$ 795,527	\$ (725,700)	\$ 320,773
<b><u>Components of Fund Balance</u></b>			
Reserve Policy (25%)	\$ 1,417,069	\$ 1,571,329	\$ 1,645,644
Rate Stabilization Reserve	-	1,000,000	1,000,000
Pension	527,242	537,704	548,166
Remaining Working Capital	1,371,573	(518,850)	(282,853)
Total	\$ 3,315,884	\$ 2,590,183	\$ 2,910,956

# Wastewater Fund Balance

<b>Wastewater Fund Balance</b>			
	<b>FY 23-24 Unaudited Actuals</b>	<b>FY 24-25 Adopted Budget</b>	<b>FY 25-26 Adopted Budget</b>
Beginning Working Capital	\$ 2,625,843	\$ 2,973,137	\$ 3,511,790
Revenue	8,444,615	9,102,785	10,724,841
Expenditure - Operations	8,097,320	8,469,934	8,852,799
Expenditure - Capital	-	94,198	1,590,012
Estimated Ending Working Capital	<u>\$ 2,973,137</u>	<u>\$ 3,511,790</u>	<u>\$ 3,793,820</u>
Change in Working Capital	\$ 347,294	\$ 538,653	\$ 282,030
<b><u>Components of Fund Balance</u></b>			
Reserve Policy (25%)	\$ 2,024,330	\$ 2,117,484	\$ 2,213,200
Rate Stabilization Reserve	-	1,000,000	1,000,000
Pension Stabilization	617,104	629,703	642,302
Remaining Working Capital	331,703	(235,396)	(61,681)
<b>Total</b>	<b>\$ 2,973,137</b>	<b>\$ 3,511,790</b>	<b>\$ 3,793,820</b>

# Electric Fund Balance

<b>Electric Fund Balance</b>			
	<b>FY 23-24 Unaudited Actuals</b>	<b>FY 24-25 Adopted Budget</b>	<b>FY 25-26 Adopted Budget</b>
Beginning Working Capital	\$ 14,427,541	\$ 15,230,831	\$ 13,543,523
Revenue	15,543,356	16,394,530	17,746,367
Expenditure - Operations	14,706,540	16,004,860	16,351,680
Expenditure - Capital	33,527	2,076,977	3,986,687
Estimated Ending Working Capital	\$ 15,230,831	\$ 13,543,523	\$ 10,951,523
Change in Working Capital	\$ 803,289	\$ (1,687,307)	\$ (2,592,000)
<b><u>Components of Fund Balance</u></b>			
Reserve Policy (50%)	\$ 7,353,270	\$ 8,002,430	\$ 8,175,840
Reserve Policy (\$4 Million Capital)	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000
Pension Stabilization	\$ 906,816	\$ 924,810	\$ 942,804
Remaining Working Capital	\$ 2,970,744	\$ 616,283	\$ (2,167,121)
<b>Total</b>	<b>\$ 15,230,831</b>	<b>\$ 13,543,523</b>	<b>\$ 10,951,523</b>

# Proposed Action

Adopt a resolution approving amendments to the Fiscal Year 2024-25 Budget.

# Discussion, Feedback, Questions, and Direction



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# 2025 Master Calendar of Events and Requests for City Partnership

November 18, 2024



# 2025 Master Calendar of Events and Requests for City Partnership

## ***Recommended Action:***

*Approve the 2025 Master Calendar of Events, incorporating the following new "Sponsor" events:*

- Vamos' eight Vamos al Tianguis de Healdsburg evening markets;*
- Oaxaca Tierra del Sol's Guelaguetza Sonoma County event;*
- Corazón Healdsburg for Pachanga & Art event; and*
- True West Film Center's two additional Movies Under the Stars movie night events.*

# 2025 Master Calendar of Events and Requests for City Partnership

## Overview:

- *On December 4, 2023, the City Council adopted a Policy for Special Events and City Partnerships.*
- *An objective of the policy is to provide a comprehensive list of events planned for the upcoming year for City Council review and conditional approval.*
- *Three categories of special events:*
  - *City Special Events: City planned and hosted*
  - *Partnership Events: City support through fee waivers, in-kind equipment or services, and donated staff time:*
    - *Sponsor*
    - *Collaborator*
    - *Co-Organizer*
  - *External Events*

# 2025 Master Calendar of Events and Requests for City Partnership

## City of Healdsburg Events



# 2025 Master Calendar of Events and Requests for City Partnership

## Partnership Events



*Sponsor*



*Collaborator*



*Co-Organizer*

# 2025 Master Calendar of Events and Requests for City Partnership

## External Events



# 2025 Master Calendar of Events and Requests for City Partnership

## 2025 Master Calendar of Events:

- *Carries over all events from the 2024 Master Calendar, with the following updates:*
  - *Events that do not require a special event permit*
  - *Special events classified as External Events*
  - *Events with a formal agreement or pending fee/use agreement*
  - *Earth Day Climate Fest is not included.*
    - *Climate Action Healdsburg chose to discontinue the event.*
  - *The Healdsburg Lunar New Year Celebration is not included.*
    - *The organizer decided to discontinue due to its timing during the rainy season.*
    - *The organizer is interested in potentially hosting a new event in May*

# 2025 Master Calendar of Events and Requests for City Partnership

## 2025 Master Calendar of Events (cont.):

- *Carries over all events from the 2024 Master Calendar, with the following updates (cont.):*
  - *The Fitch Mountain Access Improvement Project Event has been removed.*
  - *The Healdsburg Crush event by Boys & Girls Clubs of Sonoma-Marín remains.*
    - *Contingent on the status of the Foley Family Community Pavilion*
- *Update:*
  - *Healdsburg Center for the Arts withdrew their partnership request for Art After Dark last week; staff recommends keeping the event on the calendar with the status TBD*

# 2025 Master Calendar of Events and Requests for City Partnership

## Foley Family Community Pavilion:

- *Community Services polled each organization*
- *No commitments have been made (pending operation plan and policies – Spring 2025)*
- *Polling results are provided for reference in the proposed 2025 Master Calendar of Events.*



# 2025 Master Calendar of Events and Requests for City Partnership

## Special Event Requests for City Partnership:

### Vamos al Tianguis de Healdsburg

Requested by Vamos Healdsburg



#### *Details:*

- Anticipated for eight (8) pop-up markets for every second Saturday; May – December, proposed to be in the Healdsburg Plaza.
- Markets include food, crafts, art projects, music, dance, and exhibits.
- No significant issues were reported in 2024 while held at City Hall.
- The event would require road closure on two sides of the Plaza.

#### *Staff Recommendation:*

- *Add to the 2025 Master Calendar of Events.*
- *Supporting Vamos with a "Sponsor" partnership.*
- *Markets continue at City Hall.*

# 2025 Master Calendar of Events and Requests for City Partnership

## Special Event Requests for City Partnership:

### Guelaguetza Sonoma County

Requested by Oaxaca Tierra del Sol



#### *Details:*

- Anticipated for one event on a Sunday in Late July / Early August 2025 in the Healdsburg Plaza.
- Event includes a small parade, food, crafts, music, dance, and exhibits.
- Historically held at the Luther Burbank Center for the Arts
- The event would require road closures.

#### *Staff Recommendation:*

- *Add to the 2025 Master Calendar of Events.*
- *Supporting Oaxaca Tierra del Sol with a "Sponsor" partnership for use of Healdsburg Plaza.*

# 2025 Master Calendar of Events and Requests for City Partnership

## Special Event Requests for City Partnership:

### Pachanga & Art

Requested by Corazón Healdsburg



#### *Details:*

- Anticipated for one event in September 2025 in the Healdsburg Plaza
- Event includes art exhibits, food, crafts, music, and dance with emphasis on highlighting local grant recipients.
- Historically held at the Luther Burbank Center for the Arts
- The event would require road closures.
- Requesting financial support with hiring a musical artist (est. \$5,000) and audio contractor (est. \$3,600).

#### *Staff Recommendation:*

- *Add to the 2025 Master Calendar of Events.*
- *Supporting Corazón Healdsburg with a "Sponsor" partnership for use of Healdsburg Plaza.*

# 2025 Master Calendar of Events and Requests for City Partnership

## Special Event Requests for City Partnership: Movies Under the Stars

Requested by True West Film Center



### *Details:*

- Anticipated for two additional movies (Plaza & Barbieri Brothers Park)
- Event includes an outdoor movie, food, and family activities.
- Event is open to the public and free to attend.
- No road closures.

### *Staff Recommendation:*

- *Add to the 2025 Master Calendar of Events.*
- *Supporting True West Film Center with a continued "Sponsor" partnership for use of Healdsburg Plaza & Barbieri Brothers Park.*

# 2025 Master Calendar of Events and Requests for City Partnership

## *Potential New City and Co-Sponsored Events*

*(Approval not being requested at this time)*

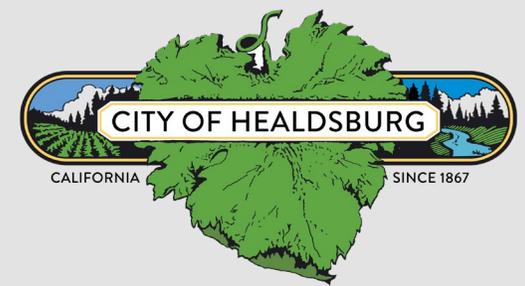
- *Foley Family Community Pavilion Grand Opening*
- *4<sup>th</sup> of July Celebrations*
- *Celebration of Native American Culture*

# 2025 Master Calendar of Events and Requests for City Partnership

*Approve the 2025 Master Calendar of Events, incorporating the following new "Sponsor" events:*

- *Vamos' eight Vamos al Tianguis de Healdsburg evening markets;*
- *Oaxaca Tierra del Sol's Guelaguetza Sonoma County event;*
- *Corazón Healdsburg for Pachanga & Art event; and*
- *True West Film Center's two additional Movies Under the Stars movie night events.*

Thank you!



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# CONSIDER RFP AWARD FOR 217 HEALDSBURG AVE

PRESENTED BY:

TYLER KETTMAN, CENTRAL SERVICES MANAGER



# Proposed Action

Receive a presentation summarizing results of RFP for use of 217 Healdsburg Ave and consider conditional award and authorization to negotiate and execute the Lease.

# OUTLINE

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BACKGROUND

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RFP RESULTS

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STAFF RECOMMENDATION

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ALTERNATIVES

Council directed staff to proceed with RFP for Lease of 217 Hbg Ave

**May 20, 2024**

City received no proposals.

**July 17, 2024**

City received two responsive proposals

**September 19, 2024**

**June 11, 2024**

RFP released and posted on City Website

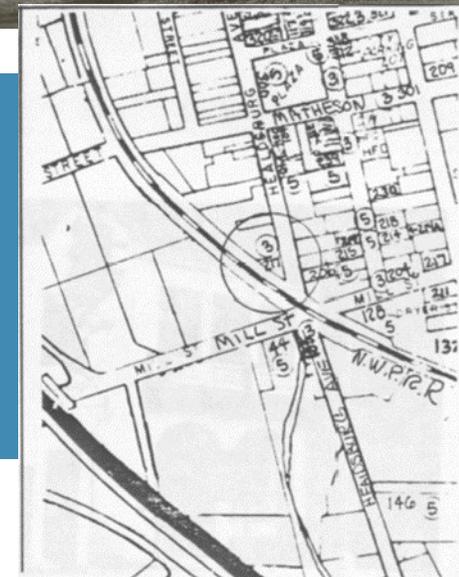
**August 15, 2024**

After considering feedback from prospective respondents, RFP revised and re-released to encourage participation

**October 29, 2024**

City evaluation committee finalized scoring and ranking proposals

# BACKGROUND



# RFP Results

After the revised RFP process in August-September, the City received two proposals:

## **Bike Tour Sonoma**

Headquarters for e-bike tours, rentals, and sales.

Plan to open the meeting space for use by non-profits in cycling space

Use the building footprint as is, with retail space downstairs, storage in shed at back of property

\$1,500 Rent per/month, 5 yrs

## **Healdsburg Realty**

Headquarters for Real Estate Office

Use main building as is

Offers space TBD for unspecified non-profits

Remodel of back storage building proposed

\$2,500 Rent per/month, 3 yrs, option to renew

# Evaluation Committee Process

1. The evaluation committee was formed with four (4) City staff from different departments including Public Works, Community Development, Finance, and the City Manager's Office.
2. The committee met to discuss the scoring rubric and timeline for evaluation. Initial scores were recorded.
3. The evaluation committee met again to discuss any questions for the respondents based on the initial review of proposals. A list of clarifying questions for both respondents was generated.
4. The committee met a final time to review the response to questions and finalize scores for each proposal.

# Proposal Scoring/ Ranking



Proposer	Cover Letter Rating	Proposed Use Rating	Community Benefits Rating	Project Schedule Rating	Proposed Lease Terms Rating	Total Rating Score
Bike Tour Sonoma	7.63	23.45	12.00	12.19	15.50	70.76
Healdsburg Realty	7.63	21.00	10.50	11.44	17.00	67.56

MAX POINTS

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## Proposal Scoring/ Ranking

- The evaluation committee found the use proposed by Bike Tour Sonoma slightly preferable due to greater potential to activate the retail storefront.
- Although the use of outdoor space and the outbuilding might be marginally more complex to manage, the evaluation committee believes that Bike Tour Sonoma has greater potential to add liveliness and foot traffic to the south end of the downtown commercial zone.



## Staff Recommendation

Based on the evaluation committee ranking and review, staff recommend, and request Council conditionally award the Bike Tour Sonoma proposal and authorize the City Manager to negotiate and execute the Lease agreement for 217 Healdsburg Ave.

## Alternatives

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Reject all proposals and post a new RFP

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Reject all proposals and keep Property vacant for future City use

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Reject all proposals and provide further direction to staff

# Questions/Feedback?

PRESENTED BY:

TYLER KETTMAN, CENTRAL SERVICES MANAGER



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# District-Based Elections

City Council  
November 18, 2024



# Overview

## **The Legal Landscape**

- California Voting Rights Act of 2001
- Racially Polarized Voting
- Safe Harbor Provision

## **Process and Next Steps**

- Timeline to Transition to Districts
- Criteria for Drawing Maps
- Role of Demographer
- Community Outreach and Next Steps

## Recommended Action

Adopt a Resolution declaring the City's intent to initiate procedures to transition from at-large elections to district-based elections pursuant to California Elections Code Section 10010 and approving the tentative timeline and other related actions.

## Background Information

- City currently elects its City Council members through an at-large voting system.
- On October 3rd, the City received a legal challenge, alleging that the at-large voting violates the California Voting Rights Act and threatening litigation unless the City voluntarily transitions to a district-based system.
- The letter, alleges that the at-large election system violates the CVRA because the system allegedly dilutes the power of Latino voters.

## California Voting Rights Act of 2001

- Purpose: “to address ongoing vote dilution and discrimination in voting...in order to enforce the fundamental rights guaranteed to California voters under...the California Constitution.”

## Definitions

- “At-large” elections:
  - Voters of the entire city elect all Councilmembers
  - Candidates live in a particular area, but are elected City-wide
  - Any combination of above
- “District-based” elections: candidate must reside within an election district and is elected only by voters within that district

## Definitions

- “Protected class”: class of voters who are members of a race, color, or language minority group.
- “Racially polarized voting”: voting in which there is a difference in the choice of candidates or other electoral choices that are preferred by voters in a protected class, versus the choices preferred by voters in the rest of the electorate.

## Rule

- The CVRA prohibits an at-large voting system that “impairs the ability of a protected class to elect candidates of its choice or its ability to influence the outcome of an election.”
- Violation established if racially polarized voting occurs in elections or other matters submitted to the voters.

Racially  
polarized  
voting  
determined  
by:

- Examining results of elections, particularly those in which at least one candidate is a member of a protected class; or
- Elections involving ballot measures that affect the rights of members of a protected class.
- Much lower bar than FVRA: no requirement for intent to discriminate, that protected class be geographically concentrated, or consideration of totality of circumstances.

## Safe harbor provision

- “Safe harbor” provision caps attorneys fees at \$30,000 so long as:
  - Potential plaintiff sends a letter alleging CVRA violation;
  - City adopts a resolution of intent to transition to districts within 45 days of receiving the demand letter; and
  - City transitions to districts within 90 days of resolution’s passage (\*absent a written agreement\*).
- “Safe harbor” does not apply to other “at large” methods of voting (eg ranked choice, cumulative voting).
- If a City adopts anything other than district elections, it is subject to an action under CVRA.

## Does Healdsburg have Racially Polarized Voting?

- We don't know.
- Potential legal fees of fighting an allegation are so high, and legal bar under CVRA is so low, that agencies rarely dispute an allegation and, instead, transition to district-based elections.
- No jurisdiction has successfully defended against a demand to transition to district elections.
- ...despite MILLIONS in attorneys fees.

## Alternatives to Five Districts

- Ranked choice voting
- Cumulative voting
- At-large Mayor
- More districts

## Criteria for Drawing Maps

- Population Balanced based on 2020 Census
- Compliance with the US and State Constitutions, and the FVRA
- Compliance with FAIR MAPS Act for District Boundaries:
  - Geographically contiguous
  - Respect Communities of Interest
  - Bounded by natural and artificial Barriers, etc.
  - Compact
- Cannot favor or discriminate against an incumbent, political candidate, or party.

# Tentative Timeline

Date	Event	Description
October 3, 2024	City received certified demand letter from Shenkman & Hughes	
November 18, 2024	Resolution of Intent is considered at a City Council Meeting	
December 16, 2024	1 <sup>st</sup> Public Hearing	No maps for review, Intro to CVRA.
January 13, 2025 – <b>Special Meeting</b>	2 <sup>nd</sup> Public Hearing	No maps for review, but take public comments on composition of districts and preference for district lines.
End of January/Beginning of February	Hold Community Meeting	
February 18, 2025	3 <sup>rd</sup> Public Hearing	Present maps from demographer & community. Provide feedback.
March 17, 2025	4 <sup>th</sup> Public Hearing	Final Feedback and adjustments
April 7, 2025	5 <sup>th</sup> Public Hearing	Potential Adoption

## Role of Demographer

- Facilitate community input on district boundaries;
- Draw suggested maps;
- Review submitted maps; and
- Attend public hearings and community meetings.

## Community Engagement/ Outreach Plan

- 5 Public Hearings
- Community Meeting
- Online tool for members of the public to draw maps
- Lunch at the Senior Center
- Social Media Channels
- City Website
- City Manager's Bi-Weekly Newsletter
- Email blasts

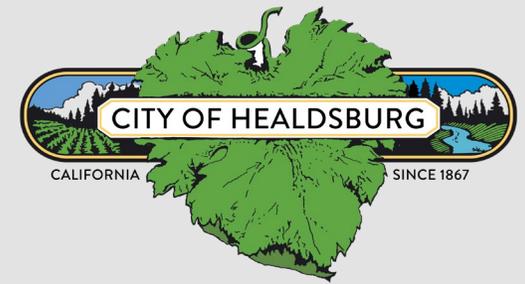
## Sonoma County Cities who Transitioned to District-Based Elections

- Town of Windsor - 2018
- City of Santa Rosa - 2018
- City of Rohnert Park – 2019
- City of Petaluma – 2021

## Recommended Action

Adopt a Resolution declaring the City's intent to initiate procedures to transition from at-large elections to district-based elections pursuant to California Elections Code Section 10010 and approving the tentative timeline and other related actions.

# Questions



Public  
Comment

Comentarios  
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