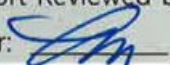


Agenda Report Reviewed by:
City Manager: 

CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM

Meeting Date: May 4, 2021
To: Honorable Mayor and Honorable City Councilmembers
From: City Administration
Subject: Approval and Receipt of Notice of Upcoming Vacancy for the City of Sebastopol Citizen Liaison to the SCTA/RCPA Climate Action Advisory Committee to Provide Expert Citizen Input on Implementation of the Climate Action Initiatives – Steve Pierce – Term Expires: June 30, 2021

Recommendation : That the Mayor and City Council Accept the Report and Authorize Staff to Begin the Recruitment Process

Funding: Currently Budgeted: _____ Yes _____ No XX N/A
Net General Fund Cost: N/A
Amount: \$0

Account Code/Costs authorized in City Approved Budget (if applicable) AK (verified by Administrative Services Department)

INTRODUCTION/PURPOSE:

This item is to request that the City Council Accept the Report and Authorize Staff to Begin the Recruitment Process.

BACKGROUND:

At the December 12, 2016 Sonoma County Transportation Authority (SCTA)/Regional Climate Protection Agency (RCPA) Meeting, the Board of Directors, in response to SCTA/RCPA staff’s request, established a Climate Action Advisory Committee to provide expert citizen input on implementation of the climate action initiatives.

The purpose of the CAAC is to provide information and advice to the Regional Climate Protection Authority (RCPA) Board, staff and project consultants during the development and implementation of climate action programs. CAAC members work with RCPA staff to develop and implement GHG reduction programs and measures in Sonoma County communities. This includes reviewing and considering materials, proposals, ideas, and concepts introduced to them by RCPA and jurisdiction staff. CAAC members also foster communication outside of the CAAC regarding progress and outcomes of RCPA initiatives – particularly as they relate to a member’s jurisdiction or sector.

Two representatives are chosen by each RCPA Board members from their respective jurisdictions. The CAAC does not take official votes or make direct recommendations to any hearing body and consists of stakeholders selected by the RCPA Board of Directors, to represent a diversity of viewpoints and areas of technical expertise.

DISCUSSION:

Sectors sought for representation in the Advisory Group include:

- Renewable Energy
- Agriculture
- Viticulture
- Business
- Community Non-profits

- Environmental
- Transportation
- Social Justice
- Environmental Justice
- Real estate
- Health
- Economic Development
- Education
- Open Space
- Waste
- Water
- Building Efficiency

The CAAC meets quarterly on the 2nd Friday in January, April, July, and October.

Tonight's item is to announce the upcoming opening for the City of Sebastopol Citizen Liaison to the SCTA/RCPA Climate Action Advisory Committee and to notice the opening for a two-year term (June 2021- to June 2023). The seat is currently filled by Steven Pierce whose term of service will end June 30, 2021.

Current City representatives are as follows:

- City of Sebastopol Citizen Liaison to the SCTA/RCPA Climate Action Advisory Committee to Provide Expert Citizen Input on Implementation of the Climate Action Initiatives – Zeno Swijtink – Term Expires: **June 30, 2022**
- City of Sebastopol Citizen Liaison to the SCTA/RCPA Climate Action Advisory Committee to Provide Expert Citizen Input on Implementation of the Climate Action Initiatives – Steve Pierce – Term Expires: **June 30, 2021**

City Staff will initiate the public application process for the upcoming vacancies. Applications will be available on the City website and at City Hall. Notice of the vacancy will be published and the application period will be open for a period of approximately six weeks (May 7, 2021 through June 18, 2021). Staff will agendize the interview(s) and recommendation for appointment for a future City Council meeting.

PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment. However, if staff receives public comment from interested parties following the publication and distribution of this staff report such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the "Public Comment" portion of the City Council discussion.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to scheduled meeting date.

FISCAL IMPACT:

There is no direct fiscal impact associated with the recommended action tonight.

RECOMMENDATION: Staff recommends that the Mayor and Council Accept the Report and Authorize Staff to Begin the Recruitment Process.

Attachments:

CAAC Information/Application

Climate Action Advisory Committee (CAAC) Interest Form

The CAAC provides information and advice to the Regional Climate Protection Authority (RCPA) Board, staff and project consultants during the development and implementation of climate action programs. If you are interested in serving on the CAAC, please submit this interest form. There is more information available at: <https://rcpa.ca.gov/about-rcpa/advisory-committee/>

Please send any questions to: info@rcpa.ca.gov

* Required

Email address *

Your email

Name

*

Your answer

Organization

Your answer

Address *

Your answer

Telephone #

Your answer

What are your main areas or sectors of interest concerning climate action? *

- Buildings (retrofits, electrification, carbon free electricity)
- Transportation (reducing vehicle miles traveled, electrification)
- Waste (decrease waste and consumption, increase reuse)
- Sequestration (promote sequestration, carbon gardens)
- Resilience and Adaptation (grid reliability, natural hazards)
- Equity (environmental justice, diverse representation)
- Engagement and Education (explore community needs and solutions)
- Other:

Please describe the organizations, individuals and local communities that you could help engage on climate action as part of your role on the CAAC: *

Your answer

Time Commitment

- Please check here to indicate that you commit to attending the four quarterly meetings each year and will check-in with RCPA staff if you are unable to attend a meeting. Meetings are either held during lunch or in the early evening.

Tell us more about yourself

The CAAC benefits from members with a wide range of perspectives.

What is your age range? *

- Under 18
- 18-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65+
- Prefer not to disclose

How do you identify your gender? *

- Female
- Trans-female
- Male
- Trans-male
- Nonbinary
- Gender Queer
- Prefer not to say
- Other:

How do you identify your race/ethnicity? (select as many as you'd like)

- African American or Black
- Native American
- Alaska Native
- Asian or Asian American
- Latino/a/x
- Middle Eastern or North African
- Native Hawaiian or Pacific Islander
- Mixed race/ethnicity
- White or European
- Prefer not to say
- Other:

Please indicate which languages you are comfortable using in meetings: *

- English
- Spanish
- Other:

Is there anything else that you would like to share?

RCPA Climate Action Advisory Committee

The following is a description of the roles and responsibilities of the Climate Action Advisory Committee (CAAC) and guidelines for how meetings will be conducted.

Purpose

The purpose of the CAAC is to provide information and advice to the Regional Climate Protection Authority (RCPA) Board, staff, and project consultants during the development and implementation of climate action programs. The CAAC will not take official votes or make direct recommendations to any hearing body.

Composition

The CAAC consists of stakeholders selected by the RCPA Board of Directors, to represent a diversity of viewpoints and areas of technical expertise. Two representatives will be chosen by each RCPA Board members ~~from their respective jurisdictions.~~ Representatives should either live or work in Sonoma County. The RCPA Executive Committee may also extend invitations to additional stakeholders to contribute perspectives not represented by other members, in order to ensure adequately diverse sector representation. None of the members will hold public elective office on a governing board of any city or the County. Representatives are to have the following qualifications:

- General understanding of the goals and objectives of RCPA
- General understanding of climate change policy matters as they relate to local government, planning and project implementation
- Community leadership and ability to represent the sentiment of the community you live in or sector you represent

Sectors sought for representation in the Advisory Group include:

Renewable Energy	Transportation	Education
Agriculture	Social Justice	Open Space
Viticulture	Environmental Justice	Waste
Business	Real estate	Water
Community Non-profits	Health	Building Efficiency
Environmental	Economic Development	

- Buildings (retrofits, electrification, carbon free electricity)
- Transportation (reducing vehicle miles traveled, electrification)
- Waste (decrease waste and consumption, increase reuse)
- Sequestration (promote sequestration, carbon gardens)
- Resilience and Adaptation (grid reliability, natural hazards)
- Equity (environmental justice, diverse representation)
- Engagement and Education (explore community needs and solutions)

Duration

The CAAC appointments will be for two years and staggered by one year across appointees from each Director. If an appointee is unable to serve the full term, the Director shall identify a replacement who

will serve the rest of the original term. CAAC appointments will be renewed every two years. When a new Director is seated he or she will have the opportunity to confirm or replace the CAAC member.

Meetings

A total of four CAAC meetings will be held each year. Meetings will generally last for ~~two-90 hours~~ minutes including presentations, comments, and questions/answer.

Each meeting will include, but not be limited to, presentation on:

1. Current RCPA projects and programs
2. Future RCPA project and program opportunities
3. Community based efforts (reports from CAAC members)

Meetings will be focused on CAAC members; however, they will be open to public. Because of the limited time available for each meeting, and the nature of the CAAC process, members of the public will be able to provide comments at the end of the meeting. A time limit will be imposed on each speaker during the public comment period.

RCPA staff will be responsible for running CAAC meetings.

The meetings of the CAAC are subject to the Ralph M. Brown Act, and therefore subject to the Act's notice and posting requirements. Following each meeting, minutes will be created by staff and posted to the RCPA website.

Expectations of CAAC Members

Primary role:

Work with staff to develop and implement greenhouse gas reduction programs and measures in Sonoma County communities. CAAC members are expected to attend each quarterly meeting, or check in beforehand with staff. Removal from the committee will be considered after multiple un-communicated absences within a twelve-month period.

Anticipated activities will include:

- Reviewing and considering materials, proposals, ideas and concepts introduced to them by RCPA and jurisdiction staff
- Engaging in constructive discussion with CAAC members and staff about challenges and opportunities in the implementation of climate action measures
- Fostering communication outside of the CAAC regarding progress and outcomes of RCPA initiatives; particularly as they relate to a member's jurisdiction or sector

Communication with Staff and Consultants

Outside of CAAC meetings, RCPA staff will serve as the CAAC liaisons and primary contacts for members. All CAAC member questions, comments, and other correspondence should be directed to RCPA staff. Correspondence from members requiring consultant response or clarification for specific jurisdictions will be forwarded to the appropriate contact through RCPA staff.