

**CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM**

Meeting Date: February 6, 2024
To: Honorable Mayor and City Councilmembers
From: City Administration / Kari Svanstrom, Planning Director
Subject: Climate Action Committee (CAC) Interview
Recommendation: That the City Council interview the new applicant for an opening on the Climate Action Committee (This opening is for the following: Resident and/or of Climate Background), make an appointment later in the meeting
Funding: Currently Budgeted: Yes No Not Applicable
Account Code: N/A

INTRODUCTION/PURPOSE:

The item is to request the City Council to conduct the interview for an opening for one position out of the seven openings on the Sebastopol Climate Action Committee (CAC) and consider making an appointment later in the agenda. Of the seven current openings, two applicants have reapplied for their current position and one new application has been received. Staff is recommending reappointment without interviews of those two reapplications and an interview of the one new application. This action would leave four unfilled positions on the Climate Action Committee.

BACKGROUND/DISCUSSION:

SEBASTOPOL CLIMATE ACTION COMMITTEE (SCAC) – TWO YEAR TERMS

The Climate Action Committee (SCAC) meets the second Tuesday of each month from 3:00 p.m. to 5:00 p.m. at the Sebastopol Youth Annex, 425 Morris Street, Sebastopol, CA. Appointments are two years and the term ending date for the current vacancies will be December 31, 2026. The Committee membership ranges from 11 to 13 and are appointed by Council. Of the seven available positions the Planning Department received three applications, two of which were applications from current members reapplying for their current position and one new application.

The interview to be conducted tonight is to fill a flexible position on the Climate Action Committee for a term ending on December 31, 2025. The City Clerk noticed the vacancy on November 16th, 2023, in the Press Democrat, City Hall Bulletin Board, and various other media outlets. The application deadline was extended on December 8th, 2023, and Staff received one new application and two applications from Committee members who have served previously.

15-minute interview for the applicant is scheduled as follows:

CLIMATE ACTION COMMITTEE INTERVIEW

Climate Action Committee (One Seat Open)

5:30 pm Phillip Carter Resident, Climate Background

The current terms/categories are listed below (members with terms ending on December 31, 2023 in bold.)

MEMBERS	TERM ENDING DATE	CATEGORY	STATUS
Kenna Lee	12/31/2023	Resident, Climate Background	Reapplied
Liselotte (Lisa) Pierce	12/31/2023	Resident, Climate Background	Reapplied
Sunali Shanti Sikand	12/31/2023	Rights of Nature	
Dena Allen	12/31/2023	Resident, Climate Background	
Zeno Switjtink	12/31/2024	Resident, Climate Background	
Josho Somine	12/31/2024	Ecological Background	
Alexander Goodman	12/31/2024	Climate Background	
Emmett Hopkins	12/31/2024	Climate Background	
Deborah Burnes	12/31/2023	Business Owner Representative	
Evert Fernandez	Appointed	Planning Commission Liaison	
Ambrosia Thompson	Appointed	Zero Waste Representative	
Sandra Maurer Diana Rich City Council Liaisons	Coincides with assignment to RCPA and ZWS appointments		
Youth Representative			Vacant
Youth Representative			Vacant

ENVIRONMENTAL REVIEW:

This Item is Not a "Project" Pursuant to CEQA Guidelines Section 15378(b)(5)

GOALS:

This action supports the following 2019 City Council Goals and General Plan Actions:

Goal 5: Provide Open and Responsive Municipal Government Leadership

PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment. Any comments received following the publication and distribution of this staff report 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 agenda item.

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 the scheduled meeting date.

FISCAL IMPACT:

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

RECOMMENDATION:

Staff recommends the Sebastopol City Council interview the applicant for the Climate Action Committee and make an appointment later in the meeting, as well as reappoint the two members of the Climate Action Committee.

Attachments:

Application (redacted)

Approvals:

Department Head Approval:

Approval Date: January 30th, 2024

CEQA Determination (Planning):

Approval Date: January 17th, 2024

The proposed action is not a project under the California Environmental Quality Act (CEQA)

Administrative Services/Financial Approval:

Costs authorized in City Approved Budget: Yes No N/A

City Attorney Approval: Approval Date: 1/31/24

City Manager Approval: Approval Date: 1/31/24

APPLICATION FOR APPOINTMENT
TO CITY BOARDS/COMMITTEES/AND COMMISSIONS**City Boards, Commissions, and Committees**

The City Council appoints members to various boards, committees, and commissions as listed below:

- Planning Commission
- Design Review Board
- Public Arts Committee
- Other Miscellaneous Boards/Committees/Commission as Approved by the City Council

The bodies are comprised of community members who volunteer for service and are appointed by the City Council. All committee members serve at the pleasure of the City Council. The primary responsibility of the committees is to implement adopted City policy, and advise and make recommendations to the City Council. The adoption of policies, the issuance of proclamations, and the approval of agreements and other official acts of the City are the responsibility of the City Council. The City Manager designates as official staff liaison to each committee.

Application Process

When a vacancy on a board, committee or commission occurs, the City Clerk prepares a press release that is distributed to local media, including the Sonoma West County Times and News. The vacancy is also announced at City Hall and on the City of Sebastopol's web site <http://ci.sebastopol.ca.us/>

Applications for vacancies are obtained from the City Clerk's office and completed applications are submitted to the City Clerk's office. Three to four weeks after the vacancy announcement, the completed applications are forwarded to the City Council in a regular agenda packet for public review. The City Council interviews all applicants at a meeting open to the public. The official appointment of Commission, Board or Committee members is made at a City Council meeting.

Terms of Office

Board, commission, and committee members generally serve two, three, or four-year overlapping terms. There is no monetary compensation or benefits for board, commission, or committee members.

The City Council may reappoint incumbent members or fill vacancies with new appointees. Some bodies limit the number of consecutive terms an individual may serve.

Members are expected to serve their full terms of office; however, when a member must resign, due to personal or professional circumstances, he/she should send a letter to the City Council stating the effective date of the resignation. A member shall be removed from office upon three affirmative votes of the City Council, based on one of the following grounds:

- At the pleasure of the City Council, without cause:
- If he/she is absent from three consecutive meetings, unless permission by a majority vote of the board, committee or commission had been granted as reflected in the official minutes of the body.
- Or by operation of the City Code if:
- If he/she is convicted of a crime of moral turpitude.
- If he/she ceases to be a qualified board, commission or committee member per the City of Sebastopol Municipal Code.

General Responsibilities of Boards, Commissions, and Committees

City boards, commissions, and committees shall have the following general powers, duties and responsibilities in addition to those set forth in the Sebastopol Municipal Code and various Resolutions:

- To establish rules and regulations governing the election of their officers, the holding of meetings and the conduct of business for these meetings.
- To use all appropriate techniques in crystallizing and testing public sentiment on major public issues in their respective fields.
- To hold official hearings as required by law or requested by the City Council.

- To advise and recommend on City policies and procedures pertinent to their respective activities and functions.
- To support and adhere to all City policies promulgated by the City Council and to establish needed interim policies in the absence of the same.
- To provide information and promote good public relations between the City and the general public.
- To perform such other related functions as may be assigned to them by the City Council.

Desirable Characteristics in Applicants for Boards, Commissions, and Committees

While membership on City boards, committees and commissions requires no specific qualifications, with the exception of some seats on the Design Review Board and the Public Arts Committee, there are desirable characteristics for which the Council will be looking as they review applications:

- **Familiarity with Community**
The Council would require appointees to be familiar with the physical, social, and economic make-up of the City. Applicants should have demonstrated an active interest and involvement in the community.

Familiarity with Major Issues

While it will be assumed that applicants are familiar with the specific issues that are being addressed by the board, committee or commission for which they are applying, it is also expected that applicants be aware of issues which will impact all sectors of City programs and services.

Knowledge of the Board, Commission or Committee

During the application process, applicants should become familiar with the responsibilities and role in the City's policy-making structure of the board, committee or commission for which they are applying.

Commitment to Serve

When appointed, members are expected to serve their term of office. While personal or professional circumstances might prompt an unexpected resignation, applicants who are aware of any reasons why they may not be able to complete a full term or attend regularly scheduled meetings, should indicate this on the application. While time commitments will vary depending upon schedules and workload, members are expected to attend all scheduled meetings. In addition to attending scheduled meetings, members may be expected to participate in study sessions or serve on subcommittees.

Relationship with the Community

As a member of a City board, committee or commission, your actions will reflect on the City of Sebastopol and you are required to relate to the community with impartiality and courtesy.

Commitment to City Policy:

The City Council has adopted ordinances and policies following an appropriate public process. As an appointed board, committee or commission member, your duty is to abide by such policies rather than implement personal preferences.

Tips for Applying for a City Board, Commission, or Committee

Type or neatly print your application. Due to the quantity of applications the Council must review, a neat application is appreciated.

Answer all questions on the application. Council reviews your application to gain an understanding of your background and experience, and what skills and talents you believe you could bring to a particular board, committee or commission. Don't forget to sign and date your application.

Attend one or two meetings of the board, committee or commission for which you are applying. Find out what the current issues are, and what issues may be coming in the future. Review the minutes of past meetings, available on the City web site or at City Hall depending on the appointment being applied for.

Talk to a current member. Current members can share with you their experience, they can give you an estimate of the time commitment involved, and they can discuss with you what they see as current and future issues for the City.

If you have questions about the function and role of members, talk with the City staff liaison to the board, committee or commission you are applying for. The City Clerk can provide contact information for City staff members who are assigned to work with the boards, committees and commissions. It is important to note that City staff members cannot and do not recommend or lobby for any applicant.

Find out City Council's priorities and interests. Attend City Council meetings and review meeting minutes. Council meeting videos are archived on the City's website <http://ci.sebastopol.ca.us/> and are available for purchase on DVD from the City Clerk's Office.

Review the Code of Ethics for Appointed and Elected Officials (the Brown Act), available by request from the City Clerk's Office and understand that if you are appointed to a board, committee or commission, you will be required to abide by it.

Prepare for the interview. Although we do not know what specific questions Council will ask, we suggest that you clarify for yourself why you are applying for a specific board, committee or commission, understand its role and function, and be familiar with the current issues it is examining.

Treat the interview with City Council as a business or job interview. Understand that the City Council is not only considering what experience, skills and talents you bring, they are interested in how you will represent the City.

APPLICATION FOR CITY OF SEBASTOPOL BOARDS, COMMISSIONS & COMMITTEES

Contact Information

Assistant City Manager/City Clerk, MMC
Mary Gourley
7120 Bodega Avenue
P.O. Box 1776
Sebastopol, CA 95473
Mgourley@cityofsebastopol.org

phone: 707-823-1153
fax: 707-823-1135


Office Hours: Monday - Thursday - 7:00 am - 5:30 pm (closed 12:00 pm - 1:00 pm for lunch)
Closed every Friday

Instructions:

Use this form to apply to serve on any of the City of Sebastopol's Boards, Committees or Commissions. Please complete the entire form and either print and mail it to the address above, or email your completed application to mgourley@cityofsebastopol.org. If a question does not apply, please note as not applicable. Please deliver completed form, by the date and time due, to the City Clerk. All applications will be reviewed by the City Council. If appointed, you have a choice whether you wish to have your contact information visible to the public; however, your information may be made public upon request by (a) member(s) of the public.

Board, Commission, or Committee being applied for? Climate Action Committee

Name: Kenna Lee

Home Address, City, State and Zip Code:


Sebastopol CA 95472

Home Phone Number: XXXXXXXXXX

If appointed, do you want this number to be visible to the public?
 Yes No

Work Phone Number: _____

If appointed, do you want this number to be visible to the public?
 Yes No

Facsimile Number: _____

If appointed, do you want this number to be visible to the public?
 Yes No

E-Mail Address: XXXXXXXXXX _____ If

appointed, do you want this address to be visible to the public?
 Yes No

Are you a registered voter in Sebastopol?!

Yes No

If so, for how long? 2 years

Do you hold a current business license from the City of Sebastopol?

Yes No

If so, for how long? _____

Have you attended a meeting of this body? When?

Since inception _____

Have you served on, interviewed for, or applied for this body previously?

Yes No

If so, when? **at inception** _____

Present Employer: **CDPH** _____

Job Title: **LHJ Climate Change Policy & Program Specialist** _____

Have you previously served on any governmental bodies or held elected office? If so please list position held and dates:

This committee since 2021, co-chair

Please list civic or charitable organization to which you belong or have belonged:

350Sonoma

Have you been an officer in any of these organizations? If so, please list position held and dates:

No

What special interests, skills and talents would you bring to this board, commission, or committee?

I am a public health professional specializing in the health effects of climate change. I am also a Licensed Midwife and a Registered Nurse.

Please list any college, professional or vocational schools you have attended with major subject studied, dates and any earned degrees:

1991 BA Yale University, Theater Studies

2005 BSN Sonoma State University

2020 Certificate in Climate Change and Human Health, Yale School of Public Health
expected 2024, MAS in Humanitarian Health, Johns Hopkins

Please list any special awards or recognition you have received:

Please state why you would like to become a member of this board, commission or Committee, including what specific objectives you would be working toward as a member of this body:

Continue supporting members and bringing public health perspective to the group, with goal of maintaining focus on upstream solutions with both adaptation and mitigation benefits

Are you associated with any organization/employment that might be deemed a conflict of interest in performing your duties if appointed to this position?

Yes No

If yes, please state name of organization/employment: _____

City policy directs all appointed, advisory body members not to vote on matters where there exists a potential conflict of interest such as property ownership near a project, or a financial relationship with the applicant. Would you be willing to abstain from voting if such a conflict arises?

Yes No

How did you hear about this opening?

current member

Is there any other information that you feel would be useful to the City Council in reviewing your application and materials provided with the application?

no

What do you think qualifies you to be appointed to this board/committee/commission?

depth of knowledge of subject, history of service

Are there particular issues you think the board/committee/commission should concentrate on?

mitigation strategies, policy

How should community comments be integrated into the board/committee/commission decision-making process?

fully! public comment via email and during meetings, community engagement & outreach

If appointed, how would you handle it if another board/committee/commission member vehemently disagrees with your comments on a regular basis?

establish personal connection, maintain boundaries and professionalism

How would you handle a situation where a proposal comes before your board/committee/commission that the City staff finds consistent with City policies and standards, but that you personally do not support?

Speak my reasons for objection and hope to convince other group members

What is your involvement with the climate crisis, including ways you have educated yourself and worked to model and promote climate action?

In addition to items mentioned above, I have completed a complete electrification retrofit of a historic home in Sebastopol that has since been featured on the Solar Sebastopol tour. I participate in many health care professional climate education and action initiatives.

What is your understanding about the urgency of the climate crisis?

It is beyond urgent. We need to treat it more like the actual catastrophe that it is.

What is your experience in working on policy issues – mobilizing public support, changing public consensus, or influencing fellow commissioners, for example?

This committee.

What is your understanding of the current obstacles to implementing action on Climate Change? How would you suggest overcoming those obstacles?

City budgetary constraints are the biggest in this context, paired with the lack of public understanding that despite having a high median income, the city does not have much money. Our citizen-held wealth then prevents us from being eligible or prioritized for many state-level climate funding opportunities. So we are a poor rich city.

We may be able to address these obstacles by looking for private-public partnership opportunities, leveraging direct local investment, and continued public education, in addition to working with city to direct fiscal resources to projects that will have climate benefits while still addressing other needs in the community.

What should be the City's role in addressing climate mitigation, adaptation, drawdown, and environmental justice? Give examples of policies you think the City should enact to address the climate crisis.

Preferred purchasing, enforcement of existing zero-waste ordinances and support for local merchants and restaurants in waste prevention, street EV charging, replace fossil fuel based city property with electric equipment and vehicles when possible, increasing downtown density and walkability, increasing diversity of cost in available housing and low-income housing with easy access to public transit, nature-based stormwater management planning, support for microgrid pilots and resilience center development.

What does a resilient, carbon-free Sebastopol look like in the future and how might we get there?

More housing downtown, enhanced walkability and convenient ebike parking, vibrant local food systems

What do you expect to accomplish as a sub-committee member?

continue managing agendas for now, hopefully expand into more active workign group participation once degree program completed in spring

In your role as a climate sub-committee member, how will you ensure that actions to address the climate crisis in Sebastopol are equitable?

Use equity framework developed by committee to evaluate actions.

How do you feel the role of a sub-committee member relates to the community?

Lots of responsibility for ongoing public education in daily life.

I certify that I have thoroughly read and understand all material in this application.

Applicant's Signature :



Applicant's Name (PLEASE PRINT): Kenna Lee

Date: 12/13/23

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APPLICATION FOR CITY OF SEBASTOPOL BOARDS, COMMISSIONS & COMMITTEES

Contact Information

Assistant City Manager/City Clerk, MMC
Mary Gourley
7120 Bodega Avenue
P.O. Box 1776
Sebastopol, CA 95473
Mgourley@cityofsebastopol.org

phone: 707-823-1153
fax: 707-823-1135

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Closed every Friday

Instructions:

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Board, Commission, or Committee being applied for? Climate Action Committee

Name: Lisa Pierce

Home Address, City, State and Zip Code:


Sebastopol, CA. 95472

Home Phone Number: _____

If appointed, do you want this number to be visible to the public?
 Yes No

Work Phone Number: _____

If appointed, do you want this number to be visible to the public?
 Yes No

Facsimile Number: _____

If appointed, do you want this number to be visible to the public?
 Yes No

E-Mail Address: _____ If

appointed, do you want this address to be visible to the public?
 Yes No

Are you a registered voter in Sebastopol?

Yes No

If so, for how long? ^{26 years} _____

Do you hold a current business license from the City of Sebastopol?

Yes No

If so, for how long? _____

Have you attended a meeting of this body? When?

Yes. Since Jan. 2020

Have you served on, interviewed for, or applied for this body previously?

Yes No

If so, when? **Nov.? Dec.? 2019**

Present Employer: **self**

Job Title: **Designer**

Have you previously served on any governmental bodies or held elected office? If so please list position held and dates:

No.

Please list civic or charitable organization to which you belong or have belonged:

Sebastopol Climate Action Committee
Sebastopol Climate Action
Western Sonoma County Historical Society
Sebastopol Education Foundation

Have you been an officer in any of these organizations? If so, please list position held and dates:

No.

What special interests, skills and talents would you bring to this board, commission, or committee?

Doing what I can to prevent a climate catastrophe is certainly a special interest. Don't know about special skills or talents. As an M.F.T. I led groups for divorced parents for 29 years. That required negotiating skills. I enjoy planning events. I love design work of all kinds. I enjoy teamwork. Because of various projects I have done through the years, such as a video entitled "Analy High School, the First 100 Years", I know many of the "old timers" in town. I am well organized and steady.

Please list any college, professional or vocational schools you have attended with major subject studied, dates and any earned degrees:

B.F.A. with a licence to teach art, grades K-12. University of Massachusetts, Amherst. Graduated cum laude 1982.
M.S. in Clinical Counseling, California State University, Hayward (now East Bay).
Graduated 1989.

Please list any special awards or recognition you have received:

N.A.

Please state why you would like to become a member of this board, commission or Committee, including what specific objectives you would be working toward as a member of this body:

Like so many of us in this time, I feel a sense of urgency to do more to contribute to climate solutions. I would like to continue the work that we have been doing on the committee. Please see below for some specific objectives.

Are you associated with any organization/employment that might be deemed a conflict of interest in performing your duties if appointed to this position?

Yes No

If yes, please state name of organization/employment: _____

City policy directs all appointed, advisory body members not to vote on matters where there exists a potential conflict of interest such as property ownership near a project, or a financial relationship with the applicant. Would you be willing to abstain from voting if such a conflict arises?

Yes No

How did you hear about this opening?

I am currently serving on the Committee.

Is there any other information that you feel would be useful to the City Council in reviewing your application and materials provided with the application?

My husband and I raised our children here, and we love Sebastopol. This town is full of caring people who are ready step up to help each other and our planet. I think people are hungry for ways to help and make a difference.

What do you think qualifies you to be appointed to this board/committee/commission?

I have the interest, the time and some understanding of the issues, both locally and globally. I have attended many City Council meeting through the years and have tried to stay informed. I have lived in Sebastopol for a long time and know many people from various different social groups, including many people who's families have lived here for generations. This is largely through my 26 years of involvement with the Historical Society and with local schools. Please see involvement question below for more.

Are there particular issues you think the board/committee/commission should concentrate on?

I would love to see progress made on "fuel switching", helping households and businesses transition their water heaters, furnaces and stoves from gas to electric as they replace these items. Working together with Sonoma Clean Power and Cool Petaluma could enable incentive programs to accelerate this transition. At this time I don't believe there are any incentives to help HVAC contractors and others steer customers away from gas and toward electric. Most consumers have not considered this option, and are not aware that electric can be more climate friendly if power comes from a clean source. Contractors need a reason, or incentive, to take that step. How can we help them get there? Perhaps the City could help guide contractors in helping them get incentives

How should community comments be integrated into the board/committee/commission decision-making process?

Everyone in the community should have a voice and be heard and respected. At the same time, the committee will have work to do and needs to stay focused on the goals at hand. I expect it will be a balancing act, keeping in mind that many community comments could be tremendously useful.

If appointed, how would you handle it if another board/committee/commission member vehemently disagrees with your comments on a regular basis?

This sounds like this might be a personal or communication issue. I would hopefully be able to get together with this member separately from the group, and I would do my best to listen and try to understand how they feel and why. I would use active and reflective listening techniques in as natural a way as possible. It's possible that this member may be upset with me for an unrelated issue, so I might ask, if that felt appropriate. I may have some apologizing to do if I have offended or hurt someone's feelings. My goal would be to improve our communication and working relationship. I feel fortunate as personal relationships and communication have not been a big difficulty in my life.

How would you handle a situation where a proposal comes before your board/committee/commission that the City staff finds consistent with City policies and standards, but that you personally do not support?

I would try to keep an open mind to hear and try to understand all sides of the issue. If, after an honest effort to do this, I still did not support the proposal, I would express my concerns to the committee and explain why I did not support it. Being consistent with City policies and standards isn't the only facet to look at when considering if a proposal is a good one for our community.

I would try to avoid talking privately with other members, as that can create an "us against them" environment. Ultimately, I may have to let go of my objections and accept that my view won't prevail.

What is your involvement with the climate crisis, including ways you have educated yourself and worked to model and promote climate action?

I am part of Sebastopol Climate Action, a local group that was formed in 2019 that, I believe, played a role in getting the CAC formed. At the Sebastopol Farmer's Market, I've been a volunteer with the zero waste effort, sorting compostables and bringing reusable metal forks to Screaming Mimi's to be washed.

I've participated in various marches and climate events, including the Climate Conversations at our local Grange. I've written over a hundred postcards through Reclaim Our Vote, targeting low income voters who were dropped from the voter registration rolls in other states. I believe the climate trumps all other issues facing our world today, so elections are key. We drive an electric car, which we love.

I read books and articles and watch films to educate myself on climate issues. I also read and watch those who's political views don't line up with mine. I think it's important to understand different viewpoints.

What is your understanding about the urgency of the climate crisis?

I believe that the urgency of our climate crisis is profound. It's now or never and all hands on deck. There are many signs of progress and hope, but change is moving far too slowly, I am applying to be part of this committee because I want to do more to help move things along. We need more awareness of the climate crisis throughout society, and we need government to play a more active role.

What is your experience in working on policy issues – mobilizing public support, changing public consensus, or influencing fellow commissioners, for example?

It seems that winning over hearts and minds requires following some basic guidelines, no matter who one is trying to bring in. Listening to people's concerns and acknowledging them, showing respect, understanding, finding common ground, warmth, humor. It's about finding out what people care about and how you might be able to help them, using patience and persistence.

What is your understanding of the current obstacles to implementing action on Climate Change? How would you suggest overcoming those obstacles?

There are many obstacles on many levels. Clearly, there are powerful interests invested in maintaining our dependence on fossil fuels. This is largely a political struggle. I think carbon fee and dividend proposals offer some hope, as do so many other possibilities. Money is power, unfortunately, so climate solutions need to make sense economically. One basic obstacle is that I think most people naturally resist change. I used to be an activity director at a senior living center. When I arrived, there was no recycling on site. The resistance I encountered trying to change that was a real eye opener for me. We are creatures of habit and change can feel threatening. Learning about climate change is uncomfortable and scary. So much easier to deny what is happening. Even turning down the thermostat and putting on warmer clothes in the winter can amount to an acknowledgement that something is wrong. Our local leaders are far ahead of our current federal government at this time in recognizing the urgency of our climate situation. However, even in Sebastopol, many people are surprisingly unaware. One look in the recycling bin during the farmers market is a sobering reality check. It is filled with food encrusted paper and other items that do not belong there. I even had stickers made and attached them to all the waste receptacles in town. Did they make a difference? I don't know. More education and public relations information is clearly needed.

What should be the City's role in addressing climate mitigation, adaptation, drawdown, and environmental justice? Give examples of policies you think the City should enact to address the climate crisis.

The city has the ability to impose rules, provide incentives, promote education and collaborate with other cities and governments as well as private companies and community groups- That translates into a lot of opportunities! Unfortunately, we are also probably facing a very limited budget . Even given tight budget constraints, the City can and does play an important role in leading and supporting local efforts to lower our local carbon footprint. There are so many volunteer groups doing climate related work in our community. Our City website could include a heading with a title such as "Local Climate Resources" . Sonoma West Times and News has done an outstanding job showcasing various climate efforts, such as Dena Allen's work with the Home Gardeners Produce Exchange at the Sebastopol Grange, for example, but our community would benefit from a comprehensive resource list and more promotion to get this valuable information out to everyone with links to local resources. Promoting access to more incentives for EV purchasing, installing more chargers, Promoting incentives for more solar and weatherizing of homes and businesses are a few of many ideas for the City to explore, some of which are already happening. The formation of this committee is a positive step, as hopefully each member will enable the City to do more to make a difference.

What does a resilient, carbon-free Sebastopol look like in the future and how might we get there?

Our City has done a great job with promoting safer walking and biking. Ditto for solar on municipal buildings. Our leaders and staff have been working hard to move forward. For our future, I am hoping for even more solar on homes and businesses, far more EVs, far less use of natural gas and far more use of electricity derived from "clean" sources. I am hoping to see more organic farms using sustainable practices. I am hoping to see wider interest and involvement in climate issues in the general population, beyond the climate activists. How we get there is a huge question, but here's one small idea that was partly inspired by reading Mary DeMocker's book *The Parents' Guide to Climate Revolution: Kids can come to various group meetings (Rotary, Historical Society, church services, etc.) and events (Peacetown, theater, etc.) and make short public service announcements with various topics. For example: "Did you know that only paper that is clean can be recycled?..." or "Its winter. Wear warm clothes at home so you can put less carbon into the atmosphere..."* There's much more I could say about this, but it's an idea I would love to develop.

What do you expect to accomplish as a sub-committee member?

My hope and expectation is that I can support the efforts of the group as a whole and the City of Sebastopol in trying to do all we can possibly do to lower our community's carbon footprint.


In your role as a climate sub-committee member, how will you ensure that actions to address the climate crisis in Sebastopol are equitable?

One way that comes to mind is creating more opportunities for tenants to live in rentals with electric vehicle charging stations. Used EVs have come down considerably in cost, but there is little incentive for landlords to install chargers, particularly if they are paying the utility bill. This could be another opportunity for Sonoma Clean Power to provide some financial incentive for landlords, perhaps through on-bill financing, rebates or the free chargers that they have offered to those who purchase EVs.

How do you feel the role of a sub-committee member relates to the community?

It seems to me that reaching out and listening to people of all persuasions in the community is key. Members can collaborate with the City by promoting, educating and organizing events. More members in the committee means more free outreach into the community. Expanding the reach will hopefully translate to greater "buy in" from more residents. Clearly, all committee members have a responsibility to be respectful to all and take their commitments seriously.

I certify that I have thoroughly read and understand all material in this application.

Applicant's Signature : 

Applicant's Name (PLEASE PRINT): Lisa Pierce

Date: Dec. 13th, 2023

APPLICATION FOR APPOINTMENT
TO CITY BOARDS/COMMITTEES/AND COMMISSIONS

City Boards, Commissions, and Committees

The City Council appoints members to various boards, committees, and commissions as listed below:

- Planning Commission
- Design Review Board
- Public Arts Committee
- Other Miscellaneous Boards/Committees/Commission as Approved by the City Council

The bodies are comprised of community members who volunteer for service and are appointed by the City Council. All committee members serve at the pleasure of the City Council. The primary responsibility of the committees is to implement adopted City policy, and advise and make recommendations to the City Council. The adoption of policies, the issuance of proclamations, and the approval of agreements and other official acts of the City are the responsibility of the City Council. The City Manager designates as official staff liaison to each committee.

Application Process

When a vacancy on a board, committee or commission occurs, the City Clerk prepares a press release that is distributed to local media, including the Sonoma West County Times and News. The vacancy is also announced at City Hall and on the City of Sebastopol's web site <http://ci.sebastopol.ca.us/>

Applications for vacancies are obtained from the City Clerk's office and completed applications are submitted to the City Clerk's office. Three to four weeks after the vacancy announcement, the completed applications are forwarded to the City Council in a regular agenda packet for public review. The City Council interviews all applicants at a meeting open to the public. The official appointment of Commission, Board or Committee members is made at a City Council meeting.

Terms of Office

Board, commission, and committee members generally serve two, three, or four-year overlapping terms. There is no monetary compensation or benefits for board, commission, or committee members.

The City Council may reappoint incumbent members or fill vacancies with new appointees. Some bodies limit the number of consecutive terms an individual may serve.

Members are expected to serve their full terms of office; however, when a member must resign, due to personal or professional circumstances, he/she should send a letter to the City Council stating the effective date of the resignation. A member shall be removed from office upon three affirmative votes of the City Council, based on one of the following grounds:

- At the pleasure of the City Council, without cause:
- If he/she is absent from three consecutive meetings, unless permission by a majority vote of the board, committee or commission had been granted as reflected in the official minutes of the body.
- Or by operation of the City Code if:
- If he/she is convicted of a crime of moral turpitude.
- If he/she ceases to be a qualified board, commission or committee member per the City of Sebastopol Municipal Code.

General Responsibilities of Boards, Commissions, and Committees

City boards, commissions, and committees shall have the following general powers, duties and responsibilities in addition to those set forth in the Sebastopol Municipal Code and various Resolutions:

- To establish rules and regulations governing the election of their officers, the holding of meetings and the conduct of business for these meetings.
- To use all appropriate techniques in crystallizing and testing public sentiment on major public issues in their respective fields.
- To hold official hearings as required by law or requested by the City Council.

- To advise and recommend on City policies and procedures pertinent to their respective activities and functions.
- To support and adhere to all City policies promulgated by the City Council and to establish needed interim policies in the absence of the same.
- To provide information and promote good public relations between the City and the general public.
- To perform such other related functions as may be assigned to them by the City Council.

Desirable Characteristics in Applicants for Boards, Commissions, and Committees

While membership on City boards, committees and commissions requires no specific qualifications, with the exception of some seats on the Design Review Board and the Public Arts Committee, there are desirable characteristics for which the Council will be looking as they review applications:

- *Familiarity with Community*

The Council would require appointees to be familiar with the physical, social, and economic make-up of the City. Applicants should have demonstrated an active interest and involvement in the community.

Familiarity with Major Issues

While it will be assumed that applicants are familiar with the specific issues that are being addressed by the board, committee or commission for which they are applying, it is also expected that applicants be aware of issues which will impact all sectors of City programs and services.

Knowledge of the Board, Commission or Committee

During the application process, applicants should become familiar with the responsibilities and role in the City's policy-making structure of the board, committee or commission for which they are applying.

Commitment to Serve

When appointed, members are expected to serve their term of office. While personal or professional circumstances might prompt an unexpected resignation, applicants who are aware of any reasons why they may not be able to complete a full term or attend regularly scheduled meetings, should indicate this on the application. While time commitments will vary depending upon schedules and workload, members are expected to attend all scheduled meetings. In addition to attending scheduled meetings, members may be expected to participate in study sessions or serve on subcommittees.

Relationship with the Community

As a member of a City board, committee or commission, your actions will reflect on the City of Sebastopol and you are required to relate to the community with impartiality and courtesy.

Commitment to City Policy:

The City Council has adopted ordinances and policies following an appropriate public process. As an appointed board, committee or commission member, your duty is to abide by such policies rather than implement personal preferences.

Tips for Applying for a City Board, Commission, or Committee

Type or neatly print your application. Due to the quantity of applications the Council must review, a neat application is appreciated.

Answer all questions on the application. Council reviews your application to gain an understanding of your background and experience, and what skills and talents you believe you could bring to a particular board, committee or commission. Don't forget to sign and date your application.

Attend one or two meetings of the board, committee or commission for which you are applying. Find out what the current issues are, and what issues may be coming in the future. Review the minutes of past meetings, available on the City web site or at City Hall depending on the appointment being applied for.

Talk to a current member. Current members can share with you their experience, they can give you an estimate of the time commitment involved, and they can discuss with you what they see as current and future issues for the City.

If you have questions about the function and role of members, talk with the City staff liaison to the board, committee or commission you are applying for. The City Clerk can provide contact information for City staff members who are assigned to work with the boards, committees and commissions. It is important to note that City staff members cannot and do not recommend or lobby for any applicant.

Find out City Council's priorities and interests. Attend City Council meetings and review meeting minutes. Council meeting videos are archived on the City's website <http://ci.sebastopol.ca.us/> and are available for purchase on DVD from the City Clerk's Office.

Review the Code of Ethics for Appointed and Elected Officials (the Brown Act), available by request from the City Clerk's Office and understand that if you are appointed to a board, committee or commission, you will be required to abide by it.

Prepare for the interview. Although we do not know what specific questions Council will ask, we suggest that you clarify for yourself why you are applying for a specific board, committee or commission, understand its role and function, and be familiar with the current issues it is examining.

Treat the interview with City Council as a business or job interview. Understand that the City Council is not only considering what experience, skills and talents you bring, they are interested in how you will represent the City.

APPLICATION FOR CITY OF SEBASTOPOL BOARDS, COMMISSIONS & COMMITTEES

Contact Information

Assistant City Manager/City Clerk, MMC
Mary Gourley
7120 Bodega Avenue
P.O. Box 1776
Sebastopol, CA 95473
Mgourley@cityofsebastopol.org

phone: 707-823-1153
fax: 707-823-1135


Office Hours: Monday - Thursday - 7:00 am - 5:30 pm (closed 12:00 pm - 1:00 pm for lunch)
Closed every Friday

Instructions:

Use this form to apply to serve on any of the City of Sebastopol's Boards, Committees or Commissions. Please complete the entire form and either print and mail it to the address above, or email your completed application to mgourley@cityofsebastopol.org. If a question does not apply, please note as not applicable. Please deliver completed form, by the date and time due, to the City Clerk. All applications will be reviewed by the City Council. If appointed, you have a choice whether you wish to have your contact information visible to the public; however, your information may be made public upon request by (a) member(s) of the public.

Board, Commission, or Committee being applied for? Climate Action Committee

Name: Phillip Carter

Home Address, City, State and Zip Code:


Sebastopol CA 95472

Home Phone Number [REDACTED]

If appointed, do you want this number to be visible to the public?

Yes No

Work Phone Number [REDACTED]

If appointed, do you want this number to be visible to the public?

Yes No

Facsimile Number: _____

If appointed, do you want this number to be visible to the public?

Yes No

E-Mail Address: [REDACTED] If

appointed, do you want this address to be visible to the public?

Yes No

Are you a registered voter in Sebastopol?

Yes No

If so, for how long? 2 years

Do you hold a current business license from the City of Sebastopol?

Yes No

If so, for how long? _____

Have you attended a meeting of this body? When?

Yes. Monthly and regularly from March 2023

Have you served on, interviewed for, or applied for this body previously?

Yes No

If so, when? _____

Present Employer: Self Employed

Job Title: Founder environment.wiki andbusiness consultant

Have you previously served on any governmental bodies or held elected office? If so please list position held and dates:

N/A

Please list civic or charitable organization to which you belong or have belonged:

Board member WESCO soccer club and coach, volunteer in South Africa for food charities

Have you been an officer in any of these organizations? If so, please list position held and dates:

Board member of the soccer club from Nov 2022

What special interests, skills and talents would you bring to this board, commission, or committee?

I am very familiar with best practices in sustainability, renewable energy, biodiversity, carbon accounting and sequestration. I have a degree in environmental policy and planning. I have raised \$2mm and created a charitable rural bus service in Boulder Colorado

Please list any college, professional or vocational schools you have attended with major subject studied, dates and any earned degrees:

MBA, East Carolina University, 2004.

BS Environmental Policy and PLanning/Ecology Appalachian State 1997

Please list any special awards or recognition you have received:

Please state why you would like to become a member of this board, commission or Committee, including what specific objectives you would be working toward as a member of this body:

I am firmly committed to being an environmental steward and putting my energy in creating a beautiful earth for my children and others. I have 30 years of experience creating projects that have helped my community and would love to give back to Sebastopol in every way I can.

Are you associated with any organization/employment that might be deemed a conflict of interest in performing your duties if appointed to this position?

Yes No

If yes, please state name of organization/employment: _____

City policy directs all appointed, advisory body members not to vote on matters where there exists a potential conflict of interest such as property ownership near a project, or a financial relationship with the applicant. Would you be willing to abstain from voting if such a conflict arises?

Yes No

How did you hear about this opening?

As a regularly attending member, I am aware of slots.

Is there any other information that you feel would be useful to the City Council in reviewing your application and materials provided with the application?

What do you think qualifies you to be appointed to this board/committee/commission?

My passion, experience, and patience qualify for me to be a board member. In particular, I have worked with Boulder County to incorporate a bus service that provides maximum utility to students and rural residents. Secondly I have participated with this committee for 1 year and understand the general climate action community in this area. Third I am skilled and have a university level knowledge of government planning, environmental policy, carbon accounting, transportation planning, and economics. Generally I am pragmatic and enjoy the process of developing a beautiful community.

Are there particular issues you think the board/committee/commission should concentrate on?

My primary area of interest are in increasing the "livable city" qualities of active transportation, where biking and walking are a growing part of the city culture. I am also very interested in metrics and natural spaces.

How should community comments be integrated into the board/committee/commission decision-making process?

I am in favor of continuous online comments and suggestions. Comments can be incorporate carefully into the decision making process through effective polling.

If appointed, how would you handle it if another board/committee/commission member vehemently disagrees with your comments on a regular basis?

I do not make disagreements an ongoing issue. I am used to negotiating, listening, and finding common ground. I am adept at diffusing contentiious conversations.

How would you handle a situation where a proposal comes before your board/committee/commission that the City staff finds consistent with City policies and standards, but that you personally do not support?

I would first research and listen to understand if I do oppose it and why. But then I would graciously discuss and debate in a brief way that is not disruptive.

I certify that I have thoroughly read and understand all material in this application.

Applicant's Signature :  _____

Applicant's Name (PLEASE PRINT): Phillip Carter

Date: 12/15/2023