

**CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM**

Meeting: January 16, 2024
To: Honorable City Councilmembers
From: Mayor Rich
 City Administration
Subject: Designating Voting Delegate and Alternate(s) to Vote in the Mayor's Absence for the 2024 Sonoma County Mayors and Councilmembers City Selection Committee Meetings and Sonoma County Mayors and Councilmembers Board and General Membership Association Meetings
Recommendation: That the Council approve the Designated Voting Delegate and Alternate(s) to serve as representative(s) on all occasions that the Mayor may be absent
Funding: Currently Budgeted: Yes No Not Applicable
Account Code: N/A

INTRODUCTION/PURPOSE:

This item is to request that the City Council Approve the Selections for the Voting Delegate and Alternate(s) to Vote in the Mayor's Absence for the 2024 Sonoma County Mayors and Councilmembers City Selection Committee Meetings and Sonoma County Mayors and Councilmembers Board and General Membership Association Meetings.

BACKGROUND:

The Mayors and Council Members of Sonoma County represent every city within the county of Sonoma and shall be comprised of the following members:

1. Regular Members: All Mayors and Councilmembers of the incorporated cities in the county of Sonoma.
2. Associate Members:
 - a. Chief Administrative Officer of each of the incorporated cities in the County of Sonoma.
 - b. Supervisors in the County of Sonoma

The Board of Directors of the Association shall be comprised of the Mayors of the member cities and the officers of the Association.

The Board of Directors of the Association shall have the powers to:

- a. Review policy items and develop the agenda for the Association.
- b. Make appointments of Associations' representatives to organizations or committees such as ABAG Executive Board; ABAG Regional Planning Committee; ABAG Hazardous Waste Management Facility Allocation Committee; County Agricultural Preservation & Open Space District Advisory Committee; County Child Care Planning Council; Sonoma-Marin Area Rail Transit (SMART) Commission Board of Directors; North Coast Railroad Authority (NCRA); Board of Directors; Sonoma County Human Services Commission; and other organizations, commissions or committees as may be created or authorized.

The Sonoma County City Selection Committee makes recommendations or appointments to organizations, commissions or committees such as: Local Agency Formation Commission; Golden Gate Bridge, Highways & Transportation District; Airport Land Use Commission; Metropolitan Transportation Commission; Bay Area Air Quality Board; and Remote Access Network (RAN) Board.

- c. Make recommendations to the full Association membership on matters of interest.
- d. Conduct the Association’s business in an orderly manner.

DISCUSSION:

The Sonoma County Mayors and Councilmembers Association conduct five (5) regular membership meetings on the second Thursday of every other month beginning in February of each year (excluding December) at a time and place designated by the Chairperson of the Association.

Sonoma County Mayors and Councilmembers By Laws state: In the event a Mayor is unable to attend a meeting of the Board of Directors, he/she shall designate another member, who must be a regular member of the Association, to serve as the representative, by letter delivered to the Secretary of the Association at the time of such meeting or prior thereto. In lieu of a letter being provided prior to each meeting, cities may instead provide a letter to the Chair City at the beginning of each term designating the approved alternates for their city.

By such a letter, a Mayor may designate another councilperson to serve as his/her representative on all occasions when the Mayor is absent, or only for a particular meeting or meetings. The representative shall enjoy the same voting privilege during the Board of Directors' meeting as would the Mayor he/she represents. In the absence of such a letter, no one shall be entitled to act as the representative of a Mayor.

Board of Directors' meetings of the Association shall be held on the second Thursday of the month prior to the regular membership meeting month for the purpose of reviewing policy items, making appointments as may be required or authorized and developing the agenda for the regular membership meeting of the Association. The time and place of the Board of Directors' meeting shall be determined by the Chairperson of the Association.

In any county in which two or more cities are incorporated there is hereby created a city selection committee the purpose of which shall be to appoint city representatives to boards, commissions, and agencies as required by law. A regular yearly meeting of the City Selection Committee shall be held on the second Thursday of February in each year and thereafter as called by the Chair.

The 2024 meeting dates are listed below for your information below. Host City for each meeting have not yet been determined. These meetings are held in person and are noticed by the Brown Act Requirements.

Tonight’s item is to approve the designation of a voting representative and alternate(s) for the City of Sebastopol as listed below:

Voting Designate	Mayor Rich
Voting Alternate	Vice Mayor Zollman
Voting Alternate	Councilmember Hinton
Voting Alternate	Councilmember Maurer
Voting Alternate	Councilmember McLewis

In the event that more than one of the above-listed alternate representatives are present and the Mayor is absent, they will be permitted to vote in the order given above.

2024 SONOMA COUNTY MAYORS AND COUNCILMEMBERS MEETING CALENDAR

- February 8, 2024
- April 11, 2024

City Council

Mayor Diana Garnder Rich
Vice Mayor Stephen Zollman
Councilmember Neysa Hinton
Councilmember Sandra Maurer
Councilmember Jill McLewis



City of Sebastopol

City Manager

Don Schwartz

dschwartz@Cityofsebastopol.gov

Assistant City Manager/City Clerk, MMC

Mary Gourley

mgourley@Cityofsebastopol.gov

January 17, 2024

City of Petaluma
Chair City, SCMCA
11 English Street
Petaluma, CA 94952
Attn: Lauren Berges, SCMCA Clerk
Via Email: scmcaclerk@gmail.com

Sonoma County City Selection Committee Chairperson
Deputy Clerk of the Board, Noelle Francis
County of Sonoma Board of Supervisors
575 Administration Drive, Rm. #100A
Santa Rosa, CA 95403
Via Email: noelle.francis@sonoma-county.org

To Whom It May Concern:

In the event that I am unable to attend a meeting of the 2024 Mayors and Councilmembers Association Board of Directors Meeting and/or the Sonoma County City Selection Committee or Mayors and Councilmembers General Membership Meeting, the following Councilmembers are designated representatives who may speak and vote in my place:

Voting Alternate	Vice Mayor Zollman
Voting Alternate	Councilmember Hinton
Voting Alternate	Councilmember Maurer
Voting Alternate	Councilmember McLewis

In the event that more than one of the above-listed alternate representatives are present and the Mayor is absent, they will be permitted to vote in the order given above.

Sincerely,

Diana Rich
Mayor