

Vice Chair, Seth Hanley	12/31/2027	Resident
Deborah Burnes	12/31/2024	Lives outside City Limits/Owns business within City limits
Kathy Oetinger	12/31/2026	Lives outside City Limits but within the school district boundaries (Sebastopol Union)
Evert Fernandez	12/31/2027	Resident

The City Council received applications from the following individuals for the two openings on the Planning Commission.

PLANNING COMMISSION	RESIDENT? AND/OR BUSINESS IN TOWN?
Paul Fritz	Resident
Jennifer E Koelemeijer	Lives outside City limits but owns a business within City limits

Planning Commission INTERVIEW

Planning Commission (Two Seats Open)

- 5:15 p.m. Paul Fritz Resident
- 5:30 p.m. Jennifer E Koelemeijer Lives outside City limits but owns a business within City limits

STAFF ANALYSIS:

The City received two applications within the time period for the two openings. This item is for the Council to conduct interviews with the applicants.

COMMUNITY OUTREACH:

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

FISCAL IMPACT:

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

RESTATED RECOMMENDATION:

That the City Council conduct for the open positions on the Planning Commission.

OPTIONS:

None. Consideration of appointments will be later in the agenda

ATTACHMENTS:

Applications (redacted)

APPROVALS:

Department Head Approval: Approval Date: 1/2/2025
 CEQA Determination (Planning): Approval Date: 1/2/2025

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

Administrative Services (Financial) Approval Date: 1/2/2025
Costs authorized in City Approved Budget: Yes No N/A

Account Code (f applicable) _____

City Attorney Approval:

Approval Date: 1/6/25

City Manager Approval:

Approval Date: 1/7/25

APPLICATION FOR APPOINTMENT TO CITY PLANNING COMMISSION

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.gov

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.gov. 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.

The members of the Commission shall be from:

- Residents of the City of Sebastopol
- Shall be the owner of a business within the City of Sebastopol and a resident of one of the following school districts: Twin Hills, Sebastopol Union, and Gravenstein Union.
- Up to one person who is not in one of the above categories, but who is a resident of the area served by one of the following school districts: Twin Hills, Sebastopol Union, and Gravenstein Union, may also be appointed.

What category is being applied for?

- A resident of the City of Sebastopol.
- Business owner within the City of Sebastopol and a resident of either Twin Hills, Sebastopol Union, or Gravenstein Union school districts.
- A resident of the area served by either the Twin Hills, Sebastopol Union, or Gravenstein Union school districts.

Name: Paul Fritz

Home Address, City, State and Zip Code:
[Redacted]
[Redacted]

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: paul@fritzarchitecture.com

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? 22 years

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

Yes No

If so, for how long? 14 years

Have you attended a meeting of this body? When?

yes, have been a planning commissioner since 2016

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

Yes No

If so, when? served since 2016

Present Employer: self-employed

Job Title: architect

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

Sebastopol Planning Commission, February 2016 - present

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

- The Core Project
- Urban Community Partnership
- Charter Foundation
- Strong Towns
- General Plan Advisory Committee
- Congress for New Urbanism
- SPUR

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

Charter Foundation, Secretary, 2012-2013
The Core Project, Treasurer, 2011-2016

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

As a licensed architect I am familiar with the responsibilities of the Planning Commission and the role it plays in the entitlement process. I have a particular interest in urban design and planning issues and I write a blog about urban design. I am a member of Strong Towns an organization that advocates for the development of financially strong and resilient communities. I am a founding member of Urban Community Partnership which advocates for development patterns that encourage vibrant, resilient and sustainable communities.

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

Miami University, Bachelor of Environmental Design, 1990
University of California, Berkeley, Master of Architecture, 1994

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:

Having served on the Planning Commission for the past 9 years I am interested in continuing to assist the city in developing in a resilient manner. I want to see Sebastopol develop as a vibrant, human-scaled, prosperous community that reflects the unique identity of its citizens. I would like to strengthen connections between neighborhoods and emphasize modes of travel other than the car. I believe we need to focus on infill development to protect the open space surrounding Sebastopol. I want to work on the development of policies and review projects that will help provide more housing in Sebastopol.

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 of the planning commission

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 experience as an architect and specifically one that has focused on housing, including multi-family and affordable housing, I bring an understanding of the process and responsibilities of a planning commissioner and the role we play in the future of our community. I believe I am a fair, measured and responsible person who looks for consensus but also recognizes that consensus does not mean that everyone will agree with a decision.

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

I believe the board should focus on making it easier develop different types of housing throughout the community. I also would like the board to focus on policies that will make downtown a pedestrian friendly environment and policies that will make it easier to focus development in our urban core. I believe there are modifications that we could make to our zoning code in regards to number of units allowed on a property, development standards and parking requirements that should be reviewed in this light.

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

I think it is important for the community to have a voice in the future development of our community, but recognize that not everyone has the time or interest in attending planning commission meetings. I am involved in the community and listen to peoples' viewpoints and opinions outside of the actual planning commission meetings. I believe it is important to hear from members of the community that have opinions about items before the planning commission either through written or oral communication. However, I believe that commissioners have a responsibility to rely on their own knowledge and experience and that of city staff while making decisions. I don't think the commission should make decisions based solely on public sentiment expressed at a planning commission meeting. The people that do express their opinions do not necessarily represent the interests of all the community. The commission needs to be able to make decisions that may be 'unpopular' with people that show up at a meeting, but serves the larger interest of the broader community.

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 expect to agree with all commissioners on all issues. That is why we have a 5 member body and not just a single commissioner. We are going to disagree. I would express my opinions as clearly and as strongly as possible but respect the individual opinions of other commissioners and the decision of the body as a whole. In the past there was an incident where a planning commissioner who was a lone dissenter on a vote appealed the decision to the city council. I believe that while this may be legal, it is in bad form and disrespectful to the rest of the board. I would not appeal the decision of the commission on an item where I was in the minority.

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 make my disagreement clear in the public hearing and ask staff to clarify if necessary. I would, and have, vote against a staff recommendation if my understanding of the issues is different. Many of the issues before the commission are open to interpretation. The zoning code is not always black and white. Again, this is why we have a planning commission and not simply leave these decisions to staff.

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

Applicant's Signature : Paul Fritz

Applicant's Name (PLEASE PRINT): Paul Fritz

Date: 11.19.24

10/17/2024

APPLICATION FOR APPOINTMENT TO CITY PLANNING COMMISSION

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.gov

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.gov. 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.

The members of the Commission shall be from:

- Residents of the City of Sebastopol
- Shall be the owner of a business within the City of Sebastopol and a resident of one of the following school districts: Twin Hills, Sebastopol Union, and Gravenstein Union.
- Up to one person who is not in one of the above categories, but who is a resident of the area served by one of the following school districts: Twin Hills, Sebastopol Union, and Gravenstein Union, may also be appointed.

What category is being applied for?

- A resident of the City of Sebastopol.
- Business owner within the City of Sebastopol and a resident of either Twin Hills, Sebastopol Union, or Gravenstein Union school districts.
- A resident of the area served by either the Twin Hills, Sebastopol Union, or Gravenstein Union school districts.

Name: Jennifer Emmons Koelemeijer

Home Address, City, State and Zip Code:

[REDACTED]

[REDACTED]

Home Phone Number: 831-601-1961

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: jkoelemeijer@gmail.com

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? 10 years

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

Yes No

If so, for how long? In negotiation to lease space downtown

Have you attended a meeting of this body? When?

July 2024, August 2024, September 2024, October 2024, November 2024

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

Yes No

If so, when? _____

Present Employer: [REDACTED] _____

Job Title: Owner _____

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

Trustee, Gravenstein Union School District 2017 - 2022

Board Member/ Treasurer, Santa Rosa French American Charter School 2012 - 2014

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

Co-Founder and member, Sonoma County Women's Career Networking Organization

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

I served as the Treasurer for the Santa Rosa French American Charter School Board of Directors and as the Secretary for the Gravenstein Union School District Board of Trustees

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

In my previous leadership roles in both business and while serving on School Boards, my service has been guided by the following values and skills:

Collaboration and Leadership

Continuous Learning Mindset

Relationship Building

Listening for Understanding with Curiosity and Effective Questions

Creative Problem Solver

Strategic Thought Partner

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

MBA, Masters of Business Administration at MIDDLEBURY INSTITUTE OF INTERNATIONAL STUDIES, Monterey
BA, Bachelors of Arts Dual Major International Relations and French at CALIFORNIA STATE UNIVERSITY, Chico
UC DAVIS Certificate Executive Leadership Program
UC DAVIS Certificate Wine Tasting: Sensory Techniques for Wine Analysis
UC DAVIS Certificate Wine and Winemaking

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 would like to become a member of the City of Sebastopol Planning Committee because I am passionate about contributing to the growth and well-being of our community. Sebastopol is a special place with a vibrant local culture, and I believe that thoughtful planning can strengthen our sense of place while addressing important community needs and our current fiscal emergency. As a member of this committee, I would focus on implementing City Council policies and procedures, fostering community-building efforts that bring people together and enhancing the connections between neighbors, local businesses, and visitors.

Specifically, look forward to working toward initiatives that promote downtown vibrancy, supporting both economic growth and community engagement. I envision a downtown that not only draws people in but also serves as a welcoming hub for social and cultural activities. A focus on enhancing public transportation, as well as improving pedestrian and biking access, is crucial to making our community more connected and accessible to all residents, regardless of age or mobility.

I believe we can make Sebastopol a more walkable and bike-friendly community focused on community engagement and business vibrancy, while also strengthening our fiscal stability. My love for Sebastopol and its people motivates me to work toward these objectives, with the goal of ensuring that Sebastopol remains a thriving, inclusive, and accessible community for current and future generations. I am excited about the opportunity to be a part of this process and to help support a community that fosters wellbeing, connection and vibrancy.

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?

Online - City of Sebastopol

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?

In order to be an effective contributor to this Commission, I believe it is necessary to understand the issues currently under consideration as well as the community's feedback on those issues. And while I have not had the opportunity to attend the Commissions meetings in person, I have watched or participated online in all of the last 6 months of both the City Council meetings and the Planning Commission meetings. I believe that only by carefully reviewing the issues and keeping current on community concerns can a Commission member be helpful, collaborative and effective.

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

My previous service on School Boards and 15 years of leadership in business has provided me with the skills and perspective needed to collaboratively and effectively participate on this Commission. My love and passion for supporting the unique community that is Sebastopol; as well as my focus on creating a stronger and more vibrant community in terms of connection, accessibility and fiscal strength will work to support our existing community values and encourage considered growth to sustain us. And lastly, my business experience and financial acumen will support my effective understanding of the issues currently facing our community.

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

Increase fiscal strength and stability, encourage community connection and engagement, build unique small business and downtown vibrancy, improve public transportation/walkability/ bike accessibility for all, enhance inclusivity.

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

Community comments are critical to the deliberation of any representative Commission. Tasked with the implementation of adopted City policy and advisement to the City Council, it is essential that Commission members understand the challenges and concerns faced by residents and businesses and be able to represent those interests accurately and effectively. As well as understanding the policies and procedures adopted by the City Council and ensuring that they are faithfully implemented.

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

I would listen and work to understand the concerns being voiced. Disagreement, handled effectively and respectfully, can be helpful to the deliberative process and will ultimately produce more carefully considered decisions. I believe kindness, curiosity, release of ego and a collaborative approach helps to support a creative problem solving process when disagreement occurs.

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?

As a Commission member and representative of the City Council, our role is not to advocate for our own agenda or position, but to represent and implement the policy decided by the Council and listen to community comment on the issues. My personal beliefs would be secondary to the will of the council and community and would not influence my vote. Having served on a Public School Boards where I have experienced this many times, I know that the role I would play is not to advocate for my personal beliefs but to be an effective advocate for the Council and Community.

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

Applicant's Signature : _____


Applicant's Name (PLEASE PRINT): _____ Jennifer Koelemeijer

Date: 11/25/2024