

CITY OF SEBASTOPOL CITY COUNCIL
AGENDA ITEM REPORT FOR MEETING OF: January 7, 2025

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To: Honorable Mayor and City Councilmembers
From: City Clerk Mary Gourley
Mayor Zollman
Subject: Appointments for City Council and City Staff Committee Assignments

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EXECUTIVE SUMMARY: This item is to discuss the Recommendations from the Mayor for City Council and City Staff Committee Assignments with City Council Ratification/Approval of Recommendations.

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BACKGROUND:
Upon Notification of Certification of the Election or by December 15th of each year, City staff will send to all Councilmembers and Councilmember Elects, a copy of the Current City Council and City Staff Committee Assignments as well as an application that a Councilmember would fill out and return to the City Clerk for consideration at a duly noticed City Council Meeting.

The Mayor and Council would receive the applications, obtain any additional information on Councilmembers interest to serve on a committee, and the Mayor would then take the information and provide a recommendation at the first meeting in January of each year of Council Committee Assignments. The Council would then be asked to approve/ratify the recommendations of the Mayor.

DISCUSSION:
City staff distributed the applications to the City Councilmembers and all applications received were forwarded to the Mayor for consideration/recommendation and were discussed at the December 17, 2024 City Council Meeting. At this Meeting, the Mayor received applications and requests from Councilmembers as to which committees they would like to be considered for either appointment or reappointment.

Mayor Zollman has reviewed the applications and considered the input from the December 17th Council meeting and is making recommendations as noted in Attachment A. City Management has proposed Primary and Alternates for Staff Related Committee assignments as well and those are also noted in Attachment A as well.

STAFF ANALYSIS:
That the Council should ratify the assignments at this meeting as many committees will begin meeting in January and City representation on these committees is critical to ensure the best possible advocacy and actions for the City of Sebastopol.

PUBLIC COMMENT:
As of the writing of this staff report, the City has not received any public comment. However, if staff receives public comment from interested parties following the publication and distribution of this staff report such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of the 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 impact with this action tonight; but will require staff time for attendance at meetings, to include Council agenda items, if any, that would be required.

RESTATED RECOMMENDATION: That the City Council Discuss the Recommendations from the Mayor for City Council and City Staff Committee Assignments with City Council Ratification/Approval of Recommendations.

OPTIONS:

That the Council not approve the recommendations and provide recommendations for further Council discussion and ratification.

ATTACHMENT(S):

2025 City Council and City Staff Committee Assignments
One Page Summary of Proposed Committee Assignments

APPROVALS:

Department Head Approval: Approval Date: 12-18-2024

CEQA Determination (Planning): Approval Date: 12-18-2024

The proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA)

Administrative Services/Financial Approval: Approval Date: 12-18-2024

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

Account Code (f applicable) _____

City Attorney Approval: Approval Date: N/A

City Manager Approval: Approval Date: N/A

A.	Separate Formal Agencies (Where City Council Members and/or staff sit as a Member of another Governing Board – With Separate Staff, Budget and Facilities)						Agenda Item Number: 9
Item #	Committee Name	Representative MAYOR RECOMMENDATION Councilmember Carter	Alternate	Type of Committee	Additional Information on Committee	Location	Date/Time of Meetings if Known
1.	Marin/Sonoma Mosquito & Vector Control District. (2- or 4-Year Term). City has typically appointed for two years. Term Ends: December 31, 2026		None	Abates/prevents mosquito and other insect problems.	<p>The Marin/Sonoma Mosquito and Vector Control District protects the health and welfare of the communities it serves from mosquitoes and vector-borne diseases by utilizing cost-effective, environmentally responsible integrated vector management practices.</p> <p>The Marin/Sonoma Mosquito & Vector Control District is governed by a Board of Trustees. Each member represents his or her city of residence or a county at large.</p> <p>Trustees are appointed by their city council or county board of supervisors and serve a two or four year term. Persons interested in serving on the Board of Trustees should contact either their local city, or the County for at-large positions.</p> <p>Members of the Board of Trustees serve without compensation, but are provided with an allowance to defray expenses while on official business (not to exceed \$100 per month) in accordance with the California Health and Safety Code Section 2030(b). Board members do not receive any type of benefits.</p>	595 Helman Avenue Cotati, CA 94931	<p>Regular Board meetings are held at 7:00 pm on the second Wednesday of each month at District Headquarters, 595 Helman Lane, Cotati. From time to time the regular monthly meeting may be canceled. Special Meetings are held occasionally and noticed in accordance with the Brown Act.</p> <p>All board meetings are open to the public and are posted in accordance with Cal. Gov't Code § 54954(a)</p> <ul style="list-style-type: none"> • Monthly Board of Trustee meetings, zoom or in person options • Second Wednesday, 6pm (dinner for trustees available at 5:15pm) • Board composition: Regional JPA with reps from Marin and Sonoma counties • Next meeting: Wednesday December 11, 2024 • Location is MSMVCD Offices, 585 Helman Lane in Cotati (15 minute drive, off of 116) (or via zoom) • Website Link • Notes: Very organized and skilled staff, financially stable, well-managed, and stable JPA. Worthwhile mission with meetings that include interesting and educational science presentations. Education for trustees extends to tours on the Laguna de Santa Rosa on airboats and information and education about the District's use of drones. ED is very available to answer questions and orient new trustees, staff reports are thorough and complete, meetings are efficient, trustees work well together, and as a bonus dinner is provided to trustees before Board meetings. The location is between Sebastopol and Cotati, 10 minutes drive from Sebastopol.
2.	Redwood Empire Municipal Insurance Fund (REMIF) CIRA	Mayor Zollman	Councilmember Hinton	15-City Multi-Insurance Pool for Workman's Compensation,	Redwood Empire Municipal Insurance Fund (REMIF) is a self-insured joint powers authority (governmental entity) established in 1976 to handle the insurance claims, benefit programs, and risk management needs of seven (7) cities. It	Various Locations for Board Meetings	12:00 pm Quarterly Meetings

				Liability, Health, Vision, etc.	has grown to serve fifteen (15) member cities and three (3) non-member cities. The cities are located in the five Northwest counties.		
3A.	Sonoma County Transportation Authority (SCTA)	Councilmember Hinton	Mayor Zollman	Prepares, plans and reviews grants for County and cities for Transportation, Transit and Bike Funds	<p>The Sonoma County Transportation Authority (SCTA) is governed by a twelve-member Board of Directors representing each of the nine cities – Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, Sonoma and Windsor – and the Sonoma County board of Supervisors. The SCTA acts as the countywide planning and fund programming agency for transportation and performs a variety of important functions related to advocacy, project management, planning, finance, grant administration and research.</p> <p>The SCTA coordinates the activities of local jurisdictions with regional, state and federal entities at both a policy and administrative level. As a coordination agency, the SCTA provides a forum for local elected officials to engage in dialog on countywide issues and enables discussions among local and regional entities on a wide range of issues that link to the movement of people and goods, program management and project delivery</p>	SCTA Meetings are held at Sonoma County PRMD, 2550 Ventura Avenue, Santa Rosa, CA 95401 in the Planning Commission Meeting Room	2:30 pm Second Mondays
3B.	Regional Climate Protection Agency (RCPA) *Rep should be same Rep as SCTA	Councilmember Hinton	Mayor Zollman	A Separate Agency that shares the same Boardmembers as SCTA The SCTA/RCPA acts as the County-wide planning and programming agency for transportation and coordinates climate protection activities county-wide.	<p>The Sonoma County Regional Climate Protection Authority (RCPA) is governed by a twelve member Board of Directors comprised of representatives from the Sonoma County Board of Supervisors and Council Members from each of the nine cities – Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, Sonoma and Windsor.</p> <p>The RCPA coordinates climate protection activities countywide and performs a variety of important related functions including advocacy, project management, planning, finance, grant administration, and research.</p> <p>The RCPA coordinates the activities of local jurisdictions with regional, state, and federal entities at both policy and administrative levels. As a coordination agency, the RCPA provides a</p>	Same as Above	Same as Above

					forum for local elected officials to engage in dialogue on countywide issues, and enables discussions among local and regional entities on a wide range of issues related to greenhouse gas reduction, including planning, program management, and project delivery.		
4.	Sonoma Clean Power (SCP) Authority Board of Directors If representatives change, staff will need to prepare a resolution to send to Sonoma Clean Power)	Mayor Zollman	Councilmember Carter	Publicly owned Community Choice Provider	SCP serves the residents and businesses in Sonoma and Mendocino counties clean energy from more renewable resources, such as geothermal, wind, and solar. SCP was formed to provide a choice beyond the for-profit, investor-owned utility (PG&E) and a customer-owned public utility. The Board of Directors shall consist of one appointee from each Participant located within the boundaries of the County of Sonoma, and one joint appointee from the County of Sonoma and the Sonoma County Water Agency. If the Board of Directors approves any other municipality or county as a Participant pursuant to Section 3.1, the Board of Directors shall determine whether such municipality or county (or any combination thereof) may appoint an additional member to the Board of Directors. Each appointee must be an elected member of the governing board of his or her appointing body. Each Party or Participant appointing a member to the Board of Directors may also appoint up to two alternates to serve in the absence of its Director. Alternates must be either an elected member of the governing board of his or her appointing body, or an employee of the jurisdiction appointing them.	431 E Street Santa Rosa, CA 95404	Frist Thursday 8:45 am – 12:00 pm
5.	Zero Waste Sonoma Board	Councilmember Maurer	Councilmember Carter	County-wide management of solid waste reduction programs for cities and Sonoma County - Sonoma County Waste Management Agency	Zero Waste Sonoma is the public name of the Sonoma County Waste Management Agency (SCWMA). Establish in 1992 as the joint powers authority (JPA) for the unincorporated area and nine cities and towns in Sonoma County, Zero Waste Sonoma is the local government entity for all things related to Household Hazardous Waste		Meeting is the third Thursday of the month from 9 am – 11:30 am via zoom.

				<p>Board of Directors: The SCWMA is a joint powers agency of the Cities and County of Sonoma that Provide recycling and diversion programs, education programs and regulatory compliance reporting compliance with AB 939.</p>	<p>(HHW), organics municipal composting, public education, and planning for recycling and solid waste disposal. Zero Waste Sonoma helps the residents and businesses of Sonoma County reduce, reuse, recycle, and discard all materials in the safest and most environmentally responsible way possible.</p> <p>Zero Waste Sonoma is governed by a board made up of representatives from each of the ten jurisdictions.</p>		
6.	Zero Waste Sonoma SB 1383 Technical Group	PW Director/City Engineer	PW Asst. Superintendent	<p>Technical group for the ten member jurisdictions working on matters pertaining to the implementation of SB 1383</p>			<p>The meetings are held the 3rd Wednesday of the month at 1:00 p.m.</p>

B.	County Wide Advisory Committees						
Item #	Committee Name	Representative	Alternate	Type of Committee	Additional Information on Committee	Location	Date/Time of Meetings if Known
1.	AB 939 Local Task Force	None	None	Advisory to Waste Management Agency (review and comment on IWMP, contains government and private members). Advisory Committee to County of Sonoma Board of Supervisors and Sonoma County Waste Management Agency on matters related to waste management, recycling and diversion, AP 939 compliance, etc.		Sonoma County Transportation and Public Works 2300 County Center Drive Santa Rosa, CA	Meets bi-monthly 1:30 pm – 3:30 pm 2 nd Thursdays of Bi-Month
2.	Community Development Commission Cities & Towns Advisory Committee (CTAC)	Community Development Director	Associate Planner	CTAC is the cities' staff representative group under the JPA with the CDC. The group is advisory to the CDC and provides recommendations to the Board of Supervisors for CDBG and other HUD funds such as the COVID CARES ACT funding and HOME funding.	The Sonoma County Community Development Commission is dedicated to promoting decent and affordable housing, revitalizing communities, and supporting public services that increase economic stability for County residents. We are committed to providing services in an effective, efficient, and respectful manner. The Cities & Towns Advisory Committee (CTAC), formerly known as the Technical Advisory Committee (TAC), is comprised of staff members appointed by each of the seven municipalities (Cloverdale, Cotati, Healdsburg, Rohnert Park, Sebastopol, Sonoma and Windsor) that participate with the County as an entitlement entity for CDBG and HOME funding from HUD. This Committee reviews and makes recommendations to the Board of Supervisors on issues relating to the distribution of funds within the participating incorporated jurisdictions.	Community Development Commission Office 1440 Guerneville Road Santa Rosa, CA	Meets monthly
3.	County-wide Bicycle and Pedestrian Advisory Committee (CBPAC)	Associate Planner Gavin Waters Appointed as citizen representative	Community Development Director	Advisory to Sonoma County Transportation Authority on disposition of TDA Article 3 Funds and coordination of bike and pedestrian planning efforts; maintains and updates County-wide Bike and Ped Master Plan; recommends annual TDA Article 3 program of projects.	To participate in the development of a comprehensive bicycle and pedestrian facilities plan, review project proposals, and prioritize a project list for consideration by the Board of Supervisors. Plans will emphasize bicycle projects intended to accommodate bicycle commuters rather than recreational bicycle users	Sonoma County Transportation Office 490 Mendocino Avenue, #206 Santa Rosa, CA	Meets on 4 th Tuesdays of Alternate Months 1:30 pm

4.	GSA Board/ Santa Rosa Plain GSA Basin	Councilmember Hinton	Vice Mayor McLewis	A public agency formed to sustainably manage groundwater in the Santa Rosa Plain groundwater basin. The agency has a Board and an advisory committee.	The Santa Rosa Plain Groundwater Sustainability Agency (GSA) is a public agency formed to sustainably manage groundwater in the Santa Rosa Plain groundwater basin.	City of Santa Rosa Utilities Field Office	Second Thursday 1:00 pm – 3 March 30 th June 8 th
5.	MS4 Storm Water Co-Permittee Working Group	Engineering Tech/ Stone Creek Consulting	Public Works Director/City Engineer	Provides direction for the regional storm water permit as a co-permittee workgroup	<p>Municipal Separate Storm Sewer Systems Permits (MS4 Permits) Municipalities are required to obtain Municipal Separate Storm Sewer Systems (MS4s) Permits which regulate storm water discharges. MS4 permits are issued by Regional Water Quality Control Boards (RWQCB)</p> <p>The State Water Resources Control Board under the Municipal Storm Water Permitting Program regulates storm water discharges from municipal separate storm sewer systems (MS4s).</p> <p>MS4 Permits are issued under two phases; individual Phase I which started in 1990, the Regional Water Quality Control Boards have adopted National Pollutant Discharge Elimination System General Permit (NPDES) storm water permits for medium and large municipalities. Most of these permits are issued to a group of co-permittees encompassing an entire metropolitan area and Phase II permit for smaller municipalities.</p> <p>The City of Cloverdale, the City of Cotati, the City of Rohnert Park, the City of Healdsburg, the City of Sebastopol, the City of Ukiah, the Town of Windsor, and the Phase II designated portions of the County of Sonoma elected to participate in the Phase I program.</p>	Varies, most commonly Windsor Council Chambers	2 nd Tuesday 8:00 AM to 10:00
6.	Russian River Watershed Association Board of Directors	Councilmember Maurer	Vice Mayor McLewis	RRWA Board of Directors (Elected Officials from Member Agencies). Association of Cities and Counties working collaboratively on matters related to watershed management, groundwater, storm water and various regulatory compliance issues.	The Russian River Watershed Association (RRWA) is a coalition of ten cities, counties and special districts in the Russian River watershed that have come together to coordinate regional programs for clean water, habitat restoration, and watershed enhancement. RRWA was formed in 2003 to create opportunities for our	Windsor Town Hall	4 th Thursdays 9:00 am Every other month

					<p>member agencies to expand their stewardship role in the watershed.</p> <p>The RRWA Board of Directors are elected officials from each of the ten Member Agencies. This governing and decision making group provides direction and oversight for RRWA according to the provisions outlined in the Memorandum of Understanding.</p>		
7.	RRWA Technical Working Group	Engineering Tech/ Stone Creek Consulting	Public Works Director/City Engineer	RRWA Technical Working Group (Staff members from member agencies) Advises RRWA Board on annual work plan and budget and various technical initiatives.			
8.	Santa Rosa Plain Groundwater Management Plan Basin Technical Advisory Committee	Public Works Director	Engineering Tech	SR Plain Groundwater Management Plan Basin Advisory Panel/Advisory to Sonoma County Water Agency BOD regarding implementation of the Groundwater Management Plan. (Staff representatives from City stakeholders)		City of Santa Rosa Utilities Field Office	1 st Monday 3:00 – 5:30 PM
9.	Sonoma County Transportation Authority Planning Advisory Committee (SCTA PAC)	Community Development Director	Associate Planner	SCTA PAC is Advisory to the SCTA/RCPA Board on planning matters		Sonoma County Transportation Office 411 King St Santa Rosa, CA	Meets on 3 rd Thursdays, 9 am
10.	Sonoma County Transportation Authority Technical Advisory Committee (SCTA TAC)	Public Works Director/City Engineer (SCTA-TAC) Community Development Director (RCPA)	Engineering Tech (SCTA-TAC) Associate Planner (RCPA)	SCTA TAC is Advisory to the SCTA/RCPA Board on transportation planning matters and programming of various transportation grant funding sources.	I	Sonoma County Transportation Office 411 King St Santa Rosa, CA	Meets on 4 th Thursdays 1:30 pm
11.	Sub regional Partners Technical Advisory Committee (TAC)	Public Works Director/City Engineer	Engineering Tech	Makes recommendations to Santa Rosa, County, Rohnert Park, Cotati and Sebastopol – Reviews matters related to operations and maintenance of sub-regional wastewater treatment system; reviews and recommends annual budgets.		Laguna Treatment Plant 6300 Llano Road Santa Rosa, CA	Meets as needed.

12.	Zone 1A Advisory Committee (Sonoma County Water Agency)	Engineering Tech	Public Works Director/City Engineer	<p>Makes annual budget review and recommendation for flood control projects within Zone 1A (Santa Rosa-Laguna drainage basin (of Santa Rosa, Rohnert Park, Cotati and Sebastopol))</p> <p>Zone 1A Advisory Committee meets with Sonoma County Water Agency staff to learn of flood control and related activities within the Zone 1A (Santa Rosa Plan watershed) and reviews annual budgets.</p>		<p>Meets at the Sonoma County Water Agency Office, 404 Aviation Boulevard, Santa Rosa, CA</p>	<p>Meets as needed.</p>
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C.	Other Governmental Agencies						
Item #	Committee Name	Representative	Alternate	Type of Committee	Additional Information of Committee	Location	Date/Time of Meetings if Known
1.	Association of Bay Area Governments (ABAG)	Voting Delegate: Mayor	Alternate: Vice Mayor	Delegate(s) attends meetings and votes.	<p>ABAG is part regional planning agency and part local government service provider.</p> <p>ABAG outlines work program goals and objectives for the Bay Area’s nine counties and 101 cities and towns every year, and are primarily governed by the following:</p> <p>Executive Board General Assembly Committee</p> <p>In some cases, ABAG has the authority to enact certain legislation on behalf of the Bay Area, for example the state-mandated Regional Housing Need Allocation, or RHNA. We also operate as the state-designated clearinghouse for federal grant applications.</p> <p>Member representatives are elected officials and make operating decisions, authorize expenditures and recommend policy.</p> <p>County representatives are selected by city mayors or the county board of supervisors’ president. Most city member representatives are selected by the mayors and council members conferences for each county.</p> <p>Every year a General Assembly and Business Meeting conference is held. The annual conference explores vital issues that impact our region and any official delegate or alternate may propose a subject of consideration.</p>		

					This appointment is for General Assembly meetings/conferences only.		
2.	League of CA Cities/CAL Cities	Voting Delegate: Mayor	Alternate: Vice Mayor or as designated by a vote of the Council (Must be in attendance at meetings)	Delegate(s) attend annual conferences and meetings	Defend and expand local control through advocacy efforts in the Legislature, at the ballot box, in the courts, and through strategic outreach that informs and educates the public, policymakers, and opinion leaders. Cal Cities also offers education and training programs designed to teach city officials about new developments in their field and exchange solutions to common challenges facing their cities. There is typically one conference each year during the month of September.	Various Locations	Meetings typically held during Conferences
3.	Legislative Committee	Vice Mayor McLewis	Mayor Zollman	The Mayors and Council Members of Sonoma County represent every city within the county of Sonoma. The Legislative Committee, established by the Mayors and Councilmembers Bylaws, consists of a Mayor or Councilmember from each of the member cities, chosen by their respective Councils. Its duties are to review pending policy issues affecting cities and to advocate for those on behalf of the cities within Sonoma County. The Sonoma County Legislative Committee will be reviewing and responding to bills that impact Sonoma County cities. The Sonoma County Legislative Committee will use these principles to help guide the committee in taking positions on policy issues: Consider supporting policy that:	Meets with CAL Cities/League of CA Cities representative to Sonoma County		Meetings are on the third Friday of each month held at 9:00 a.m. at Finley Willow Room, 2060 W. College Ave. Santa Rosa

			<ul style="list-style-type: none"> • Enhances local control of resources and tools that allow cities to address the needs of city residents within a framework of regional cooperation. • Encourages the use of State incentives for local government action rather than mandates. • Reforms local government finance structure in a way that establishes a stable revenue base for local government to plan for future growth and provide needed public facilities and services. • Guarantees local funding sources. <p>Consider opposing policy that:</p> <ul style="list-style-type: none"> • Imposes new unfunded mandates. • Preempts local authority. • Weakens local control. <p>The goal of this process is to present a united front from the Sonoma County Legislative Committee, the Mayor's and Councilmember's Association, and all Sonoma County cities, to provide the strongest voice possible in support of city interests.</p> <p>The Legislative Committee is authorized to prepare letters in either support or opposition for signature by the chair of the Legislative Committee on positions on legislation consistent with the above guidelines, with the exception noted below.</p>			
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				<p>Positions that do not receive a unanimous consensus of support from the quorum present must be presented at the next upcoming Mayor's and Councilmember's Association for discussion and possible action, by means of a short informational packet mailed (either electronically or via hard-copy) prior to the meeting, and accompanied by a verbal presentation. The Legislative Committee will report to the general membership of the Association at each meeting and will keep the membership informed as action is taken.</p>			
4.	<p>Mayors and Councilmembers Association Board and City Selection Committee</p>	<p>Mayor</p>	<p>Vice Mayor or as designated (Must be in attendance at meetings) Followed by Council in alphabetical order: Councilmember Carter Councilmember Hinton Councilmember Maurer</p>	<p>All City Council members are invited to attend the Mayors and Councilmembers Meetings; Mayor Serves on City Selection Committee; Mayors make appointments to Golden Gate Transit, MTC, LAFCO, etc. These appointments can be significant and very competitive.</p> <p>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.</p>	<p>Membership: The Mayors' and Councilmembers' Association of Sonoma County shall be comprised of the following members: (rev. 11/2/89) 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. Only regular members of the Association shall have voting powers. Voting powers for the regular membership meetings shall consist of one vote, one city -- this vote cast by the Mayor or his/her designee. The Board of Directors of the Association shall be comprised of the Mayors of the member cities and</p>	<p>Each City hosts</p>	<p>Meetings held on Second Thursdays 6:00 pm City Selection/Board 7:00 pm – General Meeting Meetings held every other month</p>

					<p>the officers of the Association. The officers of the Association shall have no vote unless they are Mayors. 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. The Board of Directors of the Association shall have the powers to: a. Review policy items and develop the agenda for the Association. (1) In connection with the development of the agenda for the Association, any member of the Board of Directors may, during a regular Membership meeting or Board of Directors meeting, request to place an item on the next Regular Membership Meeting Agenda. The Board of Directors will determine by majority vote of a quorum of the Board whether to place the item on the agenda for the next regular Membership Meeting. (rev. 6/10/10) 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. All appointees shall be regular members of the Association at the time of appointment, unless otherwise provided by legislative authority.</p>		
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					<p>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.</p> <p>c. Make recommendations to the full Association membership on matters of interest.</p> <p>d. Conduct the Association's business in an orderly manner</p>		
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D.	Council Liaison						
Item #	Committee Name	Representative	Alternate	Type of Committee	Additional Information on Committee	Location	Date/Time of Meetings if Known
1.	Gravenstein Health Action Coalition/Meet Your Neighborhood (See explanation below)		Vice Mayor McLewis		<p>Gravenstein Health Action Coalition is a 501c3, non-profit organization with a ten-person board. The Gravenstein Health Action Coalition collaborates and partners with local organizations, agencies and individuals in order to work together to support policy, system and environmental change to improve the health outcomes of all residents of West Sonoma County using the self-healing community model.</p> <p>This model reflects the path forward to meet our Mission and Vision. The model uses community capacity to create a culture of health and well-being.</p>		Board meetings are every 4th Monday at p.m..
	Meet Your Neighbor (MYN) and Sebastopol Neighborhood Communications Unit (SNCU) (now under Gravenstein Health Action)			The Liaison role is not defined in any formal way. The primary role of a Liaison is to act as a conduit for information between the City Council and the group to which the Liaison is appointed. Another role for the Liaison is to facilitate budget support as needed for that specific group. The Liaison appointed by the City Council is invited and attends the meetings, when available, that is held by the group.	<p>The basic building blocks for working together</p> <p>Take care of your loved ones</p> <p>Dress for safety</p> <p>Hard hat, leather gloves, sturdy shoes, headlamp</p> <p>Check the natural (propane) gas at your home</p> <p>Turn off only if necessary</p>		<ul style="list-style-type: none"> • Monthly meeting with Skip Jirrels, one on one, in person (we set them for the 3rd Wednesday at 3pm) • Next meeting: None currently scheduled (will depend on schedule of new liaison) • Location: Sebastopol Fire House • Website Link • Notes: MYN and SNCU provide neighborhood level organizational support and materials that allows neighborhood groups to support one another in an emergency. The driving principle is an understanding that in a true emergency, 911 and other formal emergency response teams will be overwhelmed with calls and demands and will be unable to respond to all needs, despite their best efforts. Neighbors will

					<p>Place HELP or OK sign somewhere visible from the street</p> <p>Each neighborhood chooses location</p> <p>Go to the Neighborhood Gathering Site</p> <p>Key to begin working together</p> <p>Form Teams and follow protocols</p> <p>Organized according to your neighborhood plan</p> <p>Use Sonoma County Sheriff Evacuation Tags</p> <p>If appropriate for your rural neighborhood</p> <p>Return to Neighborhood Gathering Site</p> <p>Keeping all informed as to neighborhood status</p>		<p>need to be organized to step in and help one another in these situations. A recent change for MYN and SNCU is that they have been brought under the umbrella of the Gravenstein Health Action Coalition, supported by a grant from the City to GHAC. This liaison role has a community outreach aspect to it, and also involves a fairly substantial opportunity to become more informed and educated about emergency response efforts both locally and County-wide.</p>
2.	Laguna Stakeholders Committee	Councilmember Maurer	N/A	Liaison to Laguna Foundation to discuss restorative and environmental management	The Laguna Foundation is a place-based organization focused on the Laguna de Santa Rosa and the surrounding wetland communities. They are a 501(c)3 non-profit with the mission to restore and conserve the Laguna de Santa Rosa, and to inspire public appreciation of this Wetland of International Importance.		Meets as needed

3.	LANTERN	Mayor Zollman	N/A		<p>LANTERN’s mission is to build community support and funding for the development of a new library in Sebastopol, serving West County, which offers a modern, technologically current, spacious meeting place for all ages.</p> <p>Top 5 goals for a new Sebastopol library: Increase the library's square footage Flexible space - multiple uses Accessible, adaptable technology options Located in the heart of Sebastopol Green, energy-efficient building design</p> <p>LANTERN is a group of volunteers who formed in order to light the way for a new and improved regional library that matches the character and vision of Sebastopol and West County. Such a library would be more spacious, house more books, provide improved access to ever-evolving technologies, provide more tutoring spaces and work stations, and offer more programs for children, teens, and adults.</p>		
4.	Library Advisory Board for Sebastopol Regional Branch	Mayor Zollman	Councilmember Carter	Advises County Library Director	The Library shall establish a Library Advisory Board (“LAB”) in each city or community in which at least one regional branch library		The Sebastopol Library Advisory Board meets on the last Wednesday of January, March, May, July, September, and November at 4 p.m. Location: Sebastopol Regional Library 7140 Bodega Avenue Sebastopol, CA 95472

					<p>operates. The LABs shall be comprised of, and shall be operated by, the residents of their respective service areas who shall be appointed by the Commission. Each LAB shall set its own procedural rules and operational bylaws, and shall comply with the provisions of the Ralph M. Brown Act, California Government Code Section 54950, et seq. As of the Effective Date, all existing LABs shall continue to remain in effect.</p> <p>B. LAB Purpose. The purpose of the LABs shall be to provide information and make recommendations to the Commission and the Library Director on matters affecting library service based on input from their respective service areas.</p> <p>C. LAB Liaisons. Each LAB may appoint one LAB member to act as a liaison to the Library Commission, who shall present an annual report on the activities of the LAB to the Library Commission.</p>		
5.	Sebastopol Area Chamber of Commerce/Sebastopol Downtown Association	Vice Mayor McLewis		<p>Liaison to Sebastopol Area Chamber of Commerce on business matters <i>Per Chamber of Commerce Executive Officer; the Chamber of Commerce and Downtown Association have merged.</i></p>	<p>The Sebastopol Area Chamber of Commerce is a membership organization support community and economic vitality through opportunities to connect, learn and engage.</p>		<p>Third Thursday of the month in the Board Room the Chamber office at 12:00.</p>

6.	Sebastopol Center for the Arts	Councilmember Maurer			<p>Sebastopol Center for the Arts is committed to cultivating creativity and inspiring appreciation for the transformative power of art.</p> <p>They produce, promote and present artists - local, national, international – through curated gallery exhibits, artists open studio events, arts lectures, poetry readings, concerts, adult and youth education, a state of the art ceramics studio and an acclaimed documentary film festival.</p>		
7.	Sebastopol Community Cultural Center	Vice Mayor McLewis	Councilmember Maurer		<p>SCCC is dedicated to enriching the community through events, classes, and services, as well as providing rental spaces for special happenings in our town. SCCC strive to enhance life in Sebastopol for individuals and the community as a whole.</p>		
8.	Sebastopol Senior Center	Mayor Zollman	Councilmember Hinton		<p>Create and maintain an environment that encourages independence for older adults by providing learning, social, and recreational opportunities in the continuing pursuit of a fulfilling and healthy life. We educate the community about the issues related to the aging process.</p>		<p>Quarterly meetings: January 27, 4-6pm April 28, 4-6 pm June 23 (special meeting to approve budget), 4-5 pm July 28, 4-6 pm</p>
9.	Sebastopol World Friends	Vice Mayor McLewis	Councilmember Hinton	Attends Sebastopol World Friends Meetings	Sebastopol World Friends is a City of Sebastopol commissioned non-profit service group which is totally		Sebastopol World Friends meetings are via Zoom the first Wednesday of the month at 6:30 pm

					<p>volunteer driven. Our mission is to link Sebastopol with its sister cities through a variety of educational and cultural programs and to coordinate exchanges which will promote lasting friendships.</p> <p>Sebastopol World Friends offers a changing array of programs connected to our two sister cities Takeo, Japan (formerly Yamauchi), and Chyhyryn, Ukraine. We also engage with our community through a variety of events and cultural activities, and offer opportunities to host visitors and travel to our sister cities. They are a member of Sister Cities International.</p>		
10	Council Liaison to Homeless Service Organizations	Mayor Zollman	Vice Mayor McLewis				<ul style="list-style-type: none"> • No regular meetings. Liaison is available as needed by providers • Next meeting: None • Location: Connect is via phone, zoom, email • Notes: The current homeless services providers associated with this liaison role are We County Community Services and St Vincent de Pa. The liaison role is primarily as a resource and connector with WCCS and SVDP, supplementing the efforts of the Chief of Police, who has primary responsibility for homeless service needs in Sebastopol. Issues that have come up have been varied. Recent issues include warming centers (facilitating funding from the County for this program and responding to questions from Lynd Hopkins' office), the services of the WCCS Homeless Services Coordinator that serves Sebastopol (coordinating with WCCS leadership and the new Coordinator as she transitions into

							position), Park Village (connecting WCCS to Staff response to a request for assistance in developing plan for moving RVs and Tiny Homes to high ground in the event of flooding), Gravenstein Commons (providing SVDP with direct contact at PG&E to reduce PG&E connection delays for the project), Elderberry Commons (exploring the potential for local unhoused to be prioritized for the PSH units), plus others.
11	Council Liaison to West County Museum	Mayor Zollman					

E.	City Council Created Ad Hoc or Standing Committees						
Item #	Committee Name	Representative	Alternate	Type of Committee	Purpose of Committee	Location	Date/Time of Meetings if Known
1.	Agenda Review Committee	Mayor Vice Mayor City Manager City Attorney Assistant City Manager City Clerk (This is established per City Council protocols).	N/A	Standing	Preparation of Agendas/Forward Calendar for City Council Meetings/Special Council Meetings/Closed Sessions	City of Sebastopol City Hall Conference Room 7120 Bodega Avenue Sebastopol, CA	Typically Wednesday Following a City Council Meeting
2.	Budget Committee	Councilmember Maurer Councilmember Carter Staff Support to be Determined by the City Manager Lead Department: Administrative Services	N/A	Standing	Review budget recommendations made by City Manager for one-time special requests or new requests and existing expenditures recommended to City Manager by City Department Heads for city needs. Additionally review in a public process and make recommendations for non-profit Community Grant requests for current budget year based on standing policy for City of Sebastopol community grant policy. Budget Sub-Committee members are selected in December annually and they would review the mid-year budget adjustments recommendation from City Manager. Secondly, they would set a meeting schedule with the Administrative Services Director in Spring to review budget recommendations leading up to the approval by the full City Council of its annual budget, generally adopted no later than July 1st of each year.	City of Sebastopol City Hall Conference Room 7120 Bodega Avenue Sebastopol, CA	Meets per approved schedule adopted in February of each year
3	Homeless Coalition Board Elections	Mayor Zollman	Vice Mayor McLewis		Voting membership of the CoC, now Homeless Coalition, allows for		

					<p>one vote per organization during the annual Homeless Coalition Board elections in December. Each org. gets one vote in the elections for the seats that are elected by the membership (these terms rotate every other year but are for Homeless Advocacy, service provider, TAY lived experience, licensed health care, and at large seats). The Sebastopol City Manager is listed as the point of contact for voting, but each year prior to elections, the contact is asked if the City will be submitting a vote, and who will be the designated voter. This is confirmed each year, so a different person could vote each year or it could be the same person.</p>		
4.	<p>Ad Hoc Fire Services Committee (New Committee/Consolidation/ Merger Process) Approved April 16, 2024</p>	<p>Councilmember Hinton Vice Mayor McLewis</p> <p>Staff Support to be Determined by City Manager Lead Department: Fire</p>		Ad Hoc			
5.	<p>Ad Hoc Committee – Sebastopol Library Staffing and Facilities Approved June 18, 2024</p>	<p>Mayor Zollman Sebastopol’s Library Commissioner Fred Engbarth Sebastopol’s Representative on the Citizens’ Oversight Committee Sarah Glade Gurney Sebastopol Branch Manager Member from Library Advisory Board Member from Friends of the Library, the former non-profit community organization LANTERN Member from Library Foundation</p>		Ad Hoc	<ul style="list-style-type: none"> Appointed Mayor Zollman to the ad hoc sub-committee to address the recommendations starting in page 23 of 34 No staff time Tasks of ad hoc as listed in the staff report page 23 – 25 of page 34 The Committee shall provide quarterly interim reports to the Sebastopol City Council Ad Hoc coordinate intentionally with other non profits in the community that may be serving the same purpose Focus on Grant Funding such as the ATP Grant to be leveraged 		

		Staff Support to be Determined by City Manager			<ul style="list-style-type: none"> Council cautioning ad hoc committee not pre approving any project that might come back to the Council from the ad hoc 	
6.	Climate Action Committee	<p>COUNCILMEMBER CARTER (AT-LARGE)</p> <p>COUNCILMEMBER MAURER (ZWS)</p> <p>Lead Department: Community Development</p>			<ul style="list-style-type: none"> 1 Council members assigned to ZWS or SCTA/RCPA 1 Councilmember appointed at large by council 	<ul style="list-style-type: none"> Monthly meetings in person/ via zoom Second Tuesday from 3:00-5:00pm Committee composition: Citizen appointees, all with climate action expertise and interest. Plus 2 councilmembers Location: SCCC Annex (or via zoom) Website Link Notes: This is a formal Council-created Committee, supported by City Staff. The primary purposes of the CAC are to (1) engage in public education and outreach regarding climate issues, (2) advise City Council & Planning Commission on meaningful policy options for meeting equity-centered city climate goals, and (3) recommend actions to the City Council for advancing state, national, and international level climate goals. It's a highly well-informed group that has over the years made meaningful policy recommendations to the Council and has also

							<p>spear-headed effective grass-roots efforts, such as the compost give-away. The meetings are currently focused on the future of the CAC, as they are considering requests that they consider reducing needed staff support for their efforts. The group is respectful, educational, and policy-minded. They work well together with some debate and conflict, overlaid by a sense of mutual respect.</p>
7.	EIFD Ad Hoc Committee	<p>Mayor Zollman Councilmember Hinton</p> <p>Lead Department: Community Development</p>	<p>Committee Continued Per January 2024 Council Meeting</p>				<ul style="list-style-type: none"> • Meetings of the City team are scheduled as needed. • Monthly check in meetings with the County & Kosmont are the first Thursday 3:30-5pm • Committee composition: Two Councilmembers, Don Schwartz, Mary Gourley, John Jay, Alex Mog (as needed) • County participation in check-in meetings: Supervisor Lynda Hopkins, her Chief of Staff Tracy Lyons, and a CAO representative • Next Check in meeting: Thursday December 5 (?). • Location: Via zoom.

							<ul style="list-style-type: none"> Notes: The EIFD Committee has substantial additional work to do, both with the consultant (Kosmont) and with the County. This Committee is likely to continue through 2025.
8.	Consideration of Creation of City Council Ad Hoc Committee for Purpose of Evaluation of Proposals and Conducting Interviews with Proposers for Services Related to the City of Sebastopol's Solid Waste Collection Agreement	<p>Councilmember Maurer Vice Mayor McLewis</p> <p>City staff as appointed by City Manager</p> <p>Lead Department: Assistant City Manager</p>					
9	of Ad Hoc Committee for Sebastopol Cultural Community Center (SCCC) Building Assessment	<p>Mayor Zollman Vice Mayor McLewis</p> <p>Lead Department: Engineering/Public Works</p>					
10	Current City Council Policy for Council Protocols	<p>Mayor Zollman Vice Mayor McLewis</p> <p>Lead Department: City Clerk</p>					<ul style="list-style-type: none"> Meetings are scheduled as needed. On zoom. Much of the editing and drafting is done via email. Committee composition: Two Councilmembers, Don Schwartz, Mary Gourley, Alex Mog (as needed). Next meeting: None currently scheduled Location: Via zoom. Notes: This Ad Hoc was tasked with reviewing Council protocols, and bringing back recommendations

							and options for revisions to be considered by the Council. Most of the protocols have been completed, brought to the Council, modified as directed by Council, and approved.
11	Service Organizations	Councilmember Maurer	Councilmember Hinton				<p>Liaison to Service Organizations</p> <ul style="list-style-type: none"> • Quarterly meetings. In person. (2025: Jan 21, Apr 15, Jul 15, Oct 21) • Members: Both Rotary clubs, Kiwanis, Lyons Club, plus others • Next meeting: January 21, 2025 • Location: Green Room at the Sebastopol Community Cultural Center • Notes: This group consists of service organizations that meet quarterly to coordinate and share information about their separate events and activities, in an effort to make sure their various events are complimentary rather than conflicting, and to support one another's efforts (by offering volunteers, outreach, or donations, or by sharing valuable information to improve the effectiveness of each organization's efforts to serve the community.

							The group also has at various points partnered on common projects. These have included, for example, taking on various homes of seniors to do repairs and minor upgrades. Recently the SSAC is considering joining forces to support a fundraiser for the Analy High School culinary program. The liaison reserves the meeting space and attends these meetings as a resource to the group. This is a lunch meeting (generally pizza).
12.	Non Profit Collaboratives	Mayor Zollman					
13.	SAFE	Mayor Zollman Lead Department: Police Chief					

CITY COUNCIL CITIZEN REPRESENTED COMMITTEES

- Sonoma County Library Commission City Representative, Appointed Fred Engbarth as the City Representative on the Sonoma County Library Commission. Term Expires: June 30, 2026
- City of Sebastopol Citizen Liaison to the SCTA/RCPA Climate Action Advisory Committee to Provide Expert Citizen Input on Implementation of the Climate Action Initiatives:
 - City Council was in consensus to have the SCTA/RCPA Council Liaison appoint per the Charter. **Currently Filled by Josho/Planning to check on status of position/replacement**
 - City of Sebastopol Citizen Liaison to the SCTA/RCPA Climate Action Advisory Committee to Provide Expert Citizen Input on Implementation of the Climate Action Initiatives – **Vacant** - The Council was in consensus to postpone the recruitment.