

CITY OF SEBASTOPOL  
CITY COUNCIL  
AGENDA ITEM REPORT

Meeting: April 4, 2023  
To: Honorable Mayor and City Councilmembers  
From: City Administration  
Subject: Consideration and Direction to Mayor or his/her Designated Representative for Voting for Various Boards and Committee Vacancies at the April 20, 2023 City Selection Committee and Sonoma County Mayors and Councilmembers Association Meeting  
Recommendation: That the Mayor and Council discuss and provide Direction to Voting Delegate or Alternate(s)  
Funding: Currently Budgeted: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_xxx\_\_\_\_\_ N/A  
Net General Fund Cost: \$  
Amount: \$

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

**INTRODUCTION/PURPOSE:**

This item is to request that the City Council Discuss and Provide Direction to Mayor or his/her Designated Representative for Voting for Various Boards and Committee Vacancies at the April 20, 2023 City Selection Committee and Sonoma County Mayors and Councilmembers Board of Directors Association Meetings.

**BACKGROUND:**

The Sonoma County Mayors' and Councilmembers' Association Board of Directors and the City Selection Committee is a collaboration of all Sonoma County cities with a goal of creating a united front to represent the strongest voice possible in support of city interests. The City Selection Committee and the Board of Directors for the Sonoma County Mayors' and Councilmembers' Association and the General Membership conducts meetings bi-monthly. On February 10, 2022, the City Selection Committee and Mayors and Councilmembers Board of Directors will make appointments to upcoming vacancies on various committees.

The Board of Directors of the Association shall be comprised of the Mayors of the member cities and 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, 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. If there are no letters of interest, the by-laws of the Sonoma County Mayors' and Councilmembers' Association allows for nominations from the floor at the meeting.

At the January 3, 2023, City Council meeting, the City Council approved the Designated Voting Delegate and Alternate(s) to Vote in the Mayor's Absence for the 2023 Sonoma County Mayors and Councilmembers City

Selection Committee Meetings and Sonoma County Mayors and Councilmembers Board and General Membership Association Meetings in the order as listed below:

1. Mayor Hinton
2. Vice Mayor Rich
3. Maurer
4. McLewis
5. Zollman

A letter was submitted to the Chair City indicating the Designated Voting Delegates in accordance with the by laws for the Sonoma County Mayors and Councilmembers Association.

The remaining 2023 meetings are as follows in person with location of venue to be determined:

- o April 20 in Santa Rosa
- o June 8 in Sebastopol
- o August 10 in Sonoma
- o October 12 in Windsor

### **DISCUSSION:**

The City Selection Committee and the Mayors and Councilmembers Association, which includes all the Sonoma County cities, fills vacancies on various local or regional Boards or Commissions when the terms of office expire or upon resignation. The Chair of the City Selection and Mayor and Councilmembers Association requested letters of interest for the openings listed below. Letter(s) of interest submitted are listed under each Opening.

#### **Mayors' and Councilmembers' Association Board Appointments**

##### ***Association of Bay Area Government Executive Board***

One position and one alternate to fill the expired terms of Susan Hollingsworth Adams (Rohnert Park) and Stephen Zollman (Sebastopol).

Letter(s) Received for Position: Susan Hollingsworth Adams (Rohnert Park)

Letter(s) Received for Alternate: Stephen Zollman (Sebastopol)

##### ***North Bay Division, LOCC, Executive Board***

One position and one alternate position to fill seat vacated by former Council Member Mike Healy (Petaluma) and the vacant alternate seat, term expires two years from appointment.

Letter Received: None

##### ***Sonoma County Agricultural Preservation and Open Space District Citizens Advisory Committee***

Two positions to fill expired terms of Brian Barnacle (Petaluma) and Neysa Hinton (Sebastopol).

Letter(s) Received: John Shribbs (Petaluma) and Kevin McDonnell (Petaluma)

#### **City Selection Committee Appointments**

##### ***Metropolitan Transportation Commission***

One position to fill expired term of Council Member Victoria Fleming (Santa Rosa) (per Gov. Code 66503(b), the City Selection Committee submits 3 names, and the appointment is made by the Board of Supervisors).

Letter(s) Received: Victoria Fleming (Santa Rosa)

##### ***Airport Land Use Commission***

One position, to be effective May 2023, to fill expired term of Sam Salmon (Windsor).

Letter(s) Received: None

### ***Golden Gate Bridge, Highway & Transportation District***

One position to fill seat vacated by former Council Member Pam Stafford, Rohnert Park and Mark Landman, Cotati and the alternate seat vacated by former Council Member Patrick Slayter, Sebastopol term expires 4-years from appointment.

Letter(s) Received: Gerard Giudice (Rohnert Park)

### **City Council / General Plan Goals:**

This item reflects the City Council Goals and Values as listed below:

The City of Sebastopol is committed to maintaining a high quality of life for current and future members of our community, through excellent public service and careful stewardship of its financial, human, and natural resources.

Goal 5 - Provide Open and Responsive Municipal Government Leadership

### **ENVIRONMENTAL REVIEW**

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

### **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 this 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 cost associated with this item tonight.

### **RECOMMENDATION:**

That the City Council Provide Direction to the Mayor or Voting Representative for Voting at the City Selection Committee Meeting and the Mayors and Councilmembers Board of Directors Meeting of April 20, 2023. It is also recommended that if late nominations are received, that the City Council direct the Mayor or Designated Voting Representative to:

1. Have the authority to vote on these late nominations or recommendations at the City Selection Committee and Sonoma County Mayors and Councilmembers Board of Directors Association Meetings; or
2. Abstain from Vote; or
3. Direct that late nominations be returned to all Cities for review and recommendation to voting designate/alternates.

### **Attachment:**

Letters of Interest

February 23, 2023



**City Council**

Samantha Rodriguez  
*Mayor*

Susan Hollingsworth Adams  
*Vice Mayor*

Jackie Elward  
Gerard Giudice  
Emily Sanborn  
*Councilmembers*

Marcela Piedra  
*City Manager*

Don Schwartz  
*Assistant City Manager*

Michelle Marchetta Kenyon  
*City Attorney*

Sergio Rudin  
*Assistant City Attorney*

Cindy Bagley  
*Director of Community Services*

Jamie Cannon  
*Director of Human Resources*

Vanessa Garrett  
*Director of Public Works*

Sylvia Lopez Cuevas  
*City Clerk*

Tim Mattos  
*Public Safety Director*

Mary Grace Pawson  
*Director of  
Development Services*

Leo Tacata  
*Finance Director*

Chair  
Mayors and Councilmembers Association  
City of Healdsburg  
401 Grove Street  
Healdsburg, CA 95448  
ATTN: Raina Allan, City Clerk/Public Information Officer, CMC  
Email: [rallan@healdsburg.gov](mailto:rallan@healdsburg.gov)

Re: Letter of Interest  
Executive Board, Association of Bay Area Government (ABAG)

Honorable Mayor Kelley and Members of the Sonoma County Mayors and Councilmembers:

I am writing to request your support of my application for re-appointment to the ABAG Executive Board.

Serving as the Sonoma County Mayors and Councilmembers representative to the Executive Board of the Association of Bay Area Governments has been an honor and privilege.

My background as a 14-year member of the Rohnert Park Planning Commission, and a four-year member of the Rohnert Park City Council, along with my work on the ABAG Regional Housing Needs Allocation working group before my appointment to the Executive Committee, makes me ideally suited to continue to represent the needs of our constituents.

As you know, COVID was in full swing in the winter of 2021 when I was first appointed. Our last ABAG ZOOM meeting was in mid-February, and we will begin meeting in person in San Francisco, for the first time, on March 16, 2023.

As your representative to the ABAG Executive Board, I will continue to uphold ABAG's mission to "strengthen cooperation and collaboration among local governments to provide innovative and cost-effective solutions to common problems that [we] face."

I will contact each of you in the coming weeks to answer any questions. In the meantime, please call, text, or email me at (707) 899-3085 or [sadams@rpcity.org](mailto:sadams@rpcity.org).

I appreciate your consideration.

Susan H. Adams  
Vice Mayor

cc: City Council  
City of Healdsburg [rallan@healdsburg.gov](mailto:rallan@healdsburg.gov)



**Stephen Zollman**  
City Councilmember

**City of Sebastopol**  
7120 Bodega Avenue  
Sebastopol, CA 95472  
[www.cityofsebastopol.org](http://www.cityofsebastopol.org)

March 5, 2023

Chair and Mayor Ariel Kelley  
Mayors and Councilmembers Association  
City of Healdsburg  
401 Grove Street  
Healdsburg, CA 95448  
ATTN: Raina Allan, City Clerk/Public Information  
Officer, CMC

Dear Ms. Allan,

Please allow this letter to serve as my interest in continuing to serve as the ABAG Executive Board Alternate. While my time in this position has been brief, I have had the very good fortune of being able to spend time with our primary appointee, Vice Mayor Adams.

I am enjoying reading about ABAG's Plan Bay Area 2050 which lays out a plan for our county and eight other sister counties. That plan is now the nine-county Bay Area's official long-range plan across the key elements of housing, economic development, transportation and environmental resilience. ABAG's Executive Committee is responsible for how the required Northern California housing number is distributed among the nine counties. I am looking forward to learning even more during the March 16<sup>th</sup> new member orientation.

ABAG can provide a lot of support to the great work that our cities continue to do. I would be most honored to be able to continue facilitating that support. If you have questions, please find my e-mail below. Thank you very much for your consideration.

All Best,  
signed  
Stephen Zollman  
Sebastopol Council Member  
[szollman@cityofsebastopol.org](mailto:szollman@cityofsebastopol.org)

## Raina Allan

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**From:** Shribbs, John <jshribbs@cityofpetaluma.org>  
**Sent:** Monday, February 27, 2023 4:45 PM  
**To:** Raina Allan  
**Subject:** Re: Mayors' & Councilmembers' April Meeting Date and Call for Letters of Interest

Letter of interest to Raina Allan and Sonoma County Supervisors.

I am interested in joining the Board of the AG and Open Space Committee.

I have a PhD in Horticulture with a MS in Pest Management with training in soil science, entomology, ecology, pest management, and vegetation management. I have been a resident in Petaluma for 32 years and I have been involved locally in many environmental issues and currently President of Petaluma Wetlands Alliance and on the leadership team of ReLeaf Petaluma. I helped the RCD write the new Enhancement Plan for the Petaluma Watershed. While a science teacher at Casa Grande HS, I joined the RCD effort to get students on field trips to local farms where they did active work. While on the GPAC for Petaluma I was the chair of the Open Space Workgroup before being elected to City Council.

You can see more details of my deep resume at:

<https://www.johnshribbsforpetalumacitycouncil.com/about>

Please consider me for this position.

John Shribbs, PhD

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**From:** Raina Allan <rallan@healdsburg.gov>  
**Sent:** Wednesday, February 22, 2023 2:26 PM  
**To:** Shribbs, John <jshribbs@cityofpetaluma.org>  
**Subject:** RE: Mayors' & Councilmembers' April Meeting Date and Call for Letters of Interest

---Warning: Use caution before clicking any attachments. THIS EMAIL IS FROM OUTSIDE OUR EMAIL SYSTEM.---  
Hi John,

You can submit a letter of interest to me, expressing your desire to serve on the Committee. I have attached a few examples of what others have done if that is helpful to you.

Best Regards,

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**Raina Allan, CMC, CPMC | City Clerk/Public Information Officer**

City of Healdsburg | City Manager's Office

401 Grove Street, Healdsburg, CA 95448

Office: (707) 431-3316

[rallan@healdsburg.gov](mailto:rallan@healdsburg.gov) | [healdsburg.gov](http://healdsburg.gov)





# CITY OF PETALUMA

POST OFFICE BOX 61  
PETALUMA, CA 94953-0061

**Kevin McDonnell**  
*Mayor/ Alcalde*

## City Selection Committee Assignments

Deputy Clerk of the Board  
County of Sonoma, Board of Supervisors  
575 Administration Dr, Room 100A  
Santa Rosa, CA 95403  
ATTN: Noelle Francis  
Email: [noelle.francis@sonoma-county.org](mailto:noelle.francis@sonoma-county.org)

## Board of Directors Appointments

Chair  
Mayors and Councilmembers Association  
City of Healdsburg  
401 Grove Street  
Healdsburg, CA 95448  
ATTN: Raina Allan, City Clerk/Public Information Officer, CMC

Re: Appointment to the Sonoma County Agricultural Preservation and Open Space District Citizens Advisory Committee

To the Board,

I would appreciate your consideration for appointment to the Sonoma County Agriculture Preservation and Open Space District.

I have been a long time Sonoma County resident and enthusiast for Open Space. I have previously served on the City of Petaluma's Parks Commission. I have been involved with grants and with open spaces advocates seeking grants.

I have a strong interest in the District's funds being used wisely and being used conforming with the District's mission.

There is great need for added Agricultural connection to the land and for Open Space which preserves the beauty of our County.

Thanks for considering me.

Kevin McDonnell  
Mayor, City of Petaluma

*Petaluma City Hall  
11 English Street  
Petaluma, CA 94952*

*Phone (707) 778-4345  
Message Phone (707) 778-4525*

*E-Mail  
[kmcdonnell@cityofpetaluma.org](mailto:kmcdonnell@cityofpetaluma.org)*

## Raina Allan

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**From:** Fleming, Victoria <VFleming@srcity.org>  
**Sent:** Friday, March 10, 2023 2:08 PM  
**To:** Raina Allan  
**Subject:** Re: [EXTERNAL] FW: Mayors' & Councilmembers' April Meeting Date and Call for Letters of Interest

Thank you Raina. My message to Mayors and Council Members is as follows:

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Dear Mayors and Councilmembers of Sonoma County,

It has been my honor to represent our shared interests on the Metropolitan Transportation Commission for two years now. I have been there to advocate for funding for both broad and specific issues and projects throughout the County.

I am proud to have brought home more than our share of money for local projects such as \$11.8 million for a Complete Streets program in Healdsburg in an underserved area. This means safer active transportation for youth and families and a reduction in our carbon footprint, healthier air and fewer vehicle costs to lower income families. Other allocations include funding for improvements in Cotati, Sebastopol, and Regional County infrastructure amongst many other County efforts.

Additionally, I was able to secure a deferred repayment agreement with MTC staff which resulted in the City of Santa Rosa being able to fully fund the Hearn Avenue project. This will also have major improvements for multi-modal transportation and reduce traffic wait times in the growing neighborhood serving lower income individuals and families.

With RM3 monies released, more funding will be directed to our most urgent projects to support our residents and local economies and I look forward to continuing to be at your service.

I am committed to practical policies and programming that reflects your constituents' needs and values. Please reach out to me if you even have any questions, concerns or ideas. In partnership we make progress.

Thank you for considering granting me a full term on MTC concurrent to my City Council term.

Warm regards,

Victoria Fleming  
Vfleming@srcity.org  
707-478-2947

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On Mar 8, 2023, at 12:31 PM, Raina Allan <rallan@healdsburg.gov> wrote:

Good Afternoon Mayors and Councilmembers of Sonoma County,

As a reminder, Letters of Interest are due **this Friday, March 10, 2023**. I also wanted to remind you to complete the [doodle poll](#) if you haven't done so yet. If you have completed the [doodle poll](#), I appreciate it.

February 23, 2023



**City Council**

Samantha Rodriguez  
*Mayor*

Susan Hollingsworth Adams  
*Vice Mayor*

Jackie Elward  
Gerard Giudice  
Emily Sanborn  
*Councilmembers*

Marcela Piedra  
*City Manager*

Don Schwartz  
*Assistant City Manager*

Michelle Marchetta Kenyon  
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Sergio Rudin  
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Cindy Bagley  
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Vanessa Garrett  
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Sylvia Lopez Cuevas  
*City Clerk*

Tim Mattos  
*Public Safety Director*

Mary Grace Pawson  
*Director of  
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Leo Tacata  
*Finance Director*

Deputy Clerk of the Board  
County of Sonoma, Board of Supervisors  
575 Administration Dr, Room 100A  
Santa Rosa, CA 95403  
ATTN: Noelle Francis  
Email: [noelle.francis@sonoma-county.org](mailto:noelle.francis@sonoma-county.org)

Re: Golden Gate Bridge, Highway & Transportation District Letter of Interest

Dear City Selection Committee,

I am writing to respectfully request your support for the appointment to the Golden Gate Bridge, Highway & Transportation District City Selection Committee.

I have a great appreciation for the continued work being done to keep traffic moving safely and efficiently along Highway 101, and I would like to be part of the process as we continue to look at various ways to increase optimization of bus routes, ferry routes, and passenger capacity.

As you know, Sonoma County has a strong interest in the Bridge and provided the first funding to build a bridge that has become recognized all over the world. Sonoma County deserves and needs proactive representation. I will be a strong advocate for our county. It is imperative we continue to support our current commuter options.

Since 2020, I have been both Mayor and Councilmember on the Rohnert Park City Council. Prior to that, I served on the Rohnert Park Planning Commission for 10 years and have served as a Director for Sonoma County Transportation Authority for the past two years. I believe the combination of my experiences will bring a unique perspective as member of the Golden Gate Bridge, Highway & Transportation District to the City Selection Committee.

Thank you for your consideration of my request for appointment to the Golden Gate Bridge, Highway & Transportation City Selection Committee. Please feel free to contact me should you have any questions at (707) 899-3087, or by email at [ggiudice@rpcity.org](mailto:ggiudice@rpcity.org). I appreciate your support.

Kind Regards,

A handwritten signature in blue ink, appearing to read "Gerard Giudice", is written over a circular blue stamp or seal.

Gerard Giudice  
Councilmember

Cc: City Council  
City of Healdsburg [rallan@healdsburg.gov](mailto:rallan@healdsburg.gov)