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**UNAPPROVED DRAFT ACTION MINUTES**

CLIMATE ACTION COMMITTEE  
CITY OF SEBASTOPOL  
MINUTES OF FEBRUARY 10, 2026

**CLIMATE ACTION COMMITTEE:**

The notice of the meeting was posted on February 5, 2026.

**1. CALL TO ORDER:** Chair Pierce called the meeting to order at 3:30 p.m.

**2. ROLL CALL:**

**Present:** Chair Steve Pierce,  
Vice-Chair Emily Ocon,  
Committee Member/Councilmember Phill Carter,  
Committee Member Kenna Lee,  
Committee Member Lila Newton,  
Committee Member Sunny Galbraith

**Absent:** None

**Staff:** Tori Henkel, Permit Technician  
Zulema Higgins, Admin Technician

**3. COMMENTS FROM THE PUBLIC REGARDING ITEMS NOT ON THE AGENDA:** None

**4. STATEMENTS OF CONFLICT OF INTEREST:** None

**5. REVIEW OF ACTION ITEMS/APPROVAL OF MINUTES:** None

**6. PLANNING DEPARTMENT REPORT was given by staff.**

**7. CITY COUNCIL LIASION REPORT was given by Committee Member Carter.**

**8. REGULAR AGENDA:**

**A. Review of Draft CAC Work Plan** – Reviewed, modified, and prioritized Draft Work Plan items.

**B. Discussion on Records Retention and Action Minutes was discussed.**

**C. Working Groups Report Out was discussed.**

**D. Chair Report was discussed.**

**E. Member Announcements were discussed.**

**F. Input from Members Regarding Next Meeting Agenda was discussed.**

**G. Review of Action Items was discussed.**

- 9. ADJOURNMENT:** Chair Pierce adjourned the meeting of the Sebastopol Climate Action Committee at 5:00 p.m. The next regular Climate Action Committee meeting will be held on April 14<sup>th</sup>, 2026, at 3:30 p.m.