

MAYORS' & COUNCILMEMBERS' ASSOCIATION OF SONOMA COUNTY

Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, Sonoma, Windsor

GENERAL MEMBERSHIP MEETING

Thursday, August 11, 2022

6:15 PM

In response to the coronavirus cases in the County and continuing concerns of the Governor of California and the County Public Health Officer about potential community spread of the virus resulting from prolonged indoor gatherings, the Mayors' and Councilmembers' Association of Sonoma County has suspended conducting in-person meetings to minimize the spread of the COVID-19 virus pursuant to the provisions of the Brown Act as amended by AB 361 (2021).

The Mayors' and Councilmembers' Association of Sonoma County will be conducting the meeting via Zoom.

Members of the public can participate in the meeting by visiting [zoom.us](https://us02web.zoom.us/j/82820586544?pwd=N2J3b3dSMjk3RFdUc2M3ODY2QlJuQT09) or using the following link: <https://us02web.zoom.us/j/82820586544?pwd=N2J3b3dSMjk3RFdUc2M3ODY2QlJuQT09> or by dialing +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 929 436 2866 or +1 301 715 8592 or +1 312 626 6799 and entering the **Webinar ID: 828 2058 6544** and **Passcode: 439279**

AGENDA

1. **Call to Order**

Chair Mark Landman (City of Cotati)

2. **Roll Call**

Cloverdale		Petaluma		Sebastopol	
Cotati		Rohnert Park		Sonoma	
Healdsburg		Santa Rosa		Windsor	

3. **Virtual Meeting**

- It is recommended that the SCMCA adopt a motion authorizing the continuation of virtual meetings during a declared state of emergency pursuant to government code 54953 (AB 361).

4. **Introductions**

5. **Approval of Minutes:**

- Regular Meeting of June 9, 2022

6. **Public Comment:**

If members of the public would like to provide public comment, we encourage you to submit them via email to the Host City, City of Cotati, by 3:00 p.m. on the day of the meeting: kepatterson@cotaticity.org. Members of the public can also provide public comment by raising their hand or dialing *9 during the public comment period on the zoom platform.

7. **Program**

- a) Presentation on the Parks Measure M Citizen Oversight Committee (Bert Whitaker & Melanie Parker, Sonoma County Parks)
- b) Review of the Draft Bylaws for the Sonoma County Mayors and Councilmembers Association (City Manager Damien O’Bid, Cotati, & City Manager Jeff Kay, Healdsburg)

8. Reports

- a) Board of Directors Meeting and Appointments (Chair Landman)
- b) City Manager’s Committee – Damien O’Bid (City of Cotati)
- c) Committee Reports (see attached list)
- d) City Mayor’s Report (Attached and/or verbal if any important announcements for the General Membership)

9. Announcement(s)

10. Adjournment

The next General Membership Meeting will be held on October 13, 2022.

Upcoming 2022 Meetings:

October 13, 2022 City of Sebastopol

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Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public review the Friday prior to the regularly scheduled meeting on the City’s website at http://www.cotaticity.org/city_hall/city_council/mayors_councilmembers_association or by email upon request at kepatterson@cotaticity.org . Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Association regarding any item on this agenda, after the agenda has been distributed, will be made available for review. Contact number: (707) 665-3622. In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Cotati City Clerk’s office at (707) 665-3622. Notification 72-hours prior to the meeting will enable the Association to make reasonable arrangements to ensure accessibility to this meeting.

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MAYORS' & COUNCILMEMBERS' ASSOCIATION OF SONOMA COUNTY

Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, Sonoma, Windsor

GENERAL MEMBERSHIP MEETING MINUTES

Thursday June 9, 2022

6:15 PM

THIS MEETING WAS NOT PHYSICALLY OPEN TO THE PUBLIC

In response to the coronavirus cases in the County and continuing concerns of the Governor of California and the County Public Health Officer about potential community spread of the virus resulting from prolonged indoor gatherings, the Mayors' and Councilmembers' Association of Sonoma County has suspended conducting in-person meetings to minimize the spread of the COVID-19 virus pursuant to the provisions of the Brown Act as amended by AB 361 (2021).

The Mayors' and Councilmembers' Association of Sonoma County conducted the meeting via Zoom.

AGENDA

1. **Call to Order**

Chair Landman called the meeting to order at 6:15pm

2. **Roll Call**

Present:

City of Cloverdale

City of Cotati

City of Healdsburg

City of Petaluma

City of Rohnert Park

City of Santa Rosa

City of Sebastopol

Absent:

City of Sonoma

Town of Windsor

3. **Announcement(s)**

- It is recommended that the SCMCA adopt a motion authorizing the continuation of virtual meetings during a declared state of emergency pursuant to government code 54953 (AB 361). *City of Cotati moved to approve the virtual meeting format (AB 361). City of Rohnert Park seconded the motion. The motion passed by a unanimous vote, with City of Sonoma and Town of Windsor absent.*

4. **Introductions**

5. **Approval of Minutes:**

- Regular Meeting of April 14, 2022

No objections

6. Public Comment:

No public comment.

7. Program

- a) Approval of the Association Clerk (City Manager Damien O’Bid, Cotati & City Manager Jeff Kay, Healdsburg)

Presentation by City Manager Damien O’Bid, Cotati, & City Manager Jeff Kay, Healdsburg.

Comments from the Cities of Sebastopol & Rohnert Park. City of Cotati moved to approve the hiring of the Association Clerk. City of Rohnert Park seconded the motion. The motion passed by a unanimous vote, with City of Sonoma & Town of Windsor absent. Cities of Sebastopol and Rohnert Park voted yes contingent on a full discussion with their respective City Councils.

- b) Update on Santa Rosa’s Safe Parking Program (Jennielynn Holmes, Chief Programs Officer, Catholic Charities of the Diocese of Santa Rosa)

Presentation by Jennielyn Holmes, Chief Programs Officer, Catholic Charities of the Diocese of Santa Rosa. Mayors and Councilmembers comment.

- c) Update on Sebastopol’s Safe Parking Program (Mayor Patrick Slayter, Sebastopol)

Presentation by Mayor Patrick Slayter of Sebastopol. Mayors and Councilmembers comment.

- d) City of Petaluma Update on Homelessness Initiatives (Karen Shimizu, Housing Manager, City of Petaluma)

Presentation by Karen Shimizu, Housing Manager, City of Petaluma. Mayors and Councilmembers comment.

8. Reports

- a. Board of Directors Meeting and Appointments (Chair Landman)

Chair Landman reports that the Board of Directors discussed the hiring of an Association Clerk.

- b. City Manager’s Committee – Damien O’Bid (City of Cotati)

Report by City Manager Damien O’Bid, Cotati

- c. Committee Reports (see attached list)

None

- d. City Mayor’s Report (Events/Items of Interest)

Reports from the Mayors of Healdsburg, Sebastopol, Rohnert Park, & Cotati

9. Announcement(s)

None

10. Adjournment

Chair Landman adjourned the meeting at 7:50pm

Upcoming 2022 Meetings:

August 11, 2022	City of Sonoma
October 13, 2022	City of Sebastopol



SONOMA
COUNTY
REGIONAL
PARKS

Bert Whitaker
Director

Mayors' and Councilmembers' Association of Sonoma County
City of Cotati
201 West Sierra Ave.
Cotati, 94931

July 26, 2022

Dear Colleagues,

The Sonoma County Parks Improvement, Water Quality, and Fire Safety Measure (Measure M) approved by the voters in November, 2018, has enabled the cities of Sonoma County to ensure "Parks for All" in Sonoma County. As you may recall, this initiative established a 1/8 cent sales tax countywide for a ten-year period to support the county's Regional Parks and incorporated city parks throughout the county. Since 2019, the funds from Parks Measure M have proved essential to maintaining and developing parks and park programs in Sonoma cities and the county generally. Sonoma Regional Parks officially manages the county-wide fiscal administration of this ordinance, as well as administration of the Oversight Committee tied to the measure.

The purpose of this communication is to request your Association's assistance in providing a list of interested and committed individuals to serve on the Parks Measure M Citizens' Oversight Committee. Per the ordinance that created Parks Measure M, a minimum of two "at large" Committee members will be selected by the Board of Supervisors from a list of names submitted by the Mayors of Sonoma County Cities.¹

The Parks Measure M Citizens Oversight Committee provides transparency and ensures fiscal accountability for the Measure M ordinance. The duty of the committee is to ensure that funds are budgeted for purposes consistent with the Measure (i.e. parks) and that all recipients comport with the maintenance of effort language described in the measure. The committee will produce an annual report to the Board of Supervisors at a public meeting. The committee's responsibilities do not include decision-making on spending priorities, financing plans or tax rate projections or assumptions. The committee has no authority to direct County or City staff or officials.

Members of the Committee must be residents of the County who can commit to volunteer for a three-year term, and to attend four meetings per year. Meetings are typically scheduled for Tuesday evenings from 5:00 to 7:00 p.m. and are either virtual or in person in Santa Rosa. This role is best served by individuals with a strong interest and experience in our local parks, and who have demonstrated financial acumen and/or professional experience in budgeting or accounting.

In the past three years, the cities of Sonoma County have been well served on this Committee by outstanding representatives from your communities. We hope your Association will assist in compiling a list of interested and capable community residents.

¹ In addition to these two at large seats, five other seats are appointed by each County Supervisorial District.

2300 County Center Dr.

Suite 120A

Santa Rosa, CA 95403

(707) 565-2041

SonomaCountyParks.org



SONOMA
COUNTY
REGIONAL
PARKS

Bert Whitaker
Director

If it would be helpful, I would be pleased to present additional information about Parks Measure M and the Citizens Oversight Committee at a meeting of your Association.

I look forward to hearing from you concerning this request and thank you for your incredible service to the communities and cities of Sonoma.

Sincerely,

Melanie Parker

Melanie Parker
Deputy Director of Sonoma Regional Parks

2300 County Center Dr.

Suite 120A

Santa Rosa, CA 95403

(707) 565-2041

SonomaCountyParks.org

Title

Review of the Draft Bylaws for the Sonoma County Mayors and Councilmembers Association

Recommendation

It is recommended that the Mayors and Councilmembers review and provide comment on the draft Mayors and Councilmembers bylaws. No action will be taken.

Background

Historically, the focus of the Sonoma County Mayors and Councilmembers Association (MCA) has been the exchange of ideas among fellow elected officials - both by informational presentations and by providing an opportunity to network with peers. The MCA Board of Directors (Board) also makes appointments to select regional bodies, as well as serving as the City Selection Committee for Sonoma County, as required under Government Code §50270. The MCA Board and General Membership meetings are held every two months (except December), per the current by-laws. The MCA also has a Legislative Committee, which our Cal Cities representative (Nancy Hall Bennett) hosts on behalf of the MCA.

By 2019, it had become clear that the speed, volume, and types of issues confronting Sonoma County cities required better coordination to address issues of common interest. Additionally, the rotational system to manage the various MCA functions is time consuming, inefficient and lacks continuity. Therefore, on September 16, 2019, the Board met and developed an outline of the recommended changes to the MCA, which is attached to this staff report (Attachment A). In addition, the Board Chair appointed, and the Board approved, an ad hoc subcommittee of the following elected officials tasked with updating the by-laws to implement the recommended changes:

- Tom Schwedhelm (City of Santa Rosa)
- Teresa Barrett (Petaluma)
- Melanie Bagby (Cloverdale)
- Neysa Hinton (Sebastopol)

However, after an initial meeting to develop a purpose statement, work paused as the region grappled with multiple emergencies, including wildfires and COVID-19. On November 18, 2021, the MCA Board re-appointed the ad hoc subcommittee to continue their work, with staff assistance from Jeff Kay (Healdsburg) and Damien O'Bid (Cotati). In early 2022, the ad hoc subcommittee began work on the updated by-laws to implement the intent of the MCA Board.

At the June 9, 2022 MCA General Membership meeting, a proposed part-time Association Clerk was approved, including the estimated budget for future assessment of member cities. In order to hire the contract Association Clerk, including related expenses and billing of member cities, it was proposed that a city would be selected to act as the Fiscal Agent. In recognition of the services provided by the Fiscal Agent city, the MCA General Membership also approved a 50% reduction in dues assessment for the Fiscal Agent city.

A call was put out several times for any city that would like to act as the Fiscal Agent. At the

June 9, 2022 MCA General Membership meeting, Sebastopol volunteered to act as the Fiscal Agent. The MCA Board of Directors is scheduled to select the Fiscal Agent city at the August 11 Board of Directors meeting.

Analysis/Discussion

Currently, the MCA is an association without any staff or administrative infrastructure. Therefore, the cities in Sonoma County rotate responsibilities as Chair City and Program City, in alphabetic order so that each city serves in one of these roles once every 9 years. The Chair City is responsible for chairing the meetings, updating the MCA handbook, creating and publishing the meeting agendas through close coordination with the Program City, record the meeting minutes, pushing out information to the member cities, and establishing a website to host MCA information for that year. In addition, the Chair City must also coordinate with the Host City holding the meeting and the County Clerk if there is a City Selection Committee meeting. For each General Membership meeting, the Host City rotates alphabetically and is responsible for securing a meeting venue and related meeting logistics, choosing and developing the menu, securing potential sponsors to offset meeting costs, and collecting meeting reservations and payments. The Program City, which is the next in line after the Chair City alphabetically, is responsible for arranging for the speakers program at the General Membership meetings.

The current rotational system is problematic in a number of ways. Rotating the administrative functions each year is inefficient, leads to a lack of continuity and focus between years, and requires extensive staff time by the Chair City, Program City and Host cities. Therefore, the part time Association Clerk will provide basic administrative structure to the MCA, including record keeping, hosting of an MCA website, and general coordination and continuity of all functions currently performed by various cities.

The draft by-laws were extensively re-written to implement the direction of the Board of Directors, and are included as Attachment B. For reference, the existing by-laws have been included as Attachment C. However, in summary, the primary changes of substance to the by-laws are as follows:

1. Added a purpose statement.
2. Board of Directors meetings move to monthly meetings at a different time and place from General Membership meetings. The Board of Directors also shift to focus on business of common interest and takes over the role of developing the programs for General Membership meetings, currently performed by the Program City.
3. General Membership meetings remain every two months, with a focus on informational presentations and networking with peers.
4. Allows for the hiring of a contract Association Clerk to administer the Association and create continuity across years as the Chair city rotates.
5. Clarified Standing and Ad Hoc Committees.
6. Move Legislative Committee votes from unanimous consensus of those present to a supermajority of members (6 of 9).
7. Allows modifications of the by-laws by a supermajority vote (6 of 9) of the Board of Directors, except the provisions on Association Dues requires a unanimous vote of the

Board of Directors to modify.

8. Clarified the voting throughout, including that the Mayors (Board of Directors) are the voting members.
9. Various non-substantive edits for clarification.

The exhibits concerning the Policy Guideline, Legislative Committee, and City Selection Committee had less extensive edits, so are shown in redline/strikeout in Attachment B for ease of review.

In accordance with the current by-laws, it is required to present the draft by-laws to the General Membership and then hold over to the next General Membership meeting on the vote to amend the by-laws. The vote to amend the by-laws requires a simple majority. Therefore, it is anticipated that after receiving feedback, the by-laws amendments will be voted on at the October 2022 General Membership meeting.

Financial Considerations

The MCA General Membership has already approved the Association Clerk and the related expenses required to administer the MCA. The review of the draft by-laws or eventual approval of the amended by-laws are not expected to incur any further expenses unless approved unanimously by the member cities in the Association.

Environmental Issues

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

ATTACHMENT A

OUTLINE OF PROPOSED BY-LAW REVISIONS

**DRAFT – Summary of 9/16/19 Board Meeting – New Direction
(Revised 9/23/19)
Working Notes for Ad-hoc Sub-Committee
MAYORS AND COUNCILMEMBERS ASSOCIATION OF SONOMA COUNTY (SCMCA)**

Issues / Interests

- Increase effectiveness and impact of Sonoma County cities in county, regional and state issues.
- Review and improve the decision making structure and business process of SCMCA to be more agile in responding to issues of concern or advocacy.
- Improve the structure and focus of the meetings. Shift Board meetings to separate meeting date between General Membership meetings. Refine the purpose of each meeting. Allow all members to participate in the reception activities by not holding Board meeting at same time.
- Enhance programs/speakers with a focus on current priorities of cities at General Membership meetings.
- Provide greater consistency and reduce workload impact on Host City's City Clerk by contracting out to an individual to serve as the Clerk to the organization. Will require minor contribution from each city (amount to be determined – rough estimate \$2,000 per year).

Recommendations

1. Created Ad-Hoc Committee
 - a. Mayors – Tom Schwedhelm - Chair (Santa Rosa), Melanie Bagby (Cloverdale), Teresa Barrett (Petaluma), Neysa Hinton (Sebastopol)
 - b. City Manager – Cathy Capriola (Sonoma) and Damien O'Bid (Cotati)
 - c. Scope
 - i. Draft a purpose statement
 - ii. Develop a 1-page summary of changes and proposed vision
 - iii. Hold a transition meeting in January with outgoing and incoming Mayors
 - iv. Logistical Changes
 1. Board Meetings (Mayors) – Hold separately from General Membership
 - a. Gives time for thoughtful discussion on important issues
 - b. Allow Mayors to participate in peer relationship building
 - c. Focus is on business, decisions, formal actions
 - d. Meeting occurs between General Member meetings
 - i. Generally 2-3 week prior to General Membership meetings, or as required
 - e. Brief Board Meetings before General Membership – for City Selection Committee or SCMCA appointment votes
 2. General Membership Meeting
 - a. Allow time for relationship building and social
 - b. Speakers to be focused on education and priority issues
 - c. Limited Briefings of time sensitive or other items
 - v. Program / Speaker

ATTACHMENT A

OUTLINE OF PROPOSED BY-LAW REVISIONS

1. Gather input from speakers in October/November; submit to Mayors; committee of Mayors and City Managers to review and recommend speaker programming.
 2. Host City for the year will also organize the speakers once programming of topics is finalized.
2. Mayors to discuss with City Councils
 - a. Draft purpose statement
 - b. Summary of proposed changes
 - c. Top priorities for speakers / programs
 - d. Financial contribution from each City for staff assistance (example - \$2,000 per City for 2019)
3. Next Steps
 - a. Review proposed changes with the full Board at the next General Membership meeting, and report out at General Membership meeting
 - b. Next Ad Hoc Meeting
 - i. Job description and recruitment for contract Clerk
 - ii. Possibly start by-law revisions
 - c. Future (with contract Clerk onboard)
 - i. Finalize revised by-laws

ATTACHMENT B

DRAFT AMENDED BY-LAWS

BY-LAWS MAYORS' & COUNCILMEMBERS' ASSOCIATION OF SONOMA COUNTY Revised xxxx 2022

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For the purpose of providing for the orderly conduct of the affairs of the existing Mayors & Councilmembers' Association of Sonoma County, there are hereby adopted the following Procedural Bylaws.

ARTICLE I - Name

The name of the organization shall be the "Mayors' & Councilmembers' Association of Sonoma County", referred to herein as the "Association".

ARTICLE II - Purpose

The Association shall have as its principal purpose to foster a spirit of cooperation among the cities of Sonoma County and enhance public health, safety and welfare and good working relationships between the governments of all the cities and the County of Sonoma.

In addition, the Association shall have the following purposes:

1. Provide a forum for elected officials to discuss and disseminate information of county wide or regional interest.
2. Make recommendations for the guidance of the cities in Sonoma County for the purpose of establishing a common approach to topics of mutual interest, such as training and addressing or responding to emerging issues.
3. Make recommendations on issues of importance to local or regional agencies, the County of Sonoma, and the State and Federal government.
4. Make appointments, or recommendations as required by law, to various commissions, boards, agencies, or other entities.
5. Serve as the Association through which the cities of Sonoma County, acting in concert, select their representatives to various statutory bodies or advisory groups.

The Association is an informal organization and shall not have the authority to enter into contracts or to create obligations binding on either itself or its membership other than those obligations expressly provided by Federal, State or Local laws and then only when formally approved in accordance with law.

The Association shall not participate in or endorse any political activity involving any individual candidate for public office. The selection of officers within **Article V** herein shall not be considered a political activity subject to this section.

ATTACHMENT B

DRAFT AMENDED BY-LAWS

ARTICLE III – Membership

Section 1. Membership

The Association shall be comprised of the following members:

1. Regular Members:
 - a. All Mayors, Vice Mayors and Councilmembers of the incorporated cities in the County of Sonoma.
2. Board of Directors:
 - a. All Mayors of the incorporated cities in the County of Sonoma.
3. Associate Members:
 - a. City/Town Managers of each of the incorporated cities in the County of Sonoma
 - b. Supervisors in the County of Sonoma.

Section 2. Termination

Any City/Town may terminate its participation at any time by giving written notice reflecting formal action by the majority of the City's/Town's council (Termination of Participation). In the event of a Termination of Participation, any Association dues already paid will not be refunded in whole or in part. The Termination of Participation will be provided to the Board of Directors at the beginning of their next scheduled meeting, at which time the termination will be effective.

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ARTICLE IV – Voting

1. Only Regular Members of the Association, current in assessment, shall have voting powers.
2. Voting powers for all Association meetings shall consist of one vote, one city/town -- this vote cast by the Board of Directors Member or their designee, or the Regular Member in the case of committees. In the absence of a voting member, the Chairperson must receive written notification authorizing a regular member as the designated alternate to vote on behalf of the city/town.
3. Voting may be by voice vote, unless a roll call vote is requested by any regular member, or otherwise required by law. The Association Secretary will conduct the vote and verbally announce the result.
4. A quorum is a majority of all Board Members or their designee, or a majority of Regular Members in the case of committees. Majority votes (5 of 9 cities) shall carry in all Associations bodies, unless specifically designated otherwise or required by law.

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ARTICLE V - Officers

Section 1. Officers of the Association shall consist of a Chairperson, Vice Chairperson, and Secretary. The Chairperson and Vice Chairperson shall be the Mayors of their respective cities/towns, seated annually through an alphabetic rotation, as described in Section 3 of this Article. The Secretary may be an Associate Member of the Association appointed by the Board of Directors, or may be an Association

ATTACHMENT B

DRAFT AMENDED BY-LAWS

Clerk, hired in accordance with this article.

Section 2. Duties of officers shall be as follows:

1. **Chairperson:** To preside at all Board of Director, City Selection and General Membership meetings, maintain order, decide questions of parliamentary procedures, appoint an acting secretary in absence of such officer, coordinate meetings and agendas with the Secretary, and such other duties as are usually incident to such office and as elsewhere herein provided.
2. **Vice-Chairperson:** To perform the duties of Chairperson in the absence of the Chairperson.
3. **Secretary:** To keep a good and sufficient record of the proceedings of the Association (not including the City Selection Committee), prepare the business agenda of the Board and General Membership Meetings, record and keep official minutes of the Board and General Membership, maintain Association files and digital media, coordinate correspondence and all other business of the Association, distribute information to the Association, liaise with the Host City, coordinate with the Chairperson for the administration of the Association and its meetings, and other duties as outlined in the job description.

As an alternative to an appointed Secretary, the Association may, with a supermajority vote (6 of 9 cities) of the Board of Directors, hire an individual or firm to serve as the Association Clerk in the role of Secretary and assist with the administration of the Association and authorize the allocation of costs for the Secretary to the Cities/Towns. The Association Clerk will be under contract with the member City/Town serving as Fiscal Agent and will report to the Board of Directors. The Chair of the Board of Directors, supported by the Fiscal Agency, is responsible for the performance evaluation of a contract Association Clerk.

Section 3. Distribution of Materials

1. Association Handbook. A list of appointments of the Association and contact information for all Cities/Town, will be published annually by the first regular Association General Membership meeting (typically held in February) by the Secretary and included in the materials provided to the Association, showing the term(s) of each appointee, and shall be updated as committee assignments change.
2. General Information. The Secretary shall only distribute official information from the Mayor of member Cities, any Association committee (Legislative, Program, etc.), information from Association appointees related to their appointment, materials from agendaized presenters at Association meetings, other governmental organizations, unless otherwise directed by a majority vote (5 of 9) of the Board of Directors.

Section 4. Selection of Officers:

1. Chair City and Vice Chair City shall be determined by a strict alphabetical rotational basis as follows, except as mutually agreed upon by the applicable cities as needed:
 - a. Cloverdale
 - b. Cotati
 - f. Santa Rosa
 - g. Sebastopol

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- c. Healdsburg h. Sonoma
- d. Petaluma i. Windsor
- e. Rohnert Park

2. In the event a new city/town is added, that city/town will be inserted alphabetically in the above list.
3. The Chairperson and Vice Chairperson of the Association will be seated at the January Board of Directors meeting. If the Chair or Vice Chair is unable to serve the remainder of their term, the respective City/Town shall provide a new Chair or Vice Chair. If the position remains unfilled after 30 days, the Board of Directors shall select a new Chair or Vice Chair from among the Board.

Section 5. Compensation.

All officers shall serve without compensation, unless approved by the Association, except as set forth in Section 2.3 of this Article

Section 6. Removal of Officers.

The Chairperson or Vice-chairperson may be removed from office by the supermajority (6 of 9) vote of Board of Directors.

ARTICLE VI – Committees & Appointments

Section 1. Vacancies For Regional Appointments.

1. The announcement of Association and City Selection Committee vacancies shall be sent by the Secretary in accordance with Exhibit A to all City Councils and their City Clerks or designee. Interested members shall submit letters of interest to the Secretary by the requested due date for timely consideration by the cities in advance of the Board meeting.
2. If possible, time would be made at the Association's General Membership meeting for candidates to make statements to a larger group of all Regular Members.
3. Appointments are made by a majority vote (5 of 9) of the Board of Directors or City Selection Committee, as applicable. Appointments shall be made at a regularly scheduled meeting. If no candidates have expressed interest, the Board of Directors or City Selection Committee can accept nominations of Regular Members from the floor.
4. All appointees shall be Regular Members of the Association at the time of appointment, unless otherwise provided by legislative authority.

Section 2. Ad Hoc Committees.

1. Ad Hoc committees may be authorized by the Board of Directors from time to time for specific purposes and periods of time. Such committees will consist of at least three (3) Regular Members of the Association, but less than a quorum, selected by the Chair of the Board of Directors and approved by Board of Directors. The Chairs and Vice Chairs

ATTACHMENT B DRAFT AMENDED BY-LAWS

of the ad hoc committees shall be selected by the committees themselves at their first meeting. When so appointed, such committees shall perform the functions as are specifically assigned to them and report their findings or actions to the Board of Directors and to the Association when requested.

2. Ad Hoc committee members must be Regular Members of the Association and may serve for a maximum term of two (2) years, where state or other codes do not otherwise specify. Committees may be staffed by the Association Secretary, Associate Members or other City staffing, as may be deemed necessary by the Ad Hoc committee.
3. Progress reports to the Board of Directors may be made orally and noted in minutes.

Section 3. Standing Committees.

1. **Legislative Committee.** A legislative committee shall be established to define and communicate the interests of the member cities to county, state and federal representatives and shall operate as follow:
 - a. Each member city has the right to appoint a Regular Member to the committee, chosen by their respective City Councils.
 - b. The committee chairperson and vice chairperson shall be elected by a majority (5 of 9) of the committee members.
 - c. The committee Chairperson shall be the liaison to the Board of Directors and shall provide regular updates at the Board of Directors meetings.
 - d. The committee Chairperson shall strive to bring to the attention of the Association legislation that will impact cities, and will provide copies of all letters issued by the committee for distribution to the Association by the Secretary.
 - e. A quorum shall consist of a majority (5 of 9) of the committee members.
2. **Program Committee.** The Board of Directors shall be the program committee, to develop timely and informative programs for the Association General Membership meetings. The Program Committee shall operate as follows:
 - a. At the final meeting of the year (or the first meeting once the incoming Board Members are known), the current and incoming Board of Directors shall meet to discuss program priorities for the next year and provide guidance to the incoming Chairperson and Secretary.
 - b. The Board of Directors may provide additional direction to the Chairperson and Secretary throughout the year, as needed.
 - c. The Secretary, in coordination with the Chairperson, shall develop the program, arrange for any presenters and arrange with the host city any audio/visual requirements for Association General Membership meetings.

ARTICLE VII - Meetings

Section 1. Association General Membership Meetings.

ATTACHMENT B

DRAFT AMENDED BY-LAWS

There shall be at least five (5) meetings of the Association General Membership each year. General Membership meetings shall be held on the second Thursday of the months of February, April, June, August and October at a time and location designated by the Chairperson, following the City/Town rotation specified in Section 4, Article V, unless modified by a majority vote (5 of 9) of the Board of Directors at a prior meeting. All General Membership meetings shall adjourn no later than 10:00 PM.

All General Membership meetings shall be noticed and held in accordance with the Ralph M. Brown Act.

Section 2. Board of Directors' Meetings.

Board of Directors' Meetings shall be held on the second Thursday of the month for the purpose of reviewing policy items, making appointments as may be required or authorized, and developing the agenda for the General Membership meeting of the Association. The time and place of the Board of Directors' meeting shall be determined by the Chairperson but shall be held throughout the county and to the greatest extent practicable rotate amongst the member jurisdictions and may include a combination of in-person, virtual or hybrid meetings as deemed appropriate by the Board of Directors. The Board shall strive to set the meeting calendar with an in-person meeting at the start of each year.

All Board of Director meetings shall be noticed and held in accordance with the Ralph M. Brown Act.

Section 3. Special Meetings

Upon the mutual consent of the Chairperson and Vice Chairperson, or when requested in writing to the Association Secretary by a majority (5 of 9) of the Board of Directors, the Chairperson shall call for a special meeting of the General Membership or the Board of Directors at the soonest available time that a quorum is available. All meetings shall be noticed and held in accordance with the Brown Act.

Section 4. Virtual/Hybrid Meetings ("Teleconference")

For Board of Directors or any Ad Hoc or Standing Committee, or for General Membership meetings under Emergency circumstances, a virtual or hybrid ("teleconference") meeting may be called. All meetings shall be noticed and held in accordance with the Ralph M. Brown Act.

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Section 5. Meeting Cancellation.

Any meeting may be canceled upon the mutual consent of the Chairperson and Vice Chairperson, or upon written request to the Association Secretary from a majority (5 of 9) of Board Members, or the mutual consent of the Chairperson and Vice Chairperson of the applicable committee.

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ARTICLE VIII - Conduct of Business

Section 1. Rules of Order

Robert's Rules of Order shall be used as a guide in the conduct of all meetings of the Association.

Section 2. Attendance and Delegation

In the event a Mayor is unable to attend a meeting of the Board of Directors, the Mayor shall designate another Regular Member of the Association from their City/Town, to serve as the representative, by letter delivered to the Secretary 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 Chairperson at the beginning of each term designating the approved alternates for their city. By such a letter, a Mayor may designate another Regular Member of the Association from their City/Town to serve as the 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 the designee represents. In the absence of such a letter, no one shall be entitled to act as the representative of a Mayor. The Association Secretary shall make the incoming Board of Directors aware of this provision prior to the annual transition meeting.

Section 3. Board of Director Duties

The Board of Directors shall have the powers to:

- a. Review policy items and develop the agenda for the Association.
 - i. In connection with the development of the agenda for the Association, any member of the Board of Directors may, during a Board of Directors meeting, request to place an item on the next General Membership meeting agenda. The Board of Directors will determine by majority vote (5 of 9) of the Board of Directors whether to place the item on the agenda for the next General Membership meeting.
- b. Make appointments of Associations' representatives to organizations or committees such as:
 - i. ABAG Executive Board; and
 - ii. ABAG Regional Planning Committee; and
 - iii. ABAG Hazardous Waste Management Facility Allocation Committee; and
 - iv. County Agricultural Preservation & Open Space District Advisory Committee; and
 - v. County Child Care Planning Council; and
 - vi. Sonoma-Marín Area Rail Transit (SMART) Commission Board of Directors; and
 - vii. North Coast Railroad Authority (NCRA) Board of Directors; and
 - viii. Sonoma County Human Services Commission; and
 - ix. Other organizations, commissions or committees as may be created or authorized.

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- c. Act as the Sonoma County City Selection Committee in accordance with Government Code Sections 50270 et seq., to make recommendations or appointments to organizations, commissions or committees such as:
 - i. Local Agency Formation Commission; and
 - ii. Golden Gate Bridge, Highways & Transportation District; and
 - iii. Airport Land Use Commission; and
 - iv. Metropolitan Transportation Commission; and
 - v. Bay Area Air Quality Board; and
 - vi. Remote Access Network (RAN) Board; and
 - vii. Other organizations, commissions or committees as may be created or authorized.
- d. Make recommendations to the Association on matters of interest, and issue position letters on behalf of the Association, provided it is supported through an affirmative supermajority vote (6 of 9) of the Board of Directors. Any letters issued on behalf of the Association shall be distributed to the Association members and Associate Members as soon as possible by the Secretary.
- e. Provide programming topics for the General Membership meetings to the Chairperson and Secretary, acting in their role as the Program Committee.
- f. Conduct the Association's business in an orderly manner.

ARTICLE IX - Finances

Section 1. Association Dues

Except as allowed for under Article V, Section 2 (Association Secretary), dues for other activities of the Association may be assessed by a **unanimous** vote of the Board of Directors of Cites/Towns that will be assessed the dues at a regularly scheduled Board of Directors meeting. All dues are payable within 45 days or receipt of invoice for the City/Town to be current for the purpose of determining voting membership.

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Section 2. Fiscal Agent

By a majority vote (5 of 9) Board of Directors, one member city/town shall be designated to serve as the Fiscal Agent for the Association. The Fiscal Agent will be responsible for entering into contracts as authorized by the Association, to make payments for services pursuant to those contracts, and to invoice member cities/towns for their respective shares of the costs. In certain cases, the Fiscal Agent may be eligible for a reduced share of costs as consideration for providing this service, if such a consideration is also approved by the Board of Directors. The Fiscal Agent may be changed at any time but shall be reviewed by the Board of Directors no less than once every 5 years.

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ARTICLE X - Amendments

These by-laws and attached exhibits may be amended by a supermajority vote (6 of 9) of the

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Board of Directors, except for amendments to Article IX, Section 1, which shall require a unanimous vote to amend. Amendments rescind and repeal all previously approved by-laws and policies that are in conflict.

Duly adopted this 12th day of May, 1966
Vernon P. Smith, Chairman

Rev. 03/09/95
03/11/99
05/13/99
03/08/07
08/09/07
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ATTACHMENT B DRAFT AMENDED BY-LAWS

Exhibit A

MAYORS' & COUNCILMEMBERS' ASSOCIATION OF SONOMA COUNTY POLICY GUIDELINE

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Policy Guideline for Chair City, Board and General Membership regarding the Process for the Various Committee Appointments made by the Mayors' and Councilmembers' Association Board of Directors

It is the responsibility of the Member seeking appointment or reappointment to take applicable actions to support ~~his/her~~their appointment or reappointment.

The ~~City Clerk of the Chair City~~Secretary shall make every effort to notify the ~~General Association~~ Membership of terms expiring no later than 90 days in advance of the ~~Mayors' and Councilmembers' Board of Directors~~ meeting at which appointments shall be made. The suggested deadline for submitting letters of interest for such appointments is to be no later than 45 days prior to the ~~Mayors' and Councilmembers' Board of Directors~~ meeting at which appointments shall be made. As each City Council meets at least once per month, the 45-day window will allow time for the ~~City Clerk of the Chair City~~Secretary to transmit the letters to the ~~General Association~~ Membership for action at each city's respective City's Council meeting.

The Chair~~person~~ of the ~~Mayors' and Councilmembers' Board of Directors~~, in consultation with the ~~Board Secretary (the City Manager of the Chair City)~~, shall have the discretion of extending the deadline for receipt of letters of interest if in ~~his or her~~their opinion there are extenuating circumstances relating to a particular committee assignment or appointment process, or relating to a particular City or Member of the ~~General Association~~ Membership. Extenuating circumstances could include but not be limited to the following:

- Locally declared disasters in one or more member cities, diverting Council attention and resources.
- Council election results which have not been certified and accepted prior to the 30 day deadline.
- Unanticipated withdrawal(s) of Members seeking committee appointments, creating a situation where no letters of interest have been submitted.
- ~~Furloughs or reduced hours in the Chair City~~Transition in the Association Secretary, which may impact the timeliness of notifications being transmitted.
- No letters of interest received before the deadline.

Approved by the Board of Directors on June 9, 2011

To be retained as an Attachment to the By-Laws.

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Exhibit B

MAYORS' & COUNCILMEMBERS' ASSOCIATION OF SONOMA COUNTY LEGISLATIVE COMMITTEE LEGISLATIVE PLATFORM

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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:

- 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.

Consider opposing policy that:

- Imposes new unfunded mandates.
- Preempts local authority.
- Weakens local control.

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.

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 and consistent with official Cal Cities positions, with the exception noted below.

Affirmative votes require a supermajority vote (6 of 9) of members. Positions that do not receive a ~~unanimous consensus of support from the quorum present~~ an affirmative vote ~~must~~ may be presented at the next upcoming ~~Mayor's and Councilmember's Association~~ Board of Directors meeting for discussion and possible action, by means of a short informational packet ~~mailed (either electronically or via hard copy) prior to the meeting~~ with the Board of Director's agenda, 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.~~

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Approved by the Board of Directors on August 8, 2013.

To be retained as an Attachment to the By-Laws.

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Exhibit C

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BY-LAWS OF THE CITY SELECTION COMMITTEE OF THE COUNTY OF SONOMA

In accordance with the provisions of Government Code Sections 50270 and following, the following are hereby established as the By-Laws for the City Selection Committee of Sonoma County (Committee).

1. Whenever a city selects a new Mayor, the City Clerk shall advise the Clerk of the City Selection Committee of the name of the Mayor. (rev. 3/8/07)
2. A regular yearly meeting of the Committee shall be held on the second Thursday of February in each year at 6:00 p.m. or as scheduled to align with the February Association Board of Directors meeting. Beginning with January 1995, it In order to coincide with the term of the Mayor of each city, the Chair will be selected at the February meeting. (rev. 3/8/07)
3. Special meetings shall be called at the order of the Chair or upon written request of a majority (5 of 9) of the Committee members, or if a vacancy occurs which must be filled prior to the yearly meeting. To enable the Committee Clerk to give notice through the Association Secretary, such a request shall specify the nature of the matters to be considered at the special meeting.
4. When a Mayor is unable to attend a meeting, the Mayor shall designate another member of the City Council to serve as the representative, by letter delivered to the Committee Clerk through the Association Secretary at the time of such meeting or prior thereto; provided further that if a Mayor is unable to send a letter to the Committee Clerk in time for such meeting, the Mayor may telephone the Clerk-Association Secretary before the meeting to indicate the name of the representative and thereafter confirm such a telephone call by letter to the Committee Clerk through the Association Secretary. In the absence of such a letter, no one shall be entitled to act as the representative of a Mayor. By such a letter a Mayor may designate another councilperson to serve either (1) as the representative on all occasions when the mayor is absent, or (2) only for a particular meeting or meetings.
5. At its regular meeting, the Committee shall choose a Chair and Vice-Chair who shall serve for a term of one (1) year. For the purpose of selecting the Chair of the Committee, the Committee Clerk shall function as temporary Chair, without vote. Any Mayor or designated representative may nominate any member of the Committee to the office of Chair or Vice-Chair. It shall be necessary to second any nomination. At the conclusion of the nomination process, the members of the Committee shall vote by roll call to determine whether or not any nominee has the vote of a majority of the quorum present. If no one person receives a majority, successive votes will be taken until one person receives a majority vote of the quorum present.
6. In the case of appointments or recommendations for appointment to other agencies, the Chair shall receive nominations which shall be seconded, and shall conduct voting on nominations in the manner described above to the end that a person selected for any office or position shall be selected by a majority vote of more than 50 percent (5 votes of 9) of the members of the committee. Before counting the votes, the Committee Clerk shall ask if any Committee member wishes to change his their vote.
7. No action can be taken, except to adjourn the meetings, in the absence of a quorum. For such purposes, a quorum shall constitute one more than 50 per cent of the total membership of the Committee.
8. For the purpose of giving notices of meetings, and mailing other correspondence, each Mayor shall

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in writing furnish the Committee Clerk, through the Association Secretary, ~~with~~ the address the Mayor wishes to use for purposes of receiving mail. In the absence of a written request to the contrary, all notices shall be sent to a Mayor ~~in care of the office of the City Clerk of his city~~ through the Association email list.

9. All voting shall be on the basis of a roll call of the cities and the ~~secretary to the~~ Committee Clerk shall record each such vote. The minutes and records of the ~~e~~ Committee shall be available for public inspection.

10. ~~Any meeting of the Committee may be held by teleconference pursuant to Government Code section 54953, and in accordance with the Ralph M. Brown Act. The notice and agenda for any meeting held by teleconference shall identify the location of each teleconference location. The teleconference locations shall be accessible to the public. Agendas shall be posted at each teleconference location and the agenda must provide for an opportunity for members of the public to address the Committee from each teleconference location. During the teleconference meeting, at least a quorum of the Committee members must participate from locations within the County of Sonoma.~~ (rev. 4/9/09)

Rev. 03/08/07, 4/9/09

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EXISTING BY-LAWS

BY-LAWS

MAYORS' & COUNCILMEMBERS' ASSOCIATION OF SONOMA COUNTY

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.

Board of Directors:

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. (Rev. 8/9/07)

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

ATTACHMENT C

EXISTING BY-LAWS

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. (rev. 3/8/07)

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. (rev. 3/8/07)

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

Regular Membership Meetings:

Five regular membership meetings of the Association shall be held on the second Thursday of the months of February, April, June, August and October at a time and place designated by the Chairperson of the Association unless modified by a majority vote of the Board at a prior meeting. All regular membership meetings shall adjourn no later than 10:00 PM. (rev. 3/8/07; 2/11/16; 2/9/17)

Board of Directors' Meetings:

Board of Directors' meetings of the Association shall be held on the second Thursday of the months of February, April, June, August and October, prior to the regular membership meeting, for the purpose of reviewing policy items, making appointments as may be required or authorized, and developing the agenda for the regular membership meeting of the Association. The time and place of the Board of Directors' meeting shall be determined by the Chairperson of the Association. (rev. 2/11/16; 2/9/17)

Special Meetings:

Special meetings of the Association may be called by the Chairperson of the Association after having received a written request for a special meeting from five (5) or more member cities.

Under Emergency circumstances, a "teleconference" meeting may be called by the

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EXISTING BY-LAWS

Association Chairperson. To meet Brown Act requirements, the following procedures must be met:

- At least a quorum of the members of the Board/Commission must participate from locations that are within the jurisdictional boundaries of the Board/Commission.
- All votes taken during a teleconference meeting must be conducted by roll call.
- Each teleconference location must be fully accessible to members of the public and to the disabled.
- Members of the public must be able to hear the meeting and testify from each location.
- An agenda must be posted at each teleconference location.
- The notice and agenda must list each teleconference location, and
- By-laws may only be amended at a regular meeting (rev. 6/12/08)

Officers:

1. Officers of the Association shall consist of a Chairperson, Vice Chairperson, and Secretary. The Association may also appoint a Treasurer, as needed. The Chairperson and Vice Chairperson are to be elected and the Secretary and Treasurer appointed. The Chairperson and Vice Chairperson shall be regular members of the Association. Any Mayor or Councilmember may be elected to office of Chairperson or Vice Chairperson. The Secretary and Treasurer may be an associate member of the Association appointed by the existing Chairperson. (rev. 3/9/95; 08/08/13)
2. Duties of officers shall be as follows:

Chairperson: To preside at all meetings, maintain order, decide questions of parliamentary procedures, appoint committees authorized by the Board of Directors and designate the chairperson thereof, appoint an acting secretary in absence of such officer, and such other duties as are usually incident to such office and as elsewhere herein provided.

Vice-Chairperson: To perform the duties of chairperson in the absence of such officer and to be program chairperson for the regular membership meetings.

Secretary: To keep a good and sufficient record of the proceedings of the Association; ascertain the qualifications of each member, maintain files for all reports, correspondence and all other business of the Association during the preceding year and the transmission to his/her possession.

Treasurer: To maintain the financial records of the Association and to pay all bills in a timely fashion. (rev. 3/9/95)

Selection of Officers: (rev. 5/13/99)

1. Chair City and Vice Chair City shall be determined by a strict alphabetical rotational basis as follows:

ATTACHMENT C

EXISTING BY-LAWS

- | | |
|-----------------|---------------|
| a. Cloverdale | f. Santa Rosa |
| b. Cotati | g. Sebastopol |
| c. Healdsburg | h. Sonoma |
| d. Petaluma | i. Windsor |
| e. Rohnert Park | |
2. In the event a new city is added, that city will be inserted alphabetically in the above list.
 3. The Chair City and Vice Chair City shall each select its own Chairperson and Vice Chairperson for the Association.
 4. Announcement of the rotational Chair City and Vice Chair City shall be made at the October Board of Directors meeting identifying the Chair City's Chairperson and Vice Chair City's Vice Chairperson. (rev. 3/8/07)
 5. The Chairperson and Vice Chairperson of the Association will be seated at the February General Membership meeting. (rev. 3/8/07)

Conduct of Meetings:

Robert's Rules of Order shall be used as a guide in the conduct of all meetings of the Association.

A quorum of the regular membership meeting of the Association shall consist of eighteen (18) regular members with representation within this eighteen (18) of at least five (5) member cities in the county. A quorum of the Board of Directors' meeting of the Association shall consist of five (5) Mayors or their designated representative of a member city. All meetings of the Association shall be considered open meetings within the meaning of the Ralph M. Brown Act.

Committees:

Special committees may be authorized by the Chairperson from time to time for specific purposes and periods of time. Such committees will consist of at least three (3) regular members of the Association appointed by the Chairperson of the Association with the consent of a majority of the Board of Directors. When so authorized and appointed, such committees shall perform such functions as are specifically assigned them by the Chairperson and report their findings or actions to the Board of Directors.

Committee members may serve for a term of two (2) years, with incumbents eligible for reappointment for an additional two (2) years where state or other codes do not otherwise specify.

Progress reports may be made orally and noted in minutes.

Committee Vacancies: (rev. 3/11/1999)

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EXISTING BY-LAWS

1. The announcement of vacancies would be sent in advance to all City Councils.
2. If possible, time would be made at the Association's General Membership meeting for candidates to make statements to a larger group of Mayors and Councilmembers.
3. The process would occur over a minimum of two meetings to give sufficient time to consider appointments.
4. Appointments are made by Chairperson of the Association with the consent of a majority of the Board of Directors. (As outlined in Paragraph one of this section).

Amending of By-Laws:

These By-laws may be amended by a majority vote of the regular members, but only after such amendment has been proposed at a regular membership meeting and laid over until the next or later regular membership meeting for final action.

Duly adopted this 12th day of May,
1966 Vernon P. Smith, Chairman

Rev. 03/09/95
03/11/99
05/13/99
03/08/07
08/09/07
06/12/08
06/10/10
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02/09/17

MAYORS' AND COUNCILMEMBERS' ASSOCIATION

Board of Directors Appointments

Board	Term	Member	Date Appointed	Term Expiration
ABAG Executive Board (One Member, One Alternate)	2-year fixed term; ends in June	Susan Hollingsworth-Adams, Rohnert Park	2/11/2021	June 2023
		<u>Alternate:</u> Dennis Pocekay, Petaluma	2/11/2021	June 2023
ABAG Hazardous Waste Management Facility Allocation	Unspecified	Susan Harvey, Cotati	2/2/2013	N/A
ABAG MTC Housing Legislative Working Group				
ABAG Regional Planning Committee	2 years from appointment	VACANT	4/11/2019	April 2021
* ABAG Appointment to (San Francisco) Bay Conservation and Development Commission (One Member, One Alternate)	Unspecified	Jill Techel, City of Napa	3/15/2012	Serves at pleasure of the Chair or until office is vacated
		<u>Alternate:</u> Dan Hillmer, Larkspur	5/2/2013	
Child Care Planning Council of Sonoma County	3 years from appointment	Victoria Fleming, Santa Rosa	2/13/2020	February 2023
Legislative Committee	Unspecified	Appointed by member cities – see city rosters.		
**North Bay Division, LOCC, Executive Board (Two Members, One Alternate)	2 years from appointment	Mike Healy, Petaluma	2/13/2020	October 2022
		John Sawyer, Santa Rosa	4/8/2021	April 2023
		VACANT		
***Great Redwood Trail Authority Board of Directors	2 years from appointment	Mendocino Seat		
Sonoma County Agricultural Preservation and Open Space District Citizens Advisory Committee (Three Members)	2 years from appointment	Brian Barnacle, Petaluma	4/8/2021	April 2023
		Osvaldo Jimenez, Healdsburg	2/10/2022	February 2024
		Neysa Hinton, Sebastopol	1/31/2017	April 2023
Sonoma Marin Area Rail Transit Commission (SMART) (Three Members)	4-year fixed term	SCTA – Melanie Bagby, Cloverdale	1/31/2019	February 2023
		SCTA – Chris Rogers, Santa Rosa	1/31/2019	February 2021
		Non-SCTA - Debora Fudge, Windsor	2/9/2017	April 2025

Notes: Sonoma County Human Service Commission was eliminated in 2011 due to budget constraints.

* Only Petaluma nominees are considered from the Sonoma County cities for consideration to the ABAG appointments to the San Francisco Bay Conservation and Development Commission (27 members total) due to jurisdiction requirements. Two appointments are made by the Board of Supervisors to represent Sonoma Co. ABAG makes four appointments (plus alternates), one of which comes from the counties of Sonoma, Marin, Solano, or Napa.

** All cities in Sonoma County are eligible except Cloverdale which is in the Redwood Division.

*** Great Redwood Trail Authority Board of Directors seat rotates to Humboldt (2019/20), Mendocino (2021/22), Sonoma (2023/24), and Marin County (skips Marin as they do not participate). Only Healdsburg and Cloverdale are eligible and next Sonoma County appointment is 2023/24).

SONOMA COUNTY CITY SELECTION COMMITTEE

City Selection Committee Appointments

Board	Term	Member	Date Appointed	Term Expiration
Airport Land Use Commission (Two Members)	4-year term with May expiration	Todd Lands, Cloverdale	4/14/2022	May 2026
		Sam Salmon, Windsor	2/12/2015	May 2023
Bay Area Air Quality Management District Board	2-year term	Teresa Barrett, Petaluma	2/09/2017	February 2023
California Coastal Commission, N. Coast Representative - (Appointment made by Senate Rules Committee)	4-year term	Katie Rice (Marin County)	6/19/2019	May 2023
City Selection Committee	1-year term	Mark Landman, Chair, Cotati	4/14/2022	February 2023
	1-year term	Osvaldo Jimenez, Vice Chair, Healdsburg	4/14/2022	February 2023
Golden Gate Bridge, Highway & Transportation District (Appointment made by Board of Supervisors)	2-year term	Gerard Giudice, Rohnert Park	7/20/2021	July 2023
Local Agency Formation Commission	4 years from appointment	Pam Stafford, Chair, Rohnert Park	4/14/2022	April 2026
		Mark Landman, Cotati	2/11/2021	May 2023
		<u>Alternate:</u> Patrick Slayter, Sebastopol	2/11/2021	May 2025
Mayors & Councilmembers Bylaws Subcommittee	2 years from appointment	Tom Schwedhelm, Santa Rosa	9/16/2019	November 2023
		Teresa Barrett, Petaluma	9/16/2019	November 2023
		Melanie Bagby, Cloverdale	9/16/2019	November 2023
		Neysa Hinton, Sebastopol	9/16/2019	November 2023
		Jeff Kay, Healdsburg	11/18/2021	November 2023
		Damien O'Bid, Cotati	11/18/2021	November 2023
Measure "O" Oversight Committee	3-year Term	Kevin McDonnell, Petaluma	6/10/2021	June 2024
		Ben Ford, Cotati	6/10/2021	June 2024
Metropolitan Transportation Commission (Per Gov. Code 66503(b), Committee submits 3 names, appointment is made by Board of Supervisors)	4-year term	Victoria Fleming, Santa Rosa	4/8/2021	April 2025
Remote Access Network (RAN) Board (Must be a Mayor)	Unspecified term	Mark Landman, Cotati		
Sonoma County Oversight Board Committee (County-wide)	Unspecified term	Chris Rogers, Santa Rosa	4/12/2018	
		<u>Alternate:</u> Osvaldo Jimenez, Healdsburg	6/10/2021	

Notes: California Coastal Commission appointments are made by the Senate Rules Committee and the alternate serves at the pleasure of the Commissioner.

The Mayor's Report from Cotati

August 2022

General News Around Town

Prohibition on New or Expanded Gas Stations

On July 26, the City Council adopted a new ordinance that maintains service stations as an allowable use but clarifies that they are for alternative fuels that serve zero-emission vehicles only and prevents new or expanded facilities for the sale of fossil fuels to fuel internal combustion vehicles.



Veronda-Falletti Demonstration Ranch



The City, Sandy Loam, and Farmster have partnered for operations and programming activities for the public at this demonstration ranch. In addition to regular pre-school educational activities on-site, we are also holding a variety of all age workshops on backyard farming, crafts, farm tours and much more! To find out more, you can go to the City's website and follow the City, Farmster or Sandy Loam Facebook pages.

Agricultural Ordinance Update

The City recently held a public workshop to gather input from the public on allowed agricultural uses in residentially zoned areas of the City. The Planning Commission and City Council will soon be considering an updated ordinance that strives to balance increased local food production with normal residential uses.



The Mayor's Report from Cotati

August 2022

Woonerf Ordinance



The City has been working on a new zoning ordinance to promote multi-use low speed streets (a “Woonerf”). The intent is to encourage private streets and alleys shared by vehicles, bicycles and pedestrians in new development through the absence of sidewalk boundaries, curbs, and distinct lanes, those on foot and bike have equal access to the street/driveway

Kotate Park Upgrades

Kotate Park is one of three large parks in Cotati. The City is currently bidding plans to significantly renovate Kotate Park. The proposed updates include all new playground and fitness equipment, new park restrooms, and new picnic areas with a gazebo.

Street Preservation & Reconstruction

While we work on reconstruction of streets in poor condition, we City continues to maintain our other streets so that they remain in good condition. The goal is to move from the expensive reconstruction program to a much lower cost maintenance program in the future. This is expected to eventually save over \$1 million per year, which can then be reinvested in other City priorities.

The City is about to begin preservation slurry seals of over 3 miles of streets, followed reconstruction of various streets throughout town. In total, the City has budgeted over \$10 million in street work this year.

The Mayor's Report from Cotati

August 2022

Events!

Cotati is known for the variety of events in our downtown throughout the year. Mark these upcoming events in your calendar for 2022!

- **Farmers Market - Wednesdays June through September, 4:30-7:30pm**
- **Cotati Accordion Festival – August 20-21, 2022**
- **Movie Nights – Last Movie in the Park September 23, 2022!**
- **Cotati Candyland Trick or Treat – October 31, 2022**
- **Holiday Tree Lighting - December 2, 2022**
- **Holiday Shop and Stroll - December 3, 2022**
- **Breakfast with Santa - December 10, 2022**



City of Rohnert Park – Mayor's Report on Current Events & Updates

Mayors' & Councilmembers' Association Meeting – August 11, 2022

SAVE THE DATES



Deborah Yarchun's

Atlas, the Lonely Gibbon, a World Premiere Production

August 12-28, at Spreckels Performing Arts Center

Irene, a young journalist, has recently seen her now home-based job downgraded to editing articles generated by artificial intelligence. Meanwhile, her husband (a cybercrime reporter), has begun introducing unwelcome technologies into their home to generate stories—and the fridge is becoming belligerent. The results are scary and hilarious.

For tickets call (707) 588-3400 or online at <http://www.spreckelsonline.com>



The Music Man

September 9 – October 2, 2022, at Spreckels Performing Arts Center

By turns wicked, funny, warm, romantic and touching, The Music Man is family entertainment at its best. Meredith Willson's six-time, Tony Award-winning musical comedy has been entertaining audiences since 1957 and is a family-friendly story to be shared with every generation.

For tickets call (707) 588-3400 or online at <http://www.spreckelsonline.com>

UPDATES AROUND ROUNERT PARK

Project Homekey - Labath Landing



The City's Homekey-funded interim housing project is under construction! We held our groundbreaking ceremony in early June. Once completed, this project will provide 60 interim-housing units for people experiencing homelessness.

Our 24/7 provider, HomeFirst, will manage the support service program. Homefirst helps residents get stable and permanent housing.

To learn more about the project, check out www.rpcity.org/homekey.

Changes to Southwest Boulevard and the Sound wall Repairs



The Rohnert Park City Council recently approved substantial changes to the design of Southwest Boulevard, as well as additional \$1 million in funding which will be used in part to repair the failing sound wall, which has been a long-standing concern for residents. Southwest Boulevard is one of the City's main streets. The renovations will improve safety, traffic flow, and accessibility of the area.

The changes will reduce the four lanes for vehicles to two lanes between Adrian Drive and Commerce Blvd, adding a median that will make it safe for turns across traffic, and adding bike lanes, sidewalks, and landscaping. The design reflects extensive input from nearby residents. It will increase safety and make the area more friendly for bikes and pedestrians.

Health and Human Services Hub

Rohnert Park is overlooked when it comes to health and human services; we are taking control of our destiny. We will provide the County and several non-profits space in a City building to offer health and human services. We are offering the space at no cost to make it easy for them to say yes. Some of the services we are hoping to provide are counseling services, food and medical assistance, office space for the SAFE Team, and tax preparation for low-income residents.

Rohnert Park Jubilee



The inaugural Rohnert Park Jubilee Event was a 4th of July Success! Over 4,000 people came and enjoyed Wonder Bread 5, Carnival Games and Kid Zone, a kids parade, a pie baking contest, and so much more.

Community Services staff is grateful to have seen so many colleagues who came to check out the event. We are already looking forward to RP Jubilee 2023!

Rohnert Park Hosts Cal Ripken Regional Baseball Tournament



The City of Rohnert Park had the honor of hosting a Tournament for the Rohnert Park All-Star team. The 2022 Babe Ruth Pacific Southwest 10-year old Regional Tournament took place from July 18-23, at Rogers Field located at Benicia Park in Rohnert Park.

It was a week full of baseball, as ten teams split into two pools of five and played each team in their respective pool over the course of five days.