



**Lower Russian River Municipal Advisory Council  
Meeting Agenda, February 20, 2020  
El Molino Library, 7050 Covey Rd, Forestville, CA 95436  
5:30 – 7:30 pm**

The Lower Russian River Municipal Advisory Council welcomes you to its meeting. Your interest and participation are encouraged and appreciated. As a courtesy, please turn off all cell phones, electronic devices and pagers during the meeting.

**Call to Order**

**MAC Clerk/Nance Jones**

**Pledge of Allegiance**

**Roll Call**

A) **Approval of Agenda**

B) **Statement of conflict of interest**

(This is the time for the Chair, Vice Chair and Councilmembers to indicate any statements of conflict of interest for any item listed on this agenda).

C) **Correspondence**

D) **Consent Calendar**

- 1) Approval of minutes
  - a. December Retreat
  - b. December MAC meeting minutes
- 2) Approval of annual report

E) **Annual Election**

- 1) Election of Chair/Vice-Chair
- 2) Chair Statement

F) **Public Comment**

This time is set aside to receive comment from the public regarding matters of general interest not on the agenda, but related to River MAC business. You may also make public comment in writing. Pursuant to the Brown Act, however, the River MAC cannot consider any issues or take action on any requests during this comment period. Comments will be limited to 1-2 minutes per person; Time Limit: No More than 15 minutes

G) **Informational Items/Presentations**

- a. None

H) **Regular Calendar Items (Discussion and/or Action)**

- Permit Sonoma / MAC Land Use review process
- TIF AdHoc presentation on grants priorities, process, and application opening
- Approval of Communications Guide
- Mitigating Tourism Impacts Forestville Beaches

I) **Proclamations**

None.

J) **Board Reports**

Written reports with brief summaries presented to the council.

a. **Ad Hoc Committee Reports**

- i. Flood Mitigation AdHoc
  1. AdHoc Committee recommendations
  2. Letters of Support for funding requests

b. **Board Reports**

- i. Chair Report - Mike Nicholls/Cazadero and Duncans Mills Rep
- ii. Claudia Sisomphou Report / Hacienda Rep and Chair Communications Committee

K) **Adjournment**

Documents related to open session agendas:

Any writings or documents provided to a majority of the Lower Russian River Municipal Advisory Council regarding any item on this agenda after the posting of this agenda and not otherwise exempt from disclosure will be made available for public review at 575 Administration Drive, Room 100-A, Santa Rosa, CA, during normal business hours.

Disability Accommodations:

The Lower Russian River Municipal Advisory Council will make reasonable accommodations for persons having special needs due to disabilities. Please contact the Fifth District Field Representative at 707-565-2866 during regular business hours at least 48 hours prior to the meeting to ensure necessary accommodations are made.

Lower Russian River MAC Meetings

Regular schedule:

Thursday, December 19, 2019, Location TBD, 5:30 p.m.

Thursday, February 20, 2020, Location TBD, 5:30 p.m.

Thursday, March 19, 2020, Location TBD, 5:30 p.m.

Please visit the Lower Russian River MAC website for agendas, including meeting location and time: [Sonomacounty.ca.gov/Irrmac](http://Sonomacounty.ca.gov/Irrmac).

Lower Russian River and Coastal Combined Municipal Advisory Council Retreat

Meeting Minutes

December 7, 2019

Monte Rio Community Center

20488 CA-116, Monte Rio, CA 95462

**Call to order** Mac Coastal Chair Che Casul

**Pledge of Allegiance** Group

**Roll Call:**

**Present:** Jeanette Dillman, Jordan Lebovich, Pip Marquez de la Plata, Claudia Sisomphou, Cynthia Strecker, Jennifer Wertz, Bruce MacDonnell, Ron Redmon, Che Casul, Marti Campbell, Scott Farmer, Brooks Rooney, Dibby Tyler, Misty West Gay

Statement of Conflict of Interest- None

**Agenda Approval:** Reviewed and approved by group

**Correspondence:** None

**Public Comment:** None

**Presentations-**

Retreat meeting led by Talia Eisen of the HR Matrix group.

Lynda Hopkins welcomed the group and talked about the first year as a hard year for a first time forming and learning group with the many disasters that have happened. She then went on to talk about her hopes for the next year. The highlights are:

- Looking for large long-term solutions for Homelessness, vacation rentals, roads
- Coastal Plan solutions
- Climate Change solutions to develop and implement
- Her need for these MAC groups to share their work with the supervisor group
- Continue to advocate for the urban versus rural aspects of spending
- Shared commitment to work together to resolve issues

Talia then led the group to address working agreements for the day :

- Phones on silent
- Listen and be present
- Step up/Step back
- Imagine

- Be kind
- Appreciate different views

Leo then reviewed his guidelines for Making the most of MAC meetings and MAC duties along with the six golden rules of meeting management

He asked about how the flow of communication should go. Do all letters need to go through Lynda or can the Chairs continue to send as has been occurring this year? Leo will address with Lynda and get back to group.

Cynthia Strecker addressed her ability to continue to meet with key stakeholders to get work done on projects and that was affirmed to continue

There was discussion regarding the timing of information such as agenda planning and availability of information on website prior to meetings. Most of the group rely on information being posted on the web so their constituents can see ahead of time. It was agreed by group that agenda and attachments be posted early as possible even before the 72 hours so community members can see what will be addressed. There was also discussion regarding the agenda planning group continuing as it has and the possible need to revise that process.

The ADHOCs will need to consistently write a written report of the work they have accomplished or recommendations they are making to the MAC so that it may be published for the community and MAC members to review with agenda prior to MAC meeting.

Brown Act Review- Linda Shilton County Counsel. Slides attached.

There was a general review of the Brown Act premises. Key learning tips were then discussed.

General discussion after the presentation include the ability to meet and socialize in groups and that groups can meet as long as not a quorum. MAC authority comes from the MAC bylaws and that should drive how the group should proceed. The bylaws can be reviewed and changed if needed but until then they are the guiding structure for the group.

Group advised to be careful in emailing and texting anything that can be construed as a meeting. Keep business off Facebook and do not reply all to texts or emails. Notifications can be sent to group but there cannot be any discussion regarding email as that is then construed as a meeting.

Ballot measures cannot be supported or not by any MAC member in any fashion.

Agendas must be posted 72 hours in advance and 24 for an emergency. No discussions may take place for an item not on agenda. That is why public comment cannot become a discussion item as it may not have been on agenda.

Public must be allowed to comment. It is the chairs role to ensure equitability of the time that is why the three-minute time frame is a good way to maintain for all. In a small meeting the time frame can be longer but all must have equitable time then to talk.

Talia then led the group through a visioning session which assisted the group to develop some preliminary thinking on priorities for next year.

Outcomes of the visioning session for each group were:

Coastal MAC:

Coastal MAC is connecting communities to the county through education, diverse representation and two-way communication

Coastal MAC is providing a vehicle for resolving differences

Coastal MAC is expressing needs of each area and facilitating solutions, connecting districts

Key words- Connection, representation, communication

Lower River MAC-

Lower River MAC is turning problems into solutions with determination no matter what

Lower River MAC is protecting environment and natural resources and value the beautiful place we live in and create respect for what we have here

Lower River MAC- is actualizing democracy and representing our communities

Lower River MAC is committed in time and energy

Lower River MAC is a trusted resource to represent our communities

Lower River MAC is working together, envisioning together for our communities

Lower River MAC – is the people that people go to if they have a problem or idea

Lower River MAC- is responsible for bringing together our community taking pride in our community and being the best, we can be with quality of life

Lower River MAC- is building community resilience to move into the future

Lower River MAC- is facilitating communication, empowerment to take control of our destiny and address our problems and issues

Lower River MAC- is acting with determination and purpose to move our community forward to make a difference

The group then went on to take their visioning work and develop some initial draft priorities to be shared at their full MAC next meetings for final review and completion. Once complete they can be shared with Lynda and their communities.

The River and Sonoma Coast MAC council members then discussed setting priorities for 2020.

Adjournment at 4:22 Scott moved to adjourn meeting and motion seconded by Pip. Motion carried. Meeting adjourned.

**Lower Russian River Municipal Advisory Council**  
**Meeting Minutes December 19, 2019, 5:30-7:30**  
**El Molino High School**  
**7050 Covey Rd, Forestville, Ca 95436**

**Call to order**MAC clerk/Nance Jones 5:30

**Pledge of Allegiance:** Completed

**Roll Call:**

Mike Nicholls, Vesta Copestakes, Jeanette Dillman, Lucy Hardcastle, Jordan Lebovich, Claudia Sisomphou, Cynthia Strecker, Jennifer Wertz, Alternate John Uniack for Pip Marquez de la Plata,

**Approval of Agenda:** Cynthia Strecker made a motion to approve agenda, seconded by Lucy Hardcastle. Motion Carried.

**Statement of Conflict of Interest:** None

**Correspondence:** Lucy Hardcastle made a motion to approve the Department of Transportation and Public Works on FEMA process and timelines and the memo from District 5 regarding proposed bylaw changes. Cynthia Strecker seconded the motion. Motion carried.

**Consent Calendar**

Cynthia Strecker moved approval of 6/20/19 minutes and 10/17/19 minutes with corrections to each. Jordan Seconded motion. Motion Carried.

Vesta Copestakes moved to remove the distribution of LRR MAC business card order forms and receive electronically. Jennifer Wertz seconded motion. Motion carried

**Informational items/ Presentations:**

Sherriff Mark Essick and Sam Wallis Sonoma County Emergency Services Post PSPS Briefing

Mark Essick began with a recap of the fire and PSPS. Evacuations for Healdsburg and Windsor had a 6-hour window. Decisions were made very carefully using weather and fire predictive models using a science-based approach. Very experienced firefighters were in on the discussions and everyone benefitted from their experience. It was determined that 101 could carry the evacuations from Healdsburg and Windsor.

The fire course predictions showed that the fire could race along river road and out to the coast. With a main artery being cut off it was decided to move to evacuate West County as it would take longer to evacuate with only several roads available.

Not a single life was lost and that was the best possible scenario, Evacuation compliance was not as good as in Healdsburg and Windsor which was about 90%. Wildfire is a new learning for our communities.

Evacuation Maps with zones are being developed and they will have much smaller zones. Everyone will get to know which zone they are located in. Evacuations will be then called by zones and there will be drills so all get to practice.

### Sam Wallis Sonoma County Emergency Services

Sam Wallis spoke to the group about the major challenges of communication when power is down. Sam Wallis said that there were significant learnings from 2017. He asked for a show of hands who received notification this time and 95% of hands went up. One of the key learnings from 2017 is that each notification system is only about 30% effective. Also, some telecom companies do not participate.

Some additional key points to know also shared at Coastal MAC by Sam Wallis:

- The Sherriff decides on Evacuation in coordination with CHP and Cal Fire
- The EOC designates the shelters for evacuees
- Communication errors can happen as the EOC tries to get information out quickly before all systems go down
- The Sheriffs are working on dividing the county into manageable blocks and there will be special plans for each block
- Fire Chiefs can call EOC for updated information
- Multiple redundant systems for notification are needed as each one is only about 30% effective. That is why you get so many notifications.
- SOCO will automatically call landlines
- WEAS-Wireless Emergency Alert System will notify cell phones if not down. It only has a 90-character communication tool
- NOAH Weather will also put out alerts and will start to be used more and more but it only has one tower here
- Hi-LO is the system of notification now. Sirens are very expensive and also annual upkeep. An 800k grant will buy 20 sirens to be placed in key areas. This is not a final solution though as more sirens would be needed
- Neighbors are a vital link to keep each other informed and watch for neighbors who are immobile
- Pulse Point App works only on the internet- was initially used to identify CPR and BLS skilled providers and location of AED devices
- Vacation rental people can be notified through WEAS but only 30% effective



- There is work to identify a secure network for all public safety personnel to use in the event of a disaster
- Call volume went from 300-400 per day to 1500 working with Cal Fire to educate people to use 211 and not jam emergency numbers for welfare calls
- The issue with 5G technology is that the bandwidth is narrower so more batteries will be required to keep it going

Board Comment:

Vesta Copestakes asked if NOAH will work without power? Sam Ellis responded that it has battery and plug and will last for 12 hours without power

Vesta Copestakes also asked if there was a map to show where it worked? Sam Ellis responded that now there is only one tower but they are looking to put up another and no map at present

Jordan Lebovich- asked if all power was down in 2017? Sam Ellis responded that yes and some was due to fire and some due to power. They are also looking at where generators are needed and a refill plan

Mark Essick noted that Mike McGuire had presented legislation that cell towers must have back-up.

Cynthia Strecker- Evacuees that ended up in shelters had suggestions and where should they send. Send to Sam Ellis

Jennifer Wertz- 190,000 evacuees and not a single life lost. Overall went well but there are problems with restaurants and gas stations being closed. Jennifer asked about funding for fire sirens. Sam Ellis responded that sirens are not the overall answer but one of many. A grant has been submitted and not funded yet but will support some siren placement if funded. Topography does not always support good siren coverage; they must also have battery backup.

John Uniack- Comment for Mark Essick pertaining to amounts of security during evacuation time. Mark Essick responded that there were 350 peace officers here during evacuation supplementing the 100 regular Sherriff staff. There were also 500 national guard at check points. John Uniack asked about the possibility of having citizens patrol like they did in the 1986 flood. Mark Essick responded that he would not support asking people to evacuate, then ask some to stay and patrol. Mark Essick also reported that there were 80 burglaries during that time and in a normal period of the same time there would be about 60.

Cynthia Strecker- Identified that some evacuees did not feel safe in the shelters. Mark Essick responded that at least one patrolman was assigned at each shelter for 24 hours per day. He also responded that after several days the dynamic in the shelter started to change as most families and children had left.

Jennifer Wertz- Will the Shelters be expanded in future as there were no hotel rooms left. Sam Wallis responded that at this point he is not sure if there will be. There were less people in shelters this year than 2017.

Public Comment:

Lois Lebovich- questioned how much they relied on HAM radios and walkie talkies. Sam Wallis responded that the HAM radio operators were distributed to the fire stations. They are also looking at how these radio operators can be more integral in a disaster when power is down. Lois stated that there were 27 trained HAM radio operators waiting for their final approval. Due to some staffing challenges Sam Wallis reported they will be approved soon.

Daryl Paul- EOC ASC unit Leader for Russian River commented that they are looking at the role of HAM radio operator in the community.

Ron Redman- Where do you go if you can't get out? Sam Wallis said they are reluctant to identify at this time.

Fire Safe Sonoma Presentation- Bob Burnett and Roberta McIntyre

Roberta McIntyre asked how many people present knew of Fire Safe Sonoma and there was a good showing of hands. She explained that it has been in business for 20 years but now there is a lot of interest. The Fire Safe Team is working very hard to establish neighborhood councils. Their main purpose is to provide education and outreach to the community. Roberta McIntyre reported that they have applied for 2 million dollars in grants to fund their purpose. It is through Sonoma County Transportation grant and includes some field reduction but outreach and education primarily. It is a three-year project which provides home assessments, outreach and education in the project areas of Sonoma and Occidental. They work with Cal Fire to develop a curriculum to help start your own council. It can be used by a council as a strategic plan.

Bob Burnett talked about shared circumstances and that you must rely on neighborhoods. The assessment must include communications, mobility issues and medical issues of your neighborhoods. Bob Burnett reported that Fire Safe Councils build resilient neighborhoods. Occidental has been successful due to a committed core group of neighbors who have links to other community groups. They have 700 people on an email chain and a website. They also hold regular community meetings and have a close relationship with the fire station. Bob Burnett said they are working on a Wildfire Protection Plan, road maintenance, brush maintenance and kid camp evacuation plans.

Roberta McIntyre says you must have a neighborhood champion and that risk assessments are needed for each area as they are all unique. Roberta identified it must be a grass roots effort as these are not paid positions.

Board Comment:

Jennifer Wertz- Is this like CERT? Roberta McIntyre responded that CERT actually puts people to work in a disaster but Fire Safe is more about outreach and education.

Jordan Lebovich- Fire home assessment can be done? Roberta responded that yes in the project areas only at this time. They can do 100 and have completed 10

Claudia Sisomphou- For neighborhoods that don't have a leader can Roberta come and help get started. Roberta answered yes, they can come and present.

Lucy Hardcastle- On May 18<sup>th</sup> they Forestville held a big community meeting and out of this only one neighborhood the CHAMPS group have taken this on. Bob Burnett responded that it is a vexing problem but to keep on working to get it embedded in neighborhoods.

Vesta Copestakes- does the group have a list of hazards and Roberta McIntyre answered yes, map your neighborhoods helps with this.

Mike Nicholls – asked about the assessment. Roberta McIntyre responded that their assessments are more educations while Cal Fire is an inspection. They do not cite codes.

Public comments-

Ruth- They were close to Kinkaid fire and just wanted to thank this group for what they were doing and support the need for a comprehensive neighborhood plan.

Winter Shelter Update- Tim Miller from West County Community Services

Tim Miller passed out two handouts (attachment A&B) and reviewed the data on them. He reviewed the rules and regulations included in the handouts and identified that no person is left out in the cold. They do not turn anyone away. The average is around 40 persons in the shelter per night but ranges from 35-67. They receive government funding for the shelter and the rules must be behavior based. They may not use drugs or alcohol on the premises but can be under the influence as long as they meet behaviors.

There were some complaints reported to Tim Miller that there was increased shoplifting of food after members stayed in shelter so they now provide a bag breakfast/ lunch to each person staying. Dinner is provided each night courtesy of a different community group.

They work closely with WCHS to provide case management and medical services. They cannot house children so they use hotel vouchers to address. The average age of persons staying is 50 years of age with a range between 18-78.

Board Comment-

John Uniack- John stated that he represents the VA building and did they need anything. Tim Miller responded that they were very happy showers working and could use some weather stripping on windows.

Jennifer Wertz- Thank You Tim you have a tough job. We can work together to improve. Jennifer read from a River Shelter Task Group from 2011 which had identified certain areas to be addressed. Since the rest of the members of MAC did not have a copy Jennifer Wertz will send a copy to the clerk for distribution to the board.

Cynthia Strecker- asked Tim about the impacts of the supreme court decision. Tim Miller responded that is what the county is meeting about to try and figure out. For example, on Joe Rodota trail people cannot be asked to move if no alternative housing provided.

Jordan Lebovich- asked Tim what the capacity for the Guerneville Shelter was? Tim Miller responded 40 but since they do not turn anyone way sometimes there is more. Jordan Lebovich asked how people staying know the rules. Tim Miller responded that they are signed on first entry and then laminated signs are posted in the hall. Jordan Lebovich asked how infractions are dealt with. Tim Miller walked through the process. They can be suspended from staying from one night to indefinitely.

Claudia Strecker- asked if there was a sense of where people come from. Tim Miller responded that 80% are what they consider local and 18% from Sonoma County.

Lucy Hardcastle- Asked about Joe Rodota Trail and Tim Miller responded that there will be another meeting Monday by Board of Supervisors Monday looking for solutions.

Vesta Copestakes- asked if there were lockers for people to keep their things. Tim Miller responded that they have a sleeping bin but really for sleeping items only. Vesta also asked when the homeless count is this year. Tim Miller to send info to clerk and it has been sent to Vesta.

Public Comment-

Community Member- Dry socks where can they be donated. Tim Miller responded at the hall between 5-7. Sweatpants are helpful too.

Tamara- are there periodic reports and where are they posted? Tim Miller responded that they provide monthly reports to CDC which are available on website. Tim also addressed data for rapid rehousing which is in Third Street house and it is income based. Data also available but he did not have at this meeting. Tamara was concerned of the LGBT and medically fragile population. Tim Miller responded that the shelter clients are not all case managed per se but most are signed up for third street house through WCHS and get case management there if they choose.

Robin Finkelstein- is a business owner and thanked Tim for his service. As a business owner though she feels the impact of the increased homeless in the town during the day as it impacts business. Robin Finkelstein felt there was a need to collaborate on a code

of conduct for all. Tim Miller responded that there is money sitting waiting for a day Service Center which would alleviate some of these issues.

Bridget Gieseke- identified that she is a 24-year resident and volunteering to provide a dinner. Bridget would like to see case management for all and more housed. Tim Miller responded that the real issue is that there are just not that many houses available. Tim Miller also commented that there are more people housed than in the past.

Mario Torrigino- Guerneville generates sales tax monies. He went by the higher ground coffee shop and in front of the STIHL shop there were a line of homeless sitting in front of store. It is unacceptable and they are ruining the neighborhood. Mario identified this needs to be on agenda for larger impact.

Dawn Anderson- Talked about herself. That she was homeless for 20 years and has turned her life around over the last 3 and ½ years due to the support of WCCS. She feels she is a success story.

Lloyd Guccione- talked about businesses don't like things jammed down their throats and that there will always be people with more and people with less.

Debra Johnson- She identified herself as the board chair of WCCS and has a business on main street. She used to complain but then got involved 10 years ago and got educated. She asked MAC members to volunteer at Shelter for a dinner.

Heather Hendrickson- asked why members are not in recovery services, there is no transparency from CDC and began to read a story about a house ran by CDC and shelter worker housed there due to commute. This worker was afraid homeless staff would follow her home.

#### Board Comment

Jphn Uniack- The shelter is in a dedicated federal building. He also commented that the sidewalks in Guerneville belong to the business owners and are private property.

Jennifer Wertz- The homeless during the day are a major impact on downtown and would like to see an AD hoc committee addressing. Jennifer also asked Tim Miller if he would be willing to work on downtown issues. Tim Miller responded yes.

Jordan Lebovich- would also like to see AD HOC for community to review what we have here now and make recommendations.

Claudian Sisomphou- suggested that the MAC could help make recommendations for day shelter and acknowledged many people are working on this already.

Vesta Copestakes- commented that there are a lot of people working on this already and that the focus really needs to be in Guerneville as there is a river here and Safeway. She supports people volunteering to see and learn and Clean River Project also a good way to learn. A person needs understanding first and the shelter is a wonderful place.

At this point the Chair Mike Nicholls polled the MAC board for interest in an AdHoc addressing this issue and in general the support to address is from Guerneville MAC reps.

**Proclamations**-none

**Board Reports**- received Claudia Sisomphou, Mike Nicholls, Jeanette Dillman and Jennifer Wertz and will attach to minutes. Other board members to send copy to Nance Jones to attach to final minutes.

Mike Nicholls the Chair reminded the board that elections for a new chair and vice chair will occur at the February meeting along with bylaw review and AdHoc committee review and decisions on continuance. He asked that the board come prepared with nominations and to read all of the bylaw information in todays board packet and be prepared to discuss and vote,

**AdHoc Committee Reports**-

- 1) TIF AdHoc-no meeting
- 2) Communications AdHoc- Claudia reported this group has finished communications document and it will be posted on line prior to next meeting
- 3) Vacation Rental- Jennifer reported that data will be collected for next meeting to identify next steps

**Public Comment**-

Bridget Gieseke-requested MAC to look at forming AdHoc committee. It is MACs responsibility and most critical issue for MAC

Lloyd Guccione- reported on Local governance for local sanitation and local governance will not happen. Lloyd also reported that he is still tracking down the 8 million in redevelopment funds and met with CDC and there is no accounting. Lloyd also commented that the duty of the MAC is to remain impartial.

**Adjournment**- At 8:43 Jordan Lebovich made a motion to adjourn. Motion seconded by Cynthia Strecker. Motion carried.

Next meeting will be held for the Lower Russian River MAC on February 20, 2020 at 5:30. Location TBD.





Lower Russian River Municipal Advisory Council  
Michael Nicholls, Chair

Members

January 13, 2020

Forestville

Lucy Hardcastle  
Vesta Copestakes  
Alternate: Gary Harris

Ms. Lynda Hopkins, Supervisor District 5  
County of Sonoma  
575 Administration Dr.  
Santa Rosa CA 95403

Hacienda

Claudia Sisomphou  
Alternate: Chelene Lopez

Dear Supervisor Hopkins:

Pocket Canyon

Jeanette Dillman  
Alternate: Bruce McDonnell

The Lower Russian River MAC would like to summarize our activities and accomplishments over the calendar year 2019 for you and other members of the Board of Supervisors. Our summary is drawn from the complete record of activities extracted from our meeting minutes over the past year as well as from board reports.

Rio Nido

Pip Marquez de la Plata  
Alternate: John Uniack

1. Bi-Monthly Meetings -- The Lower Russian River MAC generally convenes the third Thursday of every other month at 5:30PM, with special meetings, called as necessary, redeploying at various venues within the MAC boundaries.

Guerneville

Jeniffer Wertz  
Jordan Lebovich  
Alternate: Ron Redmon

2. Organizational Year – 2019 was the initial year following MAC formation, therefore it was generally felt by the agenda ad hoc, staff and the chair to request key county department heads or designates to appear before the Council to introduce themselves and provide an overview of their departments' organization, mission and key objectives for councilmembers.

Monte Rio

Cynthia Strecker, Vice Chair  
Alternate: Kyra Wink

3. Presentations and Actions

- a. Establishment of a Community Engagement Guide
- b. Presentation by Sonoma County Human Services
- c. Presentation by Sonoma County Health Services, Behavioral Health Division
- d. Presentation by LRR Homeless Task Force
- e. Presentation on Rapid Rehousing by WCCS
- f. Presentation by Permit Sonoma – Tag Removal following February Floods
- g. Presentation by EDB – Emergency Flood Relief Loan Funding
- h. Presentation by Russian River Chamber – New Vision Foundation and other resources available to businesses following flood event.
- i. Presentation by TPW – West County Roads Update
- j. Presentation by Access Sonoma Broadband – Broadband project potential in West County
- k. Presentation by LRR Wastewater Citizens Advisory on TDML issues
- l. Sonoma County Sheriff – Security Overview in Downtown Guerneville

Cazadero/Duncans

Mills  
Michael Nicholls, Chair  
Alternate:  
Terry Gwiazdowski

Clerk: Nance Jones  
Staff: Elise VanDyne



- m. Presentation by Senator Mike McGuire
  - I. PSPS Event Updates
  - II. Legislative Update
  - III. Alert Notifications and 911 Upgrades
- n. Presentation by LAFCO
  - I. Fire Department Consolidation Update
  - II. Issues & Concerns re Consolidation
  - III. Benefits of Consolidation
- o. Presentation by Fire Safe Sonoma
- p. Presentation by Sonoma Clean Power – EV Charging Grant and charging location opportunities for West county.
- q. Presentation by Office of Recovery and Resiliency re Flood Recovery Funds and Distribution Planning in the LRR community.
- r. Presentation by Sheriff Essick re post PSPS and Kincade Evacuation
- s. Presentation by Fire Safe Occidental – establishment of fire safe council in local communities
- t. Presentation by WCCS – Winter Shelter Update and Homeless Statistics

4. Ad Hoc Committees

- a. Agenda – Jeanette Dillman
- b. Community Engagement – Claudia Sisomphou
- c. Flood Recovery – Michael Nicholls
- d. Flood Recovery Roads Prioritization – Pip de la Plata
- e. TOT Budgetary Steering – Jeniffer Wertz
- f. CAG Liaison – Cynthia Strecker
- g. Vacation Rental Exclusion Zone – Jeniffer Wertz
- h. Flood Mitigation Funding Distribution – Claudia Sisomphou

5. Accomplishments

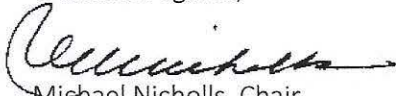
- a. Town Hall Meetings
  - I. Forestville – Fire Safe Town Hall
  - II. Hacienda – TPW Meeting and Website Development
  - III. Cazadero – MAC presentations following monthly Cazadero Community Club meetings
  - IV. Monte Rio – Fire Safe, Septic TMDL Meetings plus monthly meetings with key stakeholders in Monte Rio and Villa Grande
- b. Council Retreat – Review of Brown Act and Visioning
- c. Council Organization – Prepared for second year to act on MAC mission priorities and present recommendations to the Board of Supervisors on a regular basis
- d. Council Meetings – Council Members understand the public meeting process
- e. Facebook Outreach – Several Councilmembers erected MAC contact Facebook pages, encouraging and enhancing communication with constituents on local issues.

6. Communications

- a. WSCUHSD – Letter of Concern regarding discontinuance of Cazadero and Timber Cove school bus service.
- b. NBNCBC – Letter of Support
- c. TPW – Letter of Support – Hazard Mitigation, Westside Avenue.
- d. Board of Supervisors – Letter of Support for Russian River TMDL Project

Should you require additional detail regarding the 2019 activities of the LRR MAC do not hesitate to contact me.

Warmest regards,



Michael Nicholls, Chair

Lower Russian River Municipal Advisory Council

Attachments – Ad Hoc Reports, Correspondence.

Cc: Council Members  
Leo Chyi  
Elise Van Dyne  
Nance Jones

# Ad Hoc Reports

(no report received from Flood Recovery Roads Prioritization Ad Hoc)



Lower Russian River Advisory Council  
Ad Hoc Report - Agenda Setting  
Jeanette Dillman, Chair  
1/4/2020

The LRR MAC Agenda Setting Ad Hoc Committee has met its mandated obligation of bi-monthly meetings setting the agenda prior to bi-monthly LRR MAC meetings. It is charged with making recommendations on advisory topics including permit, rezoning and general plan amendment applications, prioritize transportation and transit improvements, health and human safety-net service and topics requested by the District Supervisor.

As stated in the protocol, “these topics both limit and drive the agenda requests that can be made and accepted by the LRR MAC.”

The committee members include the LRR MAC chair (Mike Nicholls, Cazadero), three council members (Cynthia Strecker, Monte Rio; Pip Marquez de la Plata, Rio Nido; and Jeanette Dillman, Pocket Canyon) and the LRR MAC Secretary (Nance Jones, Guerneville).

The initial LRR MAC meeting was in February 2019. The next day another record setting Russian River flood occurred. Since that time the MAC was thrown into disaster mode, assisting Supervisor Hopkins in any way possible with flood and wildfire emergencies.

This first year has included, as well, many orientation presentations from Sonoma County departments. At this point the MAC is able to move on to other community issues.

The agenda setting protocol was established by the LRR MAC March 21, 2019. After working with this document the following recommendations are made:

- 1) Advise LRR MAC to set priorities for 2020 providing a solid base for agenda item consideration. Open discussion by all council members is critical to fair representation.
- 2) Include agenda setting protocol on the LRR MAC website with all other governing documents.
- 3) Maintain one week public notice of agenda prior to bi-monthly Council meeting in protocol.

Based on public comments, the protocol calls for public notice one week prior to the MAC meeting. Some suggest 2 weeks prior notice which is not recommended as this would make it difficult to complete a timely, comprehensive agenda. It is noted that agenda items can change as late as seven days prior to LRR MAC meetings.

Recommend that other public notice, such as posting agenda at a post office, is the responsibility of the council member.

- 4) Evaluate status of secretary as member of agenda setting committee. This is an appointed position and may not be appropriate as a decision making committee member.
- 5) Recommend inclusion of public education component regarding agenda setting process as a part of the implementation of the MAC Community Engagement and Outreach plan. Although this policy has been in place all along, no one has taken advantage of this process.
- 6) Develop a calendar which includes the deadlines for requesting placement of an agenda item.
- 7) Recommend committee meetings be held in the River area which is most appropriate for the council members.

This has been a unique and interesting first year of the LRR MAC. The Agenda Setting Ad Hoc Committee has diligently pursued advancing the interests of our community. From this experience we can further refine and develop the foundation of the LRR MAC.



Lower Russian River Municipal Advisory Council  
Ad Hoc Report – Community Engagement  
Claudia Sisomphou – Chair  
1/6/19

The Community Engagement Ad Hoc Committee was established at the February 25, 2019, LRRMAC meeting for the purpose of creating a community engagement guide for the Council.

1. Councilmembers Claudia Sisomphou, Jeanette Dillman, and Lucy Hardcastle were appointed to the Committee.
2. Claudia Sisomphou was named Chair of the Ad Hoc.
3. The Ad Hoc held meetings throughout the year and successfully developed a draft Community Engagement and Outreach Plan.
4. The Ad Hoc presented the draft Community Engagement and Outreach Plan to Supervisor Hopkins and staff in August 2019.
5. The Ad Hoc solicited feedback on the Community Engagement and Outreach Plan from the public and Council at LRRMAC meetings and community events.
6. The Ad Hoc proposed for the final Community Engagement and Outreach Plan to be approved and ratified by the Council at the February 20, 2020, LRRMAC meeting.



Lower Russian River Municipal Advisory Council  
Ad Hoc Report – Flood Recovery  
Michael Nicholls – Chair  
12/27/19

The ad hoc was established at the post flood special meeting in March 2019, specifically for the purpose of coordinating with first responders in identifying issues related to recovery issues.

1. Met with Region 5 Fire Chief's and Fire Board Presidents in late February and early March to discuss critical shortcomings related to flood recovery.
  - a. Communications issues – failure of Comcast network
  - b. PG&E power failure experienced up to 3 ½ days in rural areas of the district
  - c. Evacuation complicated with Comcast failure – residents unsure of status
  - d. Cazadero VFD and Cazadero Cal Fire 'flooded-in' with no outside assistance
  - e. Non-strapped propane tanks floated down river
  - f. Mis-deployment of trash bins by TPW created issues in some areas – fire departments worked with TPW to correct placement issues.
2. Coordinated recovery issues with Supervisor Hopkins and her staff
  - a. Spoke with Supervisor Hopkins or her staff on a daily basis during the recovery process.
  - b. Was able to cut through 'red tape' on many issues simplifying the delivery of rapid county recovery services to needed areas.
3. Reached out to Marcos Suarez of EDB who provided FEMA Recovery information and communicated opening of Guerneville flood assistance office to constituents.
4. Communicated with TPW daily on road conditions and strategized on local vegetation debris collection sites.
5. Ad hoc completed its assigned work in June 2019.

# Tourist Impact Fund Ad Hoc Committee Lower Russian River MAC 2019 Report

On September 12<sup>th</sup>, 2019, TIF Ad Hoc Committee members met at the Board of Supervisors caucus room. Present at the meeting were Vesta Copestakes – Forestville, Gary Harris – Alternate Forestville, Cynthia Strecker – Monte Rio, Jeniffer Wertz – Guerneville, Supervisor Hopkins, and 5<sup>th</sup> District Field Rep. Elise Van.Dyne.

TIF Committee members brainstormed on suggested areas for funding priority, as well as criteria, and identified the following:

- Funding Areas
  - Trash
  - Disaster Preparedness
  - Restrooms
  - Parking
  - Crosswalks
  - Security
  - Housing
    - Affordable
    - Vacation Rental X Zones
    - Prevention and Eviction
- Funding Criteria
  - Greatest Impact on Community
  - Multi-Community Benefit
  - Best Return for Dollars (Leveraging)
  - Geographical Fairness
  - Environmental Sensitivity

A presentation was made at the public MAC meeting at the Monte Rio Community Center on October 17, 2019. There have been no further meetings of the TIF Ad Hoc Committee.





Lower Russian River Municipal Advisory Council  
Ad Hoc Report – CAG  
Cynthia Strecker – Chair  
1/2/20

I have been attending the monthly Citizens Advisory Group (CAG) meetings regarding wastewater solutions for Monte Rio and Villa Grande. This has been slow, meticulous work like that which is generally required by a major project of this type and complexity.

The CAG consists of community members from several lower river communities and staff representatives from both county and state agencies which are involved with implementation of new septic regulations. We have learned about the state-proposed TMDL (Total Maximum Daily Load) regulations - how they differed from the current Basin Plan regulations which are based on fecal coliform rather than levels of e-coli bacteria; how these regulations interact with the new county OWTS (Onsite Wastewater Treatment Systems) regulations; and how they are governed by the state plumbing code.

This step included attendance at the state Regional Water Quality Control Board meeting where the TMDL regulations were adopted. A number of comments were individually submitted by members of the CAG as well as other individuals and the county itself which questioned aspects and conclusions of the Staff Report, especially the Streams of Evidence design of the study. However, the State Water Board felt the design was acceptable, made minor changes, and adopted the TMDL regulations. They will become law when they are passed by the state Legal team and adopted by the State Water Board – most likely this summer.

Probably the most important aspect of the TMDL regulations on which the CAG was able to effect change was the list of types of Qualified Professionals the county would allow to certify OWTS compliance at the regular 5-year assessment intervals. The adopted TMDL regulations were modified to note that the local agency managing the planned project will be able to modify the requirements needed by individuals performing these assessments. Possible suggestions from the CAG included licensed septic system contractors or a septic pumper who is certified by the National Association of Wastewater Technicians.

Shortly before the meeting with the State Board the county hired an ombudsperson, Alisha O'Loughlin, to help with community outreach. After the new regulations were adopted the CAG put effort into outreach materials, especially a flowchart designed to help citizens understand whether they will need to make changes to their current systems and what those changes will need to be. The flowchart also delineated how those determinations will be made. Members of the CAG made a presentation to the MAC in which they outlined the three possibilities contained in the Plan of Study and compliance deadlines.

It became clear that it was imperative for the CAG to explore the type of management district we will recommend. A district is necessary to apply for grant funding for construction, to manage the resultant project (whatever it may be) and also to apply for funding from the State's Division of Financial Assistance. Funding assistance will be necessary to offset at least some of the financial burden which the citizens of this economically depressed area are being asked to shoulder.

To this end Mark Bramfitt, the head of LAFCO spoke to us. The four options he outlined are:

- (1). Form a local district comprised solely of Monte Rio and Villa Grande,
- (2). Form a larger local; district with the ability to include other towns such as Occidental and Cazadero,
- (3). Implement one district for all the services in the region (a Community Services District - CSD). CSD's have latent powers to include the services of other districts such as Recreation and Parks.
- (4). Join the County Service Area (CSA) 41. This would be governed by the Board of Supervisors and includes a number of small, miscellaneous districts within the county.

Mark Bramfitt will be attending our Jan. 23rd meeting to talk with us further about the ramifications of each option.

The other issue we have been addressing is community outreach and future community meetings. This is something that Alisha has been spearheading. We have been assisting by compiling a list of the questions and concerns we have been hearing from community members.

Much of the CAG's work has been hampered by uncertainty. For many months we did not know exactly what the affected area would consist of or how that was determined. We didn't know what the TMDL regulations would be. We didn't know what the new OWTS manual would include. We know that cesspools will be prohibited, but we don't know how many cesspools our communities contain. We know that there will potentially be money made available to us from the state's Division of Financial Assistance but only recently we learned that none of that money has been dispersed to anyone at this point so that means there are no clear examples of application procedures. All of this means that persistence is required in order to make progress.

# Vacation Rental X Zone Ad Hoc Committee Lower Russian River MAC 2019 Report

On October 17, 2019 at the public MAC meeting at the Monte Rio Community Center, MAC Chair Michael Nicholls appointed the following MAC Representatives to the Vacation Rental X Zone Ad Hoc Committee:

- Cynthia Stecker – Monte Rio
- Lucy Hardcastle – Forestville
- Jeanette Dillman – Pocket Canyon
- Jeniffer Wertz – Guerneville

A meeting was scheduled for this Ad Hoc Committee to take place on December 16<sup>th</sup>, 2019. Jeanette Dillman attended the meeting in person at the Board of Supervisors caucus room, along with 5<sup>th</sup> District Director Leo Chyi, and Jeniffer Wertz attended via WebEx. The other two committee members were absent. Due to the absence of two members, it was decided that the meeting should be postponed to a later date when all members could be present. No future meeting date has been scheduled at this point.



Lower Russian River Municipal Advisory Council  
Ad Hoc Report – Flood Mitigation Funding Distribution

Claudia Sisomphou – Chair

1/6/19

The Flood Mitigation Funding Distribution Ad Hoc Committee was established at the October 17, 2019, LRRMAC meeting, specifically for the purpose of defining projects that would qualify for the County's \$1.5M flood recovery funds.

1. Claudia Sisomphou, Michael Nicholls, Jeanette Dillman, and Jeniffer Wertz met with Supervisor Hopkins and District Director Leo Chyi on December 16, 2019 to discuss the parameters for funding consideration.
  - a. Projects within the following categories may qualify for the available flood recovery funds:
    - i. Improved communications during floods and disasters
    - ii. Fire department and first responder needs
    - iii. Economic resilience for local businesses
    - iv. Water runoff and pavement mitigation for roads
2. Claudia Sisomphou was named Chair of the Ad Hoc.
3. The Ad Hoc will meet in early January prepared to discuss potential projects for consideration and submission to Supervisor Hopkins in early February.

# Correspondence



LOWER RUSSIAN RIVER MUNICIPAL ADVISORY COUNCIL  
575 ADMINISTRATION DRIVE, ROOM 100A  
SANTA ROSA CA 95403

January 11, 2020

Cynthia Walker, Director - Communications Division  
California Public Utilities Commission.  
505 Van Ness Ave.  
San Francisco, CA 94102  
**Re: Support Continuation of NBNCBC**

Dear Ms. Walker:

It is increasingly impossible for people to live and work in the 21<sup>st</sup> century without adequate broadband access. Along the Lower Russian River, we face major infrastructure issues which impact first responders' ability to communicate in times of emergency; farmers' ability to adopt modernized farming practices (e.g. AgTech); students' ability to do homework effectively at home; healthcare patients' ability to utilize telehealth; and tourists' ability to explore our County effectively using mobile applications. Our communities are also restricted from broadband access due to digital illiteracy and unaffordable internet services/devices, which hinder the expansion and retention of our local workforce and discourages disadvantaged communities from receiving equitable opportunities.

To help address this problem The Lower Russian River Municipal Advisory Council strongly supports Sonoma County's membership in the North Bay/North Coast Broadband Consortium (NBNCBC).

NBNCBC's goal is to bring fast, affordable, and reliable broadband services to all communities, in each county, and across the region by tackling broadband issues and finding sustainable long-term solutions. In addition to their work on broadband infrastructure and adoption projects, The Lower Russian River MAC strongly urges CASF to approve and fund the NBNCBC proposal, and its plan of action.

Thank you for your past efforts in supporting the NBNCBC's formation in 2014/2015, again in 2017/2018, and hopefully now from 2019-2022! We trust that you have recognized NBNCBC's past achievements and support its ongoing efforts in working to close the Digital Divide.

Sincerely,

Michael Nicholls, Chair

Lower Russian River Municipal Advisory Council



## Lower Russian River Municipal Advisory Council

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Sonoma County Fifth District Supervisor Lynda Hopkins  
575 Administration Drive, Suite 100-A, Santa Rosa, CA 95403

June 28, 2019

North Coast Regional Water Quality Control Board  
Attn: Alydda Mangelsdorf  
5550 Skylane Blvd.  
Suite A  
Santa Rosa, CA 95403

Re: Russian River TMDL

To the North Coast Regional Water Quality Control Board:

I am writing on behalf of the Lower Russian River Municipal Advisory Council in support of the Sonoma County Board of Supervisors' comments submitted to the Regional Water Quality Control Board regarding the proposed Russian River TMDL.

The proposed regulations, while necessary for the health and wellbeing of the Russian River, do not take into consideration the needs of those who have made this area their permanent home. While many local residents are stewards of the land, numerous property owners do not have the financial means to make the changes the state will be requiring in the coming years.

The Lower Russian River MAC, supports the comments submitted by our Board of Supervisors, recommending adoption of a phased approach for implementation of the TMDL regulations. Furthermore, until improved monitoring data is available, we recommend the Regional Water Board focus on properties within 600 feet of the Russian River and phase in actions on tributaries at a later date. As funding will be a major burden for a majority of the members of our community, requirements should be phased in based on remediation funding availability.

In closing, the River MAC strongly urges, in full agreement with the Board of Supervisors, initial property owner inspection costs be minimized. Many septic systems in West County are known to be unidentified and hiring certified consultants for inspections is a cost that many of our residents on limited incomes cannot afford. Please consider alternatives to minimize or reduce inspection costs to assist our community in supporting the Regional Water Board in its effort to bolster the health of the Russian River.

Thank you for your time and consideration of our comments.

Sincerely,

Michael Nicholls, Chair  
Lower Russian River Municipal Advisory Council

Cc: Supervisor Hopkins



Lower Russian River Municipal Advisory Council  
Michael Nicholls, Chair

Members

August 5, 2019

Forestville

Lucy Hardcastle  
Vesta Copestakes  
Alternate: Gary Harris

Mr. Johannes Hoevertsz, Director  
Department of Transportation and Public Works  
County of Sonoma  
2300 County Center Drive, Suite B 100  
Santa Rosa, CA 95403

Hacienda

Claudia Sisomphou  
Alternate: Chelene  
Lopez

Dear Mr. Hoevertsz:

Pocket Canyon

Jeanette Dillman  
Alternate: Bruce  
McDonnell

The Lower Russian River Municipal Advisory Council (MAC) formally states its support of the County of Sonoma's Department of Transportation and Public Works Hazardous Mitigation Grant Program application for the Westside Avenue Road Project.

Rio Nido

Pip Marquez de la Plata  
Alternate: John Uniak

After the extensive damage caused by the February 2019 Storm (see Major Disaster Declaration for California Severe Winter Storms, Flooding, Landslides, And Mudslides (DR-4434 & DR-4431)), the stability of Westside Avenue has been of tremendous concern to both the neighborhood and County personnel. The narrow public road serves as the only way in and out for fire and emergency vehicles. The structural integrity of the adjacent hillside is also of concern, where two homes remain red-tagged and yellow-tagged since the storm.

Guerneville

Jeniffer Wertz  
Jordan Lebovich  
Alternate: Ron  
Redmon

While the site has received temporary mediation, there are still major repairs that must be made to widen the road for the passage of emergency vehicles, prevent the movement of the hillside, reinstall the neighborhood's water system, and divert the flow of water runoff. This situation is already troubling, as the entire Lower Russian River area is at risk of wildfires but becomes even more critical as the rainy winter months approach.

Monte Rio

Cynthia Strecker, Vice  
Chair  
Alternate: Kyra Wink

The completion of a geotechnical report for the road and the hillside is a matter of public safety, as are the vital road repairs. Therefore, the Lower Russian River MAC stands in support of the Department's request to include the hillside in the County's application to the Federal Emergency Management Agency's Hazardous Mitigation Grant Program.

Cazadero/Duncans

Mills  
Michael Nicholls, Chair  
Alternate:  
Terry Gwiazdowski

Sincerely,

Clerk: Nance Jones

Staff: Elise VanDyne

Claudia Sisomphou, Hacienda Representative  
Lower Russian River Municipal Advisory Council

Michael C Nicholls, Chair  
Lower Russian River Municipal Advisory Council





## LOWER RUSSIAN RIVER MUNICIPAL ADVISORY COUNCIL

575 ADMINISTRATION DRIVE, ROOM 100A  
SANTA ROSA CA 95403

October 17, 2019

Tony Beal, Superintendent  
West Sonoma County Union High School District  
462 Johnson Street  
Sebastopol, CA 95472

Dear Superintendent Beal:

Quite frankly we were shocked and disappointed to learn in late August of the school bus schedule realignment affecting students in Cazadero, Ft Ross and Timber Cove. These communities generally fall below published county household income averages and parents/guardians are absorbing additional costs transporting their high school students to the Jenner or Rien's Beach stops.

Many of our students come from households with both parents working to make ends meet. Parents in some cases have to rely on friends, parents of other students or relatives to drop off or pick up students at the remote stops. Traveling from Cazadero to Rien's Beach can be a 15 to 30-minute one-way drive, depending upon where students live in the Cazadero community and up to four trips a day for those responsible for transport.

Looking to the next academic year 2020-2021, we expect up to ten students from the Cazadero community and their families to be economically impacted due to a lack of bus service without a return to prior service routes.

Our hard-working families certainly deserve the same level of service from the WSCUHSD their peers in served areas receive for their tax dollars.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Nicholls".

Michael Nicholls, Chair  
Lower Russian River Municipal Advisory Council

cc: Mary Schafer – CBO [mschafer.do.wscuhsd.k12.ca.us](mailto:mschafer.do.wscuhsd.k12.ca.us)  
Lynda Hopkins – [lynda.hopkins@sonoma-county.org](mailto:lynda.hopkins@sonoma-county.org)  
Lori Bruhner – Board Vice President [lbruhner.do@wscuhsd.k12.ca.us](mailto:lbruhner.do@wscuhsd.k12.ca.us)  
Diane Landry – Board President [dlandry.do@wscuhsd.k12.ca.us](mailto:dlandry.do@wscuhsd.k12.ca.us)

# Tourist Impact Fund (TIF) Grant Funding Policy

## Lower Russian River MAC District

### The Sonoma County

The Sonoma County Transient Occupancy Tax (TOT) is a tax on accommodations at lodging and camping facilities in the unincorporated areas of the county. From this fund, each Supervisorial District in Sonoma County receives a percentage for discretionary projects within each Supervisorial District under something called the Supervisorial District under something called the Tourism Impact Fund (TIF). These funds are then awarded in small grants to not for profit organizations to create improvements change in their community. Awards are based upon the TIF funding areas and criteria as listed in below.

For geographical areas covered by a Municipal Advisory Council (MAC), the TIF policy has been determined by your MAC with community input. For those geographical areas not covered by a MAC, the application will go the District 5 staff and will follow similar policy and procedures.

#### General Funding Criteria (no preferential order)

- Applicants must be a not for-profit organization.
- Extra points will be given to those projects that can demonstrate the following, although all good projects fitting the funding priority areas will be considered.
  - Greatest Impact on Community
  - Multi-Community Benefit
  - Best Return for Dollars (Leveraging/Matching Funds)
  - Geographic Fairness
  - Environmental Sensitivity

#### General Funding Areas (no preferential order)

- Trash Removal
- Disaster Preparedness
- Restrooms
- Parking
- Crosswalks/Sidewalks
- Security
- Affordable Housing/Homelessness Prevention Projects

For more information or to download application visit - [To be linked after approval of the process.](#)



## Community Engagement and Outreach Plan for the Lower Russian River Municipal Advisory Council

### I. Introduction

The Lower Russian River Municipal Advisory Council (River MAC) was established to advise the Board of Supervisors and other County decision makers on proposed projects located within, or related to, the Lower Russian River region, to provide a regular forum for citizen participation in the formation of advisory recommendations on those decisions, and to provide a bridge for communication between the County and local residents, businesses, and the general public on local government decisions affecting the Lower Russian River.

#### A. Purpose Statement

*The Community Engagement and Outreach Plan will clarify how the River MAC shall serve as an inclusive and accessible conduit of information.*

#### B. Council Member Responsibilities

1. In order to facilitate community engagement, the River MAC will make recommendations to the Board of Supervisors and other County decision makers on the following Advisory Topics:
  - a) Issues brought to the Council by ad hoc committees;
  - b) Use permit applications;
  - c) Rezoning applications;
  - d) General Plan amendment applications;
  - e) Prioritization of transportation and transit improvements;
  - f) Health and human safety-net services; and
  - g) Additional topics requested by the District Supervisor.
  
2. The duties of the River MAC shall include:
  - a) Hold regular open and public meetings;
  - b) Promote and encourage public comment;
  - c) Study and analyze the Advisory Topics;
  - d) Keep the District Supervisor informed of any issues related to the Advisory Topics within the community;

- e) Provide advisory recommendations on the Advisory Topics and annual reports to the Board of Supervisors; and
- f) Comply with Sonoma County Municipal Advisory Council policies and procedures.

#### C. Soliciting Public Input

1. When asking for input from the community, the River MAC will focus on:
  - a) Requesting feedback on specific items on the agenda;
  - b) Suggested agenda items that reflect constituent issues; and
  - c) Issues specific to individual neighborhoods and/or districts.

#### D. Steps For After Receiving Public Input:

1. Determine whether the topic is pertinent to the River MAC:
  - a) If not, refer the constituent or issue to appropriate County personnel.
  - b) If so, continue to the next step.
2. Share public information with the Chair of the Council and District 5 personnel.
3. Research the topic or issue to become more familiar with what is currently being done in the County.
4. Determine if the topic or issue is relevant to more than one district:
  - a) If it is specific to only your district, talk with your constituents to determine the best course of action (e.g. Community meeting or town hall, letter of support, recommendation to the Board of Supervisors, meeting with a County department or agency).
  - b) If it is relevant to more than one district, form an ad hoc committee of River MAC members to develop a plan of action and propose a solution.

## II. Implementation

This section covers the goals, strategies, and actions necessary for the River MAC to carry out the Community Engagement and Outreach Plan.

### A. Goals

1. Distribute MAC meeting dates and agendas to the public;
2. Inform the public of the purpose of the MAC;
3. Develop multiple ways for the public to reach their district's Council Member representative;

4. Develop multiple ways for Council Members to communicate with and engage their constituents;
5. Establish outreach to underserved and underrepresented constituents.

**B. Strategies and Actions**

**1A. *Post meeting flyers at key locations within each district:***

- A. Council Members should identify appropriate locations and post flyers and agendas.

**1B. *Encourage Council Members to use their personal tools of communication to share meeting dates and agendas.***

**1C. *Post meeting dates through local media:***

- A. For River MAC meetings, the District 5 Field Representative will lead the outreach and distribution of materials;
  - a. Council Members are responsible for amplifying the message and sharing the materials.
- B. For Council Member-organized community meetings, the Council Member will lead the outreach and distribution of materials;
  - a. The District 5 Field Representative will provide support as asked or needed.

**2A. *Post the River MAC purpose and responsibilities wherever appropriate:***

- A. Partner with existing community groups and pages to add a link to the River MAC webpage;
- B. Council Members should identify appropriate locations to post a description of the River MAC and their contact information.

**3A. *Council members will create opportunities for the public to interact with them, both in-person and virtually:***

- A. Hosting public forums and meetings;
- B. Attend the meetings of existing community and neighborhood groups;
- C. Identify point people and community leaders to serve as liaisons.

*3B. Council Members will coordinate with the District 5 Field Representative to be aware of pertinent community events that River MAC representatives should be present at.*

*4A. Utilize various channels of communications to engage with constituents:*

*A. Create a district email list.*

*B. (Optional) Establish a social media page or group;*

*a. Council Members should note that if/when establishing a personal site or page, they must comply with the County's social media policy and remain representative of the River MAC body as a whole, not as an individual.*

*5A. Share recordings of past meetings through the channels of communication listed in Strategy 4A.*

*5B. Identify existing institutions, agencies, and community centers that can assist with sharing information.*

*5C. Ensure that all River MAC materials are translated into Spanish.*



In September, Supervisor Lynda Hopkins with Director of Regional Parks Bert Whitaker and his team, Director of Transportation and Public Works (TPW) Johannes Hoervertsz and his team, CHP representatives and your local MAC representatives came together to hear concerns and possible solutions for the adverse impacts of recreational river use on the neighborhoods around Mothers, Steelhead, and Hacienda Beaches. Below is a synopsis of action items developed out of that Fall meeting.

It seems like we have been in non-stop “disaster mode” with power shut offs, fires, Joe Rodota Trail issues and more – but the teams above have been working away in the background on solutions to protect our Beach neighborhoods, now and for the long term.

**Top Goals:**

- 1) Get buses out of the neighborhoods
- 2) Reduce influx of beach parking in the neighborhoods
- 3) Provide solutions for trash, floats, and human waste
- 4) Longer term solutions for River overuse

**Actions Underway:**

**TPW (Roads)**

1) Installing new No Parking Signs on both sides of River Road between Argonne Way and Mirabel Road, on both sides of Trenton Road between River Road and Marianna Drive, and Marianna Drive from Trenton Road to 8801 Marianna Drive. We are reaching out to those residents whose properties may be affected by the new No Parking Zones to get their approval. We need to get an ordinance passed by the Supervisors in order to designate these spaces as No Parking Zones and are working on this. The proposed No Parking Zone map follows.

TPW has put up some No Parking signs in the area and many were pulled down. These have since been replaced. Should you find signs missing or down, please report that here so it can be promptly addressed: <https://sonomacounty.ca.gov/Services/SoCo-Report-It/Submit-a-Service-Request/>

- 2) Adding size limitation signs around the bridges on River Drive by Mom’s Beach and the Hacienda Bridge halting use of those roads by oversized vehicles/buses.
- 3) Marking No Parking curbs and Center lines to make parking rules more clear.

**CHP (enforcement)**

Will be ticketing more aggressively, especially at the beginning and middle of the season in order to discourage bad parking behavior

**Regional Parks:**

1) Regional Parks is working to develop a shuttle option that will help keep charter buses from offloading visitors in neighborhoods and while providing new services such as inflation/deflation stations, enhanced signage and public information regarding rules and stewardship of the river and waste management.

- This month, Parks will be soliciting for a private contractor to provide shuttle services, tube rentals, and parking infrastructure.
- Parks has partnered with the Clean River Alliance to increase the frequency of trash removal this summer in neighborhoods adjacent to park sites along the river.
- Working to develop and install equipment to inflate/deflate inner tubes and signage talking about single use plastics, pack it in / pack it out, and other ways to reduce footprint while recreating on the river.

- 2) This is in addition to other strategies we have implemented over the past few years:
  - Alcohol restrictions during summer months at Steelhead, Moms and Sunset Beach

- Additional portable restrooms at Steelhead and Sunset during summer months
- Park staff and volunteers helping with litter removal in adjacent neighborhoods after high visitation weekends.
- Park staff providing individuals arriving on charter buses with river safety and stewardship information before they unload the bus (when the bus has a permit and has parked in the park)
- Water Safety Patrols / Lifejacket loaner program

**Transport and Media Communication:**

Notify them of the changes and make it clear that buses will not be welcome in neighborhoods, public beach options, and Good Stewardship Practices for use of the river. Working with Sonoma County Tourism and their Sustainable Tourism initiative to bring in the right kind of visitors. Less the “Spring Break Party” atmosphere and more back to a family “stewards of the river” model. Better signage directing people from Roads and from the River on where to find porta-potties.

**Residential Permit Program:**

A residential permit program is not available at this point in Sonoma County. Yet it is a frequent request from residents in beach neighborhoods or residents near vacation rentals. Supervisor staff is researching what it would take to establish such a program in Sonoma County.

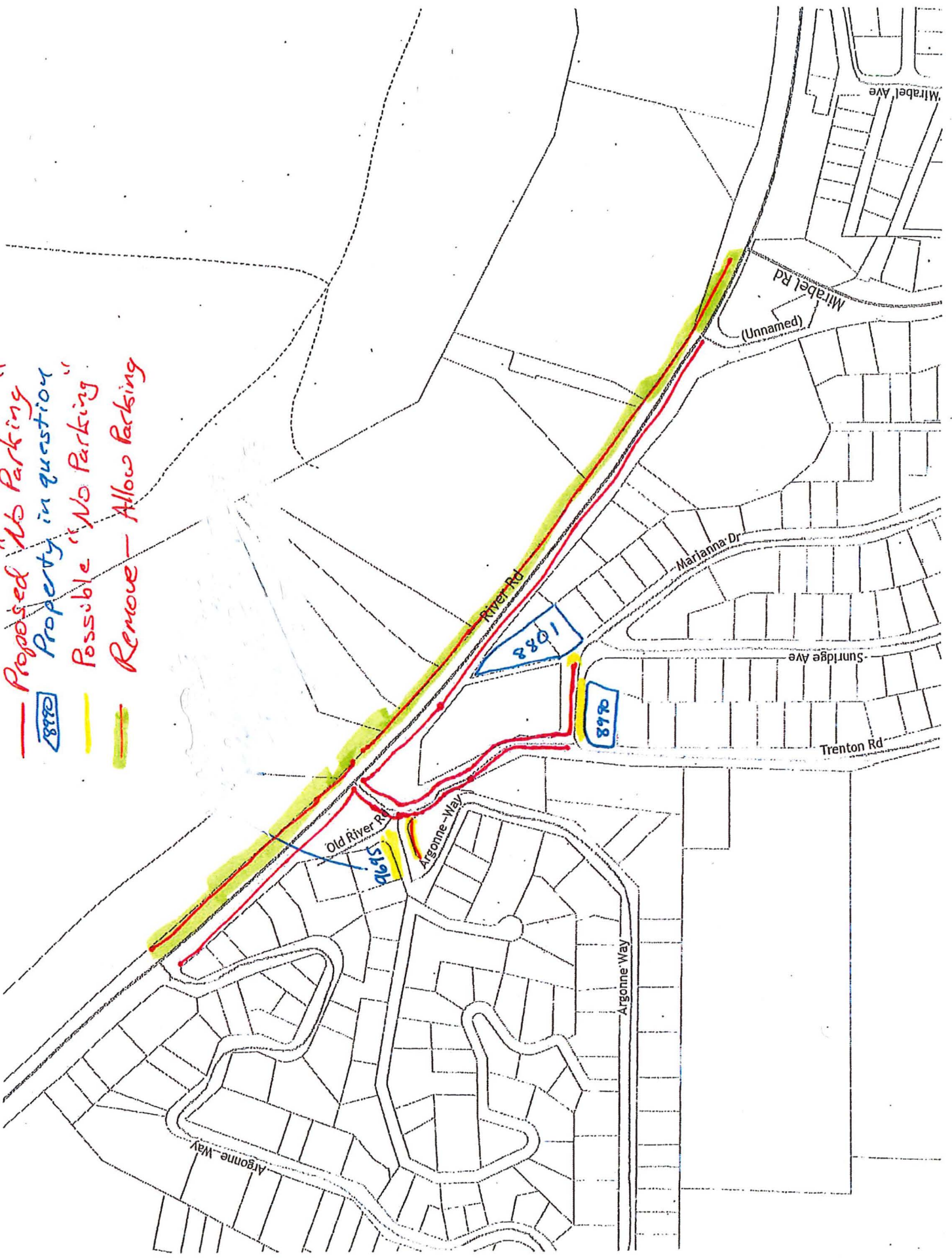
These steps will go a long way towards reducing the burdens of recreational users on neighborhoods and are just the most immediate steps underway. Longer term we are looking at those suggestions that will take time to implement such as changing ordinances for neighborhood parking or purchasing land for parking and service provision. We will keep in touch with the neighborhoods as well as all departments involved to monitor the results of these plans and to stay on top of new issues as they arise. Please share these notes with your neighbors as so many that are not on our list ask for updates.

May 2020 be a smooth and enjoyable recreational season for all.

Elise VanDyne  
Field Representative for Supervisor Hopkins



- Proposed "No Parking"
- 8888 Property in question
- Possible "No Parking"
- Remove - Allow Parking



## **DRAFT**

### Lower Russian River Municipal Advisory Council Permit Review process for Land Use and Events

- 1) Applications - reviewed by District Director, Leo, and Permit/Land Use AdHoc committee. Applications of significant interest to the community will be send to the Ad Hoc for review.
- 2) MAC adhoc committee
  - a. meets monthly
  - b. invites public if there is a permit to be reviewed
  - c. determines based on timing if permits can be reviewed at MAC, AdHoc meeting, or a special meeting
  - d. invites applicant and public to any Land Use meeting
- 3) Applicant presents project at public meeting
- 4) Public and Board comment on application
- 5) Public Comment and applicant response as captured during the meeting is sent to Permit Sonoma within 3 working days
- 6) Post Event: Capture event follow-up. Give Permit Sonoma input based on community experience with event.

#### Responsibility of Permit/Land Use AdHoc

- 1) Review and request review for permits of community concern.
- 2) Schedule meeting - either forthcoming MAC or a special public adhoc meeting if timing requires.
- 3) Publicizing meeting
- 4) Capturing public/MAC comment and applicant response, send to Permit Sonoma
- 5) gather follow-up input post-event and send to Permit Sonoma.



## **Proposed Projects for Flood Mitigation Funding**

Compiled by the River MAC Flood Mitigation Funding Ad Hoc Committee

With input from local residents, businesses, community groups, County offices, and public service departments, the Flood Mitigation Funding Ad Hoc Committee strongly recommends these projects for District 5 of the County to consider when administering the \$1.5M in flood mitigation funds provided by the State.

### **Improving Communications During Floods and Disasters**

#### **1. Ham Radio/NOAA Weather Radio Incentive Program**

This program could have a large impact in our neighborhoods that struggle with retaining phone and internet service during power outages and natural disasters. There is an existing network of Lower Russian River (LRR) residents that are already actively training others to operate Ham radios and have advocated for the devices to be better utilized by the County. The hearing and visually impaired can better receive warning alarms by connecting NOAA weather radios to other kinds of attention-getting devices like strobe lights, bed-shakers, personal computers and text printers. Those living in more remote areas or on hills can be provided with special antennas. Free training and classes could be facilitated through Fire Districts or nonprofit organizations.

*Estimated Costs:* Ham radios are about \$500 each with all accessories. NOAA radios are about \$35 - \$150 depending on accessories.

*Other Comments:* We received a request for financial assistance for the Rio Nido community's Emergency Preparedness Plan, which would serve approximately 1500 residents, and explicitly states Ham radios as a needed item.

## 2. Installing direct fiber connections for all Fire Stations in the LRR area

In the LRR, there are four fire stations that could use a direct fiber connection to establish, or improve, internet connectivity during times of disaster. In a letter submitted by the Region 5 West County Fire Protection Agencies, it states: "During the Kincade associated PSPS event, all of our stations lost internet connectivity for days, which impacted fire-related communications. Rural residents also rely on firehouses as a source of information and take advantage of station's open Wi-Fi connections to communicate with family members during catastrophic and mandatory evacuation events. Direct fiber connections will allow for uninterrupted internet service to the stations as well as for local residents utilizing the station's Wi-Fi when residential electrically powered hybrid broadband connections fail." Please see Attachment 1 for reference.

*Estimated Costs:* Because of various factors, the cost of installing fiber will vary by station. Below is a rough estimated cost for each station by Comcast.

5980 Cazadero Hwy - \$12,613

5240 Bohemian Hwy, Occidental - \$12,946

3821 Bohemian Hwy, Occidental - \$19,421

6554 Mirabel Rd, Forestville - \$50,073

14100 Armstrong Woods Rd, Guerneville - \$15,001

9870 Main Street, Monte Rio - \$20,454

Total - \$130,499.00

*Other Comments:* The Ad Hoc chose to include the Occidental Fire Stations because of their proximity to the LRR communities and the direct assistance they provide to our area.

### **Fire Department and First Responder Needs**

1. Assisting the Forestville Fire Protection District in purchasing a new personal watercraft for river emergency response

The Forestville Fire Protection District is in need of replacing one of its personal

watercrafts, a 1999 model. Citizens in the LRR and the County as a whole would benefit from the District having multiple personal watercrafts to respond quickly to emergencies. In a letter submitted by the District, it states: "In 2018 we applied for the TOT grant through Supervisor Hopkins for two new personal water crafts and they were only able to grant us one. We are requesting funds to purchase a new 2019 personal watercraft to replace our 1999. In early 2019, our Fire District was greatly impacted by the flood and at the time we still only had our 1999 personal watercraft. We used it for three days straight responding up and down the river to a multitude of emergencies. It is getting to the point to whe continues to need repair and maintenance." Please see Attachment 2 for reference. Please see Attachment 3 for the invoice sample provided to the Ad Hoc.

*Estimated Costs:*

2019 Yamaha EX Deluxe - \$9,739.46

Detailing of logo and identification numbers - \$285.00

Total - \$ 10,025.00

2. Installing back-up generators, or solar arrays with batteries, at all Fire Stations in LRR area

There is a need for back-up power at various Fire Stations throughout the LRR area to operate during both disasters and PSPS events.

*Estimate Costs:* The Cazadero CSD Firehouse was able to provide us with a cost estimate for a 25 kW propane-fueled commercial-grade generator, including transfer switch and installation: \$14,000. For the other stations, the cost is unknown.

*Other Comments:* The need for this funding may change dependent on the results of Measure G and the upcoming USDA grants for rural communities.

3. Assisting the Sonoma County Sheriff's Office Guerneville Substation in purchasing equipment that would help them respond more efficiently in times of disaster

The Sheriff's Office Guerneville Substation provided the Ad Hoc with a list of items that could help its deputies better perform their duties during a disaster. Please see Attachment 4 for reference.

*Estimated Costs:*

FLIR LSX-R-35MM (1): A hand-held FLIR would be used to locate/rescue people during nighttime, when lighting is an issue - \$3,600 plus tax

NRS NFPA 75' Rope Rescue Throw Bag (10): Throw Ropes for patrol vehicles would be used to rescue people that have fallen into the river - \$810.00 plus tax

Frogg Toggs Brush Hogg Heavy-Duty Nylon Hip Wader (10): Below the waist waders for when deputies are responding to a situation in low-level water; can be pulled over pants to avoid getting wet - \$1,600 plus tax

Total - \$6,010.00

4. Assisting the Russian River Fire Protection District to purchase needed equipment for better responding to river and flood rescues

The Russian River Fire Protection District (RRFPD) provided the Ad Hoc with a list of items that could benefit their water rescue missions. This includes a raft for shallow water flood rescues, Personal Floatation Devices for evacuee/rescue targets (2 Adult, 2 Youth), and dry suits for rescuers. As stated in a letter submitted by RRFPD, the current rescue boat cannot be used in some areas of Drake Rd., Neely Rd., and Old Caz Rd. where there are islands in shallow areas, and the current boat is too heavy to carry. The district does not have sufficient adult flotation devices, and currently has no youth devices. The dry suits for the rescuers would help to increase their inventory of dry suits and replace outdated/non-repairable dry suits. Please see Attachment 5 for reference.

*Estimated Costs:*

11' Inflatable Moto Raft MRF330 (1) - \$800

Personal Floatation Device (4) and NRS Extreme SAR Drysuit (2) - \$2,600

Total - \$3,400.00

5. Assisting the Guerneville Fire Station with costs associated with repairs or relocation

The Guerneville Fire Station is not a seismically-safe building, which causes many points of concern. The costs of relocating/repairs are far too great for the Station to commit on its own. If a community center were to be included in the new station design,

the facility could serve as an emergency center for the LRR area. Unallocated funding from the Flood Mitigation Funds could be put toward efforts for a new fire station and public safety/community center (EOC and evacuation site in a disaster) in Guerneville.

*Estimated Costs:* The total cost of repair or relocation of the Station is estimated to be between \$9M - 12M.

*Other Comments:* The need for this funding may change dependent on the results of Measure G, and a new location for the Station has yet to be decided upon.

## **Economic Resiliency of the LRR Area**

### 1. Park revitalization project in Cazadero

Cazadero is in the process of revitalizing its town center, including improving the picnic areas and adding in utilities (e.g. internet, redoing piping). The center is a popular tourist destination particularly for cyclists from all over the world. As the project is a huge undertaking, the community group organizing the effort has requested financial assistance.

*Estimated Costs:* The requested amount for assisting with the revitalization project is \$15,000.

### 2. Assisting with the proposed Video Security System Phase I- Main St. Guerneville

Multiple community groups in Guerneville, including The Keeping Communities Safe Group, Friends and Residents of Guerneville (FROG), and Neighborhood Watch, have been working on a project to install video cameras in downtown Guerneville. This effort seeks to improve public safety in the Guerneville downtown and provide better accountability for reported incidents. In a letter submitted by FROG, it states: "The goal of the project is to work within our community to enhance safety for people who live in our community and tourists who often visit us...This project would assist and enhance security during all disasters when people are evacuated and there needs to be heightened security in our community." Please see Attachment 6 for reference.

*Estimated Costs:* The project is requesting \$30,000, with a promise of \$20,000 in

matching funds.

*Other Comments:* The funding of this project would be contingent on the sponsoring groups' ability to secure long-term funding for maintaining the system.

3. Restoring the historic fountain at the entrance to Rio Nido

The historic fountain at the entrance to Rio Nido at the intersection of Canyon 2 and Canyon 7 has been deteriorating over the years. A refurbished fountain would provide a welcoming, community space for residents, and is strategically located in sight of the Rio Nido Roadhouse, The Rio Nido Lodge, and the New Postal Outlet Plus. The email proposal sent by Friends of Rio Nido states: "Our hope is to elevate the site as well so the fountain is visible to travelers on River Road as to make it a pleasing welcome to the Russian River Resort Area." Please see Attachment 7 for further details about the project.

*Estimated Costs:* Between \$30,000 - \$40,000 in total.

4. Installing a generator at the Forestville Wellness Center

The Facilities & Emergency Preparedness Coordinator at West County Health Centers (WCHC) has advocated for a generator to be installed at their Forestville location, the Forestville Wellness Center. The Russian River Health Center does not have room for a generator, however, there is an opportunity for battery storage to be added to their existing solar system to power the facility during PSPS events. The cost of the battery is currently unknown. For over 40 years, the Forestville Wellness Center and Russian River Health Center has served the Guerneville and lower Russian River communities offering medical, mental health, and dental care.

*Estimated Costs:*

Generator - \$15,000

Electrical costs - \$10,000

Installation costs - \$5,000

Total - \$30,000.00



## **Water Runoff and Pavement Mitigation for Roads**

Though public road improvements and culvert installations/replacements fall under the jurisdiction of the County's Department of Transportation and Public Works (TPW), and therefore have a budget associated with the repairs, the we believe that including the impact of flooding on the LRR roads was imperative to our recommendations. In every one of our districts, residents are concerned about failed culverts and the lack of proper water mitigation that continues to take a toll on the integrity of our roads. Additionally, repaving and filling in potholes is one of the most widely recognized issues throughout our 7 MAC districts.

Our Ad Hoc is very interested in dedicating a portion of the Flood Mitigation Funds to assist TPW in identifying, prioritizing, and fixing sites in dire need of repair. We welcome the opportunity to further discuss how the MAC can assist with, and the Flood Mitigation Funds can go toward, these necessary community projects.

*Estimated Costs:* Unknown

Other Comments: We received a request from the Guerneville Neighborhoods Assoc. (GNA) for funding to assist in stabilizing properties along Hulbert Creek/Lovers Lane in Guerneville Park. There is still significant damage and erosion from the February 2019 flood impacting various residential properties. Please see Attachment 8 for reference.

## **Additional Projects to Consider for the Remaining and Unallocated Funds**

- Providing free Wi-Fi in downtown Guerneville with battery back-up - Cost unknown.
- Expanding the number of publicly available electric vehicle chargers in the LRR area - Cost unknown.
- Purchasing an emergency blow horn for the community of Rio Nido - Cost unknown.
- Assisting the Sonoma County Library in purchasing more Verizon hotspots for their SonomaFi program - Cost unknown.
- Funding the Sheriff's Guerneville Substation to help tow vehicles during disasters to a safe location - Cost unknown.
- Assisting the Cazadero CSD Firehouse #1 with the costs for an ADA bathroom and shower remodel for their sleeper station, including permitting - \$25,000
- Replacing Cazadero CSD Firehouse's propane wall heater with mini-split duct heat pump HVAC in future sleeping quarters and meeting area - \$9,200

## **List of Attachments**

Attachment 1: Letter from Region 5 West County Fire Protection Agencies

Attachment 2: Letter from the Forestville Fire Protection District

Attachment 3: Invoice sample from Forestville Fire Protection District

Attachment 4: Letter from Sonoma County Sheriff's Office Guerneville Substation

Attachment 5: Letter from the Russian River Fire Protection District

Attachment 6: Letter from Friends and Residents of Guerneville

Attachment 7: Architect design of Rio Nido fountain restoration project

Attachment 8: Letter from Guerneville Neighborhoods Association

# REGION 5

CAMP MEEKER VFPD • CAZADERO CSD • FORESTVILLE FPD  
MONTE RIO FPD • OCCIDENTAL CSD • RUSSIAN RIVER FPD

4300 CAZADERO HWY • CAZADERO, CA 95421 • (415) 297-5500 • FAX: (707) 632-4411



February 3, 2020

Lower Russian River Municipal Advisory Council  
c/o Elise Van Dyne  
575 Administration Drive. Room 100A  
Santa Rosa CA 95403

Dear Councilmembers:

Region 5, West County Fire Protection Agencies, support the use of Flood Mitigation Funding for the deployment of direct fiber broadband connections to our rural firehouses.

During the Kincadee associated PSPS event, all of our stations lost internet connectivity for days, which impacted fire-related communications. Rural residents also rely on firehouses as a source of information and take advantage of station's open Wi-Fi connections to communicate with family members during catastrophic and mandatory evacuation events. Direct fiber connections will allow for uninterrupted internet service to the stations as well as for local residents utilizing the station's Wi-Fi when residential electrically powered hybrid broadband connections fail.

Councilmembers, please support our request for funding this vital broadband link, which is essential for first responders and rural residents alike.

Sincerely,

A handwritten signature in black ink, appearing to read "Ron Lunardi".

Chief Ron Lunardi, Chair  
Region 5 Fire Council

Handwritten initials in black ink, possibly "EJ".



## Forestville Fire Protection District

6554 Mirabel Road

P.O. Box 427

Forestville, CA 95436

Phone: (707)887-2212 Fax: (707)887-1862 E-mail: [fd51@forestvillefire.org](mailto:fd51@forestvillefire.org)

Fire Chief – David Franceschi

February 7, 2020

To: Lower Russian River Municipal Advisory Council

Re: Flood Mitigation Funds

To Lower Russian River MAC,

The Forestville Fire Protection District is requesting funds from the Flood Mitigation Fund to purchase a new personal water craft for river emergency response. We currently have two personal water crafts, one is a 2019 and one is a 1999. In 2018 we applied for the TOT grant through Supervisor Hopkins for two new personal water crafts and they were only able to grant us one. We are requesting funds to purchase a new 2019 personal water craft to replace our 1999.

In early 2019, our Fire District was greatly impacted by the flood and at the time we still only had our 1999 personal water craft. We used it for three days straight responding up and down the river to a multitude of emergencies. It is getting to the point to where it is unreliable and continues to need repair and maintenance. We are requesting \$10,025.00 dollars to purchase the new personal water craft. The breakdown is \$9,739.46 to purchase a 2019 Yamaha EX Deluxe and \$285.00 to have our logo and identification numbers put on.

The Forestville Fire Protection District thanks you for your time and consideration of our request. Our District as well as our citizens would benefit greatly from this purchase and the ability to have multiple personal watercrafts to respond quickly to emergencies. These personal water crafts would respond to any emergency requested within the County. Thank you again for your time.

Thank You,

Michael Franceschi

Fire Captain

Forestville Fire Protection District

[mfranceschi@forestvillefire.org](mailto:mfranceschi@forestvillefire.org)

# Roseville Motorsports

Granite Bay Motorcycle Partners, Inc.  
6005 Pacific St.  
Rocklin, CA 95677-3423  
916-784-2444

## Sales Deal Summary

Deal Number:

Date: 2/6/2020

Delivery Date: 2/6/2020

Finalized Date:

First Payment Due: 2/6/2020

Customer:

Buy now price 2019 model

Major Units	Stock #	Year	Make	Model	Model Name	VIN
	YW2218	2019	YAMAHA	EX1050A-UA	EXDELUXE	US-YAMA2218H819

### Major Units

Unit Price	\$7,799.00
Freight	\$696.00
Handling	\$399.00
<b>Total Unit</b>	<b>\$8,894.00</b>
Parts and Accessories	\$0.00
Installation	\$0.00
<b>Total Parts and Install</b>	<b>\$0.00</b>
Prepaid Maintenance	\$0.00
Reg fees	\$0.00
Tire Fee	\$0.00
A.D.M.	\$0.00
(not used)	\$0.00
<b>Total Dealer Defined</b>	<b>\$0.00</b>

### Fees & Insurance

Vehicle Tax	\$689.30
Sales Tax	\$6.16
Doc Fees	\$85.00
License Fees	\$65.00
<b>Total Fees</b>	<b>\$845.46</b>
Service Contract	\$0.00
Prop / Liab Insurance	\$0.00
Credit Life	\$0.00
Accident / Health	\$0.00
Total Insurance Taxes	\$0.00
<b>Total Insurance</b>	<b>\$0.00</b>
Participation	\$0.00
GAP	\$0.00
Theft Protection	\$0.00
Tire & Wheel	\$0.00
<b>Total Dealer Defined</b>	<b>\$0.00</b>

### Down Payment

Total Previous Payments	\$0.00
Additional Pmt Today	\$0.00
Deferred Payment	\$0.00
Financing	\$0.00
Manuf to Cust Rebate	\$0.00
<b>Total Down Payment</b>	<b>\$0.00</b>
Trade Allowance	\$0.00
Less Trade Payoff	\$0.00
<b>Trade Equity</b>	<b>\$0.00</b>

### Financing

Total Price	\$9,739.46	Term	0
Less Down	\$0.00	APR	0.000%
<b>Amount Financed</b>	<b>\$0.00</b>	Add-on	0.0%
Finance Charge	\$0.00	Extra	0.0%
Total of Payments	\$0.00	<b>Monthly Payment</b>	<b>\$0.00</b>



# Sonoma County Sheriff's Office

*MARK ESSICK*  
Sheriff-Coroner

*JAMES NAUGLE*  
Assistant Sheriff  
Law Enforcement Division

*ALAN VERNON*  
Assistant Sheriff  
Detention Division

February 9, 2020

To: MAC

From: Lt. Michael Raasch

Re: Equipment for the Sonoma Co. Sheriff's Office Guerneville Substation

I wanted to thank Jeniffer Wertz and the MAC for thinking of us in regards to equipment we might need to perform our jobs more efficiently when a disaster strikes in the Guerneville area. If the state funds can be used for things that are more important, please do not allocate any funds to us. However, if the money is available, a few items could benefit our deputies to better perform their duties to help the community during a disaster.

1). One hand-held FLIR would be nice to have as this would help locate/rescue people during nighttime, when lighting is an issue. For both rescues and of course to search for suspects. A Flir LSX-R-35MM, costs \$3,600 plus tax.

<https://www.flir.com/products/lx-r/?model=431-0011-21-00>

2). Throw Ropes for patrol vehicles, which would be used to rescue people that have fallen into the river. We could use 10 Throw Ropes. The NRS NFPA 75' Rope Rescue Throw Bag cost \$81.00. Total cost would be \$810.00 plus tax.

[https://www.leisurepro.com/p-nrsrtb/nrs-nfpa-75-2286-meters-rope-rescue-throw-bag?gclid=EAIaIQobChMIpdKE57e25wIVIB6tBh2RuwEvEAQYAYABEgL4mfD\\_BwE&gclsrc=aw.ds](https://www.leisurepro.com/p-nrsrtb/nrs-nfpa-75-2286-meters-rope-rescue-throw-bag?gclid=EAIaIQobChMIpdKE57e25wIVIB6tBh2RuwEvEAQYAYABEgL4mfD_BwE&gclsrc=aw.ds)

3). Below the waste waders. Something we can pull over our pants to assist with low-level water rescue without getting soaked. Frogg Toggs Brush Hogg Heavy-Duty Nylon Hip Wader. We could use 10 waders, which cost \$160 each so we are looking at \$1,600 plus tax.

[https://gemplers.com/products/frogg-toggs-brush-hogg-heavy-duty-nylon-hip-wader?variant=21831399506009&utm\\_medium=cpc&utm\\_source=google&utm\\_campaign=Google%20Shopping&gclid=EAIaIQobChMIIm4KdmLi25wIVIP5kCh0jZgDCEAkYASABEgLxepD\\_BwE](https://gemplers.com/products/frogg-toggs-brush-hogg-heavy-duty-nylon-hip-wader?variant=21831399506009&utm_medium=cpc&utm_source=google&utm_campaign=Google%20Shopping&gclid=EAIaIQobChMIIm4KdmLi25wIVIP5kCh0jZgDCEAkYASABEgLxepD_BwE)

Total cost = \$6,010.00 plus tax

Thank you for your consideration.

Lt. Michael Raasch  
Sonoma Co. Sheriff's Office  
(707) 565-2838



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MODEL: LSX-R - 35MM 30HZ

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LSX-R - 35mm 30Hz ▼

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TOP RATED GEAR

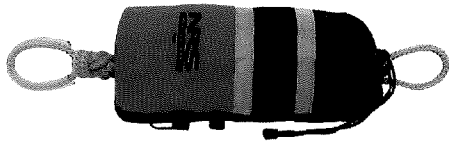
## NRS NFPA 75' (22.86 meters) Rope Rescue Throw Bag

SKU: NRSRTB MFR: 45104.01.100

(3) reviews

YOUR PRICE

# \$80.95



1

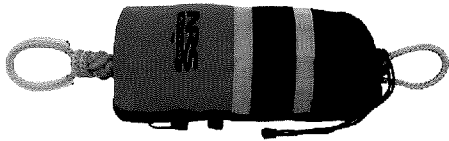
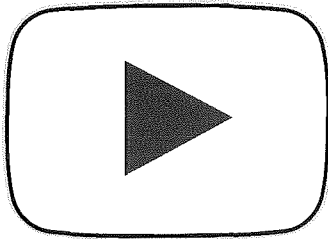
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**RUSSIAN RIVER FIRE PROTECTION DISTRICT**  
14100 ARMSTRONG WOODS RD. · P.O. BOX 367 · GUERNEVILLE, CA 95446  
OFFICE (707) 869-9089 · FAX (707) 869-2811

Jeniffer Wertz  
Lower Russian River  
Municipal Advisory Council  
Guerneville District Rep.

Dear Ms. Wertz,

Thank you for inquiring about Russian River Fire Protection District's (RRFPD) response equipment needs. We would like to formally request funding for the following needs:

<b>Flood Rescue Raft</b>	<b>Cost \$ 800.00</b>
A raft for shallow water flood rescues will allow the Russian River Fire District to access portions of the Russian River that our current rescue boat cannot access. Funding this request will enhance our response capabilities in some areas of Drake Road, Neely Road, and Old Cazadero Road where there are islands in shallow areas, and current boat is too heavy to carry.	

<b>Personal Floatation Devices and Dry Suits</b>	<b>Cost \$2,600.00</b>
Personal Floatation Device for the evacuee/rescue target (2 Adult, 2 Youth). This district currently does not have sufficient adult flotation devices, and currently has no youth devices.	
Dry suit for rescuers that would increase the inventory of dry suits and replace outdated/non-repairable dry suits.	

We appreciate your consideration of this funding request to enhance Russian River Fire Protection District's ability to provide emergency water rescue to our community.

Thank you,

Mark Heine

Fire Chief

Application for Flood Mitigation Funding  
Component of Neighborhood Watch and Keeping Communities Safe Project  
Name:  
Proposed Video Security System Phase I- Main St. Guerneville

1/27/19

The Keeping Communities Safe Group was initiated in May of 2019. All members are volunteer and include a representative of business, real estate, Chamber Representative, and several community members. The goal of the project is to work within our community to enhance safety for people who live in our community and tourists who often visit us. We have support for this project from all of the business owners, The Russian River Chamber of Commerce, The Russian River Rotary, our Sherriff Department, Friends and Residents of Guerneville and Guerneville Neighborhoods Association and our MAC representatives.

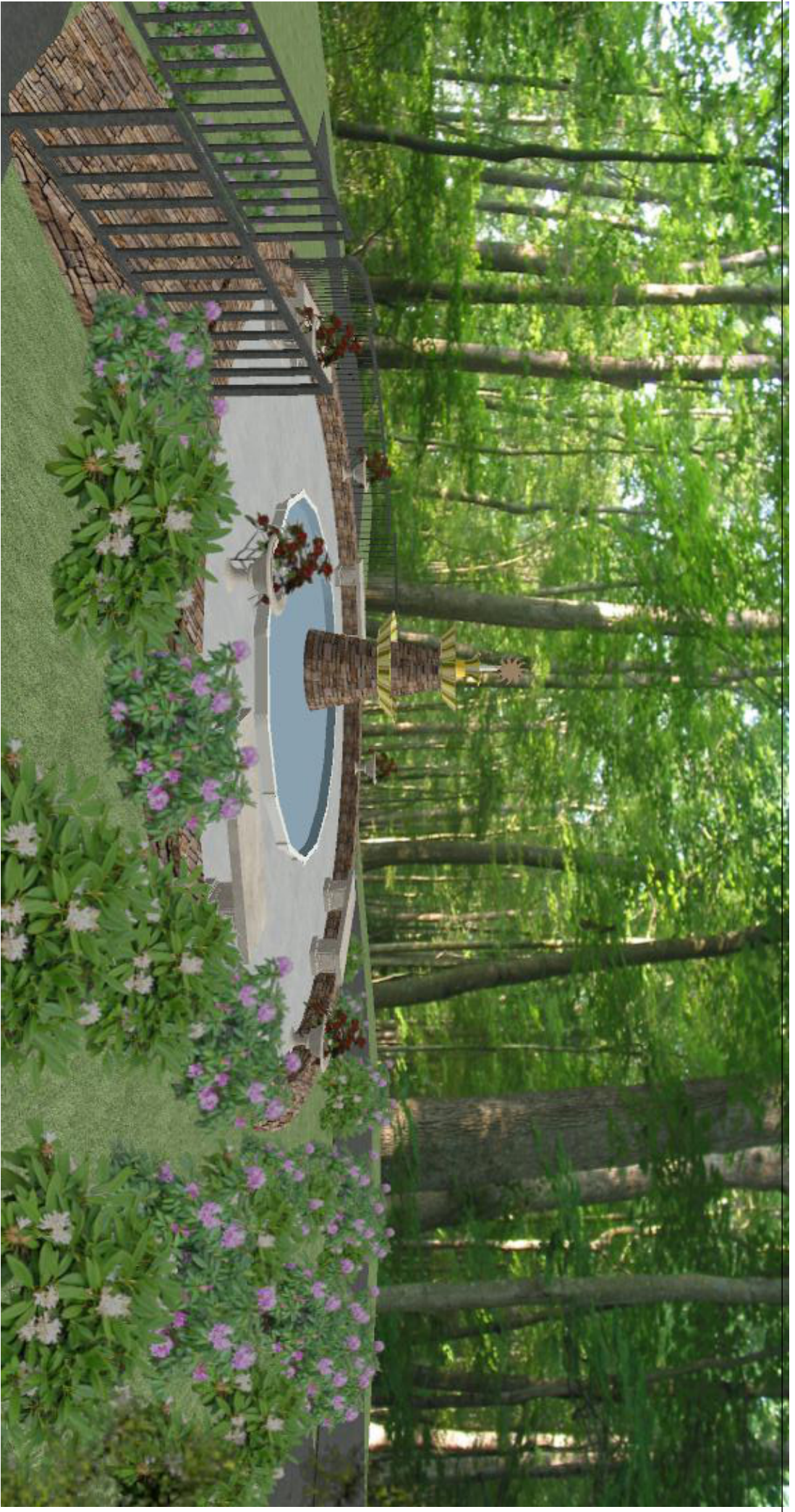
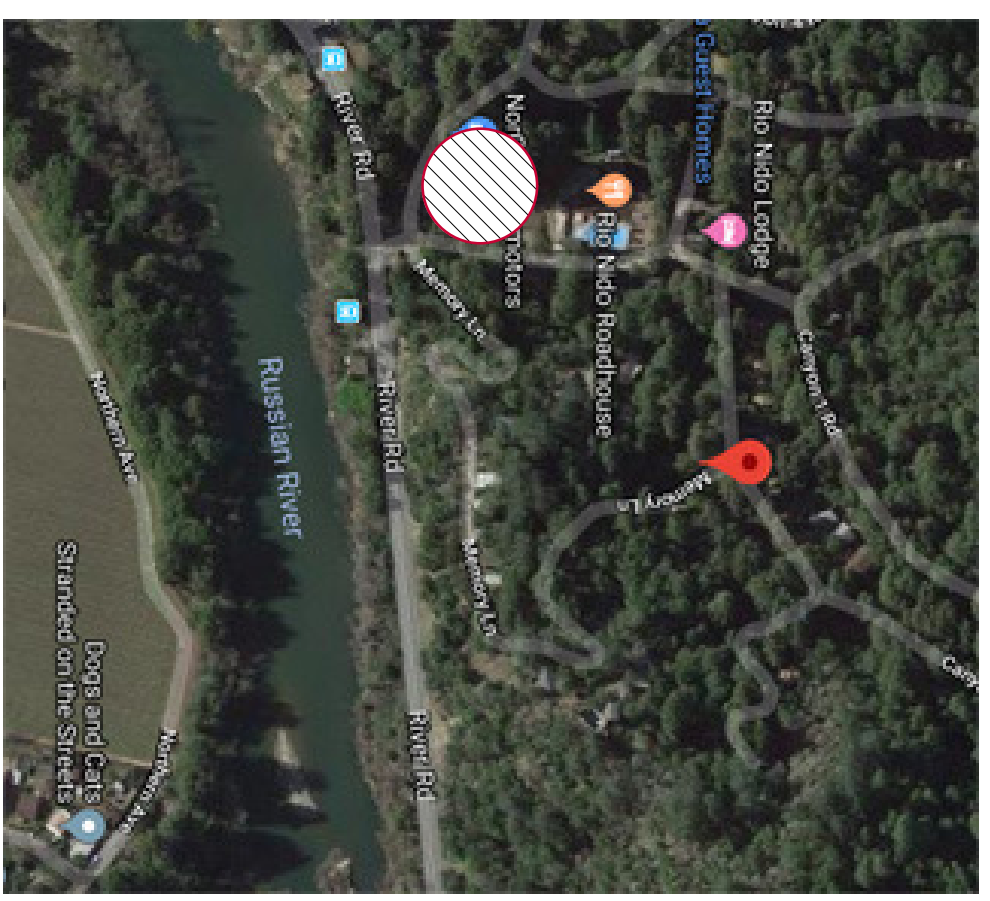
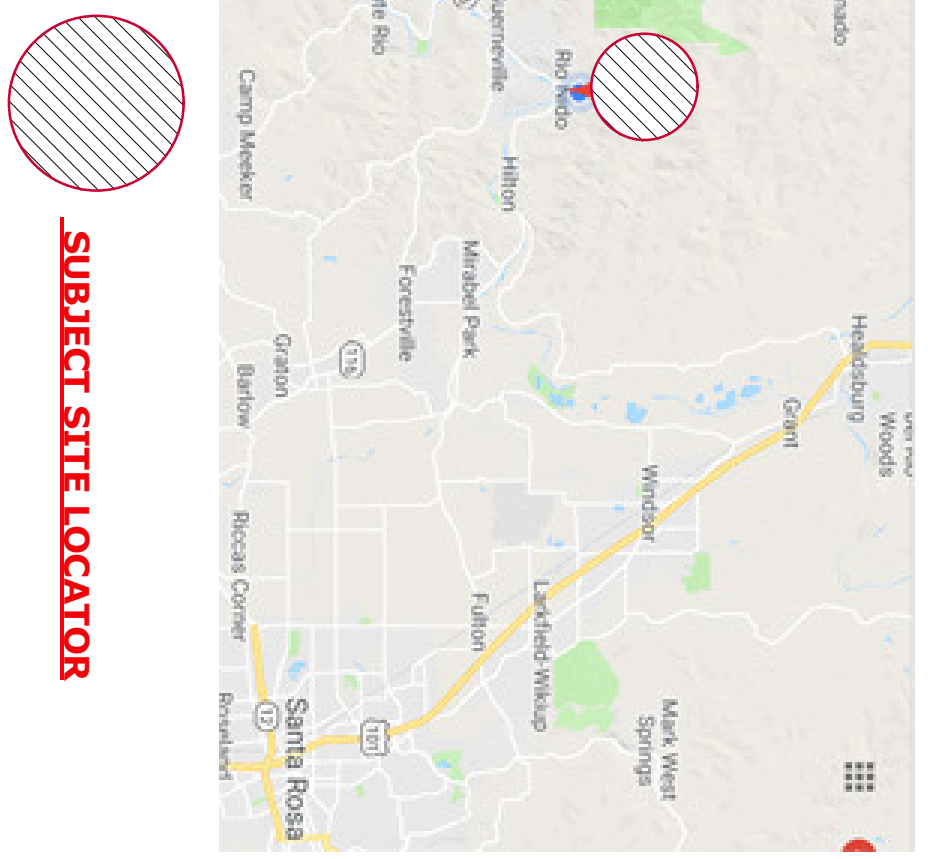
#### **Flood and Disaster Support**

This project would assist and enhance security during all disasters when people are evacuated and there needs to be heightened security in our community. It is expected that once the cameras are installed and there is notification of videos in place it will assist with decreased crime daily but also during times when minimal staff are in town. Only our local Sherriff's will have access to view this security so that we ensure privacy as needed. We have two bids as part of our plan development and are in the process of obtaining final county input and finalizing all of our funding needed. We have worked with other communities who have implement similar measures with demonstrated crime reduction.

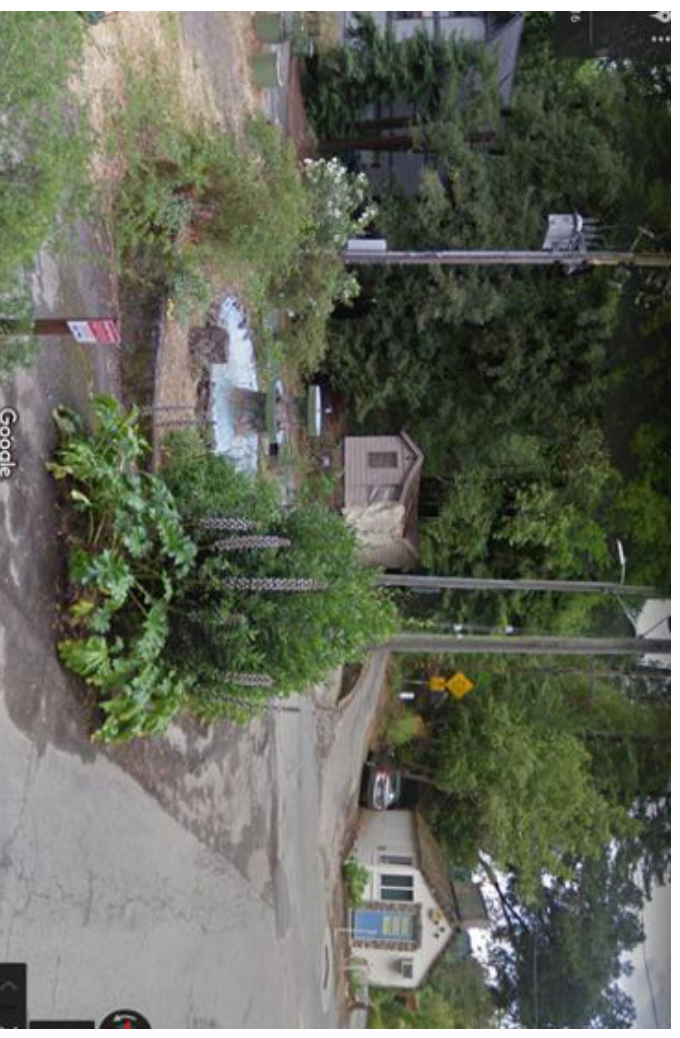
The total funding request for \$30,000.00 will support part of the initial set up and purchase of the security cameras themselves. Once we understand camera placement, we will finalize the budget but expect it to be no more than \$50,000.00. We are receiving funding from other sources but this funding will assist us with completing project.

This group has demonstrated its ability to implement projects as we are in the process of completing one neighborhood watch program and expect to complete five more this year.

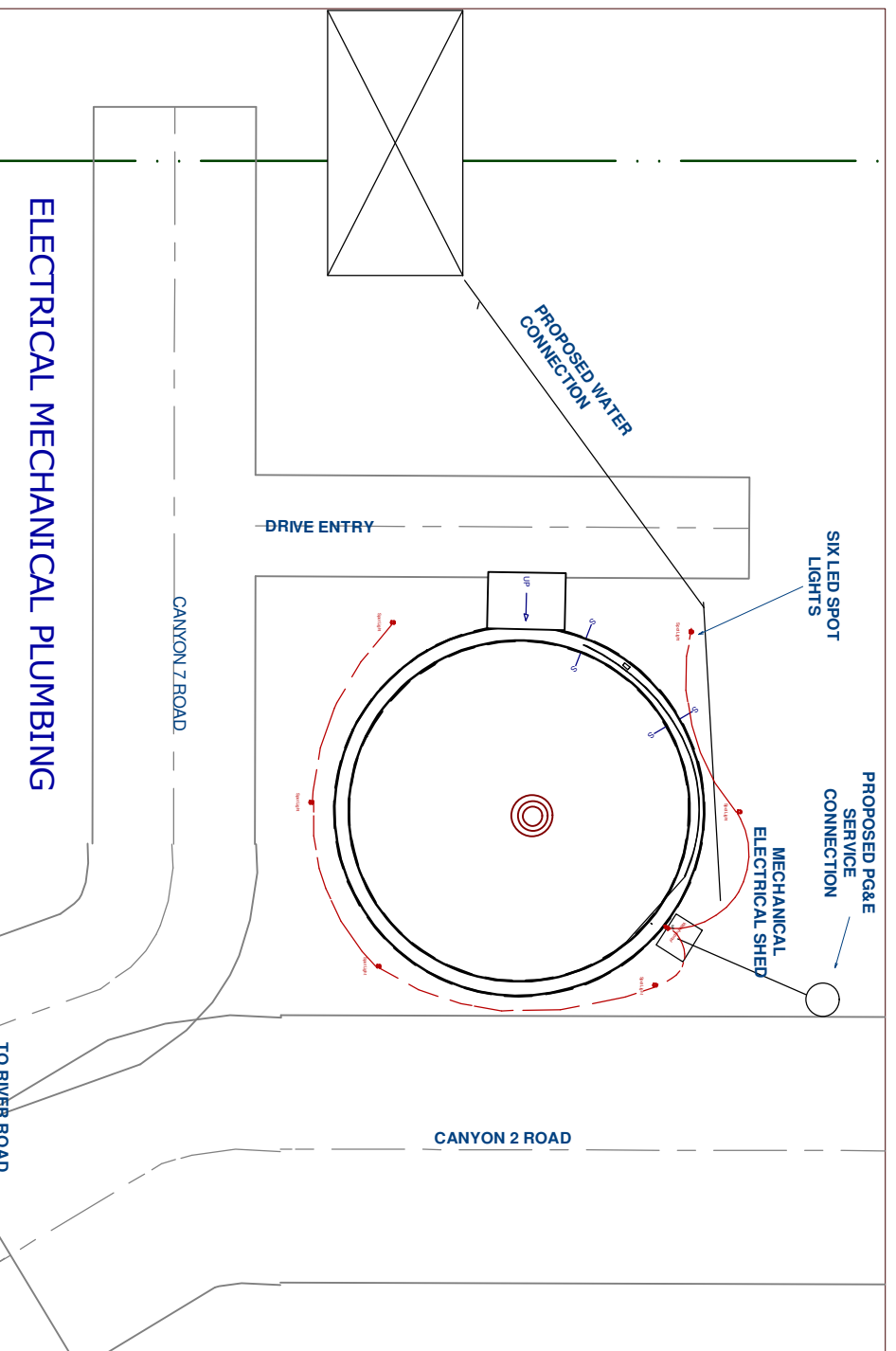
The Keeping Communities Safe Team



**RIO NIDO FOUNTAIN IN THE EARLY 1900'S**

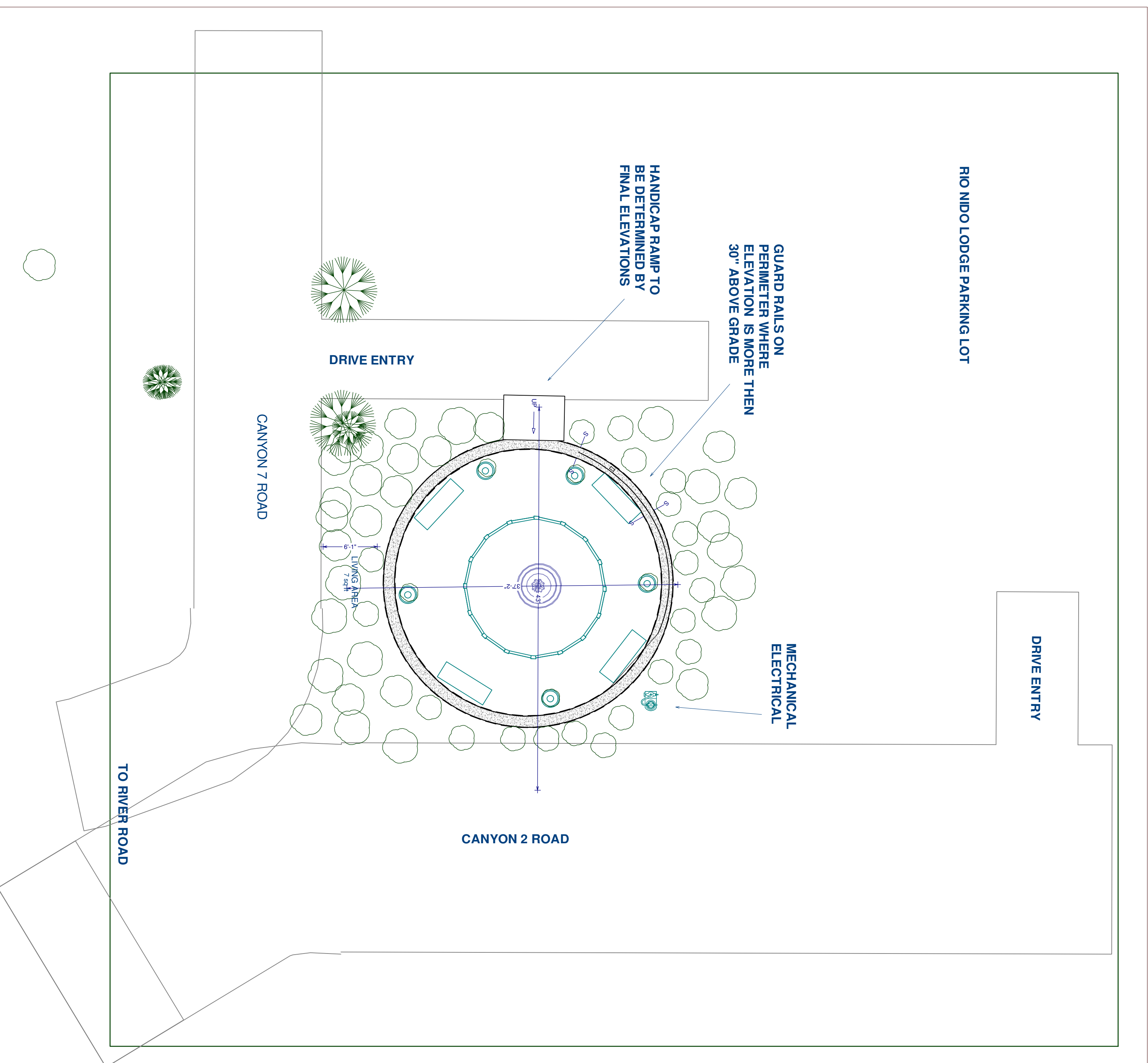


**RIO NIDO FOUNTAIN 2018**



- PLAN DETAILS**
- REFURBISH EXISTING FOUNTAIN CONCRETE BASE
  - REFURBISH PEDASTAL FOUNTAIN
  - INSTALL MECHANICAL ELECTRICAL SMALL SHED
  - CONNECT ELECTRICAL TO NEW PG&E SERVICE ON EXISTING LIGHT POLE
  - PROPOSE TO PG&E TO RELOCATED TWO EXISTING DANGEROUS POLES
  - PROPOSE TO CONNECT TO EXISTING WATER LINE AT ADJOINING ARTIST STUDIO ON THE SAME PROPERTY
  - INSTALL NEW WATER PUMP SYSTEM ON TIMER
  - INSTALL NEW ELECTRICAL SYSTEM ON TIMER FOR LIGHTS
  - INSTALL SIX LED SPOT LIGHTS AROUND FOUNTAIN
  - LANDSCAPE SURROUNDING FOUNTAIN BY OTHERS
  - LANDSCAPE TO BE RESTRICTED TO LOW GROUND COVER SHUBBERY
  - REPAIR OR REPLACE WALK AROUND GRAVEL PATH AROUND FOUNTAIN
  - ADD CONCRETE BENCHES ON GRAVEL PATH SURROUND FOUNTAIN
  - INSTALL CONCRETE PLANTER AROUND FOUNTAIN WITH IRRIGATION
  - INSTALL IRRIGATION AS REQUIRED AROUND PLANTING AREAS
  - INSTALL RAILING IN ANY AREA WHERE ACCESS IS 30" ABOVE GRADE
  - INSTALL HANDICAP RAMP AND RAILING AS DETERMINED BY GRADE
  - RE-INSTALL WELCOME TO RIO NIDO SIGN ABOVE FOUNTAIN
  - INSTALL SUN OR MOON FACE ABOVE AND OR PART OF FOUNTAIN

- PROPOSED PROJECT PLAN**
- RESTORATION OF THE RIO NIDO HISTORIC FOUNTAIN**
- LOCATION ON THE CORNER OF CANYON 2 ROAD AND CANYON 7 ROAD
  - RIO NIDO CALIFORNIA 95471
  - FOOT PRINT OF THE EXISTING FOUNTAIN REMAINS THE SAME
  - SURROUNDING AREA REMAINS THE SAME - NO EXCAVATION
  - HEIGHTS TO REMAIN THE SAME - NO GRADING
  - NO HERITAGE TREE REMOVAL
  - NO CHANGE IN ACCESS OR USE
  - ALL WORK WILL FOLLOW GUIDELINES RUSSIAN RIVER CORRIDOR AS PUBLISHED DECEMBER 14, 2010 FOR HISTORIC CORRE CTNESS
  - ALL WORK SUBJECT TO CALIFORNIA BUILDING STANDARDS CODE 2016
  - ALL WORK SUBJECT TO TITLE 24 PART 2, PART 10
  - ALL WORK SUBJECT TO THE FOLLOWING CODES: CALIFORNIA ELECTRICAL CODE, CALIFORNIA MECHANICAL CODE, CALIFORNIA PLUMBING CODE, CALIFORNIA ENERGY CODE, CALIFORNIA HISTORICAL BUILDING CODE, CALIFORNIA FIRE CODE, ALL SONOMA COUNTY BUILDING REGULATIONS.



**DATE:** 10 FEBRUARY 2019

**SCALE:** 1/8" = 1'0" or as marked

**SHEET:** A-001

**American Design & Build Inc.**

17150 MOUNT JACKSON TRAIL p.o. #67 RIO NIDO CALIFORNIA 95471  
 Telephone: 415.601.9104 Facsimile: 707.869.0388 e-mail: sfgene@aol.com

**CLIENT PROJECT:**

**FRIENDS OF RIO NIDO**

Post Office Box 184 Rio Nido, CA 95471

**SHEET TITLE:**

**PROPOSED RESORTATION OF THE RIO NIDO HISTORIC FOUNTAIN**

DATE	REVISIONS:	BY

AMERICAN DESIGN & BUILD INC. BY:

## **Application for Flood Mitigation Funding**

**Guernewood Neighborhoods Association (Guernewood Park and Guernewood residential neighborhoods west of Guerneville)**

**Name:**

**Flood damage remediation along Hulbert Creek and Lovers Lane Road.**

**2/12/2020**

**The Guernewood Neighborhoods Assoc. (GNA) was created in 2003-2004 to assist residents of the encompassed areas with resolving issues that impact property and/or lives by seeking information and economic aid. There are currently more than 90 resident members. At the January 18, 2020 membership meeting, the attending members and the Board of Directors supported the proposed application for county assistance.**

### **Flood damage repair assistance**

**Proposed assistance would be for repair of land erosion on properties of residents along Hulbert Creek's west bank and bordered by Lovers Lane. Flood waters scoured out soil from behind existing retaining walls, in one case removing soil to a point dangerously close to a house foundation. The purpose of this assistance is NOT to do any work in the creek bed, per guidance from the CA Fish and Wildlife Dept. The work will be done with permits and be sensitive to creek habitat. Stabilization of property is the goal, to reduce danger to residents.**

**The total funding request is for \$75,000.**

**The Guernewood Neighborhoods Assoc. has worked diligently for many years to assist with Hulbert Creek cleanup every Sept., and throughout the year as water levels permit. We work through the Russian Riverkeepers program to do this.**

**Request submitted by: President Lois Lebovich, Treasurer Shawn Giammattei, Secretary Barbara Seymour, Board members Oscar Roqueni, Ken Owens, Dennis Shea, and Juliet Clothier**



Lower Russian River Municipal Advisory Council  
Proposed Flood Mitigation Funding Projects  
Cazadero – Duncans Mills District  
12/27/19

The ad hoc was established at the October 2019 LRRMAC meeting, specifically for the purpose of defining qualifying projects which would be considered for Flood Mitigation Funding.

Projects within following funding buckets will qualify for appropriation disbursement

- Communications during floods, and other natural disasters
  - Direct Comcast Fiber Connection to Cazadero CSD Firehouse \$15,000
- Fire Department (First Responder) needs
  - Cazadero CSD Firehouse #1 – 25kW Propane Fueled Commercial Grade Generator including Transfer Switch & Installation - \$14,000
  - Cazadero CSD Firehouse #1 – ADA Bathroom/Shower Remodel for Sleeper Station including permitting - \$25,000
  - Cazadero CSD Firehouse #1 – Replace inefficient propane wall heater with mini-split duct heat pump HVAC in future sleeping quarters and meeting area - \$9,200
- Economic Resiliency
  - Cazadero CSD Park Revitalization – Picnic Area, redeployment of utilities – \$15,000
- Pavement Mitigation
  - East Austin Creek Rd – Asphalt overlay. Cost unknown
  - Downtown Cazadero requires new culverts and catch basins to take rain water away from in front of the old hotel, post office, and general store, reduce ponding on the roadway in front of those buildings and a centralized drain moving the water to a culvert the county recently installed in front of former Sky garden exiting near Parmeter Bridge. During hard rains the water from the hill above and off the roadway doesn't drain properly into current catch basins and they are overwhelmed. Water then cascades over the side of the road and into the former sawmill property. The State Water Quality Control Board requires the property owner to be responsible for all drain water that enters/exits their property regardless of where it originates. Catch

basins in front of the post office and old hotel dump water, oily residue, garbage on the old sawmill property before eventually entering Austin Creek. Existing catch basins are on the county owned roadway and the culverts are maintained by the county. Cost unknown

## Lower Russian River MAC Chair Meeting Participation January - February

Michael Nicholls

- Jan 6 Met with Kirk Andrade from Calif Association of Parks & Recreation to review Cazadero Park Status.
- Jan 8 Sonoma County Fire Chief's Association Meeting – Communications Needs for Firehouses.
- Jan 9 Sonoma Clean Power Board Meeting – PSPS Events, Microgrid Discussion
- Jan 15 Coast MAC Meeting – Local Coastal Plan and its effect in Duncans Mills
- Jan 17 Los Cien Meeting – 2020 Census Informational Meeting
- Jan 17 LRR MAC Agenda Ad Hoc Meeting
- Jan 17 LRR MAC Flood Mitigation Ad Hoc Meeting – defined 'bucket' parameters with Supervisor Hopkins
- Jan 22 EDB Board Meeting – West County Issues – Storefront Vacancies in Guerneville
- Jan 22 Flood Mitigation Funding Ad Hoc Meeting – presented projects for Cazadero/ Duncans Mills. Reviewed projects from other Councilmembers
- Jan 23 Sonoma Clean Power Community Advisory – Rate Adjustment, PG&E Bankruptcy, Local Programs Presentation
- Jan 25 Russian River Rotary Annual Crab Feed – Community Fundraiser for Lower River School Scholarships and Community Grants
- Jan 28 Sonoma Mendocino Economic Development District Meeting – Board Reorganization and Elected Chair for 2020
- Jan 31 State of the County Breakfast and Presentation by Supervisor Gorin. Homeless Issues
- Feb 3 Region 5 Fire Council Meeting – Reviewed Flood Mitigation Funding projects, Direct Fiber to Stations letter of support authorized by Fire Chief's.
- Feb 4 Cazadero CSD Board Meeting – Reviewed Flood Mitigation Funding potential projects – Generators, SGIP Batteries, Park Upgrades, Direct Fiber
- Feb 5 Meeting with Brian Bottari from Comcast to discuss communication upgrades at all West County Fire Stations
- Feb 6 Sonoma Clean Power Board Meeting – further discussion on PG&E Grid issues, programs EV Charging Programs, etc.
- Feb 6 Flood Mitigation Funding Ad Hoc Meeting – settled on projects to be presented to the Council on Feb 20<sup>th</sup> for discussion
- Feb 6 Agenda Ad Hoc Meeting – Finalized agenda for the Feb 20<sup>th</sup> Council Meeting
- Feb 10 Guerneville Economic Development/Light up Guerneville Meeting – A fresh look at current issues impacting the viability of the community.



## **Hacienda Board Member Report - Claudia Sisomphou**

*For February 20, 2020*

### **Hacienda Improvement Association and Hacienda COPE Meetings**

Last month, I attended the Hacienda COPE and Hacienda Improvement Association Meetings at the Forestville Fire Department. I gave an update on the efforts of the River MAC and the Ad Hoc committees that I sit on, as well as an overview of some of my priority areas for the next year. I asked for recommendations on the Community Engagement and Outreach Plan and for project ideas that could be eligible for flood mitigation funds. I gave out my contact information and got a good amount of email sign-ups from the attendees of the meeting.

### **Constituent Correspondence**

- The Department of Transportation and Public Works (TPW) FEMA funding request for Westside Avenue's road repairs and retaining structure was officially approved! The next step is for TPW to contract for the geotechnical report.
- The residents of Westside Ave./Skyline Rd. held a neighborhood walk-through with TPW to discuss the future retaining wall design, the problematic issues with their water system, and strategies for better directing water runoff in preparation for the heavy rains.
- I received messages from multiple residents voicing their concerns about the recent changes to the "No Parking" signs along the westbound lane of Westside Road between Sequoia and McPeak. The signs were changed from "No Parking 12:00 AM to 5:00 AM – No Camping" to "72 Hour Parking Maximum". I am working with the residents to get an explanation from the County as to why the signs were changed, and hopefully get the original signs reinstated.
- The Russian River Water District Board (RRWDB) announced that they will be installing the infrastructure necessary to provide water flow to the Canyon Road neighborhood during power outages. Currently, the neighborhood's water tank stops pumping water when the power goes out. The RRWDB is also looking into how to ensure that the neighborhood's water tank always remains above a certain threshold, especially important during an emergency or PSPS event.
- I am assisting the Hacienda Improvement Association with the project of caging the Hacienda Bridge pedestrian underpass. There have been issues of litter and safety in relation to the site.

### **Communications Engagement Committee Chair Report**

The committee hopes to have the Council approve the Community Engagement and Outreach Plan as an official document of the MAC at the February 20th meeting. It is important for a plan to be put in place and for the MAC to begin implementing the outreach efforts outlined within it.

### **Flood Mitigation Funds Committee Chair Report**

The committee conducted outreach to local residents, businesses, community groups, County offices, and public service departments and developed a list of recommended projects for the County to consider when administering the \$1.5M in flood mitigation funds provided by the State. All of the projects fell under one or more of the following categories: (1) Improved communications during floods and disasters (2) Fire department and first responder needs (3) Economic resilience for local businesses (4) Water runoff/pavement mitigation for our roads. We are very excited to share our recommendations with the Council and the public, and hope to have a great discussion at the February 20th meeting. Additionally, we hope that the County will move forward with our recommendations, as they will greatly benefit all of the Lower Russian River communities.

### **For the next MAC meeting:**

- I would like to see a presentation about the upcoming 2020 Census at our April meeting. The MAC should play an active role in spreading the word about its importance to the public. Census results help determine how billions of dollars in federal funding flow into states and communities each year. Our LRR communities could use as much money as possible and an accurate count will be crucial.

### **Additional efforts:**

- Following up on the Forestville Beaches Town Hall solutions for adapting our popular beaches and swimming holes along the river and adjacent creeks to recommend to the Board of Supervisors before next summer.
- Making sure Hacienda businesses and community entities are aware of the CALeVIP program and assisting those who are interested in applying for EV chargers.
- Looking into how the MAC can assist TPW with water runoff mitigation projects, as it relates to flood resilience and road protection.



# The Brown Act for the Lower Russian River and Coast MACs



**Linda Schiltgen  
Sonoma County Counsel's Office  
December 7, 2019**

# Transparency

- Legislative bodies must discuss, deliberate and act on government business openly.
- The public needs to have access and be able to observe, monitor, and evaluate its government officials.

# When Does the Brown Act Apply?

All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting.

# What is a Legislative Body?

The Brown Act broadly defines a “legislative body” to include:

A commission, committee, board, or other body of a local agency whether permanent or temporary, decision making or advisory, **created by** charter, ordinance, resolution or formal action of the legislative body.

5

# When Does the Brown Act Apply?



# Ad Hoc Committees

Ad Hoc Committees do not need to hold open and public meetings. Ad Hoc Committees are very limited in time, membership and scope:

- (1) The committee is comprised solely of less than a quorum of the legislative body which created it; and
- (2) The committee meets for a short duration to gather information about a single subject.



## Pop Quiz:

The Board of Supervisors appoints **nine** local community members to the Climate Change Committee. The Climate Change Committee appoints **three** of its members to a Plastics Ad Hoc Committee **to research ways to reduce plastics. No one else is on the committee.** The Plastics Ad Hoc Committee meets with County staff, community stakeholders, schools, local businesses, scientists and develops recommendations to bring back to the entire Climate Change Committee in an open and public meeting **within the next year.**

# Pop Quiz:

Is the Plastics Ad Hoc a legislative body that must hold open and public meetings?

# No, this is not subject to the Brown Act.

\* This Ad Hoc Committee is working on a temporary project that is limited in scope. The purpose is to research ways to reduce plastics. They expect to return to the full committee with their recommendations in an open and public meeting within the next year.

\* It is comprised solely of less than a quorum of the entire committee. Three of the nine committee members have formed the Ad Hoc. No one else sits on the committee.

**However . . . .** If this Plastics Ad Hoc Committee morphs into a long-term committee that continues to meet over time, it must begin to comply with noticed open and public meeting requirements. Ad Hoc Committees are very limited in scope and duration.

# What is a Meeting

\* Meeting means any congregation of a majority of members of a legislative body at the same time and location to hear, discuss, deliberate or take action on any item within their subject matter jurisdiction;

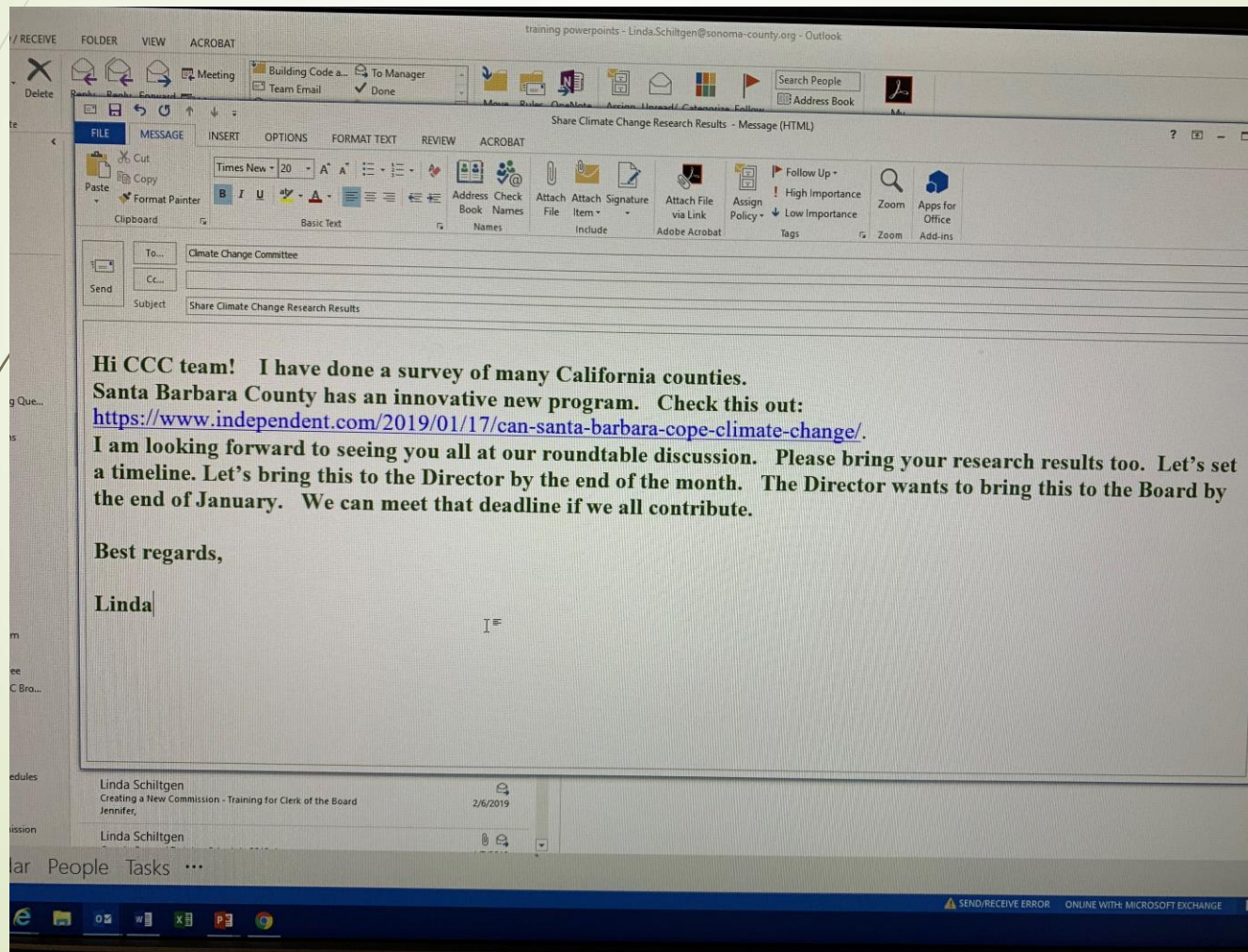
*and*

\* A majority of members shall not use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate or take action

# Is this a meeting?



# Is this a meeting?



training powerpoints - Linda.Schiltgen@sonoma-county.org - Outlook

Share Climate Change Research Results - Message (HTML)

To: Climate Change Committee  
Cc:  
Subject: Share Climate Change Research Results

**Hi CCC team! I have done a survey of many California counties. Santa Barbara County has an innovative new program. Check this out: <https://www.independent.com/2019/01/17/can-santa-barbara-cope-climate-change/>. I am looking forward to seeing you all at our roundtable discussion. Please bring your research results too. Let's set a timeline. Let's bring this to the Director by the end of the month. The Director wants to bring this to the Board by the end of January. We can meet that deadline if we all contribute.**

**Best regards,**

Linda

Linda Schiltgen  
Creating a New Commission - Training for Clerk of the Board  
Jennifer, 2/6/2019

Linda Schiltgen

SEND/RECEIVE ERROR ONLINE WITH MICROSOFT EXCHANGE

# Serial Meetings: Email or Text Chain

Commissioner A texts Commissioner B to chat about agenda item #7. Commissioner B emails Commissioners C and D about the same issue. The group may be forming a serial meeting if the series of communications involves a quorum.





# Serial Meetings: Hub and Spoke



- Commissioner A calls Commissioner B to discuss agenda item #3. Next, A texts C and D to get their thoughts too.

# What is NOT a Meeting?

- ▶ Individual contacts between Commissioners and staff, counsel or others, e.g. staff meeting with a Commissioner to answer questions or provide information.
- ▶ Staff should not ask and Commissioner should not answer questions about concerns or positions of other Commissioners.

# NOT a Meeting

- Attendance at social or ceremonial events where no business of the Commission is discussed.
- Community forums and meetings of other government bodies.

# NOT a Meeting

Attendance at public conferences if Commissioners do not discuss among themselves the business of their jurisdiction.

# Social Media

Law in this area is developing. Best practices to avoid allegations of Brown Act violations include:

- ▶ Not engaging in discussions within the Commission's subject matter jurisdiction on fellow Commissioners' blogs and FB pages.
- ▶ Not texting, emailing or engaging in other forms of electronic communication during meetings.
- ▶ Do not send "reply all" texts or emails.

If we have created a legislative body and we want to have a meeting, now what do we do?



**It is a legislative body**



**It is a meeting**

**➤ It needs to be open and public**

# Notice & Posting Agendas

- Agenda must be posted 72 hours in advance (if a special meeting is called by the Commission, 24 hour notice must be given)
- Brief description of items of business
- Agendas must be publicly accessible and distributed in advance to those who request copies

# Notice & Posting Agendas


If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability as required by Section 202 of the Americans with Disabilities Act (42 USC section 12132). The agenda shall include information regarding how, to whom and when a request for disability-related modification or accommodation may be made by a person with a disability in order to participate in the public meeting.



# Items Not on Agenda



- No discussion or decision on items not on the posted agenda



# Items Not on Agenda

- ▶ Members or staff may briefly respond to questions posed by the public.
- ▶ Members may ask staff a question, make a brief announcement or make a brief report on his or her own activities.
- ▶ Members may ask staff to report back to the body at a subsequent meeting, or take action to direct staff to place a matter on a future agenda.



# Public Comment



- ▶ Every agenda for a regular meeting must allow members of the public to speak on any item of interest, so long as the item is within the subject area of the legislative body.
- ▶ Further, the public must be allowed to speak on a specific item of business before or during the legislative body's consideration of it.





# Public Comment

- Many commissions have adopted a policy to limit public comment on a topic (such as 3 minutes per speaker).
- Recent change in the law requires that whenever a Brown Act body limits the time for public comment, it must provide at least twice the allotted time to a member of the public who utilizes a translator to ensure that non-English speakers receive the same opportunity.

# Brown Act Violations: Civil Action

- ▶ Any individual or the District Attorney may file a civil lawsuit for injunctive relief or to void action taken in violation of the Brown Act.
- ▶ Attorneys' fees are available to prevailing plaintiffs.

# Brown Act Violations: Criminal Penalties

- Each member of a legislative body who attends a meeting of that legislative body where action is taken in violation of the Brown Act and where the member intends to deprive the public of information to which the member knows or has reason to know the public is entitled to, is guilty of a misdemeanor.

# Ethics Training – Required if Brown Act Committee Member is Compensated

- ▶ If you are on a Brown Act committee member and you are compensated or reimbursed for any expenses, AB 1234 requires ethics training every two years. The Fair Political Practices Commission has a free online ethics training. We highly recommend it. After you take this course, you can print the Certification of Completion.  
<http://localethics.fppc.ca.gov/login.aspx>



# Questions?

Excellent Brown Act resource:

<https://www.cacities.org/Resources-Documents/Resources-Section/Open-Government/Open-Public-2016.aspx>