



**Joint Meeting of the Sonoma Coast Municipal Advisory Council and the Lower Russian River
Municipal Advisory Council**

August 24, 2023 05:30 PM

Guerneville Elementary School, 14630 Armstrong Woods Road Guerneville, CA 95466

**2nd Location: North Coast Fire Protection District, North Fire Station; 39250 South Highway One,
The Sea Ranch, CA 95497**

<https://sonomacounty.ca.gov/lrrmac>

<https://sonomacounty.zoom.us/j/93159635346?pwd=NGpnN0RlaUliTUpldIRJcWU3c2NNQT09>

River MAC Chair - Rio Nido Representative Pip Marquez de la Plata • River MAC Vice Chair - Forestville Representative Lisa Nahmanson • River MAC Guerneville Representative Joe Rogoff • River MAC Guerneville Representative Nic Pereira • River MAC Pocket Canyon & Greater So Guerneville Representative Betsy Van Dyke • River MAC Monte Rio / Villa Grande Representative Cynthia Strecker • River MAC Cazadero / Duncan Mills Representative Mike Nicholls • River MAC Hacienda Representative Vicki Clewes • River MAC Forestville Representative Vesta Copestakes • Coast MAC Chair - Bodega Bay Representative Brian Leubitz • Coast MAC Vice Chair - Bodega / Valley Ford Representative Beth Bruzzone • Coast MAC The Sea Ranch / Annapolis Representative Marti Campbell • Coast MAC The Sea Ranch / Annapolis Representative Drew McCalley • Coast MAC Fort Ross / West Cazadero Representative Caroline Madden • Coast MAC Timber Cove Representative Scott Farmer • Coast MAC Jenner Representative Jill Lippitt • Coast MAC Bodega Bay Representative Ginny Nicholls • Coast MAC Kashia Band of Pomo Indians Representative Abreanna Gomes

REASONABLE 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.

1. Call to Order

- A. Pledge of Allegiance
- B. River MAC Roll Call
- C. Coast MAC Roll Call

2. Approval of the Agenda, Chair Pip Marquez de la Plata

- Discussion Possible Action

3. Statement of Conflict of Interest

- Discussion

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

4. River MAC Consent Agenda

- Discussion Possible Action

These items are expected to be routine and non-controversial. The LRRMAC will act upon them at one time without discussion. Any Representatives, staff member or interested party may request that an item be removed from the consent agenda for discussion.

- A. July 13 Minutes
- B. Bylaws Amendments

5. Coast MAC Consent Agenda

Discussion **Possible Action**

These items are expected to be routine and non-controversial. The Coast MAC will act upon them at one time without discussion. Any Representatives, staff member or interested party may request that an item be removed from the consent agenda for discussion.

- A. May 18 Minutes
- B. June 22 Minutes
- C. Bylaws Amendments

6. Council Member Comment: on Matters not listed on the agenda

Discussion

Discussion Comments are restricted to matters within the Board’s jurisdiction. Please be brief and limit spoken comments to one minute.

7. State Update from Senator Mike McGuire and County Update from Supervisor Lynda Hopkins

Discussion

Following introductory remarks, Senator McGuire and Supervisor Hopkins will take questions from the audience in person and via Zoom.

8. Public Comments

Discussion

On Matters not listed on the agenda: Comments are restricted to matters within the Board’s jurisdiction. Please be brief and limit spoken comments to two minutes.



**Lower Russian River Municipal Advisory Council
Minutes**

Regular Meeting

July 13, 2023 05:30 PM

Russian River Health Center Resiliency Center, 16385 First St, Guerneville, CA 95446

<https://sonomacounty.ca.gov/lrrmac>

1. Call to Order

The meeting was called to order at 5:30 pm by Chair - Rio Nido Representative Pip Marquez de la Plata.

Meeting recording: <https://www.youtube.com/watch?v=yujlxlwGSpq>

A. Pledge of Allegiance

Lead by Forestville Representative Vesta Copestakes

B. Roll Call

Present: Chair - Rio Nido Representative Pip Marquez de la Plata, Vice Chair - Forestville Representative Lisa Nahmanson, Guerneville Representative Joe Rogoff, Pocket Canyon & Greater So Guerneville Representative Betsy Van Dyke, Monte Rio / Villa Grande Representative Cynthia Strecker, Cazadero / Duncan Mills Representative Mike Nicholls, Hacienda Representative Vicki Clewes, Forestville Representative Vesta Copestakes, Guerneville Alternate Kathy Dahl

Absent: Guerneville Representative Nic Pereira

Staff Present: Supervisor Lynda Hopkins, Elise Weiland, Debbie Ramirez, Leo Chyi (remote) Michael Thompson, Asst. GM Sonoma Water

2. Approval of Agenda, Chair Pip Marquez de la Plata

Lisa Nahmanson and Cynthia Strecker addressed the MAC to advise / request permission to participate remotely pursuant to AB 2449 rules.

Forestville Representative Vesta Copestakes motioned to approve. A second was made by Cazadero / Duncan Mills Representative Mike Nicholls. The roll call vote:

Aye Chair - Rio Nido Representative Pip Marquez de la Plata Aye Vice Chair - Forestville Representative Lisa Nahmanson Aye Guerneville Representative Joe Rogoff
Aye Cazadero / Duncan Mills Representative Mike Nicholls Aye Hacienda Representative Vicki Clewes Aye Forestville Representative Vesta Copestakes Aye Guerneville Alternate Kathy Dahl Absent Guerneville Representative Nic Pereira Absent Pocket Canyon & Greater So Guerneville Representative Betsy Van Dyke Absent Monte Rio / Villa Grande Representative Cynthia Strecker

3. Statement of Conflict of Interest

4. Oath of Office for newly appointed Rio Nido alternate, Jennifer Otten

Supervisor Lynda Hopkins administered the Oath of Office for Jennifer Otten.

5. Consent Agenda

A. June 8 Minutes Cazadero / Duncan Mills Representative Mike Nicholls motioned to approve. A second was made by Forestville Representative Vesta Copestakes. The roll call vote:

Aye Chair - Rio Nido Representative Pip Marquez de la Plata Aye Vice Chair - Forestville Representative Lisa Nahmanson Aye Guerneville Representative Joe Rogoff
Aye Pocket Canyon & Greater So Guerneville Representative Betsy Van Dyke
Aye Cazadero / Duncan Mills Representative Mike Nicholls Aye Hacienda

Representative Vicki Clewes Aye **Forestville Representative Vesta Copestakes**
Aye **Guerneville Alternate Kathy Dahl** Abstained **Monte Rio / Villa Grande**
Representative Cynthia Strecker Absent **Guerneville Representative Nic Pereira**

6. County Report

Elise Weiland reported on engagement opportunities: MAC seats (Forestville, Hacienda and Guerneville) will be open - applications are due by August 31 - see LRR MAC website for link to application. CSD elections are coming up also - filing opens July 17 / Close August 11 for: Occidental CSD, Russian River County Water, Timber Cove County Water, Monte Rio Rec and Park, Russian River Rec & Park & there will be a community meeting in Guerneville this weekend, Saturday 7/15 regarding the Lower Russian River Governance Study.

Supervisor Hopkins provided some big picture county funding opportunity updates. There will be \$4 M for 5th district community infrastructure investments and there is still \$1 M remaining from 2022-23. Would love to hear from the MAC about priorities. Project possibilities include improvements to the area behind the Guerneville park & ride, possibly including a dog park, downtown park improvements in Occidental. She would love to receive community input for project suggestions.

The Housing Element planning commission meeting was taking place concurrently with the MAC meeting - she would love to meet with concerned community members after the planning commission completes their review and before it comes before the BOS regarding next steps and what is seen as gaps.

The Local Coastal Plan is coming before the BOS on Monday 7/18 and there are some controversial issues, including public access at the Estero Americano, site specific zoning, vacation rentals.

NOAA has a coastal funding opportunity in the form of one time grants in the range of \$15M - \$75M for regional resilience initiatives. Guerneville is eligible for funding. Kashia, Graton Rancheria, Ag & Open Space District, Regional Parks, and Sonoma Water are all interested in participating. Elise is facilitating the creation of a letter of intent due mid August.

The Guerneville Sheriff Substation is falling apart and the building needs repair. Supervisor Hopkins met with Cyndi Foreman of Sonoma County Fire, Eddie Engram, Sheriff, Jeff DuVall of Sonoma County Emergency Management, and Johannes Hoevertz of Sonoma County Public Infrastructure (SoCoPi) to come up with a plan to rebuild the Guerneville Vets Building sooner rather than later and have it include the Fire Station and the Sheriff's Substation as well as community meeting space and Emergency Operations Center. The NOAA grant could be used towards the rehabilitation of an old building, but not the creation of a new building. Another source of funding for this could be the new fire sales tax measure that will be on the ballot in March - if it passes it will result in \$15 M towards the Guerneville Fire Station.

Chair Pip Marquez de la Plata suggested setting up an Infrastructure Funding Ad Hoc. Supervisor Hopkins replied that is a great idea and it might be useful to invite some non MAC members that are outside MAC boundaries to attend as well as Coast MAC members.

Mike Nicholls asked if the NOAA funding could help with reinforcement of the Monte Rio and Cazadero Fire Stations. Supervisor Hopkins responded that yes. There is a priority for tribal engagement and disadvantaged community engagement. Currently developing a spreadsheet wish list and that can and should be included.

Lisa asked for a recap on the Housing Element. The planning commission will consider it again on July 20. Leo Chyi reported that at the meeting today (7/13) included a lot of comments from people today about concerns about specific sites. The commissioners asked for additional information about many of the sites, including Forestville sites, the Guerneville site and the Graton sites. Staff will produce additional information and should be provided in the packet no later than 72 hours prior to the meeting.

7. Council Member Comment: on Matters not listed on the agenda

Vesta commented that she was excited that there has been interest in the Forestville MAC seats and introduced Lonny Lazar & Rio Kuteira in the audience tonight. The Forestville Farmers Market is every Tuesday. SoCo Adapt has some new programs to help residents get their homes fire safe.

Vicky mentioned that the MAC has a table at both the Forestville and Guerneville markets.

Betsy reported that there will be a Gay Pride weekend in Guerneville 10/14-15.

8. Public Comments

There were no public comments

9. **Presentation from Sonoma Water regarding potential effects to Russian River due to Potter Valley Dam decommissioning**

Michael Thompson, Asst. GM from Sonoma Water gave a presentation on the background, timing, and process regarding the imminent decommissioning of the Potter Valley Dam. Please see recording beginning at 33:15 for full report.

<https://russianriverwaterforum.org/> is a great resource for information about this as well.

10. **Committee Reports**

A. Communications Ad Hoc, Report from Chair Joe Rogoff

Joe reported that the tabling at events has been a productive way to inform people of county resources and recruitment of prospective representatives. He reminded the group that both alternates and representatives can table and that there is no need to stay for the whole event. Some of the main questions they get are regarding: Main St. Bridge in Monte Rio, Housing Element, LCP, PG & E (3 power outages in Guerneville so far this week), trash, graffiti on old B of A building, how to remove animals / dead deer from road, concerns about new hotel / evacuation, potholes (people have reported fast response after using SoCo Connect). Joe also attended a Cafecitos meeting and there may be some interest from members there to engage with the MAC / run for a seat.

B. Community Clean Up Ad Hoc, Report from Chair Lisa Nahmanson

Please see written report. Vesta asked whether the River MAC was adopting a road through the adopt-a-road program with the county or were we working to help get roads adopted. Lisa suggested that this topic be discussed at the next ad hoc meeting which will be held on 7/27.

C. Pocket Canyon area renaming Ad Hoc, Report from Chair Betsy Van Dyke, discussion and possible decision regarding the renaming of the Pocket Canyon area and Guerneville areas

Betsy reported that the Ad Hoc recommends that the Pocket Canyon area be renamed Guerneville South / Pocket Canyon renamed. It was agreed that there would not be any need to change the name of the Guerneville area to include a designation of "north".

Revised bylaws will be presented at a future meeting for approval.

D. Land Acknowledgement Ad Hoc, Report from Chair Lisa Nahmanson

Lisa reported that the Land Acknowledgement process is layered and complex. Next steps involve engaging with local Tribes for guidance. Will consult with D5 / County Staff.

11. **Adjournment**

With a motion from Vesta and second from Mike, the meeting was adjourned at 7:23 PM

For accessible versions of current and draft bylaws, please use these links:

[Current bylaws](#)

[Draft bylaws](#)

**LOWER RUSSIAN RIVER MUNICIPAL ADVISORY COUNCIL
BYLAWS**

Approved by the Sonoma County Board of Supervisors on September 25, 2018

Modified on November 13, 2018

Modified on XX, 2023

Commented [DR1]: Will update to BOS agenda date when available

ARTICLE I - NAME

The name of this Municipal Advisory Council shall be the Lower Russian River Municipal Advisory Council ("River MAC").

ARTICLE II - AUTHORITY AND PURPOSE

Section 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. Use Permit Applications when referred by the Permit and Resource Management Department
- b. Rezoning applications when referred by the Permit and Resource Management Department
- c. General Plan Amendment Applications when referred by the Permit and Resource Management Department
- d. Prioritization of Transportation and Transit Improvements when requested by the District Supervisor
- e. Health and Human Safety-Net Services when requested by the District Supervisor
- f. Additional Topics Requested by the District Supervisor

Section 2. The duties of the River MAC shall include:

- a. Hold regular open and public meetings;
- b. Study and analyze the Advisory Topics;
- c. Keep the District Supervisor informed of any issues related to Advisory Topics within the community;
- d. Provide advisory recommendations on the Advisory Topics and annual reports to the Board;
- e. Comply with Sonoma County Municipal Advisory Council Policies and Procedures.

ARTICLE III - MEMBERSHIP

Section 1. Membership. The membership of the River MAC shall be sixteen positions, composed of nine members and seven alternates.

Requirements for membership include: members must reside within the boundaries of the Municipal Advisory Council, and be at least 18 years of age. There are no requirements for property ownership or citizenship.

The District Supervisor will select members based on the following criteria:

- ~~a. The Fifth District Supervisor will work with the community to identify sub areas within the MAC Boundaries.~~
 - ~~b. The Fifth District Supervisor will work with the community to evaluate the sub areas within the River MAC boundaries to determine proper representation on the MAC. This scoping exercise will inform the composition of the MAC for well rounded representation.~~
- The River MAC will have the following representation:

Forestville: 2 Representatives, 1 Alternate
Hacienda: 1 Representative, 1 Alternate

Rio Nido: 1 Representative, 1 Alternate
Guerneville: 2 Representatives, 1 Alternate
Monte Rio/Villa Grande: 1 Representative, 1 Alternate
Cazadero ~~and~~ Duncans Mills: 1 Representative, 1 Alternate
Guerneville South / Pocket Canyon: 1 Representative, 1
Alternate

~~e.~~b. Vacancies shall be posted in accordance with the Maddy Act (Government Code section 54970 et seq.) and The the Fifth District Supervisor will lead the community in an exercise to nominate representatives and alternates to serve on the MAC using the identified sub-areas as a framework for the composition of the MAC.

~~e.~~c. The Fifth District Supervisor will consider the community's nominations for appointment to the MAC, and will select final nominations to submit to the Board of Supervisors for appointment.

Section 2. Appointment Authority. The District Supervisor shall submit selected applicants to the Board of Supervisors for appointment. Appointments shall be posted in accordance with the Maddy Act (Government Code section 54970 et seq.).

Section 3. Terms. A membership term is a two-year period. The River MAC members may be reappointed. Members may serve a maximum of two terms (four years in total). Notwithstanding the foregoing term limit, the board of supervisors may reappoint a member who is termed out if they make a finding that an insufficient number of applications were received to fill the number of vacancies on the MAC

~~Section 4. The Board of Supervisors shall classify the initial members into two classes. Class A shall consist of five members; Class B shall consist of four members. Class A shall have an initial membership term of two years. Class B shall have an initial membership term of three years. Thereafter, each member's term shall be two years. The District Supervisor shall determine which members shall serve the initial three year term.~~

Section ~~4~~5. Attendance. Members are expected to attend all meetings of the River MAC. Absence from two consecutive or three cumulative absences from the River MAC meetings in a twelve-month period may result in removal.

Section ~~5~~6. Removal. The District Supervisor may, in his or her discretion, recommend removal of a member to the Board of Supervisors. A majority vote by the Board is necessary to remove a member.

Section ~~6~~7. Vacancies. A vacancy shall exist when a member dies, or submits a written resignation to the District Supervisor, or has been removed as set forth in Section 6. When a vacancy occurs, the District Supervisor will fill the vacancy consistent with membership criteria and submit recommendations to the Board of Supervisors for appointment.

ARTICLE IV- MEETINGS

Section 1. Brown Act. All meetings of the River MAC and, its committees and subcommittees, shall comply with the Brown Act (Government Code section 54950 et seq.).

Section 2. Regular Meetings. Regular meetings of the River MAC shall be held regularly at an established date, time and place open to the public. Notice of the meeting time and place should be given to the public and the MAC members at least seventy-two (72) hours before the meeting. The Chair or Vice Chair may cancel any regular meeting by giving written notice of at least seventy-two (72) hours before the regularly scheduled

meeting time. This requirement of notification prior to cancellation shall not be waived.

Section 3. Special Meetings. The Chair may call and preside over special meetings. The Chair may call a special meeting by providing notice of the time, place, and agenda to each member and the public at least

(twenty-four) 24 hours before the special meeting. Only items on the agenda of the special meeting may be considered at said special meeting.

Section 4. Quorum. A quorum of the River MAC must be present at any regular or special meeting in order for a decision to be made on any matter. A quorum is defined as a majority of MAC members or voting alternates.

Section 5. Voting. While the River MAC will strive for consensus, every official action taken by the River MAC shall be adopted by a quorum vote. An alternate of the River MAC may vote under the following circumstances: 1) If a member of the MAC is absent from a meeting and the alternate replaces the MAC member for the full meeting; 2) If a member of the MAC recuses themselves from an item the alternate may replace the MAC member for the full meeting. If an alternate is sitting for a MAC member and the agenda includes items continued from a prior meeting, the alternate must state on the record that she/he has reviewed the relevant materials for the items on the agenda, including the minutes (if available) from the prior meeting.

Section 6. Abstention. When any member abstains from participation in any matter before the River MAC because of a conflict of interest, that member shall not be counted as present for purposes of determining whether or not there is a quorum. An alternate may fill the MAC member's seat as outlined in sections four and five.

Section 7. Secretary. Administrative support for the River MAC shall be provided by staff identified by the District Supervisor, a voluntary agreement, contract, or other means.

Section 8. Notice. The River MAC meetings will be open and public, with notice of the time and place given to the public and the River MAC members at least seventy-two (72) hours before the time of regular meetings and at least twenty-four (24) hours before special meetings.

Section 9. Public Comment. At each River MAC meeting, members of the public will be given the opportunity to directly address the items on the agenda before being voted on, and on Advisory Topics within the jurisdiction of the River MAC.

ARTICLE V – ADMINISTRATIVE ROLES

Section 1. The River MAC shall have a Chair and Vice Chair. The District Supervisor shall appoint the first Chair and Vice Chair. After that, the MAC will elect the Chair and Vice Chair annually. The Chair and Vice Chair will serve for one (1) calendar years, or until replaced by the District Supervisor.

Section 2. Chair. The Chair shall preside at all meetings of the River MAC and call for special meetings. The Chair shall carry out the duties listed in the Sonoma County Municipal Advisory Council Policies and Procedures.

Section 3. Vice Chair. In the Chair's absence, the Vice Chair shall assume the Chair's responsibilities. The Vice Chair shall carry out the duties listed in the Sonoma County Municipal Advisory Council Policies and Procedures.

ARTICLE VI - COMMITTEES AND SUBCOMMITTEES

Section 1. The River MAC may establish single-purpose committees or subcommittees, consisting of less than a quorum of MAC members, on an as-needed basis by a quorum vote. All committees and subcommittees shall have a life of one year, with the possibility of extension by the MAC after review. All committees and subcommittees shall comply with the Brown Act.

ARTICLE VII - CONTRACTS

Section 1. The River MAC and/or members thereof shall not have the power or authority to bind the County of Sonoma by any contract or agreement.

ARTICLE VIII – MANDATE FOR COMMUNITY ENGAGEMENT

Section 1. Community engagement is paramount to the success of the River MAC. MAC members will establish a Community Engagement Guide at the start of each calendar year, to be approved by the Fifth District Supervisor.

Section 2. The Community Engagement Guide may include: gatherings in the River MAC sub-areas with neighbors and their MAC representative; town halls; presentations at local schools; and nominating an ex-officio non-voting member student from a local High School.

ARTICLE IX - CONFLICT OF INTEREST/GRIEVANCES

Section 1. Conflict of Interest. The River MAC members will not involve themselves in official River MAC activities that could materially benefit them personally, their business interests, or the interests of organizations that they represent. In a conflict of interest, the member will abstain from voting, and the abstention will be recorded in the minutes.

Section 2. Members and staff will comply with State of California laws regarding conflict of interest for publicly appointed bodies, including the Political Reform Act. The River MAC will implement the procedure for resolving conflicts of interest in the Sonoma County Municipal Advisory Council Recommended Policies and Procedures.

ARTICLE X - AMENDMENTS

Section 1. A recommendation to the Board of Supervisors to amend these bylaws may be made at any regular meeting of the River MAC by a quorum vote of MAC members, provided that copies of the proposed amendments are sent to all members of the River MAC at least ten (10) days prior to the meeting at which such action is taken. The amendment will not be effective until and unless it is approved by majority vote of the Board of Supervisors.

ARTICLE XI – MINUTES

Section 1. There shall be minutes of the River MAC meeting proceedings. The River MAC administrative staff shall be responsible for minutes and will be responsible for the sending of minutes to all River MAC members, the District Supervisor, and members of the public who request them. A record of minutes will be maintained by the River MAC secretary.

ARTICLE XII – RECORDS

Section 1. Records of all River MAC agendas, minutes, meeting materials, records of action, annual reports, and external communications from at least the prior two years shall be maintained by the River MAC Secretary and retained at a location designated by the District Supervisor. These records shall be available for public inspection and copying as required by the Public Records Act (Government Code section 6250 *et seq.*).

ARTICLE XIII - PARLIAMENTARY AUTHORITY

Except as otherwise provided by law, these bylaws, or rules adopted by the Board of Supervisors, Rosenberg’s Rules of Order shall be the parliamentary authority of the River MAC.

ARTICLE XIV – LEGAL COMPLIANCE

The River MAC shall comply with the legal requirements of the County of Sonoma, the State of California, and with federal funding sources. Nothing in these bylaws shall be interpreted to be inconsistent with the ordinances of the Sonoma County Board of Supervisors.

ARTICLE XV - EFFECTIVE DATE

These bylaws and future amendments thereto, unless otherwise specified, shall become effective upon adoption by the Sonoma County Board of Supervisors.

Approved by the Sonoma County Board of Supervisors on ~~September 25, 2018~~XX, 2023.

~~James Gore~~Chris Coursey, Chair, Sonoma County Board of Supervisors

Sonoma County Coast Municipal Advisory Council
Minutes Regular
Meeting May 18, 2023 05:30 PM
Fort Ross Elementary School, 30600 Seaview Rd, Cazadero, CA 95421
Meeting recording available at <https://youtube.com/@sonomacounty5thdistrict>
<https://youtu.be/UuPI2rmt4fM>

Meeting Called to Order at 5:30 PM by Chair Brian Leubitz

Roll Call- Present

Marti Campbell

Drew McCalley

Caroline Madden

Scott Farmer

Jill Lippitt

Brian Leubitz

Ginny Nicholls

Beth Bruzzone gave an AB 2449 statement for remote attendance

Roll Call- Absent

Abreanna Gomes

Pledge of Allegiance, led by Scott Farmer

Approval of Agenda

The removal of Item number 9 from the agenda was approved unanimously, as this item will instead be discussed at a separate special MAC meeting.

Consent Agenda

Marti Campbell noted several corrections to name spellings in last meeting's minutes, and Scott Farmer noted that it should be added that the discussion on offshore energy reflect that the California Coastal Commission has final definitive say where the greater good is considered, and it is in our interest to remain in this conversation if that happens. With these changes, the minutes were approved unanimously.

Statement of Conflict of Interest

None

Independent Office of Law Enforcement Review and Outreach (IOLERO) Presentation from Lizette camacho, Community Engagement Manager, and John Alden, Director

Slides and recordings for the presentation are available online.

Drew McCalley asked about what criteria there were for IOLERO to get involved in investigations, or if this was solely at the discretion of the director. Alden replied that there are some criteria, one being if the Sheriff's office did not investigate a case completely, but ultimately the decision is up to the director.

Jill Lippitt asked if the suggestions IOLERO/CAC have made have been accepted by the Sheriff. Alden replied that, before he became director, not really as there was a challenging relationship between the sheriff and public. Now, however, there is a more collaborative relationship and the Sheriff's department is interested in responding.

Ginny Nicholls asked about the number of bilingual deputies in the Sheriff's department. Alden replied that the number is on the Sheriff's annual report. There has been a recent state regulation change which has diversified the languages new hires speak, but Sonoma County has not implemented this yet.

Scott Farmer asked, aside from IOLERO, what are the ways to submit a complaint, and why, out of all the possible ways to submit a complaint, would IOLERO be a good option to choose. Alden replied that you can call or mail IOLERO or directly go to the Sheriff's internal affairs division through their website. The advantage of IOLERO is that they can track the progress of your complaint and audit and send updates to get a better idea of the process. It can also help give the public more information and perspective on their experience while filing a complaint. Scott also asked what happens when an incident occurs in Sonoma County with an outside agency, to which Alden replied that often the best they can do is determine what agency the officer was from and send the complaint there.

Beth Bruzzone asked that the IOLERO was set up to help filter/fact-check/process complaints and help the public understand the procedure, but wanted to clarify if they were also doing positive interfacing with the public about the Sheriff's department, specifically around hiring. Alden replied that they are, and it is especially important to help the Sheriff recruit individuals with a "guardian" not "warrior" mentality.

Public comment was made inquiring as to whether when someone goes to the Sheriff's website to file a complaint they are informed about IOLERO. Alden responded that they are not, but that would be a good idea. Public comments also asked about whether IOLERO looks at all of the complaints received or only the ones directly given to IOLERO. Alden responded that they do have access to all of them, but generally only audit the ones that come directly to them or the highest consequence complaints. Another public comment was made saying that, based on their own personal experience, they felt that law enforcement in West County has been sensitive to the unique community needs. Additional comments inquired about concerns of internal racism in the Sheriff's department. Alden noted that

addressing this is one of CAC's top priorities this year, and there is a group of CAC representatives working on this.

Chair and Council Member Reports

Scott Farmer reported that last month Mendo Recycling shut down all HHW operations in Sea Ranch, and the city of Ukiah is taking on managing HHW operations with a new contractor. Zero Waste management is waiting to see if they can provide services to Sea Ranch. There is also a pilot solar panel recycling program and compost giveaways.

Drew McCalley noted that he will be attending the Sea Otter Summit on Friday May 26th, and would like to report back afterwards.

Beth Bruzzone thanked Supervisor Hopkins for putting together the May 1 LCP meeting, adding that it was a very important space for communication on this topic.

Brian Leubitz provided an update on the letter regarding the LCP asking that the vote be delayed that the MAC discussed at their last meeting. The letter was drafted and sent to all MAC members. The LCP has not yet been approved.

Public Comments

Public comment was made raising a concern surrounding the fire risk associated with a proposed trail. The concern was that people on the trails will behave irresponsibly, increasing fire risk. It was noted that this was a concern that many community members share, especially given how fire-vulnerable the area is.

Norma Jellison made public comment appreciating the moving of agenda Item number 9 to a separate meeting, as there are still many deficiencies in the LCP that need to be addressed.

Cea Higgins made public comment appreciating having a space to discuss site-specific policies further and asking that the language around vacation rental policy in the LCP be amended. She also asked if there was a way to clarify how the process of sending a letter from the MAC works to the public.

Supervisor Lynda Hopkins

Supervisor Hopkins reiterated that there will be a separate full-length meeting specifically to discuss the LCP. She briefly provided clarifications on some questions/concerns raised over LCP items.

Supervisor Hopkins also provided updates on efforts being undertaken to support the fishing community in Bodega Bay, which has been hit hard recently. They have been working with regional parks to approve a waiver to help support the industry. They are also requesting that Huffman try to replace the ice machine, and are hoping to be able to use federal appropriations funds for this

purpose. The Pier Art installation was also recently completed, and there will be a celebration for it shortly.

Supervisor Hopkins also provided an update on the Chanslor ranch project. The ranch has not been officially bought by the County yet, but they are currently in contract. It will come before the Board in early July. The horse operation and agricultural components will keep going, and the county is hoping to make it a regional park open to the public.

Next, Supervisor Hopkins provided an update on the Sea Otter Summit, which is at capacity but will be recorded.

Supervisor Hopkins also provided an update on speeding. It has been a frustrating process, but the district is looking into getting more flashing speed signs and possibly a mobile speed sign to keep within West County, as they have proven to be more effective.

Ginny Nichols raised concerns over a need for solutions to the collision risk with the Chanslor horse crossing, particularly in the evenings. Supervisor Hopkins replied that they needed to work with Caltrans to work out a solution for this.

Caroline Madden asked about the possibility of getting CHP more present on highway 1, and raised concerns over speeding in Jenner. Field Representative Elise Weiland responded that she would reach out to CHP about it.

Marti Campbell added that it would be helpful just to have CHP show up occasionally in Jenner to decrease speeding there.

Drew McCalley noted that the flashing traffic signs are effective at reducing speeding.

Public comment noted that many accidents are also caused by cell phone usage, and that signs with messaging addressing this issue would be helpful as well. Supervisor Hopkins replied that signs like these could be brought to the fire station for people to distribute and place in particularly impacted areas.

Brian Leubitz asked whether Chanslor Ranch would be part of an existing park or a separate park. Supervisor Hopkins replied that they would be two separate parks and access points, but would eventually have some sort of limited connectivity.

Considerations of letter in support of AB 817 (PACHECO): LOCAL GOVERNMENT: OPEN MEETINGS

Brian Leubitz explained that this legislation would allow increased use of zoom/hybrid meetings. Marti Campbell asked to clarify whether or not this legislation would actually allow the use of remote options as often as the MAC chose. Field Representative Debbie Ramirez replied that this legislation would allow councilmembers to participate virtually without cause and and limit. Drew McCalley

asked whether the intent would be to have certain scheduled virtual/hybrid meetings for the MAC, to which Brian Leubitz responded that this would be the case for winter meetings because of the long commute, however this decision would ultimately be up to the next chair. Drew McCalley also confirmed that this would get rid of the need for AB 2449 statements for remote attendance.

Public comment asked if anything would be lost with virtual meetings. Brian Leubitz replied that both types of meetings have their advantages, but virtual meetings are more accessible. Marti Campbell added that there was more public attendance on virtual meetings as well. Beth Bruzzone said that she enjoys the in-person meetings, but having virtual options is very helpful safety-wise given the distance some people have to drive, particularly in the winter when there is poor weather. Supervisor Hopkins added that, in the past, they've had to cancel some MAC meetings because of weather, and this provides a useful backup plan.

Marti Campbell moved to approve the letter, and Scott Farmer seconded. The motion was approved unanimously.

Staff Report, Elise Weiland

Elise provided an update on the hill slide that occurred in Jenner during the Winter storms, noting that a road repair is underway, and has also given the opportunity to fix a problem with the water pipes there as well. Additionally, she noted that the list of road repairs was distributed last meeting. There has been a new slip out at Fort Ross, and the project has been accepted by FEMA, but no specific dates can be given yet.

Elise Weiland also provided an update on economic development at Bodega Bay. She noted that the Sonoma-Mendocino Economic Development district is working on a project to support commercial fishing/recreational industries on the coast. The district will be setting up some meetings to discuss possible projects in that area.

She also provided an update on the Access Sonoma Broadband project, which has been frustratingly slow. Sonoma County has received a grant for this. In the meantime, they are working on a free-wifi project, which will be installed in early to mid June in most communities. This project is being undertaken with the goal of creating disaster-resilient hubs within a community and providing services while broadband is in process. Marti Campbell noted that she wanted to have a further discussion offline about getting internet to Annapolis. Elise Weiland also noted that money for broadband depends on the areas with service gaps, but the maps they use to determine these service gaps are inaccurate, because they use census tracts. In order to make the information more accurate, it is important to take the digital equity survey at Access Sonoma Broadband and share this survey with those you know. Jill Lippit noted that in her area they have satellite, but it is very inadequate, so saying that they are all connected would not really be accurate. Scott Farmer clarified that grants will look at the maps with granularity, so giving information through the survey helps to give more accurate information.

Elise Weiland also noted that last year they paid TOT for enhanced parking enforcement over the summer season. The time is now coming to renew the contract, and she wanted to hear feedback on whether or not it should be renewed. Beth Bruzzone replied that she believed it was worth continuing. Jill Lippit replied that they should look more carefully at where they're extending the program to, as it's not an issue in all areas. In Jenner and the Russian Gulch Beach, for example, it's not needed and becomes a nuisance. Ginny Nichols asked about improving the parking at Salmon Creek Beach, as limited parking availability currently causes problems. She asked if parking could be extended to the ranger's station. Elise Weiland replied that they have no control over state parks, which Salmon Creek is, and severe underfunding of state parks contributes to this problem. She suggested sending letters to Senator Mcguire to fund state parks better to help remedy this issue. Caroline Madden noted that Jenner Beach Park should be included in the enhanced parking enforcement program. Public comment was made asking if Senator Mcguire could work with Caltrans to improve the parking situation. Elise Weiland suggested forming an Adhoc which would create a report of the most problematic areas. Supervisor Hopkins added that they could also have the MAC take Caltrans and State parks go on a tour of all the worst areas. Beth Bruzzone explained that for most projects, contractors usually already have the "spoils" or extras from a project designated for other use, so it is not available for local use. Public comment was made asking how we can form a better relationship with State Parks. Supervisor Hopkins replied that it just depends on who is in leadership positions at the State Parks. Comments were made regarding fire concerns associated with tourism in state parks.

Scott Farmer asked if the Economic Development board was focused on improving existing service affordability rather than increasing wire in the ground. Elise Weiland replied that she believes they are actually also working on wire in the ground, but it's just difficult. Supervisor Hopkins added that the County's priority does remain expanding broadband to underserved rural areas.

Public comment was also made requesting rumble strips in Jenner, which Elise replied they could look into.

Adjournment

The meeting was adjourned at 7:54 PM.



**Sonoma County Coast Municipal Advisory Council
Minutes**

Special Meeting

June 22, 2023 05:30 PM

**Bodega Bay Harbour Club, 565 Smith Brothers Road, Bodega Bay, CA 94923 and via Zoom:
<https://sonomacounty.zoom.us/j/93179271643?pwd=S0JyV2c0eXp3MjZkR3IjUTMrZkt3Zz09>
<https://sonomacounty.ca.gov/sccmac>**

1. Call to Order

The meeting was called to order at 5:31 pm by Vice Chair - Bodega / Valley Ford Representative Beth Bruzzone.

A. Roll Call

Present: Vice Chair - Bodega / Valley Ford Representative Beth Bruzzone, Fort Ross / West Cazadero Representative Caroline Madden, Timber Cove Representative Scott Farmer, Jenner Representative Jill Lippitt, The Sea Ranch / Annapolis Representative Marti Campbell
Absent: Chair - Bodega Bay Representative Brian Leubitz, Kashia Band of Pomo Indians Representative Abreanna Gomes, Bodega Bay Representative Ginny Nichols, The Sea Ranch / Annapolis Representative Drew McCalley
Staff Present: Permit Sonoma: Scott Orr, Claudette Diaz, Cecily Condon District 5: Supervisor Lynda Hopkins, Leo Chyi, Tracy Lyons, Debbie Ramirez, Amy Cohen

B. Pledge of Allegiance

Lead by Vice Chair - Bodega / Valley Ford Representative Beth Bruzzone

2. Local Coastal Plan Presentation from Permit Sonoma

A. Deputy Director of planning, Scott Orr, discussed completed work from the past two months and emphasized the overall goal to revisit this plan with the board of supervisors on July 17, 2023.

Claudette Diaz: Provided a PowerPoint presentation with the following updates:

A.1. Approval goal of July 17, 2023 for the adoption of the local coastal zone plan

Organized into 10 subareas from north to south (The Sea Ranch North to Valley Ford)

2. Local Coastal Plan (LCP) (Part I): Currently being updated

3. Coastal Zoning Code (Part II): Implementation Plan

Developed after Local Coastal Plan certification

Public outreach similar to LCP

4. Administrative Manual (Part III):

Upon certification, revisions would be sent to administrative manual and coastal zoning code

B. April 4, 2023 Board Direction

Board of Supervisors held second public hearing and will revisit with updates on July 17, 2023

Provided tentative direction on 10 discussion topics from October 4, 2022 meeting

Mentioned topics for stakeholder outreach: Fire fuel management, public access, agriculture

C. Additional Outreach:

Completed several meetings coordinated with district 5 including regional parks and agricultural commissioners

D. Discussion Topics:

Discussed and reviewed revised policy options, such as pesticide regulations and language appropriate to the agricultural community

Covered concerns with public access, fire fuel management, and site-specific policies for visitors

Discussed technical corrections; to include grammatical errors, inconsistency with state, local and federal regulations, and adopted plans

Included revised policies and proposed alternatives were represented in the new draft(s)

E. Agricultural uses:

Removed “horses, donkeys, mules” from Land Use Table to include all livestock and farm animals

Proposed new alternatives (policy C-OSRC-4d [Alt 1] and new policy C-OSRC-4)

Pesticide Regulation:

Met with Agricultural Commissioner’s Office to discuss and revise the herbicide policy and replace it with pesticides with a new alternative that is brought to the board on July 17, 2023.

F. Public access:

Implemented new added policies: Policy C-PA-11 and Policy C-PA-1m

Also revised language for the method of acquisition to Policy C-PA-1b

Appendix B was update in coordination with Regional Parks to reflect changes since 2019

G. Public Access Map Series:

Discussed several options with the Board of Directors to add and remove points, revise table format and move access points/trailhead dots to public access points

Change “future” to “undetermined location” and “proposed” to “planned” in policy language

H. Fire Fuel Management:

Revised policy language and proposed new programs to exclude vegetation management for fire fuel reduction

I. Forests and Woodlands: Revised policy C-OSEC-7o:

Allows fire risk, restoration or forestry projects to be overseen by a registered Forester

Proposed new policies to manage forest to balance coastal resource protection and fire risk reduction

J. Site specific policies:

Modified version with alternative language

Public Comment:

Michel Murphy made a public comment regarding his concern about elimination of the language “horses, donkeys and mules” and inquired if they would be considered as general livestock or agricultural entities

Supervisor Hopkins responded that these specific animals would be listed under the umbrella term of livestock which helps recognize grazers as a whole

Dee Swanhuysen made a public comment regarding mention of increased agricultural housing

Sonoma Permit responded that density of development was not increased, but that there would be a four-unit cap per agricultural property

No other public comment on this topic.

2. Public Comment on Pesticide Regulation

No Comment from MAC members

Reuben Weinveg made a public comment inquiring about the clarification of pesticides and whether or not herbicides were eliminated from the revised

3. Public Comment on Public Access:

Carmen Estrada made a public comment asking to correct the language about access to Estero Ranch or any discussion to Estero Ranch and Estero Americana to be more accurate

A member of the public from Bodega Harbour said historical access points to the beach do not include Estero Ranch. Opposed to putting access through the water.

Shanti Everest made a public comment thanking the MAC and staff for their hard work; mentioning her goal of protecting restorative habitats, which is critical for accessing restoration, and providing environmental education, and objected the approval of the privatization of Estero Lane.

Cea Higgins made a public comment stating that Appendix B has two parts (Parts and Plans) that provides additional information about access to Estero Lane but needs to be reviewed before approved

Representative Scott Farmer asked about logging and commercial use, hoping for some clarity

4. Public Comment on Fire Fuel Management:

No comment from MAC members

A member of the public made a public comment inquiring about the CalFire requirements for evacuation

Permit Sonoma responded that CalFire standards are related to the California Building code which are implemented through the Sonoma Coast’s fire marshal provisions and regulations

5. Public Comment on Forest and Woodlands:

No comment from MAC members or the public

6. Public Comment on Site Specific:

Representative Jill Lippitt makes a public comment regarding the removal of specific language in the

LCP due to redundancy but to keep the language that is protective of the specific site

Representative Scott Farmer made a public comment suggesting that people read site-specific language line by line and match it with the proposed location to help remove redundancy or confusion

Bill McMaster made a public comment regarding his concern about Ocean Cove Ranch and why the acquisition was moved from three to one, as well as what kind of permit he would need to help avoid his business closing due to insurance issues

Michelle Irwin made a public comment reiterating the support supervisors received about vulnerability and site-specific policy, ensuring ensure extra protection to sensitive coastal areas by preserving the beautiful Sonoma Coast

Richard Charter made a public comment regarding the coastal and partial-specific plans, mentioning that protecting the coastline between road and ocean is key; recommending to keep most of the current regulations in the LCP and update others as needed

Kate made a public comment about properties that are sold in the future, mentioning how it could be exempt from specific public access, but does protect location if the developer chooses to expand or build on this area. Overall, she asked the committee to not remove any of the policies.

Margaret Graham made a public comment stating that the LCP should not have policies addressing specific businesses, but inquired if this was about business specific policy, project she manages at Timber Cove or if it is about herself. Supports the removal of business-specific policies in the LCP.

Another member of the public made a comment reiterating the previous speaker's question regarding whether the LCP was about business, partial or site-specific policies

Sarah Griffin made a public comment regarding her concern about the proposed LCP policy that would eliminate site-specific protections that have been in place since 1981; negatively impacting coastal habitat and public access to the coast. Specifically, she asked the committee to consider keeping the current protections in place to benefit several communities, including maintaining habitats

Bill Krawitz made a public comment suggesting to keep site-specific policies and not eliminate or significantly change them due to their significant protections they provide

Ginny Nichols made a public comment asking for the committee to oppose the removal of parcel specific protections, noting how the developmental interested is heavily influencing decision-makers. Furthermore, she stated that the current and previous versions of the LCP are not arbitrary or redundant, but are there to ensure existing businesses were allowed to continue their operation expansion under the LCP

Padi Selwyn made a public comment discussing how the current policies have been excellent for the past 40 years and that there is no reason they should be changed

Mette Hansen made a public comment in support of the two previous speakers and mentioned how none of the policies have been shown to be redundant, but trying to reform these protections to suit specific individuals is not appropriate. She advocated to keep the current protections in place and strengthen them where possible

Cea Higgins responded that it is important to remind the community what the LCP does and should do for the future, how it isn't targeting businesses and has the utmost obligation to protect the parcel. If these protections are removed, there would be no opportunity to improve them in the future, nor maintain the ones we currently have in place

Reuben Weinzveg made a public comment strongly recommending keeping all parcels protected all originally intended

Norma Jellison made a public comment stating how parcel specific policies are the only way to protect what we value by protecting, restoring and preserving the coast as well as ensuring unique policies are protected in our LCP without eliminating other protections, but strengthen where needed

Supervisor Hopkins discussed and clarified the following:

- Repeated use of the word “allow” to be replaced with words like “expansion, development, and limited development” in reference to CLU-5g
- Drafted more stringent language to include words like “limit” opposed to “allow”
- Refer to “ALT-2” for specific zoning inquiries (page 1 - 7)
- Would love to hear feedback that covers mentioned changes or revisions
- Overall goal is to start with restrictive language and not permissive language

Another member of the public made a comment to Permit Sonoma regarding the clarification of a “conservation area” how her property could be affected by the LCP

Supervisor Hopkins asked Permit Sonoma to explain the process for fencing repairs for livestock, as well as provide insight for agriculture rights and flash grazing?

Permit Sonoma responded that repair and maintenance with existing use is allowed without a coastal development permit, but otherwise, individuals would contact them with a plan proposal and other supporting documentation before being approved to move forward

Rachel made a public comment regarding clarification on emergency permits for fencing repairs

Permit Sonoma responded that emergency repairs just need to be communicated once completed, whether you e-mail, write a letter, call, etc., but to take care of the situation quickly and with no charge

Renate Lee made a public comment inquiring about an online forum for individuals to fill out to better communicate with Permit Sonoma when it comes to starting a new project, if not, retrieving updates to their submitted request

Permit Sonoma responded that they would consider this idea in the future, but that their overall goal is to maintain as many open lines of communication as possible without narrowing it down to one option

Cea Higgins made a follow up question for Supervisor Hopkins, inquiring if there’s been movement on adding language to the existing program on short-term rentals in the LCP that includes looking at density for future ordinance

Supervisor Hopkins responded referred Cea’s comment to Permit Sonoma and whether the topic was previously discussed by the Planning Commission and if she could bring forward language during the July 17, 2023 Board meeting.

Permit Sonoma could not confirm and would need to review Planning Commission records. New language would require a continuance based on the Coastal Commissions 6 week guideline. They also raised concerns around creating inconsistencies between the interior vacation rental process and the coastal process. The recommended changes during the implementation phase.

Rue made a public comment expressing their appreciation for the MAC but also wanted to follow up on the coastal zone, stating that there should be no intensification of use without mitigations that would apply to more housing, intensification of uses, but instead preserve, protect and restore it.

Melinda Paul made a public comment stating her concern about finding affordable places to live and during times of emergency, can be impossible to find help, especially with the density issuing

Final MAC Comments:

Representative Marti Campbell addressed the process for considering vacation rental policies in coastal areas, to include issues within the Sea Ranch community. Notated that this community would have a different point of view in regards to density restrictions in comparison to Bodega Bay, but

overall objected to adding new language during the July 2023 meeting as the LCP has been a work in progress since 2015

Supervisor Hopkins responded that it would not set density limits across the coast, but instead, call out a need to look at density and its implementation within the LCP, which would go community by community; such as zoning or neighborhood impacts

3. **Adjournment**

On a motion by Jill Lippitt, seconded by Scott Farmer, the meeting was adjourned at 7:50 PM

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For accessible versions of current and draft bylaws, please use these links:

[Current bylaws](#)

[Draft bylaws](#)



SONOMA COUNTY COAST

MUNICIPAL ADVISORY COUNCIL BYLAWS (Coast MAC)

Approved by the Sonoma County Board of Supervisors on September 25, 2018
Modified on September 16, 2020.

Modified on XX, 2023

Commented [DR1]: Will update to BOS agenda date when available

ARTICLE I - NAME

The name of this Municipal Advisory Council shall be the Sonoma County Coast Municipal Advisory Council ("Coast MAC").

ARTICLE II - AUTHORITY AND PURPOSE

Section 1. In order to facilitate community engagement, the Coast MAC will make recommendations to the Board of Supervisors and other County decision makers on the following Advisory Topics:

- a: Use Permit Applications when referred by ~~the Permit and Resource Management Department~~ Permit Sonoma
- b: Rezoning applications when referred by ~~the Permit and Resource Management Department~~ Permit Sonoma
- c: General Plan Amendment or Development Applications in the Coast MAC area that is referred by ~~the~~ Permit Sonoma (formerly Permit and Resource Management Department)
- d: Prioritization of Transportation and Transit Improvements when requested by the District Supervisor
- e: Health and Human Safety-Net Services when requested by the District Supervisor
- f: Additional Topics Requested by the District Supervisor or by Coast MAC Council .

Section 2. The duties of the Coast MAC shall include:

- a: Hold regular open and public meetings;
- b: Study and analyze the Advisory Topics;
- c: Keep the District Supervisor informed of any issues related to Advisory Topics within their community;
- d: Provide advisory recommendations on the Advisory Topics and an annual report to the Board;

e: Comply with Sonoma County Municipal Advisory Council Policies and Procedures.

ARTICLE III – MEMBERSHIP

Section 1. Membership. The membership of the Coast MAC shall be sixteen positions, composed of nine members and seven alternates. Requirements for membership include: members must reside within the boundaries of the Municipal Advisory Council, and be over at least 18 years of age. There are no requirements for property ownership or citizenship.

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The District Supervisor will select members based on the following criteria:

a: The Fifth District Supervisor will work with the community to identify and evaluate the sub-areas within the Coast MAC boundaries to determine proper representation on the MAC.

The Coast MAC will have the following representation:

The Sea Ranch/Annapolis: 2 Representatives, 1 Alternate

Timber Cove: 1 Representative, 1 Alternate

Fort Ross/West Cazadero: 1 Representative, 1 Alternate

Jenner: 1 Representative, 1 Alternate

Kashia Band of Pomo Indians: 1 Representative, 1 Alternate

Bodega Bay: 2 Representatives, 1 Alternate

Bodega/Valley Ford: 1 Representative, 1 Alternate

b: Vacancies shall be posted in accordance with the Maddy Act (Government Code section 54970 et seq.) and tThe Fifth District Supervisor will lead the community in an exercise to nominate representatives and alternates to serve on the MAC, using the identified sub-areas as a framework for the composition of the MAC.

c: The Fifth District Supervisor will consider the community's nomination for appointment to the MAC and will select final nominations to submit to the Board of Supervisors for appointment.)

d: The District Supervisor shall submit selected applicants to the Board of Supervisors for appointment. Appointments shall be posted in accordance with the Maddy Act (Government Code section 54970 et seq.).

Section 2. Terms. A membership term is a two-year period. The Coast MAC members may be reappointed. Members may serve a maximum of two terms. Notwithstanding the foregoing term limit, the board of supervisors may reappoint a member who is termed out if they make a finding that an insufficient number of applications were received to fill the number of vacancies on the MAC.

~~Section 3. The Board of Supervisors shall classify the initial members into two classes. Class A shall consist of five members; Class B shall consist of four members. Class A shall have an initial membership term of two years. Class B shall have an initial membership term of three years. Thereafter, each member's term shall be two years. The District Supervisor shall determine which members shall serve the initial three year term.~~

Section 4. Attendance. Members are expected to attend all meetings of the Coast MAC.

Absence from two consecutive or three cumulative absences from the Coast MAC meetings in a twelve-month period may result in removal.

Section 5. Removal. The District Supervisor may, in his or her discretion, recommend removal of a member to the Board of Supervisors. A majority vote by the Board is necessary to remove a member.

Section 6. Vacancies. A vacancy shall exist when a member dies, or submits a written resignation to the District Supervisor or has been removed as set forth in Section 5. When a vacancy occurs, the District Supervisor will consider the alternate (if any) along with other candidates to fill the vacancy and submit recommendations to the Board of Supervisors for appointment.

ARTICLE IV- MEETINGS

Section 1. Brown Act. All meetings of the Coast MAC, its committees and subcommittees shall comply with the Brown Act (Government Code section 54950 *et seq.*).

Section 2. Regular Meetings of the Coast MAC shall be held at an established date, time and place open to the public (currently every other month). Notice of the meeting time and place will be given to the public and the MAC members at least seventy-two (72) hours before the meeting. The Chair or Vice Chair may cancel any regular meeting in accordance with The Brown Act by giving written notice of at least seventy-two (72) hours before the regularly scheduled meeting time. This requirement of notification prior to cancellation shall not be waived

Section 3. Special Meetings. The Chair may call and preside over special meetings by providing notice of the time, place and agenda to each member and the public at least (twenty-four) 24 hours before the special meeting. Only items on the agenda of the special meeting may be considered at said special meeting.

Section 4. Quorum. A quorum of the Coast MAC must be present at any regular or special meeting in order for a decision to be made on any matter. A quorum is defined as a majority of MAC members or voting alternates.

Section 5. Voting. Every official action taken by the Coast MAC shall be adopted by a quorum vote. An alternate of the Coast MAC may vote under the following circumstances:

a: If a member of the MAC is absent from a meeting and the alternate replaces the MAC member for the full meeting.

b: If a member of the MAC recuses themselves from an item the alternate, if any, will replace the MAC member for that agenda item.

~~6-1fc:~~ If an alternate is sitting for a MAC member and the agenda includes items continued from a prior meeting, the alternate must state on the record that she/he has reviewed the relevant materials for the items on the agenda, including the minutes (if available) from the prior meeting.

Section 6. Recusal. When any member recuses from participation in any matter before the Coast MAC because of a conflict of interest, that member shall not be counted as present for purposes of determining whether or not there is a quorum. An alternate may fill the MAC member's seat as outlined in sections four and five.

Section 7. Secretary. Administrative support for the Coast MAC shall be provided by staff identified by the District Supervisor, a voluntary agreement, contract, or other means.

Section 8. Notice. The Coast MAC meetings will be open and public, with notice of the time and place given to the public and the Coast MAC members at least seventy-two (72) hours before the time of regular meetings and at least twenty-four (24) hours before special meetings.

Section 9. Public Comment. At each Coast MAC meeting, members of the public will be given the opportunity to directly address the items on the agenda for a specified period of time prior to being voted on, and on Advisory Topics within the jurisdiction of the Coast MAC.

ARTICLE V – ADMINISTRATIVE ROLES

Section 1. The Coast MAC shall have a Chair and Vice Chair. ~~The District Supervisor shall appoint the first Chair and Vice Chair. After that, t~~he MAC will elect the Chair and Vice Chair annually at the last general meeting of the calendar year. The Chair and Vice Chair will serve for one (1) calendar year or until replaced by the District Supervisor.

Section 2. Chair. The Chair shall preside at all meetings of the Coast MAC and call for special meetings. The Chair shall carry out the duties listed in the Sonoma County Municipal Advisory Council Policies and Procedures.

Section 3. Vice Chair. In the Chair's absence, the Vice Chair shall assume the Chair's responsibilities. The Vice Chair shall carry out the duties listed in the Sonoma County Municipal Advisory Council Policies and Procedures.

ARTICLE VI - COMMITTEES AND SUBCOMMITTEES

Section 1. The Coast MAC may establish a temporary advisory single-purpose committee or subcommittee, which must consist of less than a quorum on an as-needed basis. All Ad Hoc committees and subcommittees shall serve a limited or single purpose (that is not perpetual) and will be dissolved once the specific task is completed. A single-purpose committee is exempt from the Brown Act when specific factors are met. All committees and subcommittees shall comply with the Brown Act.

- a: These committees or subcommittees may conduct research, meet with members of the community and develop recommendations to bring back to the MAC in an open and public meeting.
- b: Alternate non-voting council members may serve on committees which shall not exceed four (4) members. Of the four, one community member may serve on an AdHoc Committee.

ARTICLE VII - CONTRACTS

Section 1. The Coast MAC and/or members thereof shall not have the power or authority to bind the County of Sonoma by any contract or agreement.

ARTICLE VIII – MANDATE FOR COMMUNITY ENGAGEMENT

Section 1. Community engagement is paramount to the success of the Coast MAC. MAC members will establish a Community Engagement Guide at the start of each calendar year, to be approved by the Fifth District Supervisor.

ARTICLE IX - CONFLICT OF INTEREST/GRIEVANCE

Section 1. Conflict of Interest. The Coast MAC members will not involve themselves in official Coast MAC activities that could materially benefit them personally, their business interests, or the interests of organizations that they represent. In a conflict of interest, the member will abstain from voting, and the abstention will be recorded in the minutes.

Section 2. Members and staff will comply with State of California laws regarding conflict of interest for publicly appointed bodies, including the Political Reform Act. The Coast MAC will implement the procedure for resolving conflicts of interest in the Sonoma County Municipal Advisory Council Recommended Policies and Procedures.

ARTICLE X - AMENDMENTS

Section 1. A recommendation to the Board of Supervisors to amend these bylaws may be made at any regular meeting of the Coast MAC by a quorum vote of MAC members, provided that copies of the proposed amendments are sent to all members of the Coast MAC at least ten (10) days prior to the meeting at which such action is taken. The amendment will not be effective until and unless it is approved by majority vote of the Board of Supervisors.

ARTICLE XI – MINUTES

Section 1. There shall be minutes of the Coast MAC meeting proceedings. The Coast MAC administrative staff shall be responsible for minutes and will be responsible for the sending of minutes to all Coast MAC members, the District Supervisor, and members of the public who request them. A record of minutes will be maintained by the Coast MAC secretary. The record of minutes will be maintained on the Sonoma County Coast MAC website.

ARTICLE XII – RECORDS

Section 1. Records of all Coast MAC agendas, minutes, meeting materials, records of action, annual reports, and external communications from at least the prior two years shall be maintained by the Coast MAC Secretary and retained on the Sonoma County MAC website. These records shall be available for public inspection and copying as required by the Public Records Act (Government Code section 6250 *et seq.*).

ARTICLE XIII - PARLIAMENTARY AUTHORITY

Except as otherwise provided by law, these bylaws, or rules adopted by the Board of Supervisors, Rosenberg’s Rules of Order shall be the parliamentary authority of the Coast MAC.

ARTICLE XIV – LEGAL COMPLIANCE

The Coast MAC shall comply with the legal requirements of the County of Sonoma, the State of California, and with federal funding sources. Nothing in these bylaws shall be interpreted to be inconsistent with the ordinances of the Sonoma County Board of Supervisors.

ARTICLE XV - EFFECTIVE DATE

These bylaws and future amendments thereto, unless otherwise specified, shall become effective upon adoption by the Sonoma County Board of Supervisors.

Approved by the Sonoma County Board of Supervisors on _____

~~Susan Gorin~~Chris Coursey, Chair, Sonoma County Board of Supervisors

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