

MAYORS' & COUNCILMEMBERS' ASSOCIATION OF SONOMA COUNTY

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

BOARD MEETING

Thursday, October 14, 2021

6:00 PM

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

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

Members of the public can participate in the meeting by visiting zoom.us or using the following link:

<https://us02web.zoom.us/j/87240510121?pwd=Y3RpNHZVcjJGcncrYW01RHFWMnBFZz09>

or by dialing +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 929 436 2866 or +1 301 715 8592 or +1 312 626 6799 and entering the **Webinar ID: 872 4051 0121** and **Passcode: 142436**

BOARD MEETING AGENDA

- 1. **Call to Order**
Chair Marta Cruz (Cloverdale)

- 2. **Roll Call**

Cloverdale		Petaluma		Sebastopol	
Cotati		Rohnert Park		Sonoma	
Healdsburg		Santa Rosa		Windsor	

- 3. **Approval of Minutes of Regular Meeting of August 12, 2021**

- 4. **Public Comment**

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

- 5. **Business Items**

- a. **Mayors' and Councilmembers' By-Laws Review and Re-Establishment of the Ad-hoc Committee**

- 6. **Announcement(s)**

- a. **SCMCA Meeting format changes with regard to AB 361**

7. **Adjournment**

The next Board of Directors Meeting will be held on February 10, 2022, in Petaluma, CA.

Upcoming 2022 Meetings:

February 10, 2022	City of Petaluma
April 14, 2022	City of Rohnert Park
June 9, 2022	City of Santa Rosa
August 11, 2022	City of Sebastopol
October 13, 2022	City of Sonoma

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Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public review the Friday prior to the regularly scheduled meeting on the City’s website at <https://www.cloverdale.net/453/Mayors-Councilmembers-Association> , or by email upon request at lberges@cotaticity.org . Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Association regarding any item on this agenda, after the agenda has been distributed, will be made available for review. Contact number: (707) 665-3622. In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Cotati City Clerk’s office at (707) 665-3622. Notification 72-hours prior to the meeting will enable the Association to make reasonable arrangements to ensure accessibility to this meeting.

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ITEM NO. 3

MAYORS' & COUNCILMEMBERS' ASSOCIATION OF SONOMA COUNTY

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

BOARD OF DIRECTORS MEETING MINUTES

Thursday, August 12, 2021

5:30 PM

THIS MEETING WAS NOT PHYSICALLY OPEN TO THE PUBLIC

In response to the coronavirus cases in the County and continuing concerns of the Governor of California and the County Public Health Officer about potential community spread of the virus resulting from prolonged indoor gatherings, the Mayors' and Councilmembers' Association of Sonoma County has suspended conducting in-person meetings in order to minimize the spread of the COVID-19 virus, and pursuant to the provisions of the Governor's Executive Order N-29-20, which suspended certain

requirements of the Brown Act.

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

1. Call to Order

Chair Cruz called the meeting to order at 5:30 p.m.

2. Roll Call

Present:

City of Cloverdale
City of Cotati
City of Healdsburg
City of Petaluma
City of Rohnert Park
City of Santa Rosa
City of Sebastopol
Town of Windsor

Absent:

City of Sonoma

3. Approval of Minutes: Regular Meeting of June 10, 2021

City of Rohnert Park moved to approve the regular Mayors' and Councilmembers' Board of Directors Meeting Minutes of June 10, 2021. City of Petaluma seconded the motion. The motion passed by the following roll call vote:

Ayes: Cities of Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, and Town of Windsor

Noes: None

Absent: City of Sonoma

Abstain: None

4. Public Comment – None.

5. Business Items

(a) Presentation on the Continuum of Care Homelessness Governance by Don Schwartz, Rohnert Park Assistant City Manager

Recommended Action(s): Receive presentation, review recommendations, and provide direction on next steps.

Sonoma County Continuum of Care board composition and funding allocations discussed. Mr. Schwartz provided direction to present to the CoC Charter Board as follows: Recommend the maximum number of city seats on the CoC board, convey that Sonoma County having 3 seats is problematic for equitable representation.

6. Announcement(s): None.

7. Adjournment

Chair Cruz adjourned the meeting at 6:30 p.m. The next Board of Directors Meeting will be held on October 14, 2021.

Upcoming 2021 Meetings:

October 14, 2021 - City of Healdsburg

Respectfully Submitted by:

Lauren Berges
City Clerk, City of Cotati
Recording Clerk – 2021 Chair City

Item 5.a

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

Issues / Interests

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

Recommendations

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

2. Host City for the year will also organize the speakers once programming of topics is finalized.

2. Mayors to discuss with City Councils

- a. Draft purpose statement
- b. Summary of proposed changes
- c. Top priorities for speakers / programs
- d. Financial contribution from each City for staff assistance (example - \$2,000 per City for 2019)

3. Next Steps

- a. Review proposed changes with the full Board at the next General Membership meeting, and report out at General Membership meeting
- b. Next Ad Hoc Meeting
 - i. Job description and recruitment for contract Clerk
 - ii. Possibly start by-law revisions
- c. Future (with contract Clerk onboard)
 - i. Finalize revised by-laws

Item 5.a

Sonoma County Mayors & Council Members Association Purpose Statement

The Sonoma County Mayors and Council Members Association (SCMCA) shall have as its principal purpose to foster a spirit of cooperation among the cities of Sonoma County and enhance public health, safety and welfare. In addition, the SCMCMA shall have the following purposes:

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