

CITY OF SEBASTOPOL
CITY COUNCIL
STAFF REPORT

Meeting Date: January 3, 2017

To: Honorable Mayor and City Councilmembers

From: Councilmember Sarah Glade Gurney
City Manager-City Attorney Larry McLaughlin
Assistant City Manager/City Clerk Mary Gourley

Subject: Sonoma County Transportation Authority (SCTA)/Regional Climate Protection Agency (RCPA) Request for Citizen Representative on Climate Action Advisory Committee

Recommendation : That the City Council Discuss the Process for Applications and Appointments to the Climate Action Advisory Committee

Funding: Currently Budgeted: _____ Yes _____ No XX N/A
Net General Fund Cost:
Amount: \$

INTRODUCTION: This item is to request that the City Council Discuss the Process for Applications and Appointments to the Climate Action Advisory Committee.

BACKGROUND:
At the December 12, 2016 Sonoma County Transportation Authority (SCTA)/Regional Climate Protection Agency (RCPA) Meeting, the Board of Directors, in response to SCTA/RCPA staff’s request, established a Climate Action Advisory Committee to provide expert citizen input on implementation of the climate action initiatives. This committee will meet quarterly.

DISCUSSION:
Each Director of the SCTA/RCPA (Sebastopol’s Representative is Councilmember Gurney) is expected to submit two nominations by January 31, 2017. SCTA/RCPA has provided a nomination form along with the Climate Action Advisory Committee Charter and a summary for Climate Action 2020.

Due to the nomination deadline of January 31, 2017, City Council should authorize City staff to distribute through all available media and post the nomination packet and conduct citizen outreach to our community to encourage interested citizens to apply as soon as possible. The applications should be received no later than January 11, 2017 to allow the applications to be available for the Council’s City Council Meeting Packet for January 17, 2017. This is a short deadline but will allow the Council to review all applications prior to the deadline.

At the January 17, 2017 City Council Meeting, the Council could review and discuss the applications and provide direction to Councilmember Gurney for submission to the SCTA/RCPA by January 31, 2017.

RECOMMENDATION:

Staff recommends that the City Council Discuss the Process for Applications and Appointments to the Climate Action Advisory Committee and authorize staff to distribute through all available media and post the nomination packet.

Attachment:

CAAC Nomination Form

CAAC Charter

Climate Action 2020 and Beyond Summary

Staff Report

To: Regional Climate Protection Authority

From: Lauren Casey, Director of Climate Programs

Item: 4.6.1 – Climate Action Advisory Committee Proposal

Date: December 12, 2016

Issue:

Shall the Board establish a Climate Action Advisory Committee to provide expert citizen input on the implementation of climate action initiatives at the RCPA on an ongoing basis?

Background:

In 2013, the RCPA Board of Directors established a Stakeholder Advisory Group (SAG) to oversee the development of the *Climate Action 2020 and Beyond Plan*. The purpose of the SAG was to provide information and advice to the RCPA regarding challenges and opportunities that could be addressed in the regional climate action plan (CAP).

The entire SAG met five times between 2013 and 2016. Sector specific ad hoc committees were also convened as requested to review greenhouse gas (GHG) analysis specific to each inventory category addressed in the CAP, i.e. buildings, transportation, agriculture, water, and solid waste. The input collected in these meetings was used by RCPA staff and consultants to inform the narrative and analysis in the draft and final *Climate Action 2020 and Beyond* plans published in 2016.

As staff look towards the adoption and implementation of the CAP, and the ongoing implementation of GHG mitigation and climate adaptation strategies, expert community input from individuals like those appointed to the SAG will continue to be useful in generating implementation strategies that are best suited to the communities of Sonoma County.

Therefore, staff proposes that the Board create a new committee to be coordinated by RCPA staff, a Climate Action Advisory Committee. It will be similar to the SAG in composition but expected to convene quarterly. Meetings will, at a minimum, include presentations on:

1. Current RCPA projects and programs
2. Future RCPA project and program opportunities
3. Community based efforts (reports from CAAC members)

Minutes from CAAC meetings will be posted on the RCPA website to serve as a reference for RCPA Directors and staff.

Should the Board authorize staff to create the proposed CAAC, the attached nomination packet will be distributed to each RCPA Director in 2017. The list of past SAG members is also attached as a reference.

Policy Impacts:

None.

Fiscal Impacts:

None.

Staff Recommendation:

That the Board authorize staff to create a new Climate Action Advisory Committee and complete the attached nomination process.

December 12, 2016

Dear RCPA Director,

The Regional Climate Protection Authority is seeking nominations for the Climate Action Advisory Committee (CAAC) by the RCPA Board of Directors.

The CAAC will provide information and advice to RCPA staff and project consultants during the development and implementation of climate action programs and projects.

Directors shall submit two nominations.

Please consider nominations based on their:

- Understanding, interest and commitment to the goals and objectives of the RCPA as described in the Climate Action 2020 and Beyond summary
- Community leadership and ability to represent the sentiment and needs of the community in which they reside

This packet contains:

- CAAC Nomination Form – please fill out one per nominee and return by January 31, 2017
- CAAC Charter
- Climate Action 2020 and Beyond Summary

Please return nomination forms to Carolyn Glanton by January 31, 2017:

E-mail: Carolyn.glanton@rcpa.ca.gov

Or in person/mail:

Regional Climate Protection Authority

490 Mendocino Ave # 206

Santa Rosa, CA 95401

Thank you,

Suzanne Smith, Executive Director

**Regional Climate Protection Authority -
Climate Action Advisory Committee Nomination Form**

RCPA Board Member Name: _____

NOMINEE INFORMATION

Contact Name: _____

Organization: _____

Address: _____

Postal Code: _____

Email: _____

Telephone #: _____

What is the main area or sector of interest concerning climate action? (Please check one)

- | | | |
|--|---|---|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Environmental | <input type="checkbox"/> Social Justice |
| <input type="checkbox"/> Building/Construction | <input type="checkbox"/> Environmental Justice | <input type="checkbox"/> Tourism |
| <input type="checkbox"/> Business | <input type="checkbox"/> Health | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Community Non-profits | <input type="checkbox"/> Open Space | <input type="checkbox"/> Viticulture |
| <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Real estate | <input type="checkbox"/> Waste |
| <input type="checkbox"/> Education | <input type="checkbox"/> Renewable Energy | <input type="checkbox"/> Water |
| | | <input type="checkbox"/> Other _____ |

Description of the organizations and individuals within the community with whom the nominee will communicate and disseminate information: _____

Time Commitment

Please check here to indicate that the nominee has read the CAAC charter and understands that membership on the CAAC will require participation in four quarterly meetings each year, and that these meetings will last approximately 2 hours each, with some time required for preparation and follow-up.

Return nominations by January 31, 2017:
E-mail: carolyn.glanton@rcpa.ca.gov -
Or in person/mail:
Regional Climate Protection Authority 490
Mendocino Ave # 206
Santa Rosa, CA 95401

RCPA Climate Action Advisory Committee

The following is a description of the roles and responsibilities of the Climate Action Advisory Committee (CAAC) and guidelines for how meetings will be conducted.

Purpose

The purpose of the CAAC is to provide information and advice to the Regional Climate Protection Authority (RCPA) Board, staff and project consultants during the development and implementation of climate action programs. The CAAC will not take official votes or make direct recommendations to any hearing body.

Composition

The CAAC consists of stakeholders selected by the RCPA Board of Directors, to represent a diversity of viewpoints and areas of technical expertise from each jurisdiction. Three representatives from each city and two representatives from each County supervisorial district will be chosen by the RCPA Board members based on their respective jurisdictions. The RCPA Board may also extend invitations to additional stakeholders to contribute perspectives not represented by other members, in order to ensure adequately diverse sector representation. None of the members will hold public elective office on a governing board of any city or the County. Representatives are to have the following qualifications:

- General understanding of the goals and objectives of RCPA
- General understanding of climate change policy matters as they relate to local government, planning and project implementation
- Community leadership and ability to represent the sentiment of the community you live in or sector you represent

Sectors sought for representation in the Advisory Group include:

Renewable Energy	Environmental	Economic Development
Agriculture	Transportation	Education
Viticulture	Social Justice	Open Space
Business	Environmental Justice	Waste
Community Non- profits	Real estate	Water
	Health	Building Efficiency

Duration

The CAAC appointments will be for two years. If an appointee is unable to serve the full term, the Director shall identify a replacement who will serve through the end of the original term. CAAC appointments will be renewed every two years. When a new Director is seated he or she will have the opportunity to confirm or replace the CAAC member.

Meetings

A total of four CAAC meetings will be held each year. Meetings will generally last for two hours including presentations, comments and questions/answer.

Each meeting will include, but not be limited to, presentation on:

1. Current RCPA projects and programs
2. Future RCPA project and program opportunities

3. Community based efforts (reports from CAAC members)

Meetings will be focused on CAAC members; however, they will be open to public. Because of the limited time available for each meeting, and the nature of the CAAC process, members of the public will be able to provide comments at the end of the meeting. A time limit will be imposed on each speaker during the public comment period.

RCPA staff will be responsible for running CAAC meetings.

The meetings of the CAAC are subject to the Ralph M. Brown Act, and therefore subject to the Act's notice and posting requirements. Following each meeting, minutes will be created by staff and posted to the RCPA website.

Expectations of CAAC Members

Primary role:

Work with staff to develop and implement greenhouse gas reduction programs and measures in Sonoma County communities.

Anticipated activities will include:

- Reviewing and considering materials, proposals, ideas and concepts introduced to them by RCPA and jurisdiction staff
- Engaging in constructive discussion with CAAC members and staff about challenges and opportunities in the implementation of climate action measures
- Fostering communication outside of the CAAC regarding progress and outcomes of RCPA initiatives; particularly as they relate to a member's jurisdiction or sector

Communication with Staff and Consultants

Outside of CAAC meetings, RCPA staff will serve as the CAAC liaisons and primary contacts for members. All CAAC member questions, comments, and other correspondence should be directed to RCPA staff. Correspondence from members requiring consultant response or clarification for specific jurisdictions will be forwarded to the appropriate contact through RCPA staff.

Climate Action 2020 Stakeholder Advisory Group

Alison Healy, Solar Sonoma County/ Solar Action Alliance
Andrew Krause, eEcoshpere Inc.
Bill Wolpert, Green Building Architects, Petaluma Planning Commissioner
Carolyn Pistone, Green Key Commercial
Chris Cone, Efficiency First California
Craig Harrington, Quaker Hill Development
Daniel Sanchez, North Bay Association of REALTORS
Daniel Smith, Zero Energy Associates
David Brin, Sonoma Ecology Center
Denise Souza, IBEW Local 551
Dennis Pocekay, UC Davis Professor of Public Health
Dr. Carl Mears, Remote Sensing Systems, Climate Protection Campaign Board member
Edward J. Kinney, Windsor Resident
Gary Helfrich, Sonoma County Bicycle Coalition
Gillian Hayes, Federated Indians of Graton Rancheria
Herman G. Hernandez, Sonoma County Latino Leaders
Jane Bender, Climate Protection Campaign Board Member
Jane Elias, Sonoma County Energy Independence Program Staff
Jim Glessner, Clean Concrete Technologies
John Nagle, E&J Gallo Winery, California Wine Institute
Judy James, Republic Services
Katie Jackson, Jackson Family Wines, United Wine Growers
Kristin Thigpen, SC Regional Parks Foundation Board, SC Ag & Open Space Advisory Committee
Laura Declercq, City of Sonoma resident
Linda Collister, City of Healdsburg Fire Marshall
Melanie Bagby, Sirius Mac Solutions, City of Cloverdale Planning Commissioner
Michael Nixon, Nixon Financial
Mitch Conner, Archilogix
Philip Harriman, PHD, Osher Lifelong Learning Institute, Sonoma State University
Renata Brillinger, California Climate & Ag Network (Cal CAN)
Rody Jonas, Pure Power Solutions
Stacey Meinzen, Climate Protection Campaign
Susan Haydon, Rohnert Park Planning Commissioner, SCWA staff
Tanya Narath, Leadership Institute for Ecology & Environment
Tom Conlon, President, GeoPraxis, Inc. Transition Sonoma Valley Board
Valerie Minton, Sotoyome Resource Conservation District
Victoria Garduno, Windsor Democratic Club