

**COMMUNITY SERVICES & ENVIRONMENT COMMISSION  
REGULAR MEETING**

City Hall  
# 1 The Plaza  
Sonoma, CA

February 13, 2013

Minutes

**Commissioners Present:** Comms. Blattner, Blum, Clary, Kelley, Lanusse, Latorre, Petlock, Thomas, Whitmore, Wilbanks

**Commissioners Absent:** None

**Also Present:** Management Analyst Rogers

Chair Petlock called the meeting to order at 6:39 p.m.

Comments from the public: Darryn Ponicsan, France Street.

**1. Introduction of Alternate Commissioner**

Chair Petlock welcomed Alternate Commissioner Harry Blum.

**2. Minutes of January 13, 2013**

Comm. Kelly moved to approve the minutes of January 13, 2013, as corrected. Comm. Whitmore seconded the motion. The motion carried unanimously.

**3. Consideration of a Letter of Support to the Sonoma County Regional Parks - Santa Rosa Trail**

Associate Planner Atkins reported that the Sonoma County Regional Parks Department is proposing to submit a Transportation Planning Grant application by April 2, 2013, for the Sonoma to Santa Rosa Trail Feasibility Study; they are requesting that the CSEC submit a letter of support for the project. Atkins presented a draft letter and project map for the CSEC's review and approval. After discussion, the CSEC were in favor of supporting the project.

It was moved by Comm. Lanusse, seconded by Comm. Latorre to support the Transportation Planning Grant application for the Trail Feasibility Study and to submit a letter of support for the project. The motion carried unanimously. Chair Petlock signed the letter.

**4. Event Reviews \*These applications begin review at 7:00 p.m.**

**4.1 Valley of the Moon Certified Farmers' Market**

The Subcommittee of the CSEC attended the VOMCFM Board meeting to discuss security. After a lengthy discussion between Commissioners and representatives of the VOMCFM, the CSEC recommended the CSEC Subcommittee, the Farmers Market Board members and Police staff meet to discuss the security agreement.

**4.2 International Film Festival**

Management Analyst Rogers summarized events for the International Film Festival in its fourth year in the Plaza. This year the event coordinators are requesting that the box office be operational on Wednesday morning in the East side of City Hall to better accommodate patrons. The SEC supported a plan for early set-up of the box office in the alcove; and supported the request to set up all tent structures after 5:30 p.m. (versus Thursday morning). It is noted that the International Film Festival exceeds the Event Policy maximum days on the Plaza (three days) to four days; however the early set-up on Wednesday does not include an exception or extension of event activities (permission to exceed 72 hours is granted by the City Council).

Commissioners discussed at length the request to install for the second year, the Sonomwood sign on the Plaza lawn for the duration of the event. The Event Policy was reviewed, in addition to the request from the event coordinator to allow the sign, created by art students at SVHS.

Commissioner comments included: Sign proposal lacked structural details (safety); safety issues of visitors and patrons taking pictures of the sign in the intersection of Broadway/West Napa Street; the sign exceeds the six square feet allowed if an exception is granted by the City Council.

The CSEC has been asked to review the sign proposal and make a recommendation to the City Council for review.

It was moved by Comm. Blattner to approve the Sonomawood sign. Discussion followed. With a motion on the table, the chair asked if there was a second to the motion. The motion was seconded by Comm. Thomas. The motion failed 5-3; one abstention.

It was moved by Comm. Kelly, seconded by Comm. Lanusse, to recommend to City Council that the applicants be encouraged to find an alternative location for the sign (e.g. The Sonoma Community Center, Sonoma Valley High School). The motion passed eight to one abstention.

#### 4.3 Gran Fondo

Management Analyst Rogers summarized the returning event under new management operators (Ryan Chamberlain, Vice President of Event Management and David Cochran, Charity of Choice). The Special Event Committee (SEC) considered the application on December 13. The Event Manager had previously met with the PD staff to work on the route to address issues from the 2012 event. Recommended for 2013, is a partial street closure, East Napa Street between Forth Street East and the Plaza entrance, from 7:30 a.m. to 7:45 a.m. The City Council approved the Street Permit on January 28, 2013 along with the request to use the inflatable banners again this year by a unanimous vote of 5-0.

Commissioners discussed the three bicycle routes of the ride (11, 50 and 75 miles) and suggested different start times, having the faster cyclist to go first.

Ryan Chamberlain added to the set-up details along the Horseshoe, a proposal to have a large mobile screen to show the Amgen Tour of California (which concludes May 19, Stage 8 from San Francisco to Santa Rosa). Chamberlain will provide a more detailed map of the Plaza horseshoe set-up what details were confirmed. Charity of Choice Chief Operating Officer David Chamberlain was reached by conference call to discuss the process and inclusion of local non-profits in Sonoma to participate. Comm. Blattner noted some error messages on the website to register for the ride.

It was moved by Comm. Whitmore, seconded by Comm. Kelley, to recommend approval of the Sonoma-Napa Gran Fondo bike ride with the conditions of approval. The motion passed unanimously.

#### **5. REPORTS: SUB-COMMITTEE'S AND EXISTING IDEAS/INITIATIVES**

Transportation: (Walking, Bicycling, Transit, and other vehicle use): Commissioners: Clary, Latorre, Thomas

Comm. Latorre said the subcommittee met and reviewed history of projects and discussed future goals. Comm. Thomas suggested a contest in public schools to create media art work to encourage bike usage and safety; perhaps aligning with local bike shops and giving a prize to the winner. Comm. Blattner said the mission of CSEC does not plan events; the subcommittee could work on their own, with the CSEC in a support role. Chair Petlock said the Bike Coalition or Safe Route to Schools might be interested.

Natural Resources and Sustainability: (Grey Water Systems, Solar Programs, GHG Reduction, Resource Protection, Water Quality, Conservation, Recycling, Sustainability Day, and Open Space District). Commissioners: Clary, Kelley, Petlock, Thomas.

Commissioners discussed which day of week to meet.

Comm. Kelley reported:

1. Sebastiani Theater in partnership with Transition Sonoma Valley is showing the film "Chasing Ice" capturing changes in glaciers using time-lapse photograph.
2. Regarding recycling containers, Sonoma Valley Waste Management has funds (\$40k) for recycling cans. Rogers suggested a Public Works and Parks Supervisor meeting to discuss the type of cans that could be used on the Plaza. Chair Petlock said the challenge at events is to education people to use recycling/waste/compostable bins correctly. Comm. Whitlock said even Green Mary and Green Team have to go through the garbage to sort, even when monitoring is offered. Comm. Lanusse said younger generations in Bay Area are being taught to recycle. Another challenge is some waste collectors consider any food contaminated in a recycling bin as garbage and is not recycled. Wire containers for recycling/cans are effective and obvious that only cans belong (not food items).

Alternate Comm. Blum suggested having a zero carbon footprint on the Plaza. Comm. Kelley said zero waste at events is possible with an existing goal in place; a zero carbon footprint (taking into consideration costs) on the Plaza would need to defined and goals set.

3. Transition Sonoma Valley is writing a grant to help fund Operation Bicycle that put bicycles together using used parts; kids can help to earn a bike. Adrian Palenchar also provides educates on bike safety at Sonoma Valley Teen Services.

Alternate Comm. Blum said he would like to be on the Community Health, Recreation and Open Space and the Farmers' Market subcommittees.

Community Health, Recreation and Open Space: (Personal Health, Parks and Recreation).

Commissioners: Clary, Lanusse, Latorre.

Comm. Clary reported on Leaf Blower guidelines and water bill insert that talked about noise; the ordinance does not include part of the motion at the City Council when the ordinance was passed, that neighbors should be prohibited from blowing their yard debris into their neighbor's yard or into the street. City Councilmember Barbose had also said that leaf blowers should be used as a last resort for removing leaves. Chair Petlock said as an action item for staff to look the wording of the Ordinance for clarification. Clary suggested reminders to landscape contractors on proper use of leaf blowers (not blowing down the street; using smaller piles instead). Chair Petlock said exceptions were made for City parks due to staffing, number of parks to maintain and length of the bike path. Comm. Lanusse said he would bring training guidelines for businesses from the Parks Department where he works. Petlock suggested at the time of licensing renewals for contractors, that letters could go out annually.

The Tree Committee Meeting: (Participates on Tree Committee as voting member and review tree removal requests; and Tree City USA Certification).

Commissioners: Blattner, Lanusse, Whitmore.

Comm. Lanusse reported on the requests for tree removals: 1) Large Redwood tree in front of the copy store on Hwy 12/Caltrans; cost would involve rerouting a portion of Hwy 12 for the removal, PD officers for traffic control and operation of crane equipment. The Public Works Department will contact the State Department. 2) Homeowner request to keep a Redwood tree that was lifting sidewalk. The Committee recommended removing the tree to prevent further damage to the sidewalk.

3) Another application request to remove a tree lifting sidewalk was denied (no evidence of sidewalk damage noted).

Comm. Blattner said they continue to work on the Master Tree list, sending it back to the arborist for corrections/suggestions. The Tree Committee accepted all the changes, and is now in staff's hands to finalize with signatures and back to Tree Committee for the final format to be sent to the City Council for approval.

Farmers' Market and Special Event Concerns: (Participants attend VOMCFM Board meetings and review any Plaza event concerns). Commissioners:

Blattner, Petlock, Whitmore, Wilbanks.

Comms. attended the Board meeting on February 12; discussed under Agenda Item 4.1.

#### 7. Adjournment

Chair Petlock adjourned the meeting at 8:50 p.m. The next regular meeting scheduled meeting is Wednesday, March 13, 2013 at 6:30 p.m.

Respectfully submitted,

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Debra Rogers, Management Analyst