

**COMMUNITY SERVICES & ENVIRONMENT COMMISSION
REGULAR MEETING**

City Hall
1 The Plaza
Sonoma, CA
January 8, 2014
Minutes

Commissioners Present: Comms. Blum, Clary, Frizzell, Kelley, Lanusse, Petlock, Rateaver

Commissioners Absent: Comms. Blattner, Wilbanks
Also Present: Management Analyst Rogers

Chair Petlock called the meeting to order at 6:30 p.m.

Comments from the public. Rob Larman, a vendor during 2013 Farmers' Market on the Plaza, suggested the annual vendor application process begin earlier with a focus on quality and vendor distinction. Comm. Frizzell said vendors would likely pay a higher fee to participate with anticipation of higher sales.

1. Minutes of November 13, 2013

It was moved by Comm. Kelley seconded by Comm. Blum to approve the minutes of November 13, 2013 as presented. The motion carried unanimously.

2. CSEC 2014 Planning Goals & Accomplishments

Transportation: (Walking, Bicycling, Transit and Education).

Commissioners: Blum, Clary, Petlock.

2013: Walk n' Roll to School Day

2014 Goals:

- Walk n' Roll to School Day (Continued participation; include more schools and Junior Highs) October; (Comm. Clary)
- Bicycle Tour, Bike Coalition (Comm. Frizzell – Spring)
- Agendize Sonoma Bicycle Pedestrian Plan and Safety

Natural Resources and Sustainability: (Grey Water Systems, Solar Programs, GHG Reduction, Resource Protection, Water Quality, Conservation, Recycling).

Commissioners: Clary, Kelley, Petlock, Rateaver.

2013: Compost and Recycling Tours, Earth Day, Grey Water Tour August and Permit Process

2014 Goals:

- Compost and Recycling Tours May 2014 (Comm. Clary); increase participation in tour and look at improvements in City's composting and recycling progress since tours in 2013
- Track Waste: Use data from Minimizing Waste From/Event Applications for base line; review form (Comm. Petlock)
- Earth Day – second year (Comm. Kelley)
- Grey Water Tour August; PW Mike Brett CSEC Meeting
- Water tour – starting at the headwaters (Lisa Micheli, Pepperwood Preserve)

Community Health, Recreation and Open Space: (Montini Preserve, Parks and Recreation).**Commissioners:** Blum, Clary, Lanusse.

2013: Montini Preserve opening to the public (Active as Monitor: Comm. Clary)

2014 Goals:

- Goals: Safety - Trail Crossings (Comms. Kelley, Clary)
- Letter to City Council on Safety
- Montini Preserve Monitor Training: (Comms. Clary, Blum, Frizzell, Petlock)

Tree Committee Meetings: (Participates on Tree Committee as voting member; review tree removal requests; Tree City USA Certification).**Commissioners:** Blattner, Lanusse, Frizzell.

2013: Reviewed City Tree List with Arborists and Staff; reviewed applications for Tree Removal

2014 Goals:

- Sign off on City Tree List
- Tree City USA: complete application/qualification process
- Continue to review tree removal applications

Special Events & Farmers' Market: (Review Plaza event policy and exceptions; attend VOMCFM Board meetings).**Commissioners:** Blattner, Blum, Petlock, Rateaver, Wilbanks.**2013: Participation in VOMCFM Board Meetings**

2014 Goals:

- Review Changes in Event Policy
- Track funds raised through events
- Continued liaison at Farmers' Market Board Meetings

Sustainability Day (In partnership with Transition Sonoma Valley, Sonoma Ecology Center, Others) 2014

- Reach out to Sonoma Ecology Center

3. Event Reviews**3.1 Sonoma International Film Festival (SIFF) - Plaza Use Application**

Management Analyst Rogers summarized staff's report. At the Special Event Committee (SEC) meeting on December 19 department staff reviewed the application based on the footprint for the event. On the City Council agenda tonight, three event issues will be considered: a) Exception to the Special Event Policy for use of the Plaza for five consecutive days; b) Exception to the Special Event Policy and installation and display of the SONOMAWOOD sign on the Plaza Horseshoe Lawn; c) Sponsorship of the SIFF Festival and waiver fees.

At 7:30 p.m. event coordinator Mary Catherine Sutcliffe reported that the City Council approved the day extension for the festival to five days, approved exception for signage on the Plaza Horseshoe Lawn, and City sponsorship reducing application fees.

City Department staff included in the conditions of approval issues that needed improved from last year's event: ensure festival patrons do not park in front of City Hall during office hours; site manager required to be on-sight during set-up to resolve any issues; phone contacts of festival staff if issues arise during the week; meet with SVFRA Captain Jones with the details of the event tent and placement in the rear parking lot; provide an updated Plaza site plan to City staff and SVFRA.

Commissioners asked about VIP venues. Mary Catherine Sutcliffe said they opened a VIP area in the Maysonave House in 2013 that was successful, with the back lot tent for all patrons. SIFF may create a new lounge area in the back lot tent for a sponsorship still in negotiation.

Chair Petlock cautioned the applicant to ensure that all servers of alcohol have ABC training and to guard against over serving.

It was moved by Comm. Blum, seconded by Comm. Kelley to approve the application as submitted subject to the conditions of approval. The motion carried unanimously.

4. Nominations: CSEC Chair and Vice-Chair

Chair Petlock summarized the organizational selection process used by the City Council. Staff suggesting the same process could be used for the CSEC Chair and Vice-Chair to take place the first regular meeting in January.

Chair Petlock asked for nominations for the position of CSEC Chair. Comm. Kelley nominated Chris Petlock. A roll call vote was taken with a majority vote electing Chris Petlock as 2014 Chair.

Chair Petlock asked for nominations for the position of CSEC Vice-Chair. Comm. Lanusse nominated Harry Blum as Vice Chair. Roll call was taken with a majority vote electing Harry Blum as 2014 Vice Chair.

5. Information: City Council Meetings Pertaining to CSEC

Information provided on the City Council agenda for January 8, 2014 related to CSEC included:

1) Approval and ratification of the appointment of Cameron Stuckey as the Alternate on the CSEC; 2) Adoption of resolution approving temporary use of City street for the Echelon Gran Fondo Bike Ride; 3) Consideration for an exception to display arch/banners on the Plaza in conjunction with the Echelon Gran Fondo Bike Ride.

6. Comments, Action Items

Comm. Lanusse announced his promotion to Superintendent of Regional Parks in the Vallejo District. Due to time commitments he may step down at the end of his CSEC term on July 2, 2014. Lanusse served as Alternate Commissioner prior to his regular term from 7/2/2012 through 7/2/2014.

Comm. Lanusse reported there was a Tree Committee meeting on December 19, 2013. One tree removal request was postponed due to policy change in shared costs of the replacement. Homeowners will now pay a permit fee and pay all costs associated with tree removal, following a policy change approved by the City Council. Lanusse also reported the District Tree List was complete with a few minor corrections for approval on a final draft.

Comm. Kelley announced upcoming events: 1) On January 22 at Readers' Books', author Vicki Robin will discuss her book "Blessing the Hands That Feed Us"; 2) On January 29 at the Community Meeting Room will be a presentation on city water shed projects (Fryer Creek and Montini Ranch); 3) Sonoma Community Center is sponsoring with Transition Sonoma Valley a Sustainable Film Series: January 24 "Fierce Green Fire", February 27 "More than Honey", and in March "Green Gold".

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Comm. Frizzell suggested that roll out of the film series might be advertised by the Film Festival during their promotion of the Film Festival line-up.

7. Adjournment

Chair Petlock adjourned the meeting at 8:30 p.m. The next regular meeting is Wednesday, February 12, 2014 at 6:30 p.m.

Respectfully submitted,

Debra Rogers, Management Analyst