

COMMUNITY SERVICES & ENVIRONMENT COMMISSION  
REGULAR MEETING

City Hall  
# 1 The Plaza  
Sonoma, CA

April 9, 2014  
Minutes

**Commissioners Present:** Comms. Blattner, Blum, Frizzell, Kelley, Lanusse, Petlock, Rateaver, Stuckey, Wilbanks

**Commissioners Absent:** Comm. Clary

**Also Present:** Associate Planner Atkins  
Management Analyst Rogers

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

Comments from the Public: none

1. Minutes of March 12, 2014

Minutes will be reviewed at the May 14, 2014 meeting.

2. Post Event Reviews

**2.1 Valley of the Moon Vintage Festival**

Management Analyst Rogers summarized staff's report for the 2013 event, including summary of the invoice of expenses related to Public Works Department providing special barricading. Fees were higher than 2012 due to a second race added and administrative overhead not included in 2012 fees. Maria Toimil, President confirmed that the invoice had been paid. Chair Petlock asked if there had been any issues during the event. Dean Zeller reported an activist insisted on using space that vendors had paid for; eventually the individual left.

The event will be reviewed in May by the Special Event Committee (SEC) and CSEC for the 2014 season.

3. Event Reviews 2014

**3.1 Hit the Road Jack, Generations of Sonoma**

Associate Planner Atkins summarized staff's report for the 2014 event put on by Generations of Sonoma. The Permit Application for Use of City Streets was approved by the City Council on April 7, 2014. At the Special Event Committee (SEC) the police department required regular notification of all business and residents affected by the race, plus a specific notice given to Episcopal Church at 275 East Spain Street. As in past years, standard conditions of approval were required, with no significant issues in 2013.

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

### **3.2 Sonoma Plein Air**

Management Analyst Rogers summarized staff's report for the 2013/2014 event, including the 2013 Financial Report and the 2014 proposed budget. The event will be staged in the Southeast Quadrant. Chair Petlock said this is a low impact event. Comm. Blattner complimented the event organizers for an exceptional event and significant contributions to community organizations and schools.

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.

### **3.3 Wine Country Half Marathon**

Associate Planner Atkins summarized staff's report for the 2014 event put on by Destination Races.

The discussion reviewed issues from 2013 and looked towards 2014 to improve logistics and communication. Commissioners discussed/drafted the conditions for approval of the 2014 Plaza Permit as follows:

1. Relocation of all structures on the Horseshoe Lawn (Map legend: 27, 28, 39) corresponding to Medical, VIP, VIP, Fencing/CCFA Fencing to Southeast Quadrant.
2. Revise the Plaza Event Map with a final map provided to staff no later than July 3, 2014.
3. Provide fencing specifications for VIP and CCFA Fencing to staff no later than May 5, 2014.
4. Bus staging to be relocated from First Street East (next to the ball fields) to the Casa Grande Parking Lot. Please obtain proper permits through State Parks Department.
5. Require CSEC review of the 2015 Plaza Permit Application with the post-event review of 2014, on August 13, 2014.
6. Approve the Plaza Permit Application with the condition that the 2015 event shall not be advertised until the Plaza Permit Application has been approved by the City of Sonoma.
7. Put the applicant on notice to ensure compliance with all SEC and CSEC event conditions and that non-compliance may lead to the denial of future applications.

Matt Dockstader said they had worked hard at putting on an event they are proud of. Comm. Blattner said the CSEC's role includes protecting the heritage of the City. While all events are treated the same during review, she had never seen staff recommendations this severe; she requested that the applicant pay special attention to issues that might result in denial of the event in the future.

Comm. Kelley said this year City staff will be on-sight at all large events during set-up to document compliance with the approved permit.

It was moved by Comm. Kelley, seconded by Comm. Lanusse, to approve the application with the conditions of approval. The motion carried unanimously.

#### 4. Sub-Committee Reports

Transportation: (Walking, Bicycling, Transit, and Education). Commissioners: Blum, Clary, Frizzell, Petlock, Stuckey.

Subcommittee for the Bike to Work Day on May 8<sup>th</sup> (5:30 a.m. - 9 a.m.) reported on their progress.

Comm. Stuckey reported he is coordinating with Whole Foods who agreed to donate this year again with water, power bars and fruit at the “energizer station.” He will confirm the amount of donations. Comm. Frizzell is coordinating the tables and tent for the energizer station were the bike path meets Highway 12.

*“Bike to Work Day is an annual event across the United States and Canada that promotes the bicycle as an option for commuting to work. Leading up to Bike to Work Day, national, regional, and local bicycle advocacy groups encourage people to try bicycle commuting as a healthy and safe alternative to driving by providing route information and tips for new bicycle commuters”.*

The contact from Sonoma Whole Foods suggested advertising to increase participation and whether the City could do more advertising. Comm. Frizzell suggested Whole Foods might encourage their employees to participate. The possibility of advertising was discussed. Associate Planner Atkins suggested subcommittee: draft a press release similar to one used by Sonoma County for the event; contact Councilmember Brown who volunteered last year; and to contact City Clerk Johann for a proclamation. If advertising the event would bring greater participation, Atkins suggested they submit a small budget request from the Planning Department for next year’s event.

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

Projects in work: Comm. Kelley is working on water tour; Comm. Petlock creating a spread sheet for event recycling, Comm. Clary on a facility recycling tour.

Comm. Kelley attended the State of the Sonoma Valley Water Supply community meeting at Vintage House March 31 hosted by Susan Gorin. Kelley reported on the 350 Home & Garden Challenge. Transition Sonoma Valley is working with non-profit called Re-Gardening encouraging homeowners to plant edible gardens. Initial focus is to create edible demonstration gardens in front yards.

Community Health, Recreation and Open Space: (Montini Preserve, Parks and Recreation). Commissioners: Blum, Clary, Lanusse, Stuckey. Subcommittee did not meet.

The Tree Committee Meeting: (Participates on Tree Committee as voting member and review tree removal requests and submitting the Tree City USA Certification). Commissioners: Blattner, Lanusse, Frizzell.

Comm. Blattner reported that the subcommittee met on March 27. Four applications were reviewed; three were approved and one was continued. Comm. Frizzell said the City application to remove eleven pine trees from the Marcy House property was continued, requesting more information on their condition and whether all needed to be removed at one time.

Special Events & Farmers' Market: (Review Plaza event policy and attend VOMCFM Board meetings). Commissioners: Blum, Petlock, Rateaver, Wilbanks.

Comm. Blum reported on Farmers' Market Board meetings. The next meeting will include the process for any vendor not approved for the 2014 season who wants to appeal. The point system was discussed, used in judging/reviewing different applications for vendor selection. Comm. Frizzell said when an applicant/vendor is turned down they should see the "test" results of the point system. Comm. Blattner said the results should be transparent to determine how the vendor might improve. Blum said the point system form is available, but the actual scores of each vendor are not made available.

#### 5. Action Items and Comments

Comm. Lanusse confirmed he would be stepping down as commissioner at the end of his term due to his job promotion. As a member of the Tree Committee, he wants to help complete the Tree City USA Certification project.

Comm. Blattner said with Comm. Lanusse leaving the commission, the Tree Committee would need another commissioner on that subcommittee and to consider volunteering.

#### 6. Adjournment

Chair Petlock adjourned the meeting at 8:40 p.m. The next regular meeting is Wednesday, May 14, 2014 at 6:30 p.m.

Respectfully submitted,

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Debra Rogers, Management Analyst