

## COMMUNITY SERVICES & ENVIRONMENT COMMISSION

City Hall, # 1 The Plaza  
Sonoma, CA

February 11, 2015  
Minutes

**Commissioners Present:** Comms. Allebach, Blattner, Blum, Frizzell, Kelley, Liddell, Petlock, Rateaver

**Commissioners Absent:** Comm. Piasta

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

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

### 1. Approval of the Minutes from January 14, 2014

It was moved by Comm. Blattner, seconded by Comm. Blum to approve the minutes of January 14, 2015 as corrected. The motion carried unanimously.

### 2. 2014 Post Event Reviews

#### 2.1 Valley of the Moon Vintage Festival

Management Analyst Rogers reported no issues with this historic event taking place over three days with multiple components, including street closures, evening parade, 5K & 10K races, entertainment and food. Maria Toimil, President of Valley of the Moon Vintage Festival, reported that the traditional Water Fight by the Fire Department was cancelled (to be replaced in 2015 with alternative activities due to water restrictions). She said there were issues with incorrect times listed on the "no-parking" signs. Rogers suggested that for 2015, they provide written examples of how the "no-parking" signs for the various events should read.

Board member Dean Zellers said for 2015 they are looking at changes for the Friday night Gala which has become expensive held at the Sonoma Mission Barracks.

#### 2.2 Red & White Ball

Management Analyst Rogers reported only minor issues during set-up for the event. The barbeque area was cited for not having proper tarps under the unit.

Michelle Rulmont, Sonoma Valley Education Foundation reported the evening entertainment ended at 10:00 p.m. rather than 11:00 p.m., simplifying the tear down and completion of the event. The layout using the Northwest quadrant worked well. Freestanding light poles placed throughout event were effective. Rulmont said in 2015 they will cook off-site and utilize warming trays for food, eliminating the need for an on-site barbeque.

Staff recommended that in 2015 the Horseshoe be reserved to prevent County Transit buses from queuing besides City Hall, and provide more safety in the area where patrons gather.

**Celebration of Mexican Independence Celebration Day**

Management Analyst Rogers reviewed the Parks Department Post Event Summary, listing a few issues with bathrooms not being monitored sufficiently and horse manure not removed from the Plaza.

Staff said the 2015 event calendar poses challenges for events which according to the new Special Event Policy restrict events being held on consecutive weekends.

Nuestra Voz of Sonoma's Executive Director Alejandra Cervantes and Mario Cabrere, VOMSC President, discussed their concerns for the event. They asked for assistance in fundraising for the event with sponsors. They also plan on applying for alcohol permit as means to help raise revenue to just cover the expenses for the event.

Commissioners expressed interest in creating allowances for cultural events, not just long standing events listed as exceptions to the event policy pertaining to consecutive events.

Comm. Blattner stated she would help with possible fundraising opportunities for the event.

**3. Subcommittee Reports**Tree Committee (Standing Subcommittee)

Participates on Tree Committee as voting member; reviews tree removal requests, Arborist Reports, research special projects. Comms. Blattner, Frizzell, Rateaver.

Comm. Blattner summarized the January 15, 2015 meeting: 1) Applicant: Sonoma Court Shops request to remove seventeen Red Oak trees on Broadway frontage between Patten street and East Napa Street sighting damage to sidewalks, sewer and plumbing systems; 2) Applicant: Century 21 request to remove two Red Oak trees located within the public right of way on Broadway, causing sidewalk damage. The Tree Committee approved removal of two trees at 525-527 Broadway pending notification to Cal Trans; this action would trigger a larger review of the issues. Arborists said that root damage would continue, but recommended an overall City plan for Broadway, considered a gateway to the Plaza. Action should be carefully planned to avoid repeated problems. Arborists requested Public Works to list in priority, those areas of sidewalk causing worst damage so removal could be done possibly in a phased approach.

Regarding Tree City USA, Management Analyst Rogers discussed the upcoming Arbor Day celebration April 24, an event for children and adults. CSEC members are invited to participate. Planning of the event is done through City Hall, Sonoma Valley Visitors Bureau and Sonoma Nature/Sonoma Birding. A Proclamation is requirement each year for the Tree City USA designation.

Comm. Allebach discussed his research and mapping trees within the City using Google satellite with the idea of a self-guided City Tree Tour, which could be a supporting element to the Urban Forestry Plan. He is looking for a volunteer to help complete the project.

Sustainability (Ad Hoc)

Commissioners: Allebach, Piasta, Kelley.

Comm. Allebach said the committee did not meet but provided a written summary of his findings. The goal would be to have public policy consider the ideas and include in current policy a means to measure sustainability. In the weeks ahead, he will be meeting with the U.C. Davis and Sonoma Ecology Center to discuss sustainability.

Youth Activity Issues on the Plaza (Ad Hoc)

Commissioners: Comms. Piasta, Petlock.

Chair Petlock said the committee did meet and discussed providing more opportunities and safety for youth, ages Junior College and younger.

The committee will reach out to different parent groups to identify what the community wants. Comms. Petlock and Piasta belong to a variety of parenting groups including music, dance, Girl Scouts, babysitting consortiums – some of the many resources available for kids.

Comm. Blattner suggested the committee contact the principle at El Verano Elementary School, who is innovative and setting models for preschool kids. Reaching out to that community, not just Anglo kids would expand types of opportunities on the Plaza.

**4. Green and Sustainability Plan Program of the City of Sonoma**

Associate Planner Atkins said City Council approved in 2008, the Greenhouse Gas Emissions Reduction Action Plan Analysis, prepared by the Climate Protection Campaign. Comm. Frizzell said she supported every city having a greenhouse gas emissions reduction plan. This is a City of Sonoma Plan to reduce emissions form city properties and buildings.

**5. Responsible Beverage Service Training 2014-15**

Chief Sackett sent information regarding responsible beverage service training that is available for free on-line. While wineries serving alcohol at events would have training, commissioners said there might be a need for volunteers that are unaware of their responsibility and liability.

Sonoma County Department of Health Services offers these courses to “ensure alcohol is served and sold responsibly.”

Associate Planner Atkins said Chief Sackett wants CSEC to consider making the training a condition for large scale and new events (e.g. 25% of servers). Chair Petlock said he would take the four hour on-line class and see if there is a certificate that would help verify that people had taken the course.

Comm. Kelley said might be worth called a few large events to inquire how they handle assigning volunteers to pour and whether they have had training. Comm. Blattner said caterers would require staff pouring to have ABC training. Atkins suggested putting a link on the website to start disseminating information and re-agendize for next meeting.

#### 6. Modified Event Policy Item: Small Scale in a Series

Associate Planner Atkins proposed a revision in the Special Events Policy to address the application fee and processing of multiple day event application. Sonoma Valley Jazz Society's Tuesday Night Jazz is one example of a series.

The purpose of this proposed revision to the Special Events Policy is to address the application fee and processing of multiple day event applications. The discussion focused on whether language that would exclude a series offered by a for-profit organizer.

Following discussion, the CSEC agreed on the language to recommend adoption:

*Series of Events – A Multiple Day Event permit may be issued at the discretion of the CSEC or the Special Event Coordinator for events meeting the following criteria: 1) Each event is one in a series of events; 2) The application for the permit is for all of the events (dates); 3) The nature, purpose, location and target audience of each of the events (dates) are the same; and 4) **The event is not for profit.***

It was moved by Comm. Petlock, seconded by Comm. Kelley to approve a revision to the Special Events Policy as stated. The motion passed 6-0. Comms. Allebach and Frizzell abstained.

#### 7. Climate Action 2020 Plan Update

Associate Planner Atkins gave update on 2020 Action Plan. Counties previously voted to reduce greenhouse emissions by 2015 or 5% below 1990 levels. Announced at the Climate Action meeting yesterday, County is only a few percentage points below the goal for 2015. Cities and County are looking at changes to meet that goal.

The draft Greenhouse Reduction Plan will be available for public to view in June, 2015. The City Council will hear a presentation by the Regional Climate Protection Authority (RCPA) in March or April.

#### 8. Future Agenda Items

- Further discussion on Mexican Independence Day Celebration, to explore how the CSEC through the Special Event Policy, allow exceptions for consecutive events for cultural events (not just long standing events) held in the Plaza.
- Follow-up: On-line class for Responsible Beverage Training

Chair Petlock adjourned the meeting at 8:30 p.m. The next regular meeting is scheduled for Wednesday, March 11, 2015 at 6:30 p.m.

Respectfully submitted,

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Debra Rogers, Management Analyst