



COMMUNITY SERVICES & ENVIRONMENT COMMISSION
City Hall Conference Room
No. 1 The Plaza

Wednesday, March 9, 2016

6:30 p.m. Regular Meeting

Commissioners: Christopher Petlock-Chairman, Fred Allebach, Ken Brown, Christina Cook, Inge Hutzler, Richard Pollack, Chris Rateaver, Denise Wilbanks, Amy Harrington

COMMENTS FROM THE PUBLIC: At this time, members of the public may comment on any item not appearing on the agenda that are within the subject matter jurisdiction of the commission.

1. Approval of the Minutes from February 10, 2016
2. Post Event Reviews (attachments)
 - a. Bouquets to the Dead
3. Event Reviews (attachments)
 - a. Modification to Approved Plaza Permit Application for the Tuesday Night Farmers Market
4. Subcommittee Reports
 - a. Tree Committee (Standing Subcommittee)
Participates on Tree Committee as voting member; reviews Tree Removal applications, arborist reports, research special projects. Comms. Rateaver and Brown.
Next Tree Committee Meeting: March 17, 2016.
 - *Action*: Appoint alternate member
 - *Approval letter*: Attachments
5. Establish Fees for 2016 Tuesday Night Farmers Market
6. Budget Template Discussion
7. Discussion on Rational for Events
8. Notice of Review and Preparation of the 2015 Urban Water Management Plan Update (Information Only)
9. Continued Consideration of Monument in the Plaza Park
10. Update on the Plaza Park Restrooms
11. Future Agenda Items
12. Commissioner and Staff Comments
13. Adjournment (Next regular meeting is April 13, 2016)

Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public inspection the Monday before each regularly scheduled meeting at City Hall, located at No. 1 The Plaza, Sonoma CA. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the City Council regarding any item on this agenda after the agenda has been distributed will be made available for inspection at City Hall, No. 1 The Plaza, Sonoma CA during regular business hours.

Katherine Wall, Public Works Administrative Manager

COMMUNITY SERVICES & ENVIRONMENT COMMISSION

City Hall, # 1 The Plaza
Sonoma, CA

February 10, 2016
Minutes

Commissioners Present: Comms. Allebach, Blattner, Brown, Cook, Petlock, Rateaver, Wilbanks

Commissioners Absent: Comms. Blattner and Hutzel

Also Present: Special Event Coordinator/Associate Planner Atkins
Hit The Road Jack: Mark Aiton and Gary Johnson
Valley of the Moon Vintage Festival: Rob and Roxane Sampson
Valley of the Moon Certified Farmers' Market: Chris Welch, Emily Fitzpatrick, Bill Dardon

Chair Petlock called the meeting to order at 6:32 p.m.

1. Approval of the Minutes from January 13, 2016

It was moved by Comm. Brown, seconded by Comm. Allebach to approve the minutes of January 13, 2015. The motion carried unanimously.

2. Post Event Reviews

- 2.a. Hit the Road Jack—June 7, 2015.
Staff report received.
- 2.b. Valley of the Moon Vintage Festival—September 25, 2015 through September 27, 2015.
Staff report received.

3. Event Reviews

- 3.a. Tuesday Night Farmers Market—May 3, 2016 through October 25, 2016, Tuesdays.
It was moved by Comm. Pollack and seconded by Comm. Brown to approve the 2016 Tuesday Night Farmers Market subject to Special Event Committee conditions of approval. In addition, the CSEC shall establish the 2016 fees at the March 9, 2016 CSEC meeting.

4. Subcommittee Reports

Tree Committee (Standing Subcommittee).

5. Exception to limited use of the Plaza Horseshoe Lawn—SONOMAWOOD Sign

It was moved by Comm. Cook and seconded by Comm. Brown to approve the display of the SONOMAWOOD sign from March 30, 2016 through April 3, 2016. In addition, multiple year approvals were approved until 2022. After discussion and public testimony, the CSEC Commission voted 5-3 (with one commissioner absent) to approve the exception as submitted with the condition that an encroachment permit shall be required and the SIFF shall provide an insurance certificate of liability for no less than two million dollars (\$2,000,000) naming the City of Sonoma as an additional insured, with an endorsement stating that the event holders insurance is primary.

6. Bike to Work Day

A subcommittee was formed consisting of Comms. Petlock, Pollack, and Harrington to facilitate Bike to Work Day 2016.

7. Arbor Day

The Sonoma Valley Visitor's Center spearheaded this event in the past. Wendy Peterson provided staff with an Arbor Day binder. The binder will be stored at the Public Works Department with other Tree Committee documents. April 29, 2016 was identified as a potential date for the Arbor Day celebration.

8. Plaza park Restrooms

Staff indicated that the 2015-2016 Capital Improvement budget included a line item for the design of improvements for the Carnegie Building (including restrooms improvements); however, the work is not anticipated to be completed until October 2017. Comm. Wilbanks will contact Public Works Director to discuss further.

9. Future Agenda Items

The following items will be placed on the March 9, 2016 meeting agenda:

- Special Event Policy Budget Template Discussion (requested by Comm. Allebach).
- Discussion on Rational for Events (requested by Comm. Allebach).

10. Commissioner and staff Comments

Chair Rateaver adjourned the meeting at 9:10 p.m. The next meeting is scheduled for Wednesday, March 9, 2016 at 6:30 p.m.

Respectfully submitted,

Wendy Atkins Special Event Coordinator/Associate Planner

March 9, 2016

MEMO

To: Community Services and Environment Commission

Staff: Wendy Atkins, Associate Planner/Special Event
Coordinator

Agenda Item: **POST EVENT REVIEW 2015**

Bouquets to the Dead

Date of use: October 31, November 1, November, 2, and November 3,
2015

Area(s) of use: Mountain Cemetery

City of Sonoma Special Events Policy includes the
following:

Section D.4. **Post-Event Review**

Sponsoring Organizations must attend a post event review at the next meeting of the CSEC that is held not more than ninety days after the event. The event representative shall provide the event's complete and full financial statements (actual gross income and expenditures) to the City Clerk within seventy days after the event. City staff shall provide completed post event evaluation for review and discussion at the post event review meeting. Payment of all post event invoices, charges, fees or penalties must be received within ten days subsequent to post event review.

Conditions of approval of subsequent years' events may be affected by the organization's failure to attend the mandatory post event review and/or to provide required information, which failure may also constitute grounds for denial of future years' event permits.

The purpose of this provision is to provide the opportunity for the CSEC to review an event's impact, compliance to conditions included with approval of its use application, and to provide comment/suggestion to an event organizer prior to submitting use applications for future events.

Additionally, this affords an event organizer opportunity to provide comment to post event evaluations completed by City staff.

Discussion:

- Issues listed on Parks Post Event Summary:
- Review Financial Summary
- Recycling Report

Attachments:

- 2015 Application
- 2015 Post Event Summary
- Waste Summary Report
- Financial Summary

RECEIVED

JUL 27 2015

CITY OF SONOMA



City of Sonoma
No. 1 The Plaza
Sonoma CA 95476

City Hall Contact: (707) 933-2229

CITY USE APPLICATION

Written permission must be received from County Parks for all areas of use outside of Skate Park

935-1772

APPLICANT INFORMATION

Name of Applicant: Natasha Drengson Title: Artist

Name of Sponsoring Organization: _____

Is Organization a Non-Profit Tax-exempt organization? Yes No i am applying for that status

If yes, please submit a copy of the Tax Exempt letter with your application.

Mailing Address: POBX 1492 Eldridge Ca 95431
Street or PO Box City State Zip

Telephone Numbers: Day: 935-1772 Evening: same Cell: (707) 935-1772

Fax: 0 Email: 0

EVENT INFORMATION

Name of Event: Bouquets to the Dead

Type of Event: Honoring of our Ancestors

Date(s) of Event	Start Time (Include Set Up)	Event Start Time	Event End Time	End Time (Include Tear Down)	Estimated Attendance
Oct 31	10 Am			3pm	20
Nov 1	Dawn	8 Am	5 pm	Dusk	hundreds
Nov 2	Dawn	8 Am	5 pm	Dusk	hundreds
Nov 3	10 Am			3pm	

PROVIDE A COMPLETE DESCRIPTION OF THE EVENT. Attach additional sheets as necessary.

Attached

CLEAN-UP PLAN:

see attached

Insurance is required & must be submitted <u>two weeks</u> prior to the event.
Insurance provided by your organization:
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Other:
Gales Creek www.galescreek.com or RVNA http://www.rvnuccio.com/specialevent.html

SECURITY PLAN: Please describe your Security Plan. Attach additional sheets as needed.

see attached

INSURANCE: How do you intend to provide the required insurance for the event?

As so in the past 2 years i will buy insurance 1 month prior to event, naming the city of Sonoma... and i will carry all responsibility for anything.

Applicant Agreement: I, the undersigned, as applicant or on behalf of the applicant, signify that the information provided on this application is true and correct and hereby accept full responsibility for any breakage or damage to property or building, and for department and conduct of those attending the function for which the facility is requested. I agree to indemnify, defend, and hold harmless the City of Sonoma, its officer, officials, employees and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of the negligent act or omission of myself, any agent, anyone directly or indirectly by them or anyone for whose acts by them may be liable, except where caused by the active negligence, sole negligence or willful misconduct of the City. If permission is granted, I, or my representative agrees to be present during the entire use of the facility. This agreement requires that the City of Sonoma be named as "an additionally insured" and that the applicants insurance apply on a primary and non-contributory basis, over any coverage the city of Sonoma may have. My signature below signifies that I agree to abide by all of the conditions of this application, the Special Event Use Policy and of any contract issued based on this application. I also agree to pay to the City of Sonoma all costs the City may incur as a result of any failure to comply with all of these conditions including damages due to failure to leave the premises in rentable condition.

[Signature] Natasha Diergson 7/28/15
 Signature of Applicant and Co-Sponsor(s) Print Name (s) Date

Approved: *[Signature]* 9/16/15
 City of Sonoma Date

PROCESSING:

- Approved as a small scale event, no further review necessary
- Schedule for review by the Special Event Committee and CSEC

Signature Date

CONDITIONS OF APPROVAL: (as recommended by staff or approved by CSEC)

(see attached)

Park Code: 100-30702	Large Event Application Fee	\$719.00
	TOTAL DUE:	

Date Fees Received: 7/28/15 By: *Jm* Receipt #: 021327

Special Event Committee Review (SEC)
Conditions of Approval

APPLICANT:

[] Must Schedule pre-event walk-through with Parks Supervisor Terry Melberg at (707) 933-2239 two weeks before event and attend a post-event site inspection (1 day after event).

[] Contact Street Supervisor Dean Merrill at (707) 933-2232 - 30 days prior to event, for reserved parking, barricades, street closures, and reserved street parking.

COMMENTS-REQUIREMENTS:

PUBLIC WORKS:

STREET SUPERVISOR: no need to meet. Required

PARKS SUPERVISOR: NO NEED TO MEET T.M.

Port-O-Potties required: 0

Notify Sonoma County Transit Authority if Horseshoe closed: (707) 585-7516

POLICE DEPARTMENT: NO SECURITY SERVICES NEEDED

FIRE DEPARTMENT: ALL ROADWAYS TO REMAIN OPEN, ALL PARKING AREAS USE DESIGNATED PARKING TO MAINTAIN EMERGENCY VEHICLE ACCESS.

SPECIAL EVENT COORDIANTOR: No need to meet LA CSEC meeting date September 9th 6:30pm.

Post Event Meeting: Community Services and Environment Commission (CSEC) meeting must be scheduled no more than 90 days after the event; Financial Summary and Recycling/Waste Management Report required.

Bouquets to the Dead

This event is an Honoring For our Ancestors who have passed to the other side, i invite the public to attend for free to participate and view, what myself and local artists have created as an honorarium. For the past 2 years we have created such things as a human size nest to be layed in by visitors... (Bouquets to the Dead, has a facebook page that can be viewed for photo's)

The first year you followed a marigold path that took you through the lower portion of the cemetery, past a gratitude tree, one artist created - to the Nest - to the public Altar, which was photos of loved ones - last year we had a canvas that you could add names to. we also created a chalk Sabrynth on the asphalt that was very colorful & beautiful.

we provide an information booth to sign our mailing list and possible donations.

Myself or a volunteer is always present during daylight hours.

we don't block any passage ways with our event. all roads remain open throughout the cemetery - so if you are walking challenged we have access right to the Altars.

This is a public place and i respect that, also we will be here to protect the Cemetery & our things at all times of Daylight.

The Artists

I have a ~~an~~ Call for Artist meeting (This Year) (Sept 27th)
Where Artist come pick a spot, we talk about
what will be created by layout rules: No glass
No Candles - No Alcohol -

Times of Delivery 10-3pm 31st of Oct

Times of pickup 10-3pm 3rd of Nov

I also do a mail out of calling the Artist... From
the previous years sign up chart. I ask
Artist I meet throughout the year.

I have the Artist sign a waiver releasing
responsibility of what they put in the cemetery

We understand that anything may happen & I also
encourage copies of photos and No things that can't
be replaced.

cleanup
I will be there 100% of the time during set up, take down and all throughout the 2 days we are open to the public.

I am considering and looking into renting a space @ the vets bldg for helpfulness to myself and volunteers... bathrooms-kitchen. parking, and will get back to you regarding this.

I will provide garbage cans for myself and the event and will be in charge of cleaning up all trash Hay & chalk on the take down day.
I have hired a dump truck to come and a landscape person to help with the clean up. We will leave it better than we found it. That's my goal.

security

In the past we have been on our own security. However if need be we will have people stay... it just feels weird to ask someone to spend the night in the cemetery... we can lock the gates @ night if you see fit. I'll leave that call to you the city. The past 2 years have been very respectful and I expect the same for the future.

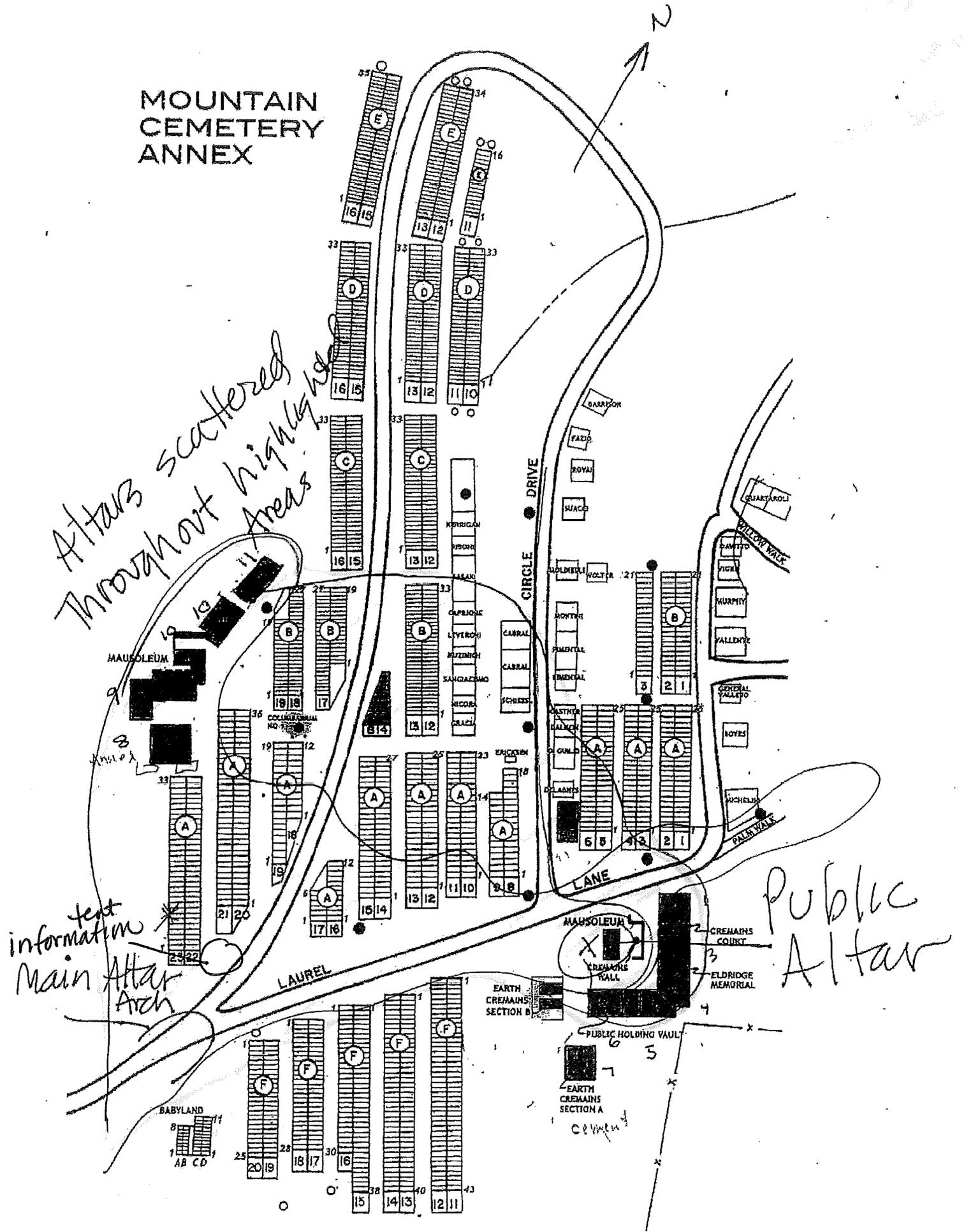
Thank you again for allowing me this sweet event. It's very dear to me & my heart. Natasha Dremson

MOUNTAIN CEMETERY ANNEX

Altars scattered throughout highly used areas

tent information Main Altar Arch

Public Altar



BABYLAND
8
1
AB CD

EARTH CREMAINS SECTION B

MAUSOLEUM
CREMAINS WALL

EARTH CREMAINS SECTION A
Cement

CREMAINS COURT
ELDRIDGE MEMORIAL

PUBLIC HOLDING VAULT

LANE

LAUREL

CIRCLE DRIVE

BARBARON

FADO

ROYAL

SJAAGE

VOLTA

ROYTER

PIMENTAL

SCHLESER

ERICSON

DE LAUNAY

GUILLO

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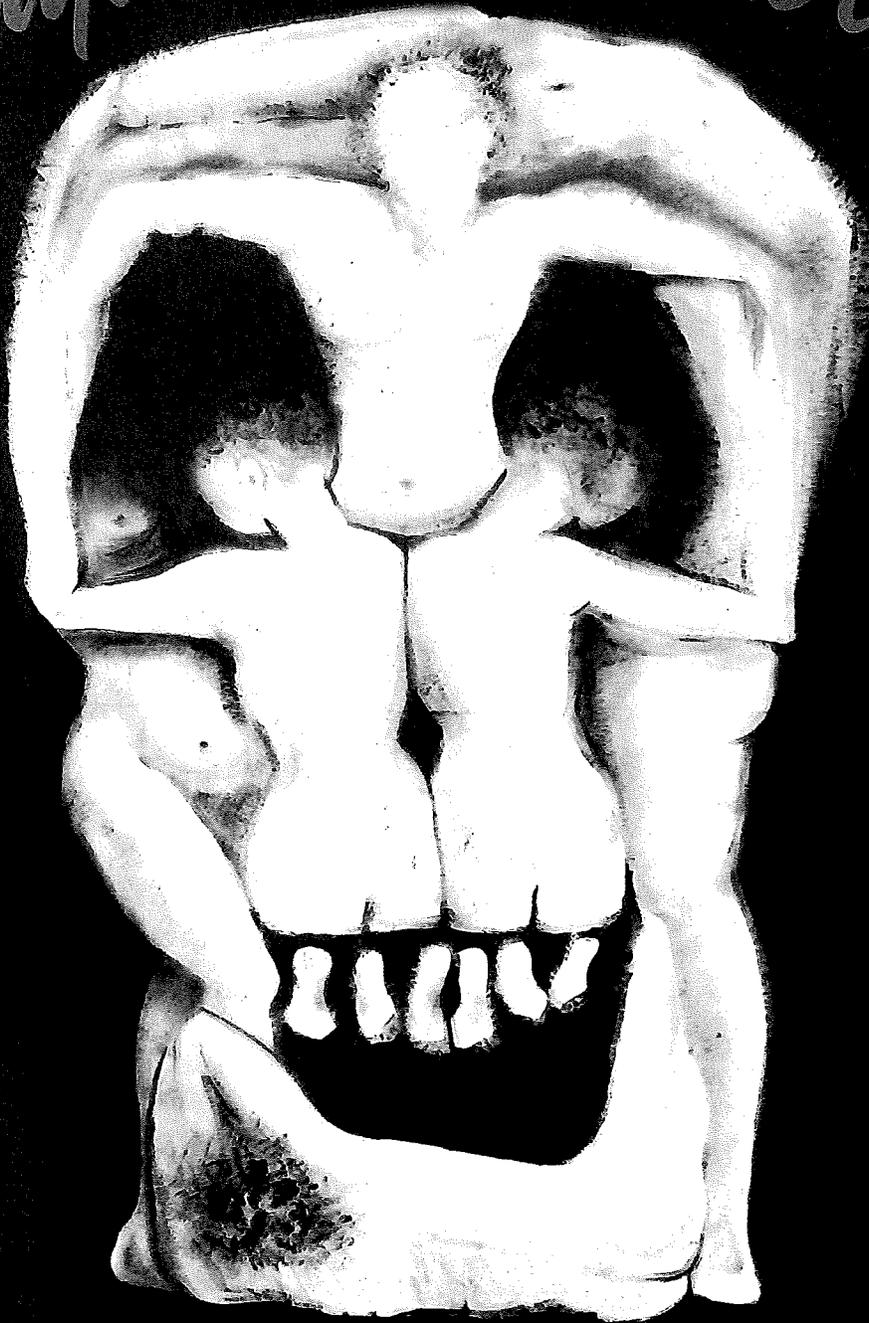
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DE LAUNAY

Bouquets to the Dead



NOVEMBER 1 & 2

SONOMA MOUNTAIN CEMETERY
90 1ST STREET WEST, SONOMA, CA
DAWN TO DUSK

AN HONORING OF OUR ANCESTORS
BY LOCAL ARTISTS

20

15



local floral designer, teacher and artist
Natasha Drengson
 invites you to participate in
"Bouquets to the Dead"
 an honoring of our ancestors
 by local artists

November 1 & 2
 Sonoma Mountain Cemetery
 90 1st Street West, Sonoma, CA
 dawn to dusk

participate
 in any way, shape or form

WAY: monetary
 SHAPE: volunteer
 FORM: on site installation

planning meeting
 date: _____ time: _____
 at Sonoma Mountain Cemetery
 lunch provided

be present to reserve your place

monetary support can be made by Paypal:
dakinigr1@mac.com

personal checks also accepted
 send checks to:
 Natasha Drengson
 PO Box 1492
 Eldridge, CA 95431

from our hearts we *thank you* for your generosity
 and participation



Budget 2015 'Bouquets to the Dead'

RECEIVED

AUG 12 2015

CITY OF SONOMA

Natasha Drengson

PO BOX 1492 707-935-1772

Eldridge Ca

Permit	719.00
Insurance	200.00
license city sonoma	100.00
Advertising	800.00
Marigolds	\$1000.00
vets blding (TBD)	500.00
Misc. - garbage ect....	
<hr/> Aprox. total	<hr/> \$3500.00

last year 2014

Cost 2,300.00

Donations 2,100.00

first year 2013

Ispent \$1,500 total

out of my own Artist pocket.

Thankyou all!

POST EVENT SUMMARY

STAFF: Special Event Coordinator/Associate Planner

DATE: October 31, 2015, November 1-November 3, 2015

EVENT: Bouquets to the Dead

Location: Mountain Cemetery: X

Event Dates 10/31/15-11/3/15 Event Time 8 a.m. to 5 p.m.

Small Scale Event

OK to return deposit: Yes X No _____

Large Scale Event: Hold Deposit till CSEC Post Event Meeting

Observation:

- There was a post event meeting with Parks staff.
- The area rented and impacted by the event was left in a neat and clean condition. Extra work was not required of City staff for post event clean up.

2015 'Bouquets to the Dead'

Waste Minimization Statement

We did collect some trash from the event

1 bag 33 gal

1 bag - 1 can 5 gal

In which I disposed of in my home trash... we recycled the Hay

In our gardens - the only reason we had to pay for Hay is because it rained otherwise we had the hay borrowed.

Most of my Artists collected trash that was found around grounds... we always want to leave it better than we found it.

0 #

was spent
on garbage
waste -

RECEIVED

NOV 24 2015

CITY OF SONOMA

11-18-15

Natasha Dierzyson

2015 'Bouquets to the Dead'

Financial Statement

These are Aproximations i did not save reciets
i kept track in most things in a journal

<u>Costs</u>	<u>Amnt</u>
Permits, ins., License	\$ 1,100.00
Advertising	910.00
Flowers & Artsupplies	700.00
Food	250.00
Hay	150.00
<u>Total</u>	<u>\$ 3,100.00</u>

Donations recieved
Through mailings
& collected @ event
\$ 2,732.00

out of pocket
(Tasha's Artistpocket)
\$ 468⁰⁰

Thank you ♡

Natasha Dreyson 11-18

RECEIVED
NOV 24 2015

CITY OF SONOMA

MEMO

TO: Community Services and Environment Commission

FROM: Special Event Coordinator/Associate Planner Atkins

RE: Modification to Approved Plaza Permit Application for the Tuesday Night Farmers Market

On February 10, 2016, the CSEC approved the 2016 Tuesday Night Farmers' Market Plaza Permit Application, subject to conditions of approval (see attached approval letter). At this time the applicant is requesting a modification to the approved permit to allow the sales of wine and beer and wine tasting (see attached Supplementary Information for Valley of the Moon Certified Farmers' Market Permit Application for Possession and Consumption of Alcoholic Beverages on City Property).

Recommended Commission Action:

Approve the Plaza Park Permit modifications subject to the following Special Event Committee recommended conditions of approval:

- Meet with the Parks Supervisor and Special Event Coordinator two weeks prior to the event.
- Contract with the Police Department for security services: Without the service of alcohol, one deputy, 13 days, 3 hours per day; if alcohol is served, one deputy 18 days, 3 hours per day.
- Reimburse the City when an on-site monitor is required at the rate of \$224 per hour—not to exceed 7 hours per night.
- Comply with the City's Standard Special Event Insurance Requirements (attached).
- Please submit the policy certificate and endorsement prior to the first market.
- Comply with the attached City of Sonoma Outdoor special Events Standards.

No. 1 The Plaza
Sonoma, California 95476-6618
Phone (707) 938-3681 Fax (707) 938-8775
E-Mail: cityhall@sonomacity.org



Aswan, Arab Republic of Egypt
Chambolle-Musigny, France
Greve In Chianti, Italy
Kaniv, Ukraine
Patzcuaro, Mexico
Penglai, China
Tokaj, Hungary

February 12, 2016

Valley of The Moon Certified Farmers' Market
Attn: Chris Welch/Emily Fitzpatrick
34 West Spain Street
Sonoma, CA 95476

RE: 2016 Tuesday Night Farmers' Market Plaza Permit Application

On February 10, 2016 the Community Services and Environment Commission (CSEC) considered the 2016 Tuesday Night Farmers' Market (May 3 through October 25) Plaza Permit Application. After discussion and public testimony, the CSEC voted 8-0 (with one commissioner absent) to approve the event as proposed subject to the following conditions of approval as recommended by the Special Event Committee:

Applicant shall:

- Meet with the Parks Supervisor and Special Event Coordinator two weeks prior to the event.
- Contract with the Police Department for security services: Without the service of alcohol, one deputy, 13 days, 3 hours per day; if alcohol is served, one deputy 18 days, 3 hours per day.
- Reimburse the City when an on-site monitor is required at the rate of \$224 per hour—not to exceed 7 hours per night.
- Comply with the City's Standard Special Event Insurance Requirements (attached).
- Please submit the policy certificate and endorsement prior to the first market.
- Comply with the attached City of Sonoma Outdoor special Events Standards

In addition, subject to section G.3. of the Special Events Policy, the CSEC establishes the rental fee for the Farmers' Market, as part of its annual review of the Farmers' Market Plaza Use Application. The rental fees shall be established at the March 9, 2016 CSEC meeting. Please submit any information that you would like to have included in the agenda item packet to my attention no later than March 1, 2016.

Sincerely,

Wendy Atkins
Associate Planner/Special Event Coordinator

City of Sonoma OUTDOOR SPECIAL EVENTS STANDARDS

All Outdoor Special Events within the jurisdiction of the City of Sonoma shall comply with all applicable regulations pursuant to the California Health and Safety Code and California Fire Code.

SCOPE

This standard shall apply to all individual cooking booths, mobile food trucks, vendor booths, tents, and any other permitted activities within a Special Event template.

PERMITS AND APPROVAL

Permits and approval may be required based upon the scope of operation and information submitted in the special event application

DEFINITIONS

Cooking Booth: Any food service location that prepares food in a fixed location by a heating or cooking process including but not limited to grilling, frying, barbecuing, flambéing, deep fat frying, baking, warming and boiling.

Vendor Booth: All booths except cooking booths.

Food Truck: A mobile food facility that prepares food by a heating or cooking process including but not limited to grilling, frying, barbecuing, flambéing, deep fat frying, baking, warming and boiling.

Tent: A structure, enclosure or shelter, with sidewalls or drops, constructed of fabric or pliable material supported by any manner except by air or the contents that it protects.

Canopy: A structure, enclosure or shelter, without sidewalls or drops, constructed of fabric or pliable material supported by any manner except by air or the contents that it protects

COOKING BOOTHS & VENDOR BOOTHS (Cooking booths to be shown on the final site map)

1. All fabrics or membranes covering food booths shall bear a conspicuous and durable label indicating the material is flame resistant. Labeling and wording must be consistent with the requirements of Title 19 of the California Code of Regulations.
2. Decorative materials must be inherently fire resistive, or must be treated with fire retardant paint or spray.
3. Flooring material used within a cooking booth and under cooking equipment shall be non-combustible or fire retardant treated material.
4. Each cooking booth and vendor booth shall have an exit, minimum 3 feet wide by 6'8" in height. (Booth framing shall not intersect exit path.)
5. Cooking booths shall have a minimum clearance of 10 feet on at least two sides, and a minimum clearance of 10 feet from all vendor booths. Cooking booths must be adjacent to each other to meet this requirement.

6. Each vendor booth shall have a minimum clearance of 20 feet on at least one side with a minimum distance of 10 feet from any cooking booth.
7. Each vendor booth that utilizes a 10"x 10" canopy shall provide a means for securing the canopy to the ground/surface or it shall be removed.

FIRE DEPARTMENT ACCESS

1. All outdoor special events shall provide an unobstructed fire department access lane to accommodate emergency vehicle traffic. Fire Department access is required around the entire horseshoe. Vendors must be as close as possible to the outer perimeter as possible to provide the maximum width. An adequate turning radius must be provided in front of City Hall that will accommodate a fire engine. A fire engine may be used to verify.
2. Fire hydrants and fire department connections (FDC) shall have a minimum clearance of 5 feet on all sides from all outdoor event activities, structures, and vehicles.

FIRE EXTINGUISHERS (Locations to be included on the final site map and consistent for the duration of the Farmers Market. If not each vendor will be required to have a 2A:10B:C fire extinguisher)

1. Each cooking booth shall be equipped with a fire extinguisher with a minimum rating of 2A:10B:C. (5lb dry chemical extinguisher)
2. For vendor booths, the maximum travel distance to a fire extinguisher with a minimum rating of 2A:10B:C shall not exceed 75 feet.
3. Booths that will be frying shall have a Class K Type fire extinguisher. (wet chemical)
4. Fire extinguishers shall be visible and accessible at all times.
5. Fire extinguishers shall be serviced annually and have a tag affixed indicating date of service.
6. Each generator location shall be provided with a fire extinguisher with a minimum 40B:C rating. The extinguisher shall be located near the generator and accessible at all times. Generator locations if used to be shown on the final site map.

FRYING & OPEN FLAME COOKING (Locations shown on final site map)

1. Frying is defined as any cooking operation or process whereby the product floats or is submerged in hot oil during the cooking process.
2. Frying is prohibited inside booths and shall be located a minimum distance of 18 inches from booth sidewalls and drops and 3 feet from open flame cooking devices.
3. Frying locations shall not be accessible to the general public.
4. Frying equipment shall be equipped with a temperature regulating device or another SVFRA approved method of regulating temperature.
5. Each frying booth shall have a Class K Type fire extinguisher.

CHARCOAL COOKING (Locations shown on final site map)

1. Charcoal cooking and storage of lighter fluid is prohibited inside booths.
2. Charcoal cooking shall be located a minimum distance of 10 feet away from tents, canopies, and membrane structures.
3. Charcoal cooking shall be located a minimum distance of 10 feet away from combustible structures and combustible materials including trees and vehicles.
4. Coals shall be disposed in metal containers approved by SVFRA. Containers will be filled

with water and coals soaked for a minimum of 30 minutes prior to disposal. Containers shall be provided by the vendor or event organizer.

5. Area around cooking apparatus shall be cordoned off with caution tape and a minimum distance of 10 feet from public access.

HEATING EQUIPMENT

1. All interior heating equipment shall be of an approved type and located a minimum distance of 18 inches from booth, tent, canopy, or membrane structure sidewalls and drop materials.

2. Heating equipment shall not be located within 18 inches of exits or combustible materials.

3. Outdoor cooking that produces sparks or grease laden vapors shall not be performed within 10 feet of a tent, canopy, or membrane structure.

4. Electrical heating equipment shall comply with the California Electrical Code and be UL listed.

5. Two burner camp type stoves or equivalent may be used only with approved fuel under the following conditions:

Do not add liquid fuel to stoves in booth, tent, canopy, or membrane structure.

Maximum of two gallons of fuel capacity on each appliance with no additional storage inside.

Gasoline and Kerosene are not permitted. No fuel storage is permitted within the booth, tent, canopy, or membrane structure.

LIQUEFIED PETROLEUM GAS (LPG)

1. The use of Propane as a source of fuel for heating is regulated by the National Fire Codes (NFPA58) and the California Fire Code (Chapters 24 and 38).

2. LP-gas equipment such as containers, tanks, piping, hoses, fitting, valves, tubing and other related components shall be approved and in accordance with the California Fire Code and California Mechanical Code.

3. LP-gas containers shall be located outside. All safety release valves shall be facing away from the tent, canopy, or membrane structure. Containers shall not be located in approved fire lanes.

4. Portable LP-gas containers with a capacity of more than 5 gallons shall have a minimum separation of 10 feet from combustible construction, tents, canopies, and membrane structures.

5. Portable LP-gas containers, piping, valves and fittings which are located outside and are used to fuel equipment inside a tent, canopy, or membrane structure shall be protected to prevent tampering, damage by vehicles or other hazards and shall be located in an approved location. LP-gas containers shall be secured in an upright position and separated by a minimum distance of 5 feet.

6. Rubber hoses or flexible metal hoses connecting the LP-gas cylinders with appliances must be approved for propane. The letters "LPG" and the symbol "U/L" on the hose are sufficient evidence of acceptability. Rubber hoses shall be fitted with factory made metal fittings.

7. Shut-off valves shall be provided at each fuel source. Tanks not in use shall be secured with all valves capped.

8. Storage of extra butane or propane tanks within tents, canopies, or membrane structures is not permitted.
9. Maximum outside storage of LP-gas containers is 10 gallon capacity per booth.

ELECTRICAL POWER

1. Generators shall be placed in locations approved by SVFRA for Outdoor Special Events use. Generator placement shall be a minimum of 20 feet away from tents and canopies and their locations shall be inaccessible to the public and cordoned off with caution tape.
2. Only **Diesel** or **Propane** portable generators are permitted for use during Special Events. Each generator shall have a minimum 40B:C rated fire extinguisher near its location and accessible for use.
3. Food trucks with pre-plumbed (inboard) gasoline generators are allowed to operate provided they are compliant with the California Mechanical and Electrical Codes.
4. Under no circumstances shall gasoline be stored in Food Trucks. Portable gasoline generators (outboard, mounted, or free-standing) are not permitted for use during Outdoor Special Events.
5. Refueling of approved generators is prohibited during event hours. No additional fuel shall be stored on site during event hours. During approved refueling times, no smoking or open flames shall be within 25 feet of refueling operations.
6. Extension cords and cables shall be of a grounded type and approved for outdoor use. Extension cords shall not be frayed, worn, or in pedestrian traffic areas unless they are secured. Cables shall be provided with cable ramps.
7. All electrical power shall be in locations free from potential water intrusion and not located near gutters or storm drains.

FIRE SAFETY TIPS

1. Know where the nearest fire extinguisher is located and how to use it.
2. **DO NOT** leave cooking operations unattended,
3. **DO NOT** wear loose fitting clothing while cooking.
4. **DO NOT** spray lighter fluid on charcoal that has been previously ignited.
5. Keep combustibles away from heat sources.
6. In case of emergency, stay calm and **DIAL 9-1-1**

RECEIVED

MAR 01 2016

CITY OF SONOMA

Supplementary Information
for

Valley of the Moon Certified Farmers' Market
Permit Application for
Possession and Consumption of Alcoholic Beverages on City Property

The Valley of the Moon Certified Farmers' Market (VOMCFM) is requesting to allow beer sales and wine tasting and sales during our 2016 season. Our proposal is to allow one 10' x 10' vendor stall for beer sales, one 10' x 10' vendor stall for wine tasting and one 10' x 10' vendor stall for wine sales. All alcohol offered at the market will be presented and offered for tasting or sale strictly adhering to current State of California regulations regarding the sale and tasting of wine or beer at Farmers Markets. The proposed vendors offering the alcohol will obtain the required insurance with alcohol coverage, all required ABC permits from the state, and all alcohol vendor employees will have obtained and be current with their Responsible Beverage Service Training from the Sonoma County Department of Health Services. As the City is aware, from past alcohol permitted during our 2014 and 2015 market seasons, placement of the vendor booths for wine and beer sales/tasting has been and will continue to be located on the west side of City Hall, in stall spaces that are directly observable by VOMCFM Market Administrative staff from the location of the Manager's Table.

An important part of the VOMCFM mission and purpose is to offer local farmers, artisans and businesses a venue to market their high quality products to the local community. Of course local vintners are a critical part of the Sonoma Valley agricultural offerings, and local craft beer makers are also a burgeoning area of business in our area. We propose to offer a rotating variety of local wine vintners a chance to present their products to our community each week, under the auspices of the Sonoma Valley Vintners and Growers Alliance (SVVGA). In addition, we are requesting the stall for beer sales to be alternately staffed by two local craft beer makers—Sonoma Springs Brewing Company (SSBC) and Carneros Brewing Company (CBC), limited to one each week and alternating between the two.

Wine sales and tasting have already been tested during October of our 2014 market season, and our 2016 proposal is to offer a tasting stall and a separate sales stall in the same location and configuration as it occurred during the 2014 season. Although SVVGA does not yet have final commitments from all vintner members, they plan to get six to twelve vintners to participate. With a maximum of three vintner members at the stall each market Tuesday, SVVGA will rotate through the participating vintners so that each participating vintner might be present at the market once or twice each month. This will be the same system and arrangement as was presented in October 2014.

During the 2015 market season, beer sales were offered for the entire season, and our 2016 request is to again offer beer sales in the same manner and location as was successfully presented last year. However, because two local craft beer makers applied to participate in the 2016 season, we propose to allow Sonoma Springs Brewing Company to offer beer sales one week, alternating

with Carneros Brewing Company offering sales the following week, with the two vendors alternating weeks through the entire season. This will allow two local businesses to present their products to Sonoma citizens and market patrons, while still limiting the beer sales to only one stall at the market each Tuesday.

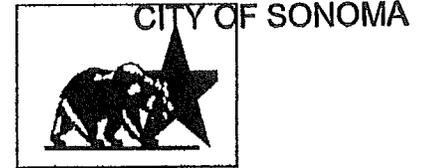
Please note that our 2016 proposal does *not* ask to allow any larger alcohol sales presence at our market than in past seasons, except that this season, as we had applied for and been approved for the 2015 season, we expect *both* wine and beer sales to be available on each Tuesday market night. The location of the alcohol booths will be identical to our past seasons. Also, as required by California regulations pertaining to alcohol at farmers markets, only sealed bottles of beer will be offered and only sealed bottles of wine will be offered except for strictly monitored and limited 1 oz. tastings, also limited to tastings of only the wines that are being offered for sale that week, by that week's participating SVVGA vintner members.

Concerns about security were addressed in the past seasons by additional police presence as negotiated in our contract for security services with the Sonoma County Sheriff. For the 2016 season, we will again contract and pay for adequate police presence with the Sonoma County Sheriff. Concerns about alcohol bottle disposal have been addressed by increased time and effort by our market maintenance staff, to ensure that any used and empty beer or wine bottles are recycled and/or properly disposed of. Again, with our prior seasons' experience, we are well prepared to again adequately address these concerns for 2016.

MAR 01 2016



City of Sonoma
No. 1 The Plaza
Sonoma CA 95476



PERMIT APPLICATION
POSSESSION AND CONSUMPTION
OF ALCOHOLIC BEVERAGES ON CITY PROPERTY

Revised 12/3/15

Application Fee: \$256.00 (Park 100-00000-000-30702)

Note: If charging a fee for alcohol or charging an admittance fee and serving alcohol, you must obtain a temporary sales permit from the Alcoholic Beverage Control Board @ 50 D St. Room 130, Santa Rosa 95404 707.576.2165

Name of Applicant: Bill Dardon, President
Name of Organization: Valley of The Moon Certified Farmers' Market
Address: 34 W. Spain St. Sonoma, CA 95476
Telephone Numbers: Day: 707 694 3611 Night: 707 694 3611 Fax: 707 938-1995 Email: manager@vomcfm.com
Name or Description of Event: Weekly Farmers' Market, Tuesday Nights

Date(s) of Event: 5/3 - 10/25/16 Location of Event: Sonoma Plaza

Estimated Daily Attendance: 1500

Will Alcohol be Sold or Dispensed Free of Charge? Tastings of wine; Sales of sealed bottles of wine & beer
Will the Event be Open to the Public or by Invitation Only? Open to public

Is There a Charge for Admittance? No

Type of Alcoholic Beverages To Be Served: Wine, beer - all locally produced

Dates and Times Alcohol Will Be Served: 5:30 - Dusk

Any event that requires the Department of Alcoholic Beverage Control to issue an ABC license and anticipates at least 200 attendees shall be required to have at least one staff member properly trained to serve alcohol in a safe and responsible manner. For the purposes of this requirement, the staff member must successfully complete the Sonoma County Dept of Health Services' Responsible Beverage Service Training for special events or any other training class approved by the California Department of Alcoholic Beverage Control. The applicant shall provide a current certificate of completion by the person responsible for taking the Responsible Training Service Training course along with the alcohol permit application. In addition, the event organizer shall indicate in the event narrative how other event staff members will be trained.

I do hereby acknowledge and affirm that all information contained herein is accurate to the best of my knowledge and agree to assume full responsibility and liability for and indemnify, and suits for or by reason of injury to any person or damages to any property of the parties hereto or of the third persons for any and all cause or causes whatsoever on in any way connected with the holding of said event or any act or omission or thing in any manner related to said event and its operation irrespective of negligence, actual or claimed, upon the part of the City, its agents or employees.

[Signature]
Applicant's Signature

Feb 26, 2015
Date

For City Use Only

To Be a Valid Permit, This Application Must Have the Approval of the City Manager and the Police Chief
Date Event Approved: _____ Fee Paid: Date _____ Amount _____

APPROVED: (If not approved, please attach explanation)

City Manager

Date

Police Chief

Date

City of Sonoma

Sonoma Sister Cities:

No. 1 The Plaza
Sonoma, California 95476-6618
Phone (707) 938-3681 Fax (707) 938-8775
E-Mail: cityhall@sonomacity.org



Aswan Egypt
Chambolle-Musigny France
Greve Italy
Kaniv Ukraine
Patzcuaro Mexico
Penglai China
Tokaj Hungary

March 1, 2016

Margarey Argo
472 Saunders Drive
Sonoma, Ca. 95476

Subject: Tree Removal Review – 472 Saunders Dr. (APN 128-620-007).

Margarey:

At your request, the Tree Committee has approved your application for the removal of 4 Ornamental Pear trees located in the Ingram Dr. side yard of the property fronting 472 Saunders Dr. It is the property owner's responsibility to remove and replace the trees.

The replacement trees shall consist of 4, 15gallon or larger. The trees planted in the parking strip shall be selected from the Master Tree List of the appropriate size and maintain clearance away from underground services.

An Encroachment Permit shall be required for all work performed in the public right-of-way (including removal and replacement). Please contact the Building Department at (707) 938-3681 for information regarding City Encroachment Permits.

Sincerely,

Trent Hudson
Public Works Operations Manager

cc: Dean Merrill, Streets Supervisor

No. 1 The Plaza
Sonoma, California 95476-6618
Phone (707) 938-3681 Fax (707) 938-8775
E-Mail: cityhall@sonomacity.org



Aswan Egypt
Chambolle-Musigny France
Greve Italy
Kaniv Ukraine
Patzcuaro Mexico
Penglai China
Tokaj Hungary

March 1, 2016

Stephen Bakalyar
492 Saunders Drive
Sonoma, Ca. 95476

Subject: Tree Removal Review – 492 Saunders Dr. (APN 128-620-005).

Stephen:

At your request, the Tree Committee has approved your application for the removal of 8 Ornamental Pear trees located in the front and 5th St. East side yard of the property fronting 492 Saunders Dr. It is the property owner's responsibility to remove and replace the trees.

The replacement trees shall consist of 5, 15gallon or larger. The trees planted in the parking strip shall be selected from the Master Tree List of the appropriate size and maintain clearance away from underground services.

An Encroachment Permit shall be required for all work performed in the public right-of-way (including removal and replacement). Please contact the Building Department at (707) 938-3681 for information regarding City Encroachment Permits.

Sincerely,

Trent Hudson
Public Works Operations Manager

cc: Dean Merrill, Streets Supervisor

MEMO

To: Community Services and Environment Commission

Staff: Wendy Atkins, Associate Planner/Special Event Coordinator

Agenda Item: Establish Fees for Tuesday Night Farmers' Market

Background: At the February 10, 2016, CSEC meeting, the CSEC approved the 2016 Tuesday Night Farmers Market event with the condition that the CSEC establish the fees at the March 9, 2016 CSEC meeting.

Fees: Section G.3. of the Special Events Policy states that "The Community Services and Environment Commission shall annually establish an appropriate rental fee for the Farmers' Market, as part of its annual review of the Farmers' Market Plaza Use Application". The following table summarizes recent fees associated with the Farmers' Market. The fees paid to the Sonoma County Sheriff's Department for security are under a separate contract and are not included:

Rental Fee	Damage	Maintenance Fee	Alcohol Permit	Application Fee	Total	
\$4,025	-0-	-0-	\$460	\$719	\$5,204	2015
\$4,025	-0-	-0-	N/A	\$229	\$4,254	2014
\$4,025	-0-	-0-	N/A	\$253	\$4,278	2013
\$4,250	-0-	-0-	N/A	\$253	\$4,503	2012

In 2016 the City Council updated the City of Sonoma Fee Schedule. Accordingly, the following fees would be applicable to the Farmers' Market should they be subject to the standard fee schedule. Note that because the Horseshoe lawn is typically not available for use, no fee has been established for its rental. If subject to the standard fees, VOMCFM would be subject to \$14,708 for rental and maintenance fees and would be required to provide a \$10,400 refundable damage deposit.

Standard Fees:

Application Fee	Rental Fees Per Day		Rental Fees Total	Maintenance Fee		Damage Deposits		Total Damage Deposit
\$958.00	26 days	\$200 Horseshoe Pavement	\$5,200	> 48 Hours	\$750	26 days	\$200 Horseshoe Pavement	\$5,200
	26 Days	\$300 Rear parking	\$7,800			26 days	\$200 Rear Parking Area	\$5,200
Total Fees	\$14,708							
Total Deposits	\$10,400							

As indicated in the tables above, over the years a subsidy has been provided by the City of Sonoma to the Farmers' Market event organizers. At this time the CSEC should determine the amount of required fees and deposits for the 2016 event. In the past the City has not required a deposit and that continues to be staff's recommendation. It is also staff's recommendation that the fees be paid by the event organizer prior to the first Farmers' Market as there are no other examples of events that pay event fees after the event has concluded. It should be noted that last year the CSEC allowed the VOMCFM to pay the fees no later than November 2, 2015, and the fees were received by the City on January 7, 2016. The CSEC should decide the amount of fees for the event and if it is less than \$14,708 be advised that it will be considered a subsidy provided by the City of Sonoma.

Recommended Commission Action:

- Establish fees for 2016 Tuesday Night Farmers Market

Attachments:

- Letter from Valley of the Moon Certified Farmers' Market, dated February 26, 2016

cc: Christopher Welch/Emily Fitzpatrick, via email.

To: Community Services and Environment Commission

From: Valley of the Moon Certified Farmers' Market

Date: February 26, 2016

RE: Subsidized fees for 2016 Market Season

The Tuesday night Farmers Market on the Sonoma Plaza has been a revered community tradition for over 25 years. As the Valley of the Moon Certified Farmers' Market approaches our sixth season of running the market at the request and under the supervision of the City of Sonoma, we have been addressing the issue of our Plaza use fee subsidy and some issues of how the market is run and what the CSEC expectations and criteria are for our management of the market. We look forward to discussing this at the March CSEC meeting and we wanted to put down a few thoughts for consideration in advance of that discussion.

In considering whether to continue the subsidization of our Plaza use fees, or possibly to increase or decrease our subsidy, we would like to point out that our organization is a non-profit corporation that was created specifically to oversee and manage the Tuesday night Sonoma Plaza Farmers' Market. That is our sole purpose, and if our organization lost the right to manage the market (our "contract" has been renewed twice for two year periods and we are up for consideration for another renewal at the end of the 2016 season), the non-profit corporation would simply cease to exist.

Since we began managing the market in 2011, Plaza use fees have climbed considerably, but the CSEC has continued to allow our use of the Plaza at fees substantially lower than other organizations. We maintain that the reason for our significantly subsidized fee is that the City and its citizens see many benefits from our oversight and presentation of the market, and that the City understands that to offer such a unique market, they must "partner" with whoever agrees to manage the market. That partnership has worked well during our tenure as managers, and we would expect it to continue working well. So we look at the fee subsidy more like the City's contribution to an event that we create to their specifications and under their direction.

As the CSEC must realize from analyzing our financial statements for the last several years, costs to manage the market and continue to improve it for the benefit of the City have steadily risen. For the last 3 years, we have had to pay a security fee to the Sonoma County Sheriffs. We have enhanced our entertainment and increased staffing to adequately supervise the ever-increasing crowds at each market night. Costs for all farmers markets in California have seen a tenfold increase in vendor fees payable to the California Department of Agriculture for oversight and enforcement of farmers, making sure farm products are truly grown by the farmers selling at the market. Like almost all businesses, costs continue to increase, yet we have managed to stay slightly profitable, keep adequate reserves, and keep vendor fees low enough that we maintain a full and vibrant market.

In recent CSEC and VOMCFM board meetings we have been trying to address the issue of how to support local agriculture and ensure the success of our local farmers, who are the lifeblood of the Tuesday night Farmers' Market. We have worked hard over the years to involve and support the farmers, and in light of recent concerns expressed by them, we have been working even harder in 2016 to make our market and our community the best possible environment for local farmers to succeed and flourish. This is not something that we can accomplish on our own or overnight, so we appreciate the support and involvement of the CSEC, the local Grange, and several farmers who have finally stepped forward to offer input and ideas.

As a result of our recent CSEC meetings and a recent VOMCFM board meeting where two local farmers attended to express their concerns, our organization has been putting serious thought and effort into finding better ways to organize and present our market that support the farmers. Ideas that have been floated, discussed and analyzed include: 1) charging the farmers no stall fees at all (even though stall fees are quite reasonable already); 2) moving the farmers to behind City Hall and starting their portion of the market at 3 p.m. or earlier, which would enable farmer customers easier access to parking and the Plaza before the rest of our community event gets underway; 3) eliminating October from our yearly season, since it gets dark so early and the selling window is so short; 4) increasing fees (again) for the non-farmer vendors to help subsidize the farmers (although 2015 just saw our first fee increase, to all vendors, since we began operating the market in 2011); 5) offering a "Veggie Valet" service to help patrons get their purchased produce back to their cars; 6) designating and policing special 30 minute farmers market parking spaces around the plaza to allow patrons quick and easy access to shopping; and 7) creating a public relations campaign that increases community and market patron awareness of the need to buy produce from the farmers at the Tuesday night market. These are just some of the many ideas that we have been considering and investigating, and it will take more discussions and experimentation to determine what might work to improve the sales for the farmers and make the market more successful for them.

As a result of extensive discussions about possible significant and radical changes (see above), we have determined that before we do anything like that, we need to get input from *all* farmer-- and all other vendors as well. We will be conducting a survey to ask about whether the farmers would support changing their location and/or hours. We also need to verify that the majority of our vendors would support shortening our market season to eliminate October before we make such a change. Once we determine what *a significant majority* of our vendors want and will support, then we can implement changes for the 2017 season, with adequate notice to all involved parties.

Planning and systems implementation for each market season are well underway by this time of the year, and making any changes could involve unnecessary mistakes or sloppy implementation. We hope that CSEC agrees that such a venerable and well-loved community institution like the Tuesday night Farmers Market deserves more careful and thoughtful oversight. We do not believe that the City Council or the local citizens would be supportive of knee-jerk reactions and sudden changes without careful analysis and planning.

We would ask that the CSEC agree to continue the City's support of our market with our subsidized Plaza use fees. We assure all parties that we are working diligently to always improve

the market, and in particular we are hard at work to make the market more successful and profitable for the farmers. We are open to suggestions from the CSEC, the City Council, and most importantly the vendors whose involvement is critical to the continuing success of the market. We are excited to have some concrete participation and involvement from the farmers and we have made it clear to them that their continuing involvement with our Board and management is the only way we can address their concerns. It seems, based on their presence at our last Board meeting, that they are finally willing to play an ongoing role in their own success by participating at the analysis and decision-making level. This means that, working together with the farmers, we could see significant and positive actions during the coming season and in preparation for the 2017 season.

If the CSEC feels that they would like to require VOMCFM to get vendor sales figures to try and more accurately assess where, if anywhere, additional revenues could be generated that could potentially be used to help farmers, we can appreciate that desire for more information but we feel that we need more time to implement any new procedure like that. We propose to voluntarily and anonymously ask a representative cross-section of vendors to give us anecdotal information about revenues and profit from their best markets and worst markets. That would be a starting point for analyzing our fees to see if they need adjustment, or if they unfairly offer an advantage to one class of vendor over another. If fees are going to be adjusted significantly, we feel it is only fair to the small business owners who make our market successful to let them know well in advance, long before our application and acceptance deadlines, so that they can determine if participation in our market still makes business sense for them. If we are going to insist on vendor sales figures, we also feel it would be prudent to ensure that any legal or privacy issues have been completely addressed, in order to avoid problems down the road. We would also have to address how to collect any information regarding sales figures, as it's not likely that we can get that in real time since many vendors do not tally sales and income figures until several days after the Tuesday night market. In short, we would like to postpone any significant policy changes like that until we can fully discuss all ramifications and have a thoughtful and complete implementation plan.

In considering the plight of the farmers and their shrinking sales figures, it also must be pointed out that this is not just a Sonoma issue or one that VOMCFM, the CSEC, or even the City of Sonoma can solve alone. Land costs in our valley are high because, in most cases, the highest and best use of any agricultural land is wine grape growing. Our success and fame as one of the world's premier wine-producing regions can also be a significant contributor to problems in other areas of local agriculture and the social milieu of our town, our valley, and our county. The principal mission of the VOMCFM is to produce a weekly event for the City of Sonoma. Because of that event's pivotal role in the unique and amazing quality of life we all enjoy, our organization is attuned to and sympathetic to issues of fairness, social justice and the plight of the small farmer. We are committed to continuing to work cooperatively with the CSEC to make the market and our community as successful as possible, and we are very appreciative of the critical financial and logistical support of the CSEC and the City of Sonoma.

Item 6

Fred Allebach

3/2/16

Special Events budget agenda item

My review of special events policy opened up a few more things beside budget that I will include below for your consideration in CSEC process.

CSEC Special Events Policy

The purpose of special events policy is to seek “an appropriate balance between the benefits of organized events and their associated impacts in the community”.

Balance is to be weighed by the CSEC in terms of assessing various costs and benefits, some of which are listed below. Costs and benefits may be somewhat subjective and relative to commissioner’s values, and as such go beyond special events policy definitions.

Benefits:

Plaza events provide: a gathering place for *residents*, providing exposure and celebration of diverse cultures, enhancing local economy by promoting Sonoma as a destination for tourists and shoppers generating income for local community serving non-profits, generating funds to support public programs and projects, educating the public and increasing awareness about issues of local concern

Costs:

Tourism in general, and as manifested through special events, has cumulative negative externality aspects too; events add to traffic congestion and exacerbate parking problems, impinge on public spaces for non-structured, passive enjoyment by area residents,

- the Plaza loses business during events, events are in my opinion, overwhelmingly not culturally diverse

E. Special Event Application and Permit Process

1. b. 3) “...an event budget shall be submitted showing estimated income by source, estimated direct event production expenditures (including but not limited to, the costs of goods to be sold) and a letter identifying the planned beneficiary(ies) of any excess income over expenditures.”

From budgetary info, the CSEC is supposed to add in a financial angle in to determine if the overall benefits are worth the overall cost. See below for more budget-related cost/ benefit discussion.

4. Findings

c. magnitude of community benefits

d. magnitude of community costs

In general each event may seem less than significant but cumulatively may add to the sense that there are too many events overall in the city and the region.

Given that general city policy has minimized residential concerns in favor of commercial interests in the last 10 years or so, perhaps the CSEC might consider de-intensifying Plaza use to less events per year, or steer events to Depot Park, to mitigate the overall significant impact of tourism pressures on residential enjoyment of the Plaza, and to reduce cumulative congestion on town public space.

5. Post Event Review

“The event representative shall provide the event’s complete and full financial statements (actual gross income and expenditures)... The financial statement shall be prepared in accordance with Generally Accepted Accounting Principles, including a simple budget to actual analysis and detail of any overhead expense line that exceeds 10% of gross receipts. ... Proof of receipt of funds from the beneficiaries of the event is required to be submitted.”

The budgets submitted by events are wildly different and in many cases it is impossible to adequately compare or assess the budget-based costs and benefits we are supposed to be weighing. I suggest the CSEC adopt a standard budget format that all events will then use. This can possibly be based on a budget format the city budget director can recommend. Hopefully an example can be present at the time of our next meeting.

It seems to me that being able to clearly see the overhead rate allows the CSEC to determine if event organizers are blurring the line between being a non-profit or for-profit. For example, too high an overhead rate means the benefits go less to the intended recipients and more to event staff that are using the funds as a job. Is this something the CSEC should weigh in overall cost/ benefit?

As well, I do not recall ever seeing an event show proof that beneficiaries received any funds.

I think it is worth examining why and for what reasons we are looking at event budgets, so that a standard budget can be reviewed on a consistent basis between events, and that the CSEC have a clear sense of what we are looking for and why with event budgets.

(F. Restrictions, Requirements and Guidelines

1. public access to city facilities during events

“Special events shall not exclude the public from the general use of any park or public property or charge an entry fee to any city park or public property during the course of the event. Fees may be charged for event participation.”

I note this here so the CSEC can think about what this really means for events that want to close off a particular area of the Plaza or public space? This policy has caused confusion among CSEC commissioners. Does this mean that a fee can be charged for event participation but that exclusive areas of public space cannot be sequestered off from the public?

2.e. Minimum contributions, (not applicable to non-profits)

“Events that are sponsored by a for-profit organization (as defined in this policy) shall donate a minimum of 10% of gross revenue or 40% of net profits (whichever is greater) to one or more locally based non-profit organizations, the amount donated to each specified non-profit beneficiary shall be submitted at the post event revue meeting.”

Again, on a standard budget, this should be able to be made clear.

Solid Waste and Recycling

The CSEC could also look at the systemic sustainability of events, i.e. that there not be a lot of conspicuous consumption up front so as to even generate energy-wasting gratuitous products in the first place. For example, \$1000s of dollars of T-shirts or \$1000s of dollars of wine glasses, why not ask events to cool it on gratuitous consumption?

3. “The CSEC shall annually establish an appropriate rental fee for the Farmer’s Market, as part of its annual review of the FM Plaza use application”

The full fee cost would be approximately \$14- \$15,000 a year. Last year the fee was @ \$5000. In support of CSEC defined *special events benefits* of: enhancing the local economy, generating funds to support public programs and projects, and educating the public and increasing awareness about issues of local concern, I would like to see a complete fee break this year, with the provision that market management make a solid effort to support the County Food Action Plan, with a specific portion of the fee break to be accounted for. The FAP is supported by a city council resolution.

H. Definitions

Special Events policy needs a definition of overhead rate.

Event Budget for [Event Name]

Expenses

	Estimated	Actual
Total Expenses	\$700.00	\$300.00

Site	Estimated	Actual
Room and hall fees	\$500.00	
Site staff		
Equipment		
Tables and chairs		
Total	\$500.00	\$0.00

Refreshments	Estimated	Actual
Food		
Drinks		
Linens		
Staff and gratuities		
Total	\$0.00	\$0.00

Decorations	Estimated	Actual
Flowers	\$200.00	\$300.00
Candles		
Lighting		
Balloons		
Paper supplies		
Total	\$200.00	\$300.00

Program	Estimated	Actual
Performers		
Speakers		
Travel		
Hotel		
Other		
Total	\$0.00	\$0.00

Publicity	Estimated	Actual
Graphics work		
Photocopying/Printing		
Postage		
Total	\$0.00	\$0.00

Prizes	Estimated	Actual
Ribbons/Plaques/Trophies		
Gifts		
Total	\$0.00	\$0.00

Miscellaneous	Estimated	Actual
Telephone		
Transportation		
Stationery supplies		
Fax services		
Total	\$0.00	\$0.00

Event Budget for [Event Name]

Income

	Estimated	Actual
Total income	\$1,936.00	\$1,831.00

Admissions						
Estimated No.	Actual No.	Type	Price	Estimated Income	Actual Income	
	300	278	Adults @	\$5.00	\$1,500.00	\$1,390.00
	197	195	Children @	\$2.00	\$394.00	\$390.00
	42	51	Other @	\$1.00	\$42.00	\$51.00
Total					\$1,936.00	\$1,831.00

Ads in program						
Estimated No.	Actual No.	Type	Price	Estimated Income	Actual Income	
		Covers @		\$0.00	\$0.00	
		Half-pages @		\$0.00	\$0.00	
		Quarter-pages @		\$0.00	\$0.00	
Total					\$0.00	\$0.00

Exhibitors/vendors						
Estimated No.	Actual No.	Type	Price	Estimated Income	Actual Income	
		Large booths @		\$0.00	\$0.00	
		Med. booths @		\$0.00	\$0.00	
		Small booths @		\$0.00	\$0.00	
Total					\$0.00	\$0.00

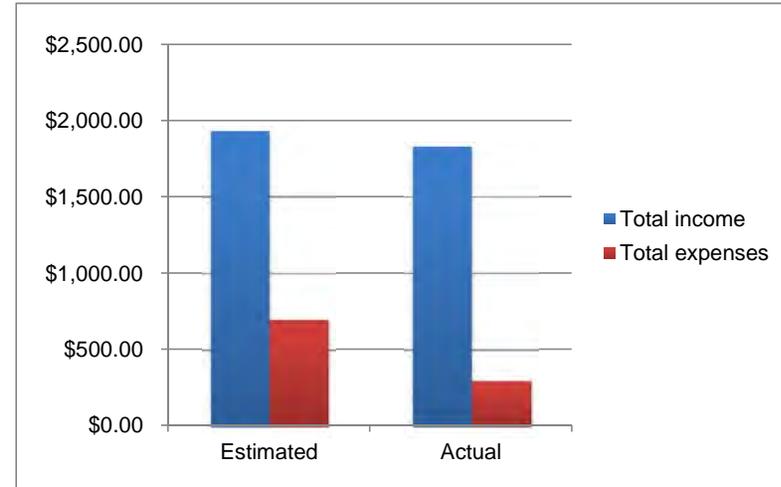
Sale of items						
Estimated No.	Actual No.	Type	Price	Estimated Income	Actual Income	
		Items @		\$0.00	\$0.00	
		Items @		\$0.00	\$0.00	
		Items @		\$0.00	\$0.00	
		Items @		\$0.00	\$0.00	
Total					\$0.00	\$0.00

Event Budget for [Event Name]

Profit - Loss Summary

	Estimated	Actual
Total income	\$1,936.00	\$1,831.00
Total expenses	\$700.00	\$300.00

Total profit (or loss)	\$1,236.00	\$1,531.00
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City of Sonoma

Item 8

Department of Public Works
No. 1 The Plaza
Sonoma California 95476-6690
Phone (707) 938-3332 Fax (707) 938-3240



February 11, 2016

To: Interested Agencies

Re: Notice of Review and Preparation of the 2015 Urban Water Management Plan Update

The City of Sonoma is currently reviewing and updating the City's Urban Water Management Plan (UWMP), as required by State law. The 2015 UWMP is due to the California Department of Water Resources by July 1, 2016.

A draft of the 2015 UWMP will be made available for public review later this year and a public hearing will be scheduled and noticed at least 14-days prior to the hearing. The UWMP will provide an analysis of the projected water demand and supply over the next 25 years, as well as an updated water conservation plan.

If you are interested in providing input during the preparation of the UWMP, please contact me at (707) 933-2230 or at dtakasugi@sonomacity.org

Sincerely,

Dan Takasugi
Public Works Director / City Engineer

Distribution List:

Sonoma County Water Agency, Attention: Grant Davis
Sonoma Valley County Sanitation District, Attention: Grant Davis
Valley of the Moon Water District, Attention: Dan Muelrath
City of Santa Rosa, Attention: David Guhin
City of Rohnert Park, Attention: Mary Grace Pawson
City of Cotati, Attention: Craig Scott
City of Petaluma, Attention: Dan St. John
Town of Windsor, Attention: Toni Bertolero
North Marin Water District, Attention: Chris DeGabriele
Marin Municipal Water District, Attention: Krishna Kumar
County of Sonoma PRMD, Attention: J. T. Wick
Sonoma Valley Basin Advisory Panel, Attention: Marcus Trotta
Sonoma Ecology Center, Attention: Richard Dale
City of Sonoma Planning Commission, Attention: David Goodison
City of Sonoma Community Services Environmental Commission

MEMO

TO: Community Services and Environment Commission

FROM: Associate Planner/ Special Event Coordinator

RE: Continued discussion and possible recommendations regarding a monument proposal for the Plaza

Background

On September 9, 2015, the City Council conceptually approved a request to erect a monument to Sonoma's Founder, General M.G. Vallejo. On November 18, 2015 the CSEC recommended that the City Council approve the request to erect a monument to Sonoma's Founder, General M.G. Vallejo in the Plaza Park with the condition that the medium for the surrounding area be subject to further review by the CSEC prior to monument installation. Specifically, the CSEC requested review of the sample materials for the plaques, stone seating wall, and stone pavers. In addition, the CSEC would like to review the plaque font and plaque text. The motion was approved 6 to 1 (Comm. Allebach dissented).

The Assistant City Manager has indicated that the City Council consideration will not occur until the CSEC has reviewed and recommended the approval of the revised medium consisting of sample materials for the plaques, stone seating wall, and stone pavers.

Recommended Commission Action:

Commission discretion.

Attachments:

1. Email from Robert Demler, dated March 1, 2016.
2. Proposed plaque language.
3. Plaque Product Catalog.
4. Sculpture Installation Concept.
5. CSEC Agenda Item #5 from the November 18, 2015 meeting.

cc: Robert Demler, via email

George McKale, via email

Wendy Atkins

From: Robert Demler <robertcdemler@gmail.com>
Sent: Tuesday, March 01, 2016 8:11 PM
To: Wendy Atkins
Cc: George McKale; Sean Bellach; Marty Laney; Gina Cuclis; Martha Vallejo McGettigan; Peter Meyerhof
Subject: Vallejo Monument Committee Follow-up to the CSEC
Attachments: Scan of Plaque Materials and Design.pdf; Pro Forma Plaques.docx; 20150728_InstallationConcept Design and Dimensions.pdf
Categories: SpecialEventPolice

Dear Wendy...

At the time of their approval of the proposed General Vallejo statute last November 18th, the CSEC requested a review of the sample materials for the plaques, stone seating wall and stone pavers, and the plaque font and text.

As you can imagine, some of the material requested [e.g., the bronze sample and the rock type] for their review cannot be sent in ahead of the CSEC Meeting on Wednesday, March 9th, but will be available for the CSEC Commissioners at that meeting.

What we can provide is the information about the bronze plaques material and style and the font type which I have scanned from the catalogue from which the plaques will be sourced. That scan is attached.

Also attached are the pro forma texts for the plaques with the exception of the donor plaque which cannot be provided at this early stage of the project.

Also attached is a display of the statute in situ as well as the dimensions of the site.

All of these attachments will be reviewed by our Committee with the Commissioners on March 9th.

Kind regards,

Robert Demler, Chairman

General Vallejo Statute Committee

General Mariano Guadalupe Vallejo

Born July 4, 1807 in Monterey, Died January 18, 1890 in Sonoma

Founder of the Pueblo of Sonoma on June 24, 1835

Administrator of the Sonoma Mission

Commandant General of California

Director of Colonization for the Northern Frontier

California State Senator

Soldier, Statesman, Historian, Winemaker, Horticulturist

M V G

General Mariano Guadalupe Vallejo

Nació el 4 de julio 1807 en Monterey, Murió el 18 de enero 1890 en Sonoma

Fundador del Pueblo de Sonoma el 24 de junio 1835

Administrador de la Misión de Sonoma

Comandante General de California

Director de colonización de la frontera del norte

El senador del estado de California

Soldado, Estadista, Historiador, Enólogo, Horticultor

Sculptor

James Callahan

Architect

Michael B. Ross, A.I.A.

Citizens' Committee

Sheila Cole, Founder

Robert C. Demler, Jr., Chairman

Bettie Allen

Sean Bellach

Gina Cuclis

Martin Laney

Martha Vallejo McGettigan

George McKale

Dr. Peter Meyerhof

Major Donors

[Complete donor text is not available at this time.]

STANDARD PAINT COLORS

Shown are Matthews' standard plaque and letter paint colors. Custom colors are also available.



Colors shown may not reflect actual paint colors. Samples are available.



OPTIONS

Cast plaques from Matthews International are available with a variety of options that will ensure that your plaque delivers exactly what you're looking for—and creates a lasting impression on all those who see it.

MATERIALS

Cast plaques are available in bronze and aluminum.



Cast Bronze



Cast Aluminum

SIZES

The largest plaque Matthews can cast in one piece is 96" x 96" with the capability to cast up to 120" in one direction. Larger size plaques can be cast in sections and fabricated together by welding or mechanical fasteners.

BACKGROUND TEXTURES

Cast plaques are manufactured with a standard leatherette background texture. Other textures are available on request.



Leatherette
(most popular)



Travertine



Pebbled
(limited to 30" x 40" size)



Sculptured

LETTER STYLES

Matthews offers a long list of standard letter styles (see Pages 25-28). We can also reproduce virtually any typeface or logo from camera-ready artwork.

BORDERS

Standard cast plaque borders include:



Single Line
(most popular)



Double Line



Single Line Bevel Edge



Straight Edge



Bevel Edge

Optional ornamental borders include:



Lamb's Tongue



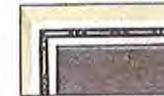
Ogee



Egg & Dart



Ivy Leaf



Beaded Bevel



Oak Leaf



Reed & Ribbon

Optional decorative borders can be created from custom artwork.

EMBLEMS & LOGOS

Standard

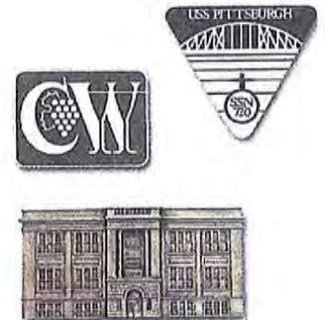
Matthews offers many standard emblems including civic and fraternal organizations, religious groups, government agencies, and armed services. Standard emblems may have flat relief or sculpted bas-relief.



Custom

Virtually any emblem, logo, seal, or crest can be cast from appropriate supplied art files.

One standard emblem may be included on any plaque at no additional charge. Additional emblems may be added for an extra charge.



All measurements in inches.

Kabel

Lowercase not available.

ABCDEFGHIJKLMNOPQRSTUVWXYZ 1234567890

Height	1	1-1/2	2	3	4	6	8	10	12	14	16
Avg. Width	25/32	1-11/64	1-9/16	2-11/32	3-1/8	4-11/16	6-1/4	4-13/16	9-3/8	10-15/16	12-1/2
Depth	1/4	1/4	1/4	3/8	3/8	1/2	1/2	1/2	3/4	3/4	3/4

Microgramma
Extended

**ABCDEFGHIJKLMNOPQRSTUVWXYZ &
abcdefghijklmnopqrstuvwxyz 1234567890**

Height	1	1-1/2	2	3	4	6	8	10	12	14	16
Avg. Width	1-1/2	2-1/4	3	4-1/2	6	9	12	15	18	21	24
Depth	1/4	1/4	1/4	1/4	3/8	3/8	3/8	1/2	1/2	3/4	3/4

Microgramma Bold
Extended

**ABCDEFGHIJKLMNOPQRSTUVWXYZ &
abcdefghijklmnopqrstuvwxyz 1234567890**

Height	1	1-1/2	2	3	4	6	8	10	12	14	16
Avg. Width	1-1/2	2-1/4	3	4-1/2	6	9	12	15	18	21	24
Depth	1/4	1/4	1/4	1/4	3/8	3/8	3/8	1/2	1/2	3/4	3/4

Optima

**ABCDEFGHIJKLMNOPQRSTUVWXYZ &
abcdefghijklmnopqrstuvwxyz 1234567890**

Height	1	1-1/2	2	3	4	6	8	10	12	14	16
Avg. Width	7/8	1-5/16	1-3/4	2-5/8	3-1/2	5-1/4	7	8-3/4	10-1/2	12-1/4	14
Depth	3/16	3/16	3/16	1/4	1/4	3/8	3/8	3/8	1/2	1/2	1/2

Optima Semi-Bold

**ABCDEFGHIJKLMNOPQRSTUVWXYZ &
abcdefghijklmnopqrstuvwxyz 1234567890**

Height	1	1-1/2	2	3	4	6	8	10	12	14	16
Avg. Width	7/8	1-5/16	1-3/4	2-5/8	3-1/2	5-1/4	7	8-3/4	10-1/2	12-1/4	14
Depth	3/16	3/16	3/16	1/4	1/4	3/8	3/8	3/8	1/2	1/2	1/2



Palatino

**ABCDEFGHIJKLMNOPQRSTUVWXYZ &
abcdefghijklmnopqrstuvwxyz 1234567890**

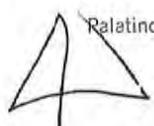
Height	1	1-1/2	2	3	4	6	8	10	12	14	16
Avg. Width	1-1/16	1-19/32	2-1/8	3-3/16	4-1/4	6-3/8	8-1/2	10-5/8	12-3/4	14-7/8	17
Depth	3/16	3/16	3/16	1/4	1/4	3/8	3/8	3/8	1/2	1/2	1/2



Palatino Semi-Bold

**ABCDEFGHIJKLMNOPQRSTUVWXYZ &
abcdefghijklmnopqrstuvwxyz 1234567890**

Height	1	1-1/2	2	3	4	6	8	10	12	14	16
Avg. Width	1-1/16	1-19/32	2-1/8	3-3/16	4-1/4	6-3/8	8-1/2	10-5/8	12-3/4	14-7/8	17
Depth	3/16	3/16	3/16	1/4	1/4	3/8	3/8	3/8	1/2	1/2	1/2



Prismatic

Lowercase not available.

ABCDEFGHIJKLMNOPQRSTUVWXYZ & 1234567890

Height*	1-1/2	2	3	3-1/2	4	4-1/2	5	5-1/2	6	7	8	9	10	12	14
Avg. Width	1-3/8	1-3/4	2-5/8	2-7/8	3-1/4	3-1/2	3-3/4	4-1/8	4-1/2	5-3/8	6	7	7-1/4	9-1/2	10-1/2
Depth	1/4	1/4	5/16	5/16	5/16	3/8	3/8	3/8	3/8	3/8	7/16	7/16	7/16	5/8	5/8

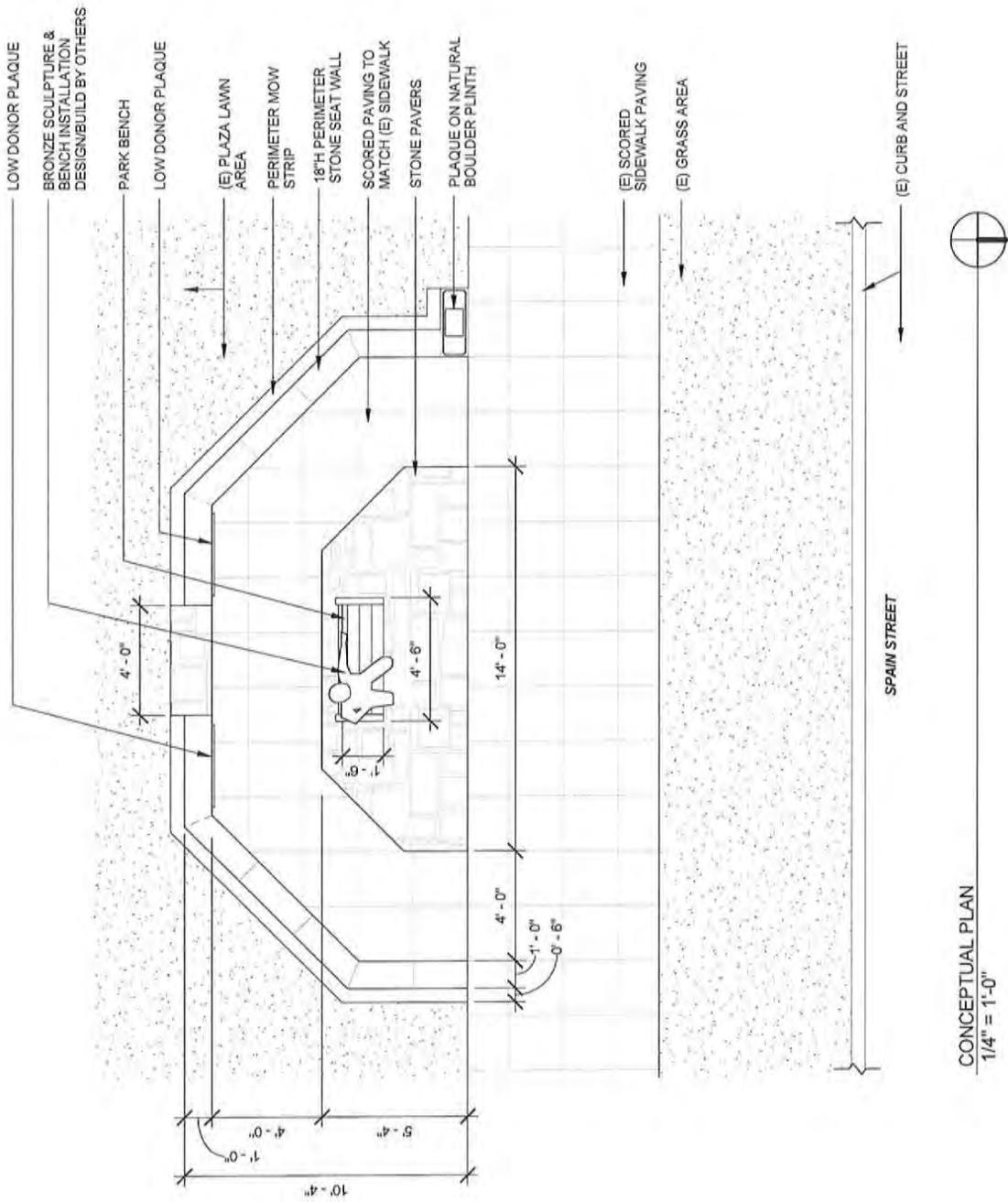
*Also available in 1, 1-3/8, 1-3/4, 2-1/2.



CONCEPTUAL PERSPECTIVE



CONCEPTUAL AERIAL



Item #5
November 18, 2015

MEMO

TO: Community Services and Environment Commission
FROM: Associate Planner/ Special Event Coordinator
RE: Discussion and possible recommendations regarding a monument proposal for the Plaza

Background

On September 9, 2015, the City Council conceptually approved a request to erect a monument to Sonoma's Founder, General M.G. Vallejo.

At this time the City Council would like the CSEC to review the request to erect a monument to Sonoma's Founder, General M. G. Vallejo on the north side of the Plaza, directly north of City Hall. If the CSEC supports the request a motion could be made to recommend that the City Council approve the project. It should be noted that the final project would return to City Council for approval.

Recommended Commission Action:

Commission discretion.

Attachments:

1. City Council Agenda Item 7A from the meeting of September 9, 2015.
2. Minutes from the September 9, 2015, City Council meeting.

cc: Robert Demler, via email

George McKale, via email



CITY OF SONOMA
City Council
Agenda Item Summary

City Council Agenda Item: 7A

Meeting Date: 09/09/2015

Department

Administration

Staff Contact

Carol E. Giovanatto, City Manager

Agenda Item Title

Discussion, Consideration and Possible Action to Grant Conceptual Approval to Erect a Monument to Sonoma's Founder, General M. G. Vallejo

Summary

A local group of citizens have formed a committee to erect a monument in honor of Sonoma's founder, General Mariano Vallejo. The committee has requested approval to place the monument in the Sonoma Plaza and is seeking conceptual approval for the project. Committee members have been meeting with various City staff members regarding the monument placement, materials proposed for utilization and long-term maintenance responsibilities. As the committee has been advised, the first step in the process is to seek Council approval for placement of the monument in the Plaza. Should Council grant this conceptual approval, the project could move forward for review to the Community Services and Environment Commission. In addition, the committee would be required to enter into a long-term maintenance agreement and meet all permitting and insurance requirements of the City. The committee will make a presentation to the Council on the proposed project. Following Council practice, the committee has been requested to keep their presentation under 10 minutes.

Recommended Council Action

Council discretion.

Alternative Actions

Council discretion.

Financial Impact

Agreement should insure that the City not incur any financial impact as a result of the installation of the monument.

Environmental Review

- Environmental Impact Report
- Negative Declaration
- Exempt
- Not Applicable

Status

- Approved/Certified
 - No Action Required
 - Action Requested
-

Attachments:

Letter from the Committee including conceptual drawings.
Email from Robert Parmelee

Alignment with Council Goals:

CITY CHARACTER

To preserve, promote and celebrate the unique characteristics of Sonoma; encourage the incorporation of our history into City, community and business identities.

cc:

General Vallejo Monument Committee (www.generalvallejomonument.org)
Robert Parmelee



General Vallejo Monument Committee

Co-Chairpersons: Sheila Cole (707) 938-0350 and Robert Demler (707) 996-3432
generalvallejomonument.org



To: City of Sonoma, City Council
From: *General Vallejo Monument Committee*
Re: Proposal to erect a monument to Sonoma's Founder, General M. G. Vallejo
Date: September 9, 2015

Proposal

That a life-sized statue of General M. G. Vallejo be placed on the north side of the Sonoma Plaza, directly north of City Hall, and across Spain Street from the former location of Vallejo's Casa Grande, his original Sonoma home.

Introduction

A group of interested citizens of Sonoma have formed a committee formally called *General Vallejo Monument Committee* [the Committee]. The mission of this committee is "To commission and erect a suitable monument to Sonoma's founder, Mariano Guadalupe Vallejo." Inquiring Systems Inc. is the Fiscal Sponsor as a non-profit umbrella for the Committee.

Statement

The City of Sonoma is an international destination for those interested in its world-class wine culture and restaurants, and for those interested in tourism and learning more of Sonoma's pre-eminently important history. The Pueblo of Sonoma was officially founded in 1835 by then Lieutenant M. G. Vallejo following the orders of Governor José Figueroa, dated June 24, 1835. Even then, the location of Sonoma was widely recognized by diverse cultures as a place of importance based on its geographic location, its soils, and its climate. As foreseen by Mariano G. Vallejo, it would play an important role in the history of the larger territory of California and subsequently the United States.

Vallejo is considered one of the most important people in the history of California. He served under three flags in California -- Spain, Mexico and the United States.

Under the Mexican government, he held many high positions; some of which have been ascribed to him include, *Commander in Chief, Commandant General of California, Supreme Military Commander of California, Commandant General of the Army in California, Director of Colonization on the Northern Frontier, and Commander of the San Francisco Presidial Army*. During the Mexican period he also served as *Administrator of the Sonoma Mission* and one of the first publishers of educational material in California. During the period of regime change in the late 1840s, he exhibited great diplomacy and was recognized by a combined population of Californios and Americans for his wisdom. In 1849 he was popularly elected as a delegate to the California State Constitution and one of its first State Senators. He served as one of California's first horticulturalists, winemakers, and mayors. In the 1870s his multi-volume *Historia de California* and his collection of documents was recognized as being of enormous importance in documenting early California history. A century later he was honored with the naming of a U.S. Polaris Submarine.

Despite his unique and central role in both Sonoma and California history, and being personally responsible for the founding of our City, there is only one small plaque with his relief in the City Hall. There is as yet no suitable civic monument dedicated to this important founder of our great city.

Objective

As stated in the mission of the Committee, our goal is to recognize and honor the founder of Sonoma, General M. G. Vallejo, by placing a statue of him on the north side of the Sonoma Plaza, to represent Sonoma's founder in his role of a post-military citizen. This monument will be for the public - for those who live here, as well as those who visit here - to see and learn of him.

Action

The Committee has been meeting and planning this project to overcome the absence of a suitable tribute of General M.G. Vallejo. They have contacted a local well-known artist for the making of a statue, worthy of both its subject and the city which owes its existence to him. Historians were contacted and pictures researched and provided to the artist in order to be historically accurate. The Committee has been working with various individuals within the City of Sonoma's governing structure for guidance and proper procedures in connection with this proposal.

Plan

The *General Vallejo Monument Committee* has contracted Sonoma's own Jim Callahan to create the monumental statue. Callahan was honored as the Sonoma Artist Treasure of 2000 and was given the Key to the City of Sonoma for his contributions to the community. He is one of the founders who conceived and implemented the formation of the Sonoma Valley Museum of Art and is founder and managing partner of the La Haye Art Center.

The Sonoma League for Historic Preservation has given him its Award of Merit and a separate commendation for the renovation of the Center. The body of work created by Callahan, ranges from miniature to monumental. Contained within the Center is a bronze foundry which is the heart of Callahan's studio. The Committee was presented with a mock-up of General Vallejo sitting on a bench [see Attachment 1]. It was unanimously accepted and is what we are proposing through this document. This manner of representation will allow a powerful interactive relationship between the sitting bust and the sitting visitor.

The Committee also met and worked with Michael B. Ross, founding Principal of Ross Drulis Cusenbery Architecture Inc. RDC is an award winning Sonoma-based architectural firm with a broad portfolio of national and local projects. Ross has received wide recognition for design excellence and innovation in the planning and design of public architecture, providing pro bono design services in support of a variety of community projects.

The Committee was presented with a site plan designed by Ross for the placement of the statue in the Plaza [see Attachment 2] which the Committee accepted and is now part of this Proposal.

Conclusion

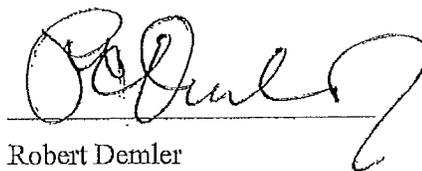
The *General Vallejo Monument Committee* has done due diligence in recognizing this need for the City of Sonoma and taking steps for an honorable and magnificent tribute to the distinguished man who founded the City. It is the hope of the Committee that the City will approve the plans presented and work can go forward on this project with a goal of unveiling it on July 4, 2016, as July 4th was the General's birthday.

Submitted by:



Co-Chairpersons:

Sheila Cole



Robert Demler

Members:

Bettie Allen Bettie Allen

Sean Bellach Sean Bellach

Gina Cuclis Gina Cuclis

Martin Laney Martin Laney

Martha Vallejo McGettigan Martha Vallejo McGettigan

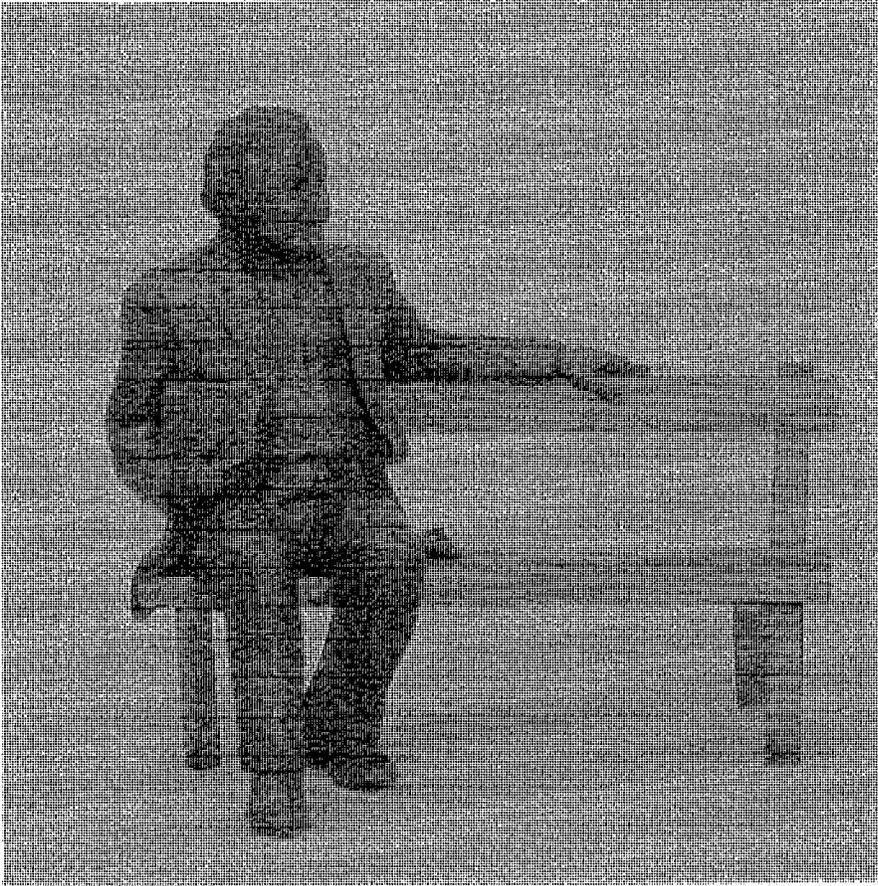
George McKale George McKale

Peter Meyerhof Peter Meyerhof

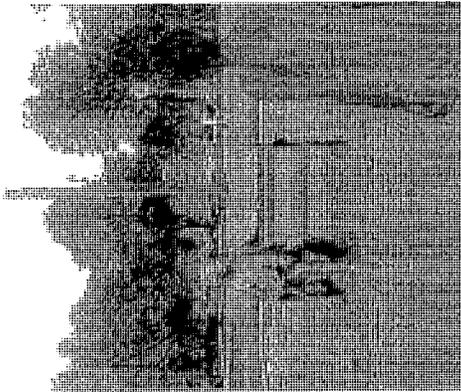
Attachment 1: picture of monument as sculptor's maquette

Attachment 2: sculpture site installation concept

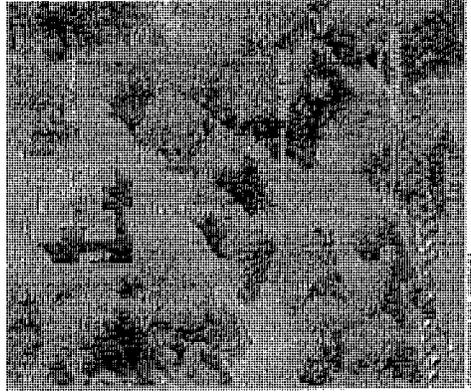
Attachment 1: picture of monument as sculptor's maquette



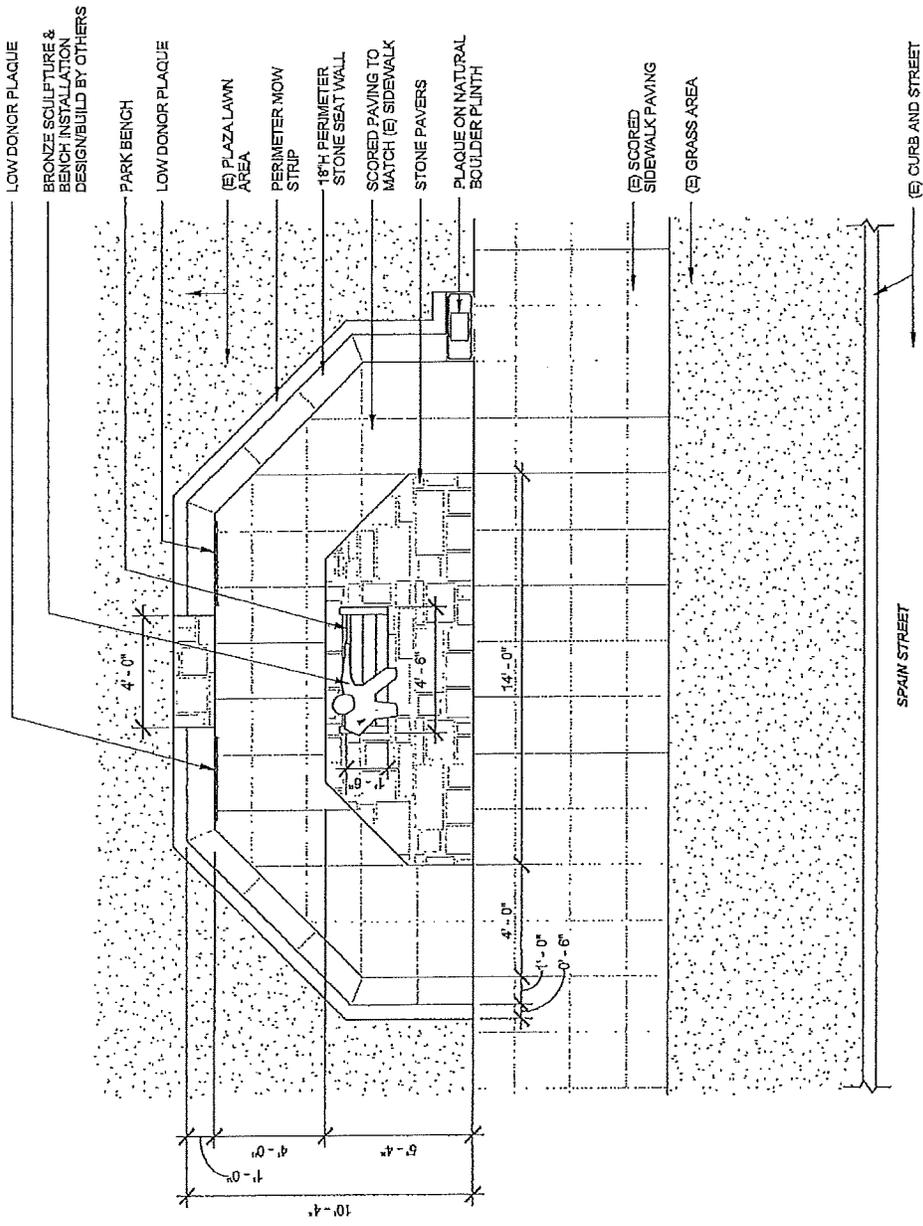
Attachment 2: sculpture site installation concept
[see next page]



CONCEPTUAL PERSPECTIVE



CONCEPTUAL PERSPECTIVE



CONCEPTUAL PLAN
1/4" = 1'-0"

- LOW DONOR PLAQUE
- BRONZE SCULPTURE & BENCH INSTALLATION DESIGN/BUILD BY OTHERS
- PARK BENCH
- LOW DONOR PLAQUE
- (E) PLAZA LAWN AREA
- PERIMETER MOW STRIP
- 18" H PERIMETER STONE SEAT WALL
- SCORED PAVING TO MATCH (E) SIDEWALK
- STONE PAVERS
- PLAQUE ON NATURAL BOULDER PLINTH
- (E) SCORED SIDEWALK PAVING
- (E) GRASS AREA
- (E) CURB AND STREET

Carol Giovanatto

Subject: FW: For the council agenda packet

>>

>> -----Original Message-----

>> From: Nancy Parmelee [mailto:nparmelee2001@yahoo.com]

>> Sent: Saturday, August 22, 2015 4:18 PM

>> To: Gay Johann <gjohann@sonomacity.org>

>> Subject: For the council agenda packet

>>

>>> Mayor Cook and Sonoma City Council members

>>>

>>> I hear that the City Council will soon be asked to approve the placing of a statue of General Vallejo on the Plaza.

>>>

>>> I recommend this request be denied.

>>>

>>> There is already a splendid relief portrait of the General at the entrance to City Hall. Another monument could open the door to memorials for such people as General Hap Arnold, Jack London, California Indians and Chinese workers and more.

>>>

>>> Please keep the Plaza as a venue for families, students, civic events, etc.

>>>

>>> Don't turn the Plaza into a "mausoleum of the past".

>>>

>>> Robert D. Parmelee

>>>

>>>

>>>

>>>

>>>

>>>

>>> 737 Third St. East

>>> 938-4297.

>

Item 6B: Appeal - 348 Patten Street, Continued

unless the home was brought into compliance. They claim loss of privacy although they have a clear view from their existing first floor and they have more privacy now because he built a new fence. He said they also claim loss of view of sunsets; however the sunsets were screened by trees and when there is no foliage sunsets are to the south so they can see them. He stated that when he applied for a mother-in-law addition in 1983 the Donnellys were the only ones to complain even though they do not live on his street and there had been a negative campaign this time around. Mr. Jones stated that approval of the exception would not set a precedent because 80% of the homes in that area did not conform to the City's codes. The right to view a sunset did not override their right to enjoy their home. He asked the Council to deny the appeal so he could continue to work on his exceptional home.

Joanne Sanders spoke in support of the appellant stating that the project effected as many as a half dozen properties. She questioned the number of exceptions that had already been approved for the property and said she was curious about a pattern of not following the Development Code. Scott Pommier and Bob Edwards also spoke in support of the appeal.

Dan Florence spoke in support of the Donnellys stating that they were improving the neighborhood.

Clm. Agrimonti stated she had watched the Planning Commission meeting and felt they did a good job dealing with the matter. She did not understand why Mr. Jones did not notice the mistake in the beginning.

Clm. Edwards stated the home met the thirty feet height limit and noted there were many two story homes in the neighborhood. He said that changing the garage and forcing additional costs onto the builder would not change the Donnelly's view and he noted that the community was changing every day and would continue to do so. He made a motion to deny the appeal.

Clm. Agrimonti stated that the attic area scared her. Planning Director Goodison stated it was his opinion that due to the slope of the roof the attic area was not very usable with no incentive to open it up. Clm. Hundley added that even little kids could not hang out there. She added that a change to the FAR would leave the house exactly the same and would have no effect on the views. It was a good project and agreed the appeal should be denied.

Clm. Gallian seconded the motion made by Clm. Edwards and stated that the exception did meet the required findings. She added that second stories were allowed and that neighborhoods change as time goes by. Clm. Agrimonti stated her preference would have been conflict resolution to try and work out the differences between the neighbors.

Mayor Cook agreed with denial of the appeal and inquired what the Donnellys had to pay to file the appeal. Goodison responded that in light of the mistake by staff, the City Manager used her discretion to waive the appeal fee. Being put to a vote, the motion to deny the appeal carried unanimously.

RECESS: The meeting recessed from 7:26 to 7:35 p.m.

7. REGULAR CALENDAR – CITY COUNCIL

Item 7A: Discussion, Consideration and Possible Action to Grant Conceptual Approval to Erect a Monument to Sonoma's Founder, General M. G. Vallejo.

City Manager Giovanto reported that a group of citizens formed a committee to erect a monument in honor of Sonoma's founder General Mariano Vallejo. The committee requested approval to place the monument in the Sonoma Plaza and were seeking conceptual approval for the project. Should Council grant this conceptual approval, the project could move forward for review by the Community Services and Environment Commission. In addition, the committee would be required to enter into a long-term maintenance agreement and meet all permitting and insurance requirements of the City.

George McKale stated the goal of the committee was to install a life-sized statue of General M.G. Vallejo on the north side of the Plaza and across Spain Street from the former location of Vallejo's Casa Grande, his original Sonoma home. He reported that local artisan Jim Callahan had designed the monument.

Clm. Hundley confirmed that CSEC would review the project and staff would oversee it and handle any liability issues. City Manager Giovanatto added that, after all details were in place,

Item 7A: Monument to Sonoma's Founder, General M. G. Vallejo, Continued.

the final project would come back to Council for approval. Clm. Gallian questioned the placement of proposed donor plaques in the area surrounding the monument. Mr. McKale responded that was the type of issue that would be worked out as the project moved along.

Mayor Cook invited comments from the public. Patty Dufern suggested the monument be placed across the street on State property. It was moved by Clm. Hundley, seconded by Clm. Edwards, to approve the project conceptionally. The motion carried unanimously.

Item 7B: Discussion, consideration and possible action to review the draft of an Ordinance adding Chapter 9.60 of the Sonoma Municipal Code to regulate and prohibit the use of leaf blowers within the City limits.

City Manager Giovanatto reported that staff had developed a draft ordinance incorporating Council's prior directions regarding a ban on leaf blowers; however, there were areas which needed further clarification. She and City Attorney Walter provided additional information regarding the contents of the ordinance and each area needing further clarification.

Mayor Cook invited comments from the public. The following people spoke in support of a ban on leaf blowers: Marilee Ebert whose son had compromised lungs. Pat Coleman who stated that MacArthur Place did not use them in favor of customer experience. Rick Suerth who compared it to smoking. Cece Ponicsan who claimed her health had been compromised. Ray Schuster who reported Los Altos' ban had worked out. Jack Wagner who said it was not always easy to talk to your neighbors. Georgia Kelly who cited the pollutants and negative effects on health. Caroline Wampone, Tamara Unger and Chris Pinard who stated they made it impossible to work from their homes. Lisa Summers who also wanted Roundup banned. Lynn Clarey who said we should strive for reduction of all forms of pollution. Sarah Ford who cited various ailments they cause and the manufacturer's warnings that came with one. Bob Edwards who said the citizens had spoken. Darryl Ponicsan said it was the Council's responsibility.

The following people did not support a ban on leaf blowers: Stan Pappas who asked what was next. Allen Ollenger and Eric Garcia who urged negotiations within the effected neighborhoods. Patty Dufern who noted that most of the cities that had banned them did not have as many trees. Mike Fanucchi, Pete Saibene and Andrew Johnson who urged negotiation and compromise, use the enforcement money for rebates. Bill Boteif who said the proponents of the ban should have to do an EIR. Scott Bonnoit who said they were no different than motorcycles and diesel trucks.

George Thompson, Chambolla Gardening Company, did not have an opinion on the ordinance, but just wanted to report that he had operated his landscape business for thirty years without using leaf blowers. Bill Wood demonstrated his invention called the Peacebroom. Chris Petlock, and Craig Martin encouraged better enforcement of the current regulations. Peter Hodgins suggested validating the science prior to making a decision.

Councilmembers weighed in with the following: Clm. Gallian and Clm. Agrimonti supported a complete ban. Clm. Edwards did not support a ban, wanted it to go to a vote and stated that the enforcement money would be better spent on affordable housing. Clm. Hundley stated concern about banning them on commercial/mixed use and public property because of liability issues. Mayor Cook did not support a ban and also felt it should be a ballot measure.

Mayor Cook then led Council through a list of possible components of the draft ordinance with the following results determined through straw voting. All leaf blowers would be banned in residential areas. They supported the following: Maintaining the current time restrictions and decibel level. Imposing penalties on property owners as well as landscapers. Having an effective date of February 1, 2016. There would not be any additional permit or license required. Would not include additional language "*prohibiting leaf-blowers from being operated in a manner that directs dust and debris onto any neighboring parcel or public street*". They remained undecided on a total ban in commercial/mixed use and public property. Should electric be permitted in those areas, they agreed the operating hours should be 8 a.m. to 3:00 p.m.

In response to the question by Clm. Hundley, City Manager Giovanatto stated that a ban would have a significant impact on staff and noted that the City's liability issues for public property were significantly higher than private property. The City may have to hire additional staff or contract out for assistance but would not ignore the public welfare and potential liabilities. Attorney Walters stated that staff would incorporate the direction given by Council and bring the ordinance back for future consideration.

UPDATE ON PLAZA PARK RESTROOMS

Prepared by Denise Wilbanks

On February 25 I met with Dan Takasugi, Public Works Director; Trent Hudson, Public Works Operations Manager; Terry Melberg, Parks Supervisor; and Katherine Wall, Public Works Administrative Manager.

We discussed the CSEC's interest in improving the Plaza restrooms. I provided photos and mentioned specifically the floors, restroom partitions, paint, lighting and mirrors. Public Works shared with me that City Council would be reviewing the budget within the next 3 to 4 months and plans were in the works for replacing the partitions, repainting, improved lighting, and possibly the replacement of many of the fixtures. Dan has offered to look into options for the flooring and mirrors. Once approved, all maintenance and repair items will go out for bid and improvements are expected to occur in the winter of 2017.

I suggested that perhaps city staff could do some interim fixes like repainting, epoxy coating the floors, and adding mirrors, but was told that these projects involve much more preparation and work than initially meets the eye and the city does not have employees available to perform these tasks. While staff was open to considering my ideas and suggestions they also provided reasons why some items could not be accomplished either in the near future or at any time.

We spent a lengthy amount of time discussing the vandalism that occurs on a regular basis. Terry mentioned that the locking system is frequently compromised and the restrooms often stay open overnight which is when the vandalism occurs. Apparently there is quite a large homeless population in Sonoma due to the Overnight Shelter now providing day services and this is the cause of the vandalism. Public Works is responsible for maintaining the restrooms and I felt that these employees were a bit demoralized about the lack of respect shown to the facilities. They also expressed that the restrooms are receiving much more use than they were designed to accommodate.

I believe that the issues with the locking system are something that can be resolved with assistance from staff, law enforcement, and perhaps volunteers. I would like to suggest that City Council prioritize restroom improvements. As Sonoma Plaza events continue to grow in popularity, we must have appropriate restroom facilities to accommodate our citizens and visitors.

Another possibility might be to have the existing restrooms reserved for day use and special evening events only and perhaps add some more industrial-type restrooms which would be open on a 24 hour basis.