

SONOMA VALLEY  
CITIZENS ADVISORY COMMISSION

**BLUE BOOK**

EDITED OCTOBER 2014



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## **MISSION STATEMENT**

**THE MISSION OF THE  
SONOMA VALLEY CITIZENS ADVISORY COMMISSION  
IS TO ACT AS A BRIDGE FOR COMMUNICATION  
BETWEEN GOVERNMENTAL AGENCIES AND THE GENERAL PUBLIC  
ON PLANNING DECISIONS AFFECTING THE SONOMA VALLEY  
BY PROVIDING A FORUM FOR PUBLIC EXPRESSION AND  
BY MAKING RECOMMENDATIONS  
TO THE SONOMA CITY COUNCIL  
AND THE SONOMA COUNTY BOARD OF SUPERVISORS  
THAT CONVEY THE SENSE OF THE COMMUNITY**

**ADOPTED APRIL 1994**



**JOINT POWERS AGREEMENT BETWEEN THE COUNTY OF  
SONOMA AND THE CITY OF SONOMA CONTINUING THE  
SONOMA VALLEY CITIZENS ADVISORY COMMISSION**

This Agreement is made by and between the County of Sonoma, a political subdivision of the State of California ("County"), and the City of Sonoma, a general law city ("City"), and is dated for convenience as of January 1, 2014.

**RECITALS**

**Whereas**, County and City share responsibility for local planning in the Sonoma Valley; and

**Whereas**, according to statewide growth projections, County and City are faced with the potential for unprecedented population growth and development; and

**Whereas**, Sonoma Valley, with its beautiful landscape, historic buildings, and growing industries producing wine, dairy, and other agricultural products, is an ideal environment for local residents and businesses; and

**Whereas**, it is in the public interest that County and City coordinate their local planning activities; and

**Whereas**, this coordination is enhanced by better communication; and

**Whereas**, Government Code section 65101 authorizes the establishment of joint advisory agencies through a plan or organization mutually agreeable to cooperating counties and cities; and

**Whereas**, County and City have established the Sonoma Valley Citizens Advisory Commission ("the Commission") pursuant to Government Code section 65101 as a joint advisory agency to provide a regular forum for citizen participation in the formation of public policy, to consider local planning issues concerning the Sonoma Valley, to evaluate solutions to these issues, to advise elected officials and other decision makers, and to form a bridge for communication between the various governmental agencies and the general public; and

**Whereas**, County and City desire to continue the Commission in existence for a period of five (5) years.

**OPERATIVE PROVISIONS**

**Now, Therefore, Be It Agreed** as follows:

1. By virtue of resolutions of County and City authorizing the execution of this Agreement, the Commission is hereby continued in existence.





(b) Representing City:

(1) City of Sonoma: three (3) commissioners and one (1) alternate commissioner from the area covered by Subareas 1 and 2, being the city of Sonoma and its primary sphere of influence.

(2) One (1) emeritus commissioner from the area covered by Subareas 1 and 2, who shall be a former commissioner or alternate commissioner.

(3) One (1) ex-officio member and one (1) alternate ex-officio member from City's Planning Agency, which is comprised of the City Council, Planning Commission, and Planning Department staff.

6. One commissioner shall be designated and shall act as representative of public service agencies, such as water, fire, school, and other districts or entities.

7. The commissioners, alternate commissioner, emeritus commissioner, ex-officio member, and alternate ex-officio member representing County shall be appointed by County's Board of Supervisors. The commissioners, alternate commissioner, emeritus commissioner, ex-officio member, and alternate ex-officio member representing City shall be appointed by City's City Council.

8. The Commission shall review and make recommendations on policy matters affecting the Sonoma Valley and on development projects of valley-wide significance.

9. The Commission may also, from time to time, hold publicly noticed "town hall meetings" to inform local citizens, provide a forum for local citizens within the Sonoma Valley to raise and discuss local planning issues of importance, and to recommend long range policy direction for resolution of those issues.

10. The rules and procedures for governance of the Commission shall be as set forth in Exhibit "B," attached hereto and incorporated herein by this reference. The rules and procedures may be amended or modified upon mutual consent of County and City.

11. County and City, through their respective planning agencies, shall cooperate with the Commission to reach the goals of this Agreement.

**In Witness Whereof**, County and City have executed this Agreement as set forth below.

County:  
County of Sonoma

By: \_\_\_\_\_  
Chair, Board of Supervisors

ATTEST:

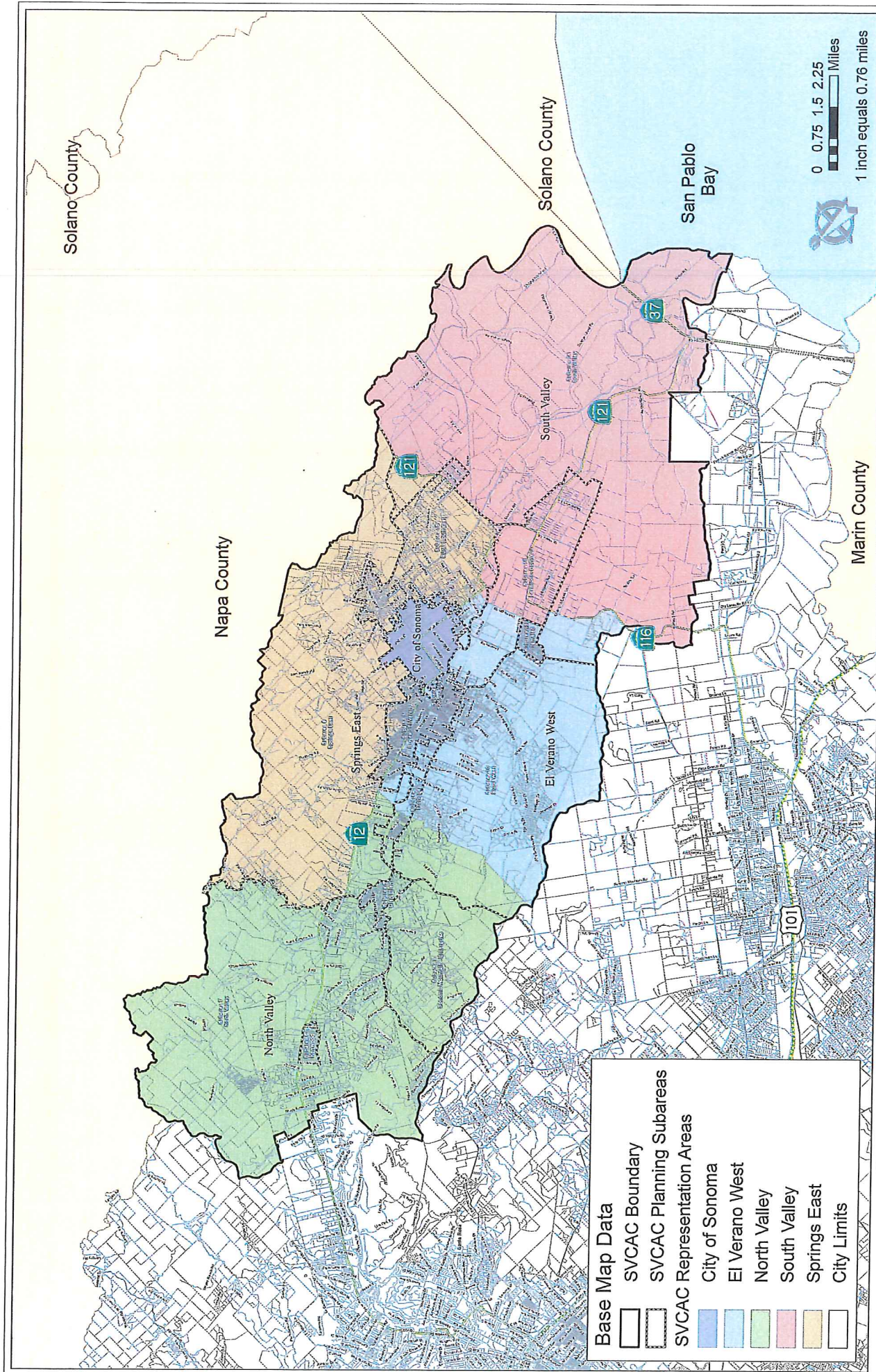
\_\_\_\_\_  
Veronica A. Ferguson, Clerk of the  
Board of Supervisors

City:  
City of Sonoma

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



- Base Map Data**
- SVCAC Boundary
  - SVCAC Planning Subareas
  - SVCAC Representation Areas
  - City of Sonoma
  - El Verano West
  - North Valley
  - South Valley
  - Springs East
  - City Limits

# Sonoma Valley Citizen Advisory Commission Area

On March 11, 2014, the Sonoma County Board of Supervisors adopted a Resolution authorizing Chair to execute Joint Powers Agreement between the County of Sonoma & the City of Sonoma continuing the Sonoma Valley Citizens Advisory Commission for a period of five (5) years from January 1, 2014, to December 31, 2018. (First District)

Map Scale and Representation methods that pertain to physical features displayed. This map is for illustrative purposes only and does not constitute a warranty of accuracy. The persons identified herein are not intended to represent surveyed data. Geographic codes are provided for reference only. Sonoma Advisory Commission is not responsible for any errors or omissions. For more current data contact the County of Sonoma, California. No part of this map may be copied, reproduced, or transmitted in any form or by any means without written permission from the Permit and Resource Management Department (PRMD), County of Sonoma, California. Author: PRMD GIS. Date: February 24, 2014. ©2014 COUNTY OF SONOMA, CALIFORNIA. All rights reserved. Printed by Sonoma Valley Citizens Advisory Commission. Sonoma Valley Citizens Advisory Commission is a registered service mark of the County of Sonoma, California.



County of Sonoma  
Permit and Resource Management Department  
2550 Ventura Avenue, Santa Rosa, California 95403  
707-565-1900  
FAX 707-565-1103







**EXHIBIT “B”**  
**SONOMA VALLEY CITIZENS ADVISORY COMMISSION**  
**RULES AND PROCEDURES**

**I. Commissioners.**

A. Appointment: Appointment of County’s eight commissioners, one alternate commissioner, one emeritus commissioner, one ex-officio member, and one alternate ex-officio member shall be made by County’s Board of Supervisors. Appointment of City’s three commissioners, one alternate commissioner, one emeritus commissioner, one ex-officio member, and one alternate ex-officio member shall be made by City’s City Council.

B. Qualifications: Each commissioner and alternate commissioner shall be a resident of, and registered voter in, the area represented by that commissioner or alternate commissioner.

C. Terms of Office: Commissioners and alternate commissioners shall serve four-year terms at the pleasure of their appointing authority. No commissioner or alternate commissioner shall serve more than two terms unless their appointing authority approves an exception to allow the commissioner or alternate commissioner to serve an additional term or terms. In any case, County and City each reserve the right to remove a commissioner or alternate commissioner it appointed regardless of the term of appointment, with or without cause. Emeritus commissioners, ex-officio members, and alternate ex-officio members shall serve at the pleasure of their appointing authority and may be removed at any time, with or without cause.

D. Duties of Commissioners:

1. To attend and participate in meetings of the Commission.
2. To study and analyze appropriate material submitted.
3. To participate in discussions and research and write necessary reports.
4. To serve on such subcommittees as may be designated by the Commission.
5. To aid the public in understanding and participating in local planning issues, and the processes of local government.

E. Vacancies: In event of termination, death, resignation, or inability to serve on the part of any commissioner or alternate commissioner, such condition shall be brought to the attention of the appointing authority. “Inability to serve” shall be determined by a majority vote of the Commission. If any commissioner shall miss two (2) consecutive regular meetings without a valid excuse, the appointing authority shall be notified and requested to appoint a more active replacement.

At any time that a vacancy occurs, either County or City, as the case may be, shall have sixty (60) days to fill the vacancy. Should either County or City fail to act in the time specified, the Commission shall have the authority to make the appointment in accordance with the prescribed membership.

F. Officers: At the first meeting in each calendar year, the Commission shall elect a Chair, Vice Chair, and Secretary. The Chair shall perform the functions specified in these Rules and Procedures. When the Chair is absent, the Vice Chair shall assume the duties of the Chair. If the Chair and the Vice Chair are both absent, the remaining members of the Commission shall select one of its members to act as Chair Pro Tem. The Secretary shall act as secretary to the Commission.

G. Office: The principal place of business of the Commission shall be determined by the Commission. At a minimum, there shall be a telephone number where information may be obtained by the public, and a place where the agenda may be publicly posted. This need not be the same place as where the Commission itself meets.

H. Compensation: Commissioners shall serve without compensation.

## **II. Meetings.**

A. Frequency and Location: Meetings of the Commission shall be on an “as needed” basis as decided by the Commission. The time of the meetings shall be scheduled to maximize assistance to County’s Board of Supervisors and City’s City Council and their staffs. All meetings shall be held within the area shown in Exhibit “A” to the Joint Powers Agreement and shall be in a public building, accessible to the public, with facilities to accommodate interested members of the public.

B. Brown Act: All meetings and all deliberations of the Commission shall be open to the public and shall be governed by the Brown Act.

C. Rules of Procedure: All meetings of the Commission shall be conducted, insofar as practical, according to Roberts Rules of Order or other parliamentary authority adopted by the Commission.

D. Presiding Official: The Chair, or the Vice Chair in the Chair’s absence, shall preside over all meetings of the Commission. In case of absence of both the Chair and the Vice Chair, the Chair Pro Tem shall preside.

E. Agenda: The Chair shall be responsible for setting the agenda of each meeting of the Commission. Each agenda shall be reviewed by County’s First District Supervisor and by City’s Mayor. County’s First District Supervisor and City’s Mayor shall assign respective staff to attend as needed.

F. Voting: Each member of the Commission is entitled to one vote. A member may abstain from voting in cases of conflict of interest, in which case he or she must state what the

conflict is. No proxies shall be permitted. All votes shall be public and properly recorded. Ex-officio members shall not be entitled to vote.

G. Minutes of Meeting: The minutes of each meeting of the Commission shall include a copy of the Agenda, the official public record of the meeting, and shall indicate any actions taken by the Commission. A copy of the minutes shall be sent to County and City.

H. Special Meetings: Special meetings of the Commission may be called by the Chair or a majority of the Commission. No special meeting shall be held without compliance with the Brown Act.

I. Notice of Meetings: Notice of meetings of the Commission shall, at a minimum, comply with the Brown Act. The Commission shall give such additional notice as County's Board of Supervisors or City's City Council may request.

J. Quorum: Six voting members of the Commission shall constitute a quorum of the Commission.

K. Alternate Commissioner: County's alternate commissioner shall serve only in the absence of one of County's commissioners. Likewise, City's alternate commissioner shall serve only in the absence of one of City's commissioners. Each alternate commissioner who serves is entitled to one vote.





**JOINT POWERS AGREEMENT BETWEEN THE COUNTY OF SONOMA  
AND THE CITY OF SONOMA CONTINUING THE  
SONOMA VALLEY CITIZENS ADVISORY COMMISSION**

This Agreement is made by and between the County of Sonoma, a political subdivision of the State of California ("COUNTY"), and the City of Sonoma, a general law city ("CITY"), and is dated for convenience as of January 1, 2009.

**RECITALS**

**Whereas, COUNTY and CITY** share responsibility for local planning in the Sonoma Valley; and

**Whereas,** according to statewide growth projections, **COUNTY and CITY** are faced with the potential for unprecedented population growth and development; and

**Whereas,** Sonoma Valley, with its beautiful landscape, historic buildings, and growing industries producing wine, dairy, and other agricultural products, is an ideal environment for local residents and businesses; and

**Whereas,** it is in the public interest that **COUNTY and CITY** coordinate their local planning activities; and

**Whereas,** this coordination is enhanced by better communication; and

**Whereas,** Government Code section 65101 authorizes the establishment of joint advisory agencies through a plan or organization mutually agreeable to cooperating counties and cities; and

**Whereas, COUNTY and CITY** have established the Sonoma Valley Citizens Advisory Commission ("the Commission") pursuant to Government Code section 65101 as a joint advisory agency to provide a regular forum for citizen participation in the formation of public policy, to consider local planning issues concerning the Sonoma Valley, to evaluate solutions to these issues, to advise elected officials and other decision makers, and to form a bridge for communication between the various governmental agencies and the general public; and

**Whereas, COUNTY and CITY** desire to continue the Commission in existence for a period of five (5) years.

## OPERATIVE PROVISIONS

**NOW, THEREFORE, BE IT AGREED** as follows:

1. By virtue of resolutions of **COUNTY** and **CITY** authorizing the execution of this Agreement, the Commission is hereby continued in existence.

2. The Commission shall be empowered from January 1, 2009, to December 31, 2013 ("the five-year term"), and shall be subject to review by **COUNTY** and **CITY** each year of its existence. The Commission may, at the conclusion of the five-year term, be continued for a time certain upon mutual consent of **COUNTY** and **CITY**, subject to periodic review as previously defined.

3. **COUNTY** and **CITY** reserve the right to terminate this Agreement and the Commission at any time upon mutual agreement, or upon sixty (60) days notice from either party to the other.

4. The boundaries and area subject to the jurisdiction of the Commission are shown in Exhibit "A," attached hereto and incorporated herein by this reference.

5. The Commission shall consist of eleven (11) commissioners, two (2) alternates, two (2) emeritus (non-voting) commissioners, and two (2) ex-officio (non-voting) members. The commissioners, alternates, and emeritus commissioners shall be from the Subareas shown in Exhibit "A." The ex-officio members shall be representatives from **COUNTY** and **CITY**. Representation shall be generally based upon the population distribution of the Sonoma Valley. It is understood that in addition to meeting the following geographical criteria, it is desirable that the commissioners, alternates, and emeritus commissioners represent a wide range of interest, varied experience and expertise, and include members of the general public to encourage a greater voice in local government decisions. Commissioners, alternates, emeritus commissioners, and ex-officio members shall be selected as follows:

(a) Representing **COUNTY**:

(1) El Verano West: three (3) commissioners from the area covered by the portions of Subareas 3, 4, and 10 that lie to the west of Sonoma Creek.

(2) Springs East: two (2) commissioners from the area covered by the portions of Subareas 3 and 9 that lie to the east of Sonoma Creek.

(3) North Valley: two (2) commissioners from the area covered by Subareas 5, 6, 7, and 8.

(4) South Valley: one (1) commissioner from the area covered by Subareas 11, 12, 13, and 14.

(5) One (1) alternate from the area covered by Subareas 3 – 14, inclusive.

(6) One (1) emeritus commissioner from the area covered by Subareas 1 – 14, inclusive, who shall be a former commissioner or alternate.

(7) One (1) ex-officio member from **COUNTY's** Planning Agency, which is comprised of the Board of Supervisors, Planning Commission, Board of Zoning Adjustments, and Permit and Resource Management Department staff.

(b) Representing **CITY**:

(1) City of Sonoma: three (3) commissioners and one (1) alternate from the area covered by Subareas 1 and 2, being the city of Sonoma and its primary sphere of influence.

(2) One (1) emeritus commissioner from the area covered by Subareas 1 and 2, who shall be a former commissioner or alternate.

(3) One (1) ex-officio member from **CITY's** Planning Agency, which is comprised of the City Council, Planning Commission, and Planning Department staff.

6. One commissioner shall be designated and shall act as representative of public service agencies, such as water, fire, school, and other districts or entities.

7. The commissioners, alternate, emeritus commissioner, and ex-officio member representing **COUNTY** shall be appointed by **COUNTY's** Board of Supervisors. The commissioners, alternate, emeritus commissioner, and ex-officio member representing **CITY** shall be appointed by **CITY's** City Council.

8. The Commission shall review and make recommendations on policy matters affecting the Sonoma Valley and on development projects of valley-wide significance.

9. The Commission may also, from time to time, hold publicly noticed "town hall meetings" to inform local citizens, provide a forum for local citizens within the Sonoma Valley to raise and discuss local planning issues of importance, and to recommend long range policy direction for resolution of those issues.

10. The rules and procedures for governance of the Commission shall be as set forth in Exhibit "B," attached hereto and incorporated herein by this reference. The rules and procedures may be amended or modified upon mutual consent of **COUNTY** and **CITY**.

11. **COUNTY** and **CITY**, through their respective planning agencies, shall cooperate with the Commission to reach the goals of this Agreement.

**IN WITNESS WHEREOF, COUNTY and CITY** have executed this Agreement as set forth below.

**COUNTY:**  
County of Sonoma

By: \_\_\_\_\_  
Chair, Board of Supervisors

ATTEST:

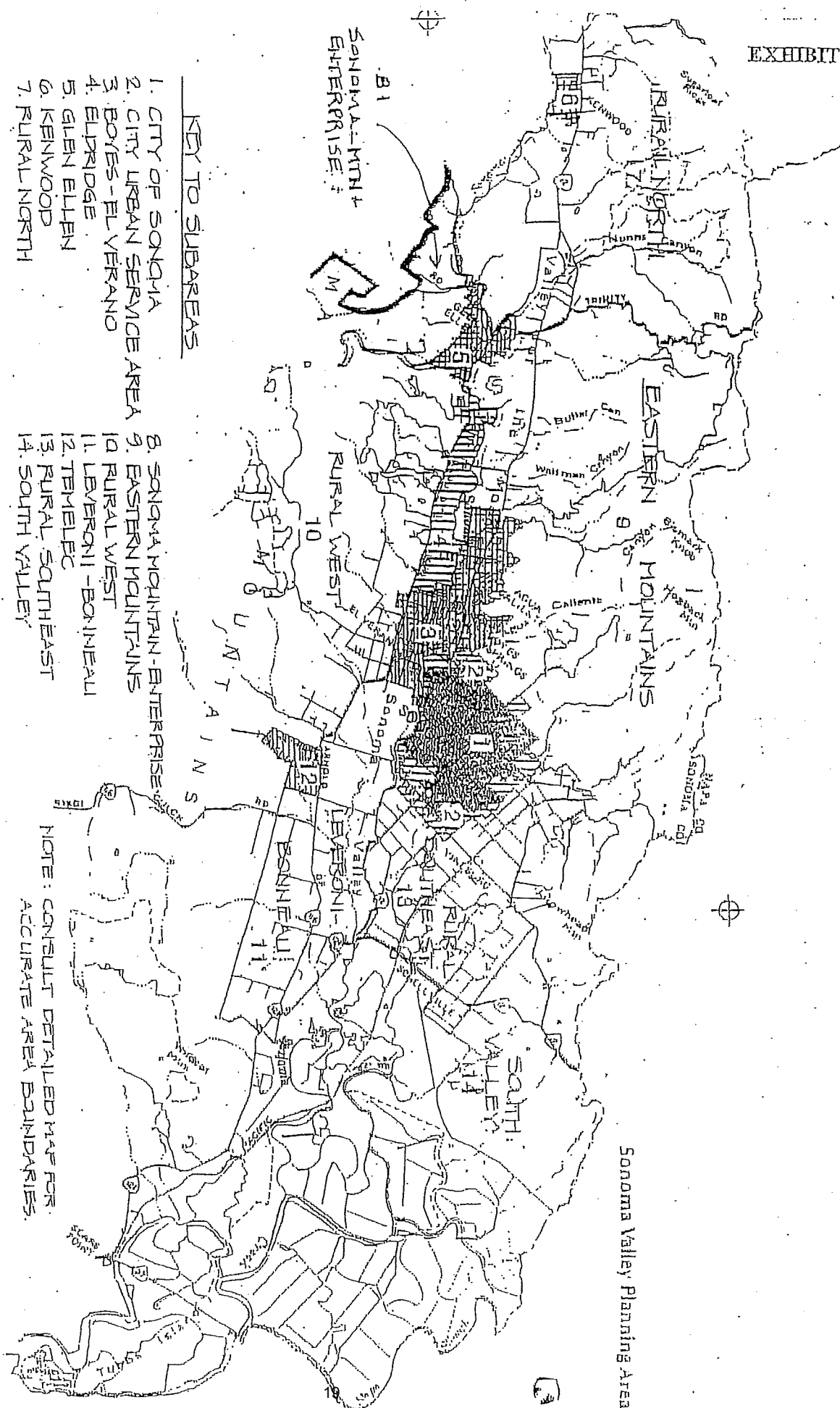
\_\_\_\_\_  
Robert Deis, Clerk of the  
Board of Supervisors

**CITY:**  
City of Sonoma

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



KEY TO SUBAREAS

1. CITY OF SONOMA
2. CITY URBAN SERVICE AREA
3. BOYES-EL VERANO
4. ELBRIDGE
5. GLEN EILEEN
6. KENWOOD
7. RURAL NORTH
8. SONOMA MOUNTAIN-ENTERPRISE
9. EASTERN MOUNTAINS
10. RURAL WEST
11. LEVERONI-BONNEAU
12. TEMPLEC
13. RURAL SOUTHEAST
14. SOUTH VALLEY

NOTE: CONSULT DETAILED MAP FOR  
ACCURATE AREA BOUNDARIES.

SONOMA VALLEY SUBAREAS

**EXHIBIT "B"**  
**SONOMA VALLEY CITIZENS ADVISORY COMMISSION**  
**RULES AND PROCEDURES**

**I. COMMISSIONERS**

A. Appointment: Appointment of **COUNTY**'s eight commissioners, one alternate, one emeritus commissioner, and one ex-officio member shall be made by **COUNTY**'s Board of Supervisors. Appointment of **CITY**'s three commissioners, one alternate, one emeritus commissioner, and one ex-officio member shall be made by **CITY**'s City Council.

B. Qualifications: Each commissioner and alternate shall be a resident of, and registered voter in, the area represented by that commissioner.

C. Terms of Office: Commissioners and alternates shall serve two-year terms at the pleasure of their appointing authority, with no commissioner or alternate serving more than two consecutive terms. In any case, **COUNTY** and **CITY** each reserve the right to terminate a commissioner or alternate which it appointed regardless of the term of appointment. Emeritus commissioners and ex-officio members shall serve at the pleasure of their appointing authority.

D. Duties of Commissioners:

1. To attend and participate in meetings of the Commission.
2. To study and analyze appropriate material submitted.
3. To participate in discussions and research and write necessary reports.
4. To serve on such subcommittees as may be designated by the Commission.
5. To aid the public in understanding and participating in local planning issues, and the processes of local government.

E. Vacancies: In event of termination, death, resignation, or inability to serve on the part of any commissioner or alternate, such condition shall be brought to the attention of the appointing authority. "Inability to serve" shall be determined by a majority vote of the Commission. If any commissioner shall miss two (2) consecutive regular meetings without a valid excuse, the appointing authority shall be notified and requested to appoint a more active replacement.

At any time that a vacancy occurs, either **COUNTY** or **CITY**, as the case may be, shall have sixty (60) days to fill said vacancy. Should either **COUNTY** or **CITY** fail to act in the time specified, the Commission shall have the authority to make the appointment to accordance with the prescribed membership.

F. Officers: At the first meeting in each calendar year, the Commission shall elect a Chair, Vice Chair, and Secretary. The Chair shall perform the functions specified in these Rules and Procedures. When the Chair is absent, the Vice Chair shall assume the duties of the Chair. If the Chair and the Vice Chair are both absent, the remaining members of the Commission shall select one of its members to act as Chair Pro Tempore. The Secretary shall act as secretary to the Commission.

G. Office: The principal place of business of the Commission shall be determined by the Commission. At a minimum, there shall be a telephone number where information may be obtained by the public, and a place where the agenda may be publicly posted. This need not be the same place as where the Commission itself meets.

H. Compensation: Commissioners shall serve without compensation.

## II. MEETINGS

A. Frequency and location: Meetings of the Commission shall be on an "as needed" basis as decided by the Commission. The time of the meetings shall be scheduled to maximize assistance to **COUNTY's** Board of Supervisors and **CITY's** City Council and their staffs. All meetings shall be held within the area shown on Exhibit "A" and shall be in a public building, accessible to the public, with facilities to accommodate interested members of the public.

B. Brown Act: All meetings and all deliberations of the Commission shall be open to the public and shall be governed by the Brown Act.

C. Rules of Procedure: All meetings of the Commission shall be conducted, insofar as practical, according to Roberts Rules of Order or other parliamentary authority adopted by the Commission.

D. Presiding Official: The Chair, or the Vice Chair in the Chair's absence, shall preside over all meetings of the Commission. In case of absence of both the Chair and the Vice Chair, the Chair Pro Tempore shall preside.

E. Agenda: The Chair shall be responsible for setting the agenda of each meeting of the Commission. Each agenda shall be reviewed by **COUNTY's** First District Supervisor and by **CITY's** Mayor. **COUNTY's** First District Supervisor and **CITY's** Mayor shall assign respective staff to attend as needed.

F. Voting: Each member of the Commission is entitled to one vote. A member may abstain from voting in cases of conflict of interest, in which case he or she must state what the conflict is. No proxies shall be permitted. All votes shall be public and properly recorded. Ex-officio members shall not be entitled to vote.

G. Minutes of Meeting: The minutes of each meeting of the Commission shall include a copy of the Agenda, the official public record of the meeting, and shall indicate any actions taken by the Commission. A copy of the minutes shall be sent to **COUNTY** and **CITY**.

H. Special Meetings: Special meetings of the Commission may be called by the Chair or a majority of the Commission. No special meeting shall be held without compliance with the Brown Act.

I. Notice of meetings: Notice of meetings of the Commission shall, at a minimum, comply with the Brown Act. The Commission shall give such additional notice as **COUNTY's** Board of Supervisors or **CITY's** City Council may request.

J. Quorum: Six voting members of the Commission shall constitute a quorum of the Commission.

K. Alternate: **CITY's** alternate shall serve only in the absence of one of **CITY's** commissioners. Likewise, **COUNTY's** alternate shall serve only in the absence of one of **COUNTY's** commissioners. Each alternate who serves is entitled to one vote.



RESOLUTION NO. \_\_\_\_\_

DATED: \_\_\_\_\_

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, AUTHORIZING THE CHAIR TO EXECUTE A JOINT POWERS AGREEMENT WITH THE CITY OF SONOMA CONTINUING THE SONOMA VALLEY CITIZENS ADVISORY COMMISSION FOR A PERIOD OF FIVE (5) YEARS FROM JANUARY 1, 2009, TO DECEMBER 31, 2013**

---

**RESOLVED**, by the Board of Supervisors of the County of Sonoma, that:

**Whereas**, the County and the City of Sonoma ("the City") have established the Sonoma Valley Citizens Advisory Commission ("the Commission") pursuant to Government Code section 65101 as a joint advisory agency to provide a regular forum for citizen participation in the formation of public policy, to consider local planning issues concerning the Sonoma Valley, to evaluate solutions to these issues, to advise elected officials and other decision makers, and to form a bridge for communication between the various governmental agencies and the general public; and

**Whereas**, the County and the City mutually desire to continue the Commission in existence for five (5) years from January 1, 2009, to December 31, 2013;

**NOW, THEREFORE**, the Board of Supervisors hereby authorizes the Chair to execute a Joint Powers Agreement with the City of Sonoma continuing the Sonoma Valley Citizens Advisory Commission for a period of five (5) years from January 1, 2009, to December 31, 2013.

**SUPERVISORS:**

BROWN \_\_\_\_\_ KERNS \_\_\_\_\_ ZANE \_\_\_\_\_ CARRILLO \_\_\_\_\_ KELLEY \_\_\_\_\_

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT \_\_\_\_\_

**SO ORDERED**



BOS  
04-0026  
V. 1/24

JOINT POWERS AGREEMENT BETWEEN THE COUNTY OF SONOMA  
AND THE CITY OF SONOMA CONTINUING THE  
SONOMA VALLEY CITIZENS ADVISORY COMMISSION

This Agreement is made and entered into this 6th day of January, 2004, by and between the County of Sonoma, a political subdivision of the State of California ("COUNTY"), and the City of Sonoma, a general law city ("CITY").

RECITALS

Whereas, COUNTY and CITY share responsibility for local planning in the Sonoma Valley; and

Whereas, according to statewide growth projections, COUNTY and CITY are faced with the potential for unprecedented population growth and development; and

Whereas, Sonoma Valley, with its beautiful landscape, historic buildings, and growing industries producing wine, dairy, and other agricultural products, is an ideal environment for local residents and businesses; and

Whereas, it is in the public interest that COUNTY and CITY coordinate their local planning activities; and

Whereas, this coordination is enhanced by better communication; and

Whereas, Government Code section 65101 authorizes the establishment of joint advisory agencies through a plan or organization mutually agreeable to cooperating counties and cities; and

Whereas, COUNTY and CITY have established the Sonoma Valley Citizens Advisory Commission ("the Commission") pursuant to Government Code section 65101 as a joint advisory agency to provide a regular forum for citizen participation in the formation of public policy, to consider local planning issues concerning the Sonoma Valley, to evaluate solutions to these issues, to advise elected officials and other decision makers, and to form a bridge for communication between the various governmental agencies and the general public; and

Whereas, COUNTY and CITY desire to continue the Commission in existence for a period of five (5) years.

## OPERATIVE PROVISIONS

NOW, THEREFORE, BE IT AGREED as follows:

1. By virtue of resolutions of COUNTY and CITY authorizing the execution of this Agreement, the Commission is hereby continued in existence.

2. The Commission shall be empowered from January 1, 2004, to December 31, 2008 ("the five-year term"), and shall be subject to review by COUNTY and CITY each year of its existence. The Commission may, at the conclusion of the five-year term, be continued for a time certain upon mutual consent of COUNTY and CITY, subject to periodic review as previously defined.

3. COUNTY and CITY reserve the right to terminate this Agreement and the Commission at any time upon mutual agreement, or upon sixty (60) days notice from either party to the other.

4. The boundaries and area subject to the jurisdiction of the Commission are shown in Exhibit "A," attached hereto and by this reference incorporated herein.

5. The Commission shall consist of eleven (11) commissioners, two (2) alternates, and two (2) ex-officio (non-voting) members from the subareas shown in Exhibit "A." Representation shall be generally based upon the population distribution of the Sonoma Valley. It is understood that in addition to meeting the following geographical criteria, it is desirable that the commissioners represent a wide range of interest, varied experience and expertise, and include members of the general public to encourage a greater voice in local government decisions. Commissioners, alternates, and ex-officio members shall be selected as follows:

(a) Representing CITY:

(1) City of Sonoma: three (3) commissioners and one (1) alternate from the area covered by subareas #1 and #2, being the city of Sonoma and its primary sphere of influence.

(2) One (1) ex-officio member from subareas #1 and #2 representing CITY's Planning Agency, which is comprised of the City Council, Planning Commission, and Planning Department staff.

(b) Representing COUNTY:

(1) El Verano West: three commissioners from the area covered by the portions of subareas #3, #4, and #10 that lie to the west of Sonoma Creek.

(2) Springs East: two (2) commissioners from the area covered by the portions of subareas #3 and #9 that lie to the east of Sonoma Creek.

(3) North Valley: two (2) commissioners from the area covered by subareas #5, #6, #7, and #8.

(4) South Valley: one (1) commissioner from the area covered by subareas #11, #12, #13, and #14.

(5) One (1) alternate from the unincorporated portion of Sonoma Valley that lies outside of the area covered by subareas #1 and #2.

(6) One (1) ex-officio member from the area outside of subareas #1 and #2 representing COUNTY's Planning Agency, which is comprised of the Board of Supervisors, Planning Commission, Board of Zoning Adjustments, and Permit and Resource Management Department staff.

6. One commissioner shall be designated and shall act as representative of public service agencies, such as water, fire, school, and other districts or entities.

7. The commissioners, alternate, and ex-officio member representing COUNTY shall be appointed by COUNTY's Board of Supervisors. The commissioners, alternate, and ex-officio member representing CITY shall be appointed by CITY's City Council.

8. The Commission shall review and make recommendations on policy matters affecting the Sonoma Valley and on development projects of valley-wide significance.

9. The Commission may also, from time to time, hold publicly noticed "town hall meetings" to inform local citizens, provide a forum for local citizens within the Sonoma Valley to raise and discuss local planning issues of importance, and to recommend long range policy direction for resolution of those issues.

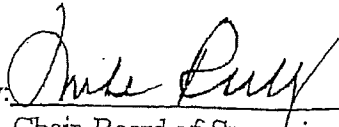
10. The rules and procedures for governance of the Commission shall be as set forth in Exhibit "B," attached hereto and by this reference incorporated herein. The rules and procedures may be amended or modified upon mutual consent of COUNTY and CITY.

11. COUNTY and CITY, through their respective planning agencies, shall cooperate with the Commission to reach the goals of this Agreement.

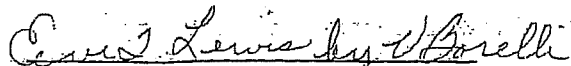
IN WITNESS WHEREOF, COUNTY and CITY have executed this Agreement  
as set forth below.

COUNTY:  
County of Sonoma

Dated: 1/9/04

By:   
Chair, Board of Supervisors

ATTEST:

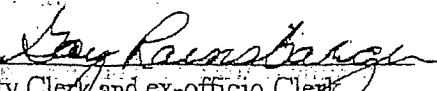
  
County Clerk and ex-officio Clerk  
of the Board of Supervisors

CITY:  
City of Sonoma

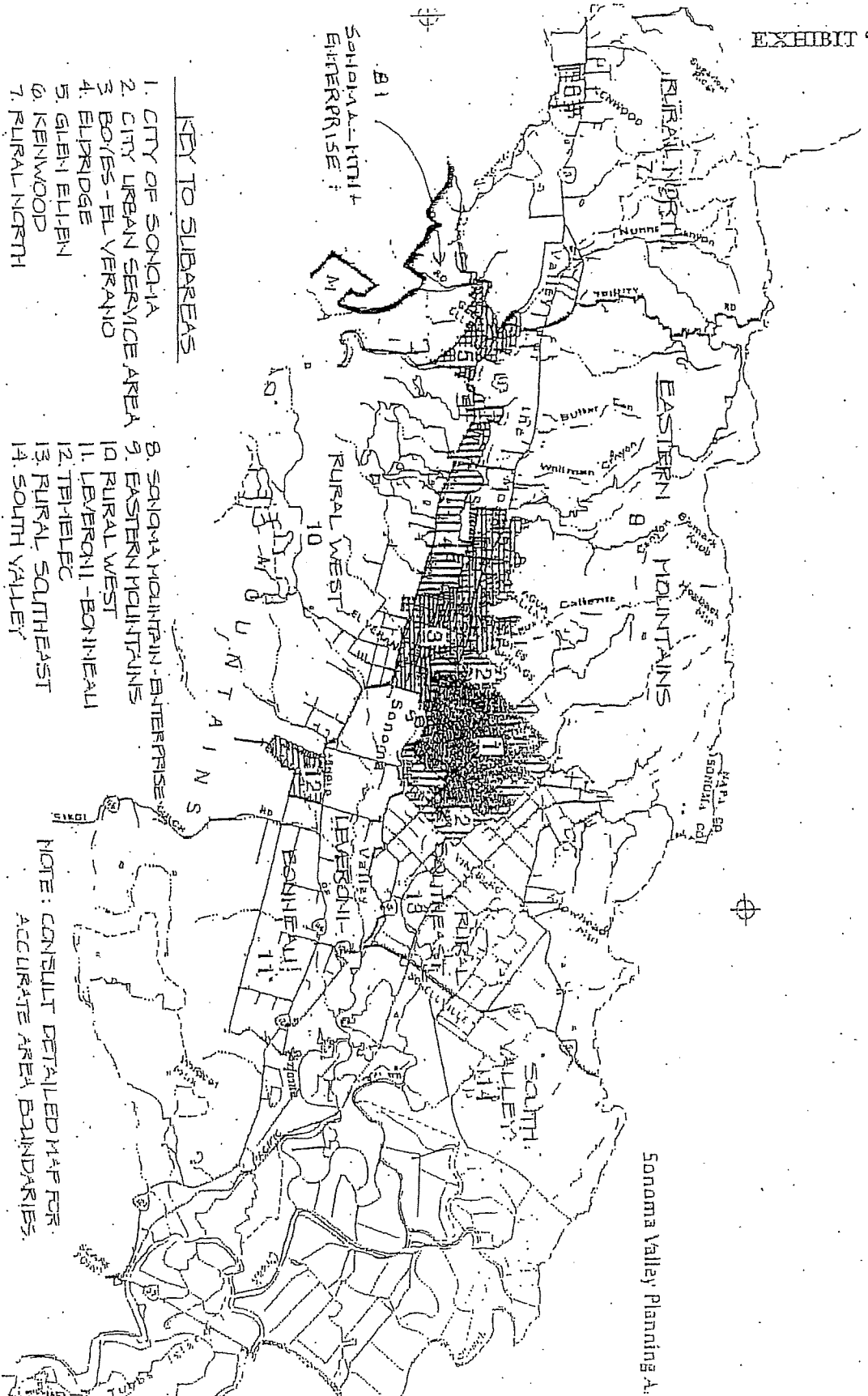
Dated: 1-8-04

By:   
Mayor

ATTEST:

  
City Clerk and ex-officio Clerk  
of the City Council

# EXHIBIT "A"



## SONOMA VALLEY SUBAREAS

Sonoma County General Plan  
 SUBAREA 4  
 1  
 2  
 3  
 4  
 5  
 6  
 7  
 8  
 9  
 10  
 11  
 12  
 13  
 14

**EXHIBIT "B"**  
**SONOMA VALLEY CITIZENS ADVISORY COMMISSION**  
**RULES AND PROCEDURES**

**I. COMMISSIONERS**

A. **Appointment:** Appointment of the eight commissioners, alternate, and ex-officio member from subareas #3 - #14 shall be made by COUNTY's Board of Supervisors. Appointment of the three commissioners, alternate, and ex-officio member from subareas #1 and #2 shall be appointed by CITY's City Council.

B. **Qualifications:** Each commissioner and alternate shall be a resident of, and registered voter in, the area represented by that commissioner.

C. **Terms of Office:** Commissioners shall serve two-year terms at the pleasure of their appointing authority, with no commissioner serving more than two consecutive terms. Ex-officio members appointed pursuant to subparagraphs 5 (a)(2) and 5 (b)(6) of the Joint Powers Agreement shall serve at the pleasure of their appointing authority. In any case, COUNTY and CITY each reserve the right to terminate a commissioner which it appointed regardless of the term of appointment.

D. **Duties of Commissioners:**

1. To attend and participate in meetings of the Commission.
2. To study and analyze appropriate material submitted.
3. To participate in discussions and research and write necessary reports.
4. To serve on such subcommittees as may be designated by the Commission.
5. To aid the public in understanding and participating in local planning issues, and the processes of local government.

E. **Vacancies:** In event of termination, death, resignation, or inability to serve on the part of any commissioner or alternate, such condition shall be brought to the attention of the appointing authority. "Inability to serve" shall be determined by a majority vote of the Commission. If any commissioner shall miss two (2) consecutive regular meetings without a valid excuse, the appointing authority shall be notified and requested to appoint a more active replacement.



At any time that a vacancy occurs, either COUNTY or CITY, as the case may be, shall have sixty (60) days to fill said vacancy. Should either COUNTY or CITY fail to act in the time specified, the Commission shall have the authority to make the appointment to accordance with the prescribed membership.

F. Officers: At the first meeting in each calendar year, the Commission shall elect a Chair, Vice Chair, and Secretary. The Chair shall perform the functions specified in these Rules and Procedures. When the Chair is absent, the Vice Chair shall assume the duties of the Chair. If the Chair and the Vice Chair are both absent, the remaining members of the Commission shall select one of its members to act as Chair Pro Tempore. The Secretary shall act as secretary to the Commission.

G. Office: The principal place of business of the Commission shall be determined by the Commission. At a minimum, there shall be a telephone number where information may be obtained by the public, and a place where the agenda may be publicly posted. This need not be the same place as where the Commission itself meets.

H. Compensation: Commissioners shall serve without compensation.

## II. MEETINGS

A. Frequency and location: Meetings of the Commission shall be on an "as needed" basis as decided by the Commission. The time of the meetings shall be scheduled to maximize assistance to COUNTY's Board of Supervisors and CITY's City Council and their staffs. All meetings shall be held within the area shown on Exhibit "A" and shall be in a public building, accessible to the public, with facilities to accommodate interested members of the public.

B. Brown Act: All meetings and all deliberations of the Commission shall be open to the public and shall be governed by the Brown Act.

C. Rules of Procedure: All meetings of the Commission shall be conducted, insofar as practical, according to Roberts Rules of Order or other parliamentary authority adopted by the Commission.

D. Presiding Official: The Chair, or the Vice Chair in the Chair's absence, shall preside over all meetings of the Commission. In case of absence of both the Chair and the Vice Chair, the Chair Pro Tempore shall preside.

E. Agenda: The Chair shall be responsible for setting the agenda of each meeting of the Commission. Each agenda shall be reviewed by COUNTY's First District

Supervisor and by CITY's Mayor. COUNTY's First District Supervisor and CITY's Mayor shall assign respective staff to attend as needed.

F. Voting: Each member of the Commission is entitled to one vote. A member may abstain from voting in cases of conflict of interest, in which case he or she must state what the conflict is. No proxies shall be permitted. All votes shall be public and properly recorded. Ex-officio members shall not be entitled to vote.

G. Minutes of Meeting: The minutes of each meeting of the Commission shall include a copy of the Agenda, the official public record of the meeting, and shall indicate any actions taken by the Commission. A copy of the minutes shall be sent to COUNTY and CITY.

H. Special Meetings: Special meetings of the Commission may be called by the Chair or a majority of the Commission. No special meeting shall be held without compliance with the Brown Act.

I. Notice of meetings: Notice of meetings of the Commission shall, at a minimum, comply with the Brown Act. The Commission shall give such additional notice as COUNTY's Board of Supervisors or CITY's City Council may request.

J. Quorum: Six voting members of the Commission shall constitute a quorum of the Commission.

K. Alternate: CITY's alternate shall serve only in the absence of a Commissioner from subareas #1 and #2. Likewise, COUNTY's alternate shall serve only in the absence of a Commissioner from the area outside of subareas #1 and #2. Each alternate who serves is entitled to one vote.

THE WITHIN INSTRUMENT IS A  
CORRECT COPY OF THE ORIGINAL  
ON FILE IN THIS OFFICE.

*Dist 1*

ATTEST JAN 06 2004

#33

RESOLUTION NO. 04-0026

EEVE T. LEWIS,  
County Clerk & ex-officio Clerk of the Board of  
Supervisors of the State of California, in & for  
the County of Sonoma  
BY *[Signature]* DEPUTY

DATED: January 6, 2004

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF  
SONOMA, STATE OF CALIFORNIA, AUTHORIZING THE CHAIR TO  
EXECUTE A JOINT POWERS AGREEMENT WITH THE CITY OF SONOMA  
CONTINUING THE SONOMA VALLEY CITIZENS ADVISORY COMMISSION  
FOR A PERIOD OF FIVE (5) YEARS FROM JANUARY 1, 2004, TO  
DECEMBER 31, 2008

RESOLVED, by the Board of Supervisors of the County of Sonoma, that:

Whereas, the County and the City of Sonoma ("the City") have established the  
Sonoma Valley Citizens Advisory Commission ("the Commission") pursuant to  
Government Code section 65101 as a joint advisory agency to provide a regular forum for  
citizen participation in the formation of public policy, to consider local planning issues  
concerning the Sonoma Valley, to evaluate solutions to these issues, to advise elected  
officials and other decision makers, and to form a bridge for communication between the  
various governmental agencies and the general public; and

Whereas, the County and the City mutually desire to continue the Commission in  
existence for five (5) years from January 1, 2004, to December 31, 2008;

NOW, THEREFORE, the Board of Supervisors hereby authorizes the Chair to  
execute a Joint Powers Agreement with the City of Sonoma continuing the Sonoma  
Valley Citizens Advisory Commission for a period of five (5) years from January 1, 2004,  
to December 31, 2008.

SUPERVISORS:

BROWN \_\_\_\_\_ KERNS \_\_\_\_\_ SMITH \_\_\_\_\_ REILLY \_\_\_\_\_ KELLEY \_\_\_\_\_

AYES 5 NOES \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT \_\_\_\_\_

SO ORDERED.



**JOINT POWERS AGREEMENT BETWEEN THE COUNTY OF SONOMA  
AND THE CITY OF SONOMA FOR THE ESTABLISHMENT OF THE  
SONOMA VALLEY CITIZEN'S ADVISORY COMMISSION**

THIS AGREEMENT, made and entered into on this 6 day of October, 1998, by and between the COUNTY OF SONOMA, a political subdivision of the State of California, (hereinafter "COUNTY"), and the CITY OF SONOMA, a general law city, (hereinafter "CITY").

**WITNESSETH**

**WHEREAS**, County and City share responsibilities for the Sonoma Valley; and  
**WHEREAS**, according to recent statewide growth projections, County and City are faced with the potential for unprecedented population growth and development; and

**WHEREAS**, Sonoma Valley, with its beautiful landscapes, historic buildings; and growing industries producing wine, dairy and other agricultural products, is an ideal environment for local residents and businesses; and

**WHEREAS**, recent citizen-initiated efforts to influence local planning decisions demonstrate a need for informed public participation through a formal citizens advisory commission; and

**WHEREAS**, it is in the public interest that County and City coordinate their planning activities; and

**WHEREAS**, this coordination would be enhanced by better communication; and

**WHEREAS**, Section 65101 of the Government Code provides for the establishment of a joint advisory agency through a plan or organization mutually agreeable to cooperating counties and cities; and

**WHEREAS**, there is presently no local public forum to deliberate planning decisions impacting both the City of Sonoma and the unincorporated areas of the Sonoma Valley which considers the broad, integrated picture and provides overall advice to the decision makers; and

**WHEREAS**, such a joint advisory agency would provide a regular forum for citizen participation in the formation of public policy, consider issues concerning the Sonoma Valley, evaluate solutions of these issues, advise elected officials and other decision makers; and form a bridge for communication between the various governmental agencies and the general public;

**NOW THEREFORE BE IT AGREED** as follows:

1. By virtue of resolutions of County and City authorizing the execution of this agreement there is hereby established the Sonoma Valley Citizen's Advisory Commission (hereinafter "the Commission").

2. The Commission shall be empowered for an extended period of five (5) years, and shall be subject to review by County and City each year of its existence. The Commission may, at the conclusion of the time specified, be continued for a time certain upon mutual consent of County and City, subject to periodic review as previously defined.

3. County and City reserve the right to terminate this agreement and/or the Commission at any time upon mutual agreement, or upon sixty (60) days notice from either party to the other.

4. The boundaries of the area which is subject to the jurisdiction of the Commission are shown in Exhibit A attached hereto and by this reference incorporated herein.

5. The Commission shall consist of eleven (11) commissioners, two (2) alternates, and two (2) ex-officio (non-voting) members as follows from the subareas shown in Exhibit A. This representation is generally based upon the population distribution of the Sonoma Valley. It is understood that in addition to meeting the following geographical criteria, it is desirable that the commissioners represent a wide range of interest, varied experience and expertise, and include members of the general public to encourage a greater voice in local government decisions.

- (a) City of Sonoma: three (3) commissioners, and one (1) alternate from the area covered by subareas #1 and #2, being the City of Sonoma and its primary sphere of influence.
- (b) One member from subareas #1 and #2 representing the City of Sonoma Planning Agency, which is comprised of the City Council, Planning Commission and Planning Department staff.
- (c) El Verano West: three (3) commissioners from the area covered by the portions of subareas #3 and #4, and #10, which lie to the west of Sonoma Creek.
- (d) Springs East: two (2) commissions from the area covered by the portion of subareas #3 and #9 which lie to the east of Sonoma Creek.
- (e) North Valley: one (1) commissioner from the area covered by subareas #5 and #6, #7 and #8.
- (f) South Valley: one (1) commissioner from the area covered by subareas #11, #12, #13 and #14.
- (g) One (1) alternate from the unincorporated portion of Sonoma Valley which lies outside of the area covered by subareas #1 and #2.
- (h) One (1) member from the area outside of subareas #1 and #2 representing the County Planning Agency, which is comprised of the Board of Supervisors, Planning Commission, Board of Zoning Adjustments and PRMD staff.

6. One of the commissioners above shall be designated and shall act as representative of public service agencies, such as water, fire, school or other districts or entities.

7. All of the commissioners of the Commission shall be appointed by County's Board of Supervisors except those commissioners representing City who shall be appointed by the City Council.

8. The Commission shall review and make recommendations on policy matters affecting the Sonoma Valley and on development projects of valley wide significance.

9. The Commission may also, from time to time, hold publicly noticed "town hall meetings" in order to inform local citizens, provide a forum for local citizens within the valley to raise and discuss issues of importance, and to recommend long range policy direction for resolution of such issues.

10. Within 60 days of execution of this agreement, commissioners shall be appointed by County and City. Within 30 days following the appointment of all commissioners, the Commission shall conduct its first meeting at a time and place specified by the First District Supervisor or his representative, who shall serve temporarily as Chair Pro Tem until election of the Chair by the Commission.

11. The Commission shall adopt all additional rules and procedures necessary for the governance of the Commission.

12. City and County, through their respective planning agencies, shall cooperate with the

Commission such that the goals of this agreement may be reached.

13. All members, incorporated and unincorporated, regular commissioners, ex-officio members, and alternates shall be subject to the rules and regulations of the Fair Political Practices Act as amended and regulated by the Fair Political Practices Commission. Members shall file appropriate financial disclosure forms with the County Clerk and shall conform to pertinent FPPC section regarding conflict of interest, and resulting disqualification arising therefrom.

## SONOMA VALLEY CITIZEN' ADVISORY COMMISSION

### AMENDED RULES AND PROCEDURES

#### I. COMMISSIONERS

- A. Appointment: Appointment of the eight commissioners, alternate and ex-officio member from subareas 3-14 as shown in Exhibit A shall be made by the Board of Supervisors. Appointment of the three commissioners, alternate, ex-officio member from subareas 1 and 2 shall be appointed by the City Council of the City of Sonoma. At the time of appointment, the City Council and the Board of Supervisors shall designate appointees to one or two year terms as provided in C below.
- B. Qualifications: Each commissioner and alternate shall be a resident of, and registered voter in, the area represented by that commissioner.
- C. Terms of Office: Commissioners shall serve at the pleasure of their appointing authority, with no commissioner serving more than two consecutive terms. Members appointed pursuant to subparagraph 5 (b) or 5 (h) shall also serve at the pleasure of their appointing authority. In any case, the County and City each reserve the right to terminate a commissioner which it appointed regardless of the term of appointment.
- D. Duties of Commissioners:
1. To attend and participate in meetings of the Commission
  2. To study and analyze appropriate material submitted.
  3. To participate in discussions, research and writing of necessary reports.
  4. To serve on such subcommittees as may be designated by the Commission.
  5. To aid the public in understanding and participating in local issues, and the processes of local government.
- E. Vacancies: In event of termination, death, resignation or inability to serve on the part of any commissioner, such condition shall be brought to the attention of the appointing agency. "Inability to serve" shall be determined by a majority vote of the Commission. If any commissioner shall miss two (2) consecutive regular meetings without a valid excuse, the appointing body shall be notified and requested to appoint a more active replacement.
- At any time that a vacancy occurs, either County or City, as the case may be, shall have sixty (60) days to fill said vacancy. Should either County or City fail to act in the time specified, the Commission shall have the authority to make the appointment in accordance with the prescribed membership.
- F. Chair: The Chair shall be elected by the Commission and shall serve as Chair for a period of one year. He or she shall preside over all meetings of the Commission.
- G. Vice Chair: The Vice Chair shall be elected by the Commission and shall serve for a



period of one year and shall fulfill the functions of the Chair in his or her absence.

- H. Chair Pro Tem: The Chair Pro Tem shall be elected by the Commission and shall serve as Chair Pro Tem for a period of one year and shall act as Secretary to the Commission.
- I. Office: The principal place of business of the commission shall be determined by the Commission. At a minimum, there shall be a telephone number where information may be obtained by the public, and a place where the agenda may be publicly posted. This need not be the same place as where the Commission itself meets.
- J. Compensation: Commissioners shall serve without compensation.

## II. MEETINGS

- A. Frequency and location: Meetings shall be on an "as needed" basis as decided by the Commission. The time of the meetings shall be scheduled to maximize assistance to the Board of Supervisors and the City Council and their staffs. All meetings shall be held within the area shown on Exhibit A and shall be in a public building, accessible to the public, with facilities to accommodate interested members of the public.
- B. Brown Act: All meetings and all deliberations of this body shall be open to the public and shall be governed by the Brown Act. Sessions are to be operated, insofar as possible, according to Roberts Rules of Order.
- C. Presiding Official: The Chair, or Vice Chair in the Chair's absence, shall preside over the meetings. In case of absence of both parties, a Chair Pro Tem shall preside.
- D. Agenda: The Chair of the Commission shall be responsible for setting the agenda of each meeting. Each agenda shall be reviewed by the First District Supervisor for the County and by the Mayor of the City. The Supervisor and Mayor shall assign respective staff to attend as needed.
- E. Voting: Each Commissioner is entitled to one vote. A Commissioner may abstain from voting in cases of conflict of interest, in which case he or she must state what the conflict is. No proxies shall be permitted. All votes shall be public and properly recorded. Ex-officio members shall not be entitled to vote.
- F. Minutes of Meeting: The minutes shall include a copy of the Agenda, the official public record of the meeting, and will indicate any actions which are taken. A copy of these minutes shall be sent to the City and County.
- G. Special meetings may be called by the Chair or a majority of the Commission. No special meeting shall be held without compliance with the Brown Act.
- H. Notice of meetings: Notice of meetings shall, at a minimum, comply with the Brown Act. The Commission shall give such additional notice as the Board of Supervisors or the City Council may request.
- I. Quorum: Six voting members of the Commission shall constitute a quorum.

Commissioner from the area outside of subareas #1 and #2. Each alternate who serves is entitled to one vote.

Dated December 28, 1998

CITY OF SONOMA

By Louis Pampou  
Mayor

ATTEST:

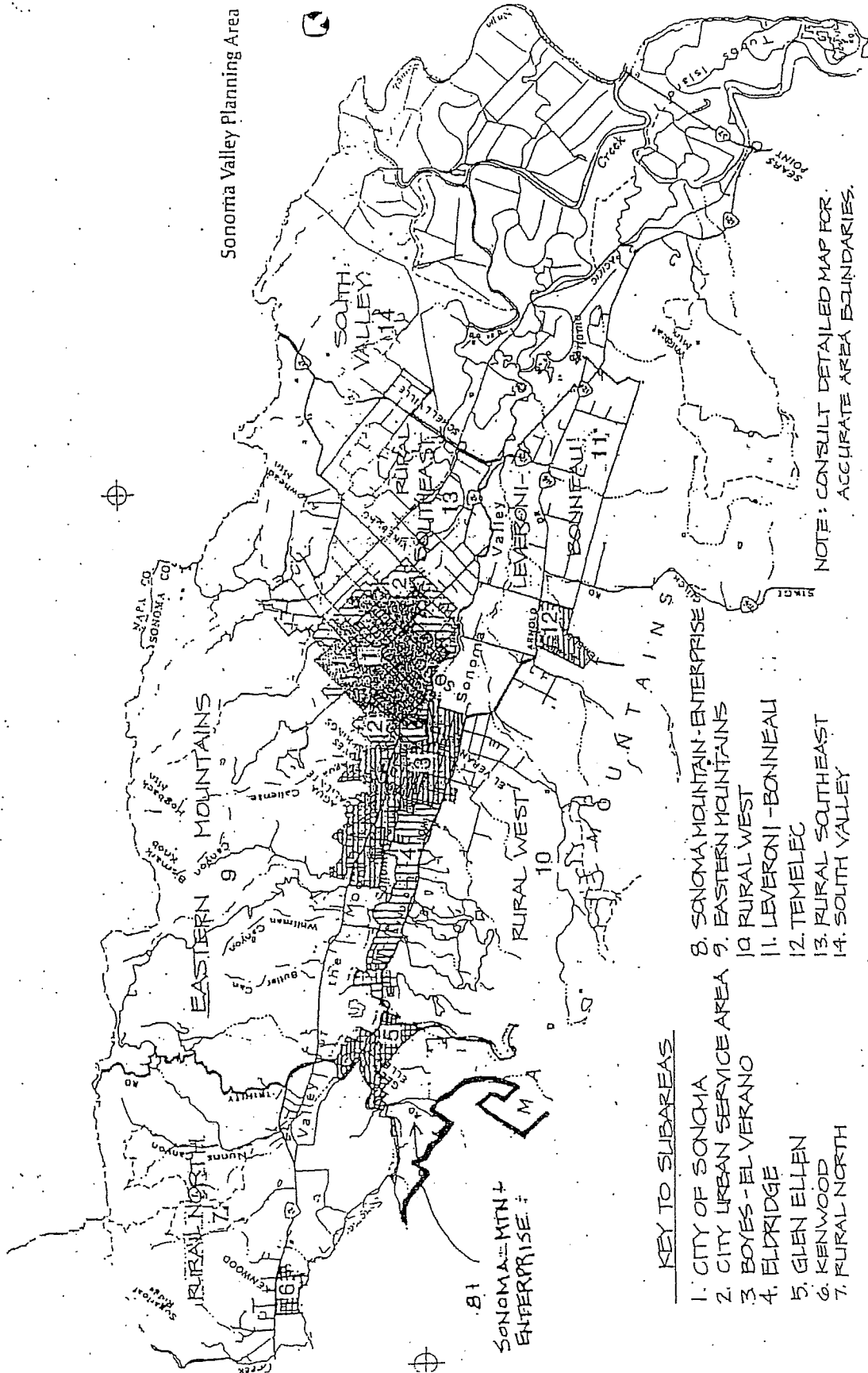
Eleanor Berto  
City Clerk

COUNTY OF SONOMA

By Paul L. Kelley  
Chairman, Board of Supervisors

ATTEST:

Eve T. Lewis  
Clerk, Board of Supervisors



#### KEY TO SUBAREAS

- |                            |                               |
|----------------------------|-------------------------------|
| 1. CITY OF SONOMA          | 8. SONOMA MOUNTAIN-ENTERPRISE |
| 2. CITY URBAN SERVICE AREA | 9. EASTERN MOUNTAINS          |
| 3. BOYES - EL VERANO       | 10. RURAL WEST                |
| 4. ELDRIDGE                | 11. LEVERONI - BONNEAU        |
| 5. GLEN ELLEN              | 12. TEMELEC                   |
| 6. KENWOOD                 | 13. RURAL SOUTHEAST           |
| 7. RURAL NORTH             | 14. SOUTH VALLEY              |

Sonoma County General Plan  
 DISTRICTS 0 1 2 3  
 MILES 0 1 2 3

#### SONOMA VALLEY SUBAREAS



93-1552  
10-12-93

JOINT POWERS AGREEMENT BETWEEN THE COUNTY OF SONOMA  
AND THE CITY OF SONOMA FOR THE ESTABLISHMENT OF  
SONOMA VALLEY CITIZENS ADVISORY COMMISSION

THIS AGREEMENT, made and entered into on this 12<sup>th</sup> day of  
October, 1993, by and between the COUNTY OF SONOMA, a political subdivision of the  
State of California, (hereinafter "COUNTY"), and the CITY OF SONOMA, a general law city, (hereinafter  
"CITY")

WITNESSETH:

WHEREAS, County and City share responsibilities for the Sonoma Valley; and  
WHEREAS, according to recent statewide growth projections, County and City are faced with  
the potential for unprecedented population growth and development; and  
WHEREAS, Sonoma Valley, with its beautiful landscapes, historic buildings; and growing  
industries producing wine, dairy and other agricultural products, is an ideal environment for local  
residents and businesses; and

WHEREAS, recent citizen-initiated efforts to influence local planning decisions demonstrate a  
need for informed public participation through a formal citizens advisory commission; and

WHEREAS, it is in the public interest that County and City coordinate their planning activities;  
and

WHEREAS, this coordination would be enhanced by better communication; and

WHEREAS, Section 65101 of the Government Code provides for the establishment of a joint  
advisory agency through a plan or organization mutually agreeable to cooperating counties and cities;  
and

WHEREAS, there is presently no local public forum to deliberate planning decisions impacting  
both the City of Sonoma and the unincorporated areas of the Sonoma Valley which considers the broad,  
integrated picture and provides overall advice to the decision makers; and

WHEREAS, such a joint advisory agency would provide a regular forum for citizen participation  
in the formation of public policy, consider issues concerning the Sonoma Valley, evaluate solutions of  
these issues, advise elected officials and other decision makers, and form a bridge for communication  
between the various governmental agencies and the general public;

NOW, THEREFORE, BE IT AGREED as follows:

1. By virtue of resolutions of County and City authorizing the execution of this agreement  
there is hereby established the Sonoma Valley Citizen's Advisory Commission (hereinafter "the  
Commission").

2. The Commission shall be empowered for a period of five (5) years, and shall be subject  
to review by County and City each year of its existence. The Commission may, at the conclusion of the  
time specified, be continued for a time certain upon mutual consent of County and City, subject to  
periodic review as previously defined.

3. County and City reserve the right to terminate this agreement and/or the Commission at  
any time upon mutual agreement, or upon sixty (60) days notice from either party to the other.

4. The boundaries of the area which is subject to the jurisdiction of the Commission are  
shown in Exhibit A attached hereto and by this reference incorporated herein.

5. The Commission shall consist of eleven (11) commissioners, two (2) alternates, and two  
(2) ex-officio (non-voting) members as follows from the subareas shown in Exhibit A. This representation  
is generally based upon the population distribution of the Sonoma Valley. It is understood that in  
addition to meeting the following geographical criteria, it is desirable that the commissioners represent a  
wide range of interests, varied experience and expertise, and include members of the general public to  
encourage a greater voice in local government decisions.

- (a) City of Sonoma: three (3) commissioners, and one (1) alternate from the area covered by subareas #1 and #2, being the City of Sonoma and its primary sphere of influence.
- (b) One ex-officio member from subareas #1 and #2 representing the City of Sonoma Planning Agency, which is comprised of the City Council, Planning Commission, and Planning Department staff.
- (c) El Verano West: three (3) commissioners from the area covered by the portions of subareas #3 and #4, and #10, which lie to the west of Sonoma Creek.
- (d) Springs East: two (2) commissioners from the area covered by the portion of subareas #3 and #9 which lie to the east of Sonoma Creek.
- (e) North Valley: two (2) commissioners from the area covered by subareas #5, #6, #7, and #8.
- (f) South Valley: one (1) commissioner from the area covered by subareas #11, #12, #13, and #14.
- (g) One (1) alternate from the unincorporated portion of Sonoma Valley which lies outside of the area covered by subareas #1 and #2.
- (h) One (1) ex-officio member from the area outside of subareas #1 and #2 representing the County Planning Agency, which is comprised of the Board of Supervisors, Planning Commission, Board of Zoning Adjustments, and Planning Department staff.

6. One of the commissioners above shall be designated and shall act as representative of public service agencies, such as water, fire, school, or other districts or entities.

7. All of the commissioners of the Commission shall be appointed by County's Board of Supervisors except those commissioners representing City who shall be appointed by the City Council.

8. The Commission shall review and make recommendations on policy matters affecting the Sonoma Valley and on development projects of valleywide significance.

9. The Commission may also, from time to time, hold publicly-noticed "town hall meetings" in order to inform local citizens, provide a forum for local citizens within the valley to raise and discuss issues of importance, and to recommend long range policy direction for resolution of such issues.

10. Within 60 days of execution of this agreement, commissioners shall be appointed by County and City. Within 30 days following the appointment of all commissioners, the Commission shall conduct its first meeting at a time and place specified by the First District Supervisor or his representative, who shall serve temporarily as Chair Pro Tem until election of the Chair by the Commission.

11. The Commission shall adopt all additional rules and procedures necessary for the governance of the Commission.

12. City and County, through their respective planning agencies, shall cooperate with the Commission such that the goals of this agreement may be reached.

13. All members, incorporated and unincorporated, regular commissioners, ex-officio members, and alternates shall be subject to the rules and regulations of the Fair Political Practices Act as amended and regulated by the Fair Political Practices Commission. Members shall file appropriate financial disclosure forms with the County Clerk and shall conform to pertinent FPPC section regarding conflict of interest, and resulting disqualification arising therefrom.

- H. Chair Pro Tem: The Chair Pro Tem shall be elected by the Commission and shall serve as Chair Pro Tem for a period of one year and shall act as Secretary to the Commission.
- I. Office: The principal place of business of the Commission shall be determined by the Commission. As a minimum, there shall be a telephone number where information may be obtained by the public, and a place where the agenda may be publicly posted. This need not be the same place as where the Commission itself meets.
- J. Compensation: Commissioners shall serve without compensation.

## II. Meetings

- A. Frequency and location: Meetings shall be on an "as needed" basis as decided by the Commission. The time of the meetings shall be scheduled to maximize assistance to the Board of Supervisors and City Council and their staffs. All meetings shall be held within the area shown on Exhibit A and shall be in a public building, accessible to the public, with facilities to accommodate interested members of the public.
- B. Brown Act: All meetings and all deliberations of this body shall be open to the public and shall be governed by the Brown Act. Sessions are to be operated, insofar as possible, according to Roberts Rules of Order.
- C. Presiding Official: The Chair, or Vice-Chair in the Chair's absence, shall preside over the meetings. In case of absence of both parties, a Chair Pro Tem shall preside.
- D. Agenda: The Chair of the Commission shall be responsible for setting the agenda of each meeting. Each agenda shall be reviewed by the First District Supervisor for the County and by the Mayor of the City. The Supervisor and Mayor shall assign respective staff to attend as needed.
- E. Voting: Each Commissioner is entitled to one vote. A Commissioner may abstain from voting in cases of conflict of interest, in which case he or she must state what the conflict is. No proxies shall be permitted. All votes shall be public and properly recorded. Ex-officio members shall not be entitled to vote.
- F. Minutes of Meeting: The minutes shall include a copy of the Agenda, the official public record of the meeting, and will indicate any actions which are taken. A copy of these minutes shall be sent to the City and County.
- G. Special meetings may be called by the Chair or a majority of the Commission. No special meeting shall be held without compliance with the Brown Act.
- H. Notice of meetings: Notice of meetings shall, at a minimum, comply with the Brown Act. The Commission shall give such additional notice as the Board of Supervisors or City Council may request.
- I. Quorum: Six voting members of the Commission shall constitute a quorum.
- J. Alternates: The City alternate shall serve only in the absence of a Commissioner from subareas #1 and #2. Likewise, the County alternate shall serve only in the absence of a Commissioner from the area outside of subareas #1 and #2. Each alternate who serves is entitled to one vote.

## SONOMA VALLEY CITIZENS ADVISORY COMMISSION

### RULES AND PROCEDURES

#### I. Commissioners

- A. **Appointment:** Appointment of the seven commissioners, alternate, and ex-officio members from subareas 3-14 as shown in Exhibit A, shall be made by the Board of Supervisors. Appointment of the three commissioners, alternate, and ex-officio member from subareas 1 and 2 shall be made by the City Council of the City of Sonoma. At the time of appointment, the City Council and Board of Supervisors shall designate appointees to one or two year terms as provided in C below.
- B. **Qualifications:** Each commissioner and alternate shall be a resident of, and registered voter in, the area represented by that commissioner.
- C. **Terms of Office:** Commissioners shall serve two-year terms, with no commissioner serving more than two consecutive terms. Initially, the first Commission shall draw lots to determine length of term. Terms for commissioners representing the City of Sonoma shall include two (2) two-year terms and two (2) one-year terms. Terms for commissioners representing the unincorporated areas shall include five (5) two-year terms and four (4) one-year terms. Ex-officio members shall serve at the pleasure of the City Council or First District Supervisor, as the case may be. In any case, the County and City shall each reserve the right to terminate a commissioner which it appointed regardless of the term of appointment.
- D. **Duties of Commissioners:**
1. To attend and participate in meetings of the Commission.
  2. To study and analyze appropriate materials submitted.
  3. To participate in discussions, research and writing of necessary reports.
  4. To serve on such subcommittees as may be designated by the Commission.
  5. To aid the public in understanding and participating in local issues, and the processes of local government.
- E. **Vacancies:** In event of termination, death, resignation or inability to serve on the part of any commissioner, such condition shall be brought to the attention of the appointing agency. "Inability to serve" shall be determined by a majority vote of the Commission. If any commissioner shall miss two (2) successive regular meetings without a valid excuse, the appointing body shall be notified and requested to appoint a more active replacement.
- At any time that a vacancy occurs, either County or City, as the case may be, shall have sixty (60) days to fill said vacancy. Should either County or City fail to act in the time specified, the Commission shall have the authority to make the appointment in accordance with the prescribed membership.
- F. **Chair:** The Chair shall be elected by the Commission and shall serve as Chair for a period of one year. He or she shall preside over all meetings of the Commission.
- G. **Vice Chair:** The Vice Chair shall be elected by the Commission and shall serve for a period of one year and shall fulfill the functions of the Chair in his or her absence.



Dated October 26, 1993

CITY OF SONOMA

By Phyllis Carter  
Mayor

ATTEST:

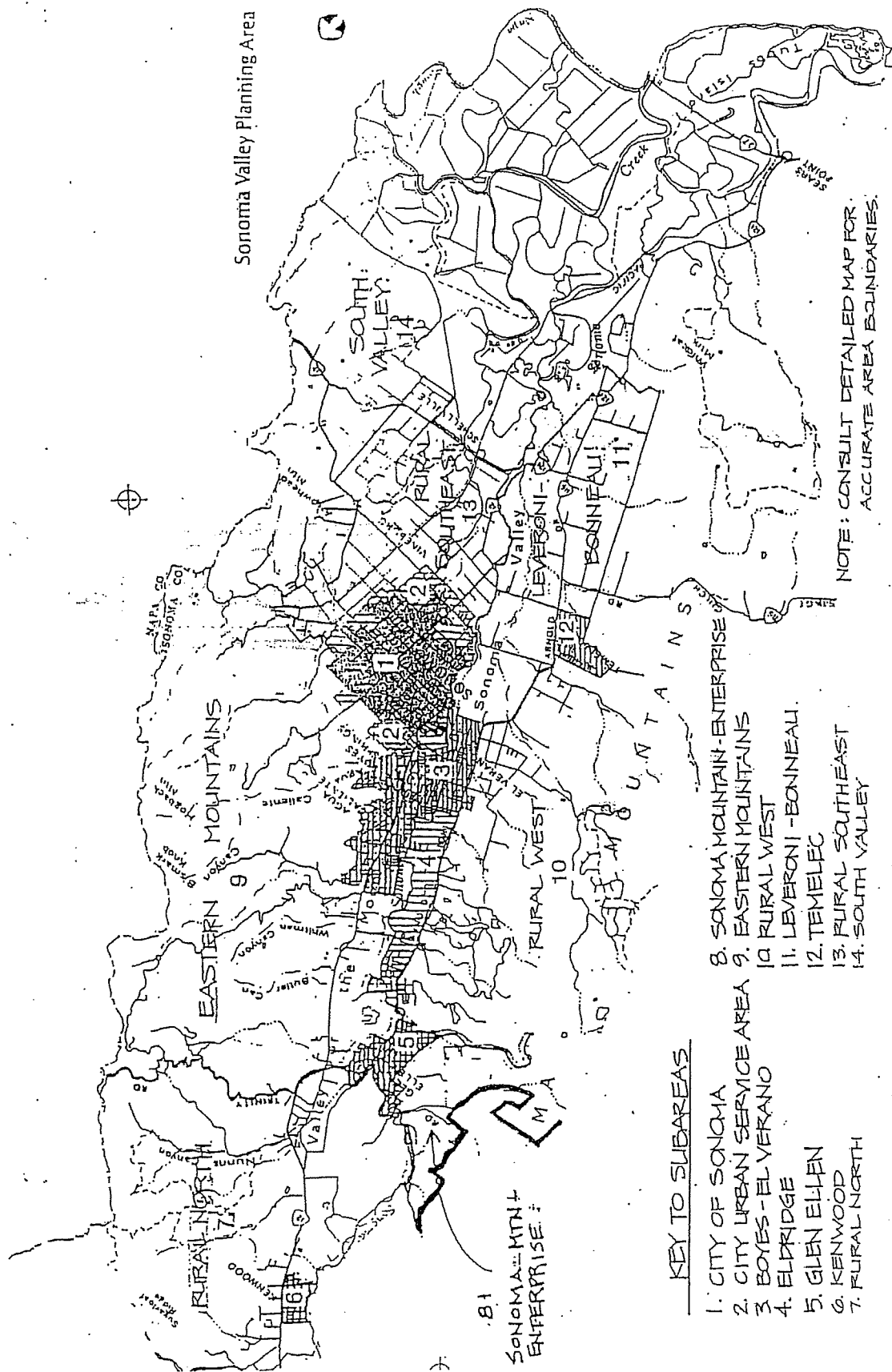
Glenn Derto  
City Clerk

COUNTY OF SONOMA

By Michael Hale  
Vice Chairman, Board of Supervisors

ATTEST:

Eve F. Lewis  
Clerk, Board of Supervisors



#### KEY TO SUBAREAS

- |                            |                               |
|----------------------------|-------------------------------|
| 1. CITY OF SONOMA          | 8. SONOMA MOUNTAIN-ENTERPRISE |
| 2. CITY URBAN SERVICE AREA | 9. EASTERN MOUNTAINS          |
| 3. BOYES-EL VERANO         | 10. RURAL WEST                |
| 4. ELDRIDGE                | 11. LEVERONI-BONNEAU          |
| 5. GLEN ELLEN              | 12. TEMELEC                   |
| 6. KENWOOD                 | 13. RURAL SOUTHEAST           |
| 7. RURAL NORTH             | 14. SOUTH VALLEY              |

### SONOMA VALLEY SUBAREAS

<u>District</u>	<u>First Name</u>	<u>Last Name</u>	<u>e-mail address</u>	<u>home phone</u>	<u>bus. phone</u>	<u>cell phone</u>	<u>Position</u>
El Verano West	Gay	Johann	<a href="mailto:gayvon@comcast.net">gayvon@comcast.net</a>			707) 337-5817	
El Verano West	Sean	Bellach	<a href="mailto:bellach@sonic.net">bellach@sonic.net</a>			707-217-1441	
El Verano West	Bruce	Green	<a href="mailto:bruce.green@coastalintl.com">bruce.green@coastalintl.com</a>	707-996-6665	415-339-3495	707-373-0184	
Springs East	Ryan	Lely	<a href="mailto:rplely@gmail.com">rplely@gmail.com</a>		707-857-1400	831-430-6100	
Springs East	Thomas	Martin	<a href="mailto:tvmsonoma@att.net">tvmsonoma@att.net</a>	707-938-5025			
North Valley	Kirsten	Lindquist	<a href="mailto:kirsten.lindquist@pacunion.com">kirsten.lindquist@pacunion.com</a>	707-996-6562	707-934-2318	707-337-1182	Chair
North Valley	Rochelle	Campana	<a href="mailto:sharonski@comcast.net">sharonski@comcast.net</a>	707-833-2525			
South Valley	Cynthia	Wood	<a href="mailto:cynthiawood@earthlink.net">cynthiawood@earthlink.net</a>	707-996-5501	707-935-2275	707-332-7101	
City of Sonoma	Angela	White	<a href="mailto:angelawhite33@gmail.com">angelawhite33@gmail.com</a>			(845) 380-7321	Secretary
City of Sonoma	Jack	Ding	<a href="mailto:jack@unicomtax.com">jack@unicomtax.com</a>		(707) 343-1898	(510) 579-7000	Vice Chair
City of Sonoma	Ditty	Vella	<a href="mailto:ditty@vom.com">ditty@vom.com</a>	707-938-3974		707-975-7038	
County Alternate	Pat	Stevens	<a href="mailto:patstevens55@gmail.com">patstevens55@gmail.com</a>			(707) 299-0842	
City of Sonoma Alternate	Pat	Pulvirenti	<a href="mailto:ppulvirenti@sbcglobal.net">ppulvirenti@sbcglobal.net</a>		707-939-3599		
County Ex-Officio	Dick	Fogg	<a href="mailto:sonomafogg@aol.com">sonomafogg@aol.com</a>	707 996-1991			
City of Sonoma Ex-Officio	Ken	Brown	<a href="mailto:ken@bearflagsocialclub.com">ken@bearflagsocialclub.com</a>	707-938-8623	707-938-3681		
County Ex-Officio Alternate	Greg	Carr	<a href="mailto:g_carr@sbcglobal.net">g_carr@sbcglobal.net</a>	707-996-5510			
City Ex-Officio Alternate	Tom	Rouse	<a href="mailto:sonomarouse@gmail.com">sonomarouse@gmail.com</a>				
County Emeritus	Open						
City of Sonoma Emeritus	Open						
1st District Staff	Pat	Gilardi	<a href="mailto:pat.gilardi@sonoma-county.org">pat.gilardi@sonoma-county.org</a>	707-565-3752			
1st District Sup	Susan	Gorin	<a href="mailto:susan.gorin@sonoma-county.org">susan.gorin@sonoma-county.org</a>	707-565-3752			

Updated 10/8/14



THE SONOMA VALLEY CITIZENS ADVISORY COMMISSION,  
THE BROWN ACT,  
AND E-MAIL COMMUNICATIONS

**Background:**

The Brown Act, enacted in 1953, is intended to ensure that public bodies engage in their deliberations in a public setting. In essence, the Act requires (1) that the public have some notice of issues to be discussed at a meeting, and (2) that issues pending before a body are not discussed in advance by a majority of the members. This requirement prevents members from reaching a decision prior to a publicly accessible meeting.

Both the California Attorney General and the California League of Cities have prepared booklets to assist local government officials in understanding and complying with the Brown Act. The Attorney General's guide is available at the following website:  
<http://ag.ca.gov/publications/#openmeetings>. The Attorney General has created a handy summary of key Brown Act provisions, which is attached to this explanation. The League of Cities booklet, entitled "Open & Public IV," can be purchased from the League, and is also available on line at:

[www.ci.claremont.ca.us/download.cfm?ID=21498](http://www.ci.claremont.ca.us/download.cfm?ID=21498). This booklet includes a number of examples that are useful in determining how the provisions of the Brown Act should be interpreted and applied.

**E-Mail Communications:**

With the advent of e-mail, with its advantages of convenient, quick communications, many questions have arisen about how the Brown Act and the Public Records Act apply to this communication technology. E-mail should be used with caution: remember, your e-mails regarding public business are public records. Moreover, e-mails can result easily in inadvertent violations of the Brown Act.

**E-Mail Can Be Used To:**

- Distribute meeting minutes, agendas, and drafts of these documents.
- Determine member availability for meetings.
- To discuss similar administrative issues.

**E-Mail May Not Be Used To:**

- Discuss pending issues before the body with a majority of its members.

Note: a member may discuss pending issues with other members outside of public meetings, as long as fewer than a majority engage in the discussion. The danger with e-mail is that it can be forwarded easily; members are warned that they are responsible for limiting the dissemination of information to fewer than a majority of the body.



## SONOMA VALLEY CITIZENS ADVISORY COMMISSION ADMINISTRATIVE ROLES

### CHAIR:

- Preside over all meetings following Robert's Rules of Order
- By 5<sup>th</sup> of month before the regular scheduled meetings, prepare and submit agendas to District One Supervisor's office
- Call for and preside over special meetings when necessary
- Notify members of the Commission of special meetings, giving the time, place and reason for meeting
- Appoint Chair and members of ad hoc committees
- Acts as a liaison between the Commission and the County Board of Supervisors/the First District Supervisor and the Sonoma City Council/Mayor

### VICE-CHAIR:

- Conduct meetings in the absence of the Chair
- Research and report to the Commission any problem areas concerning items on the upcoming agenda
- Prepare copies of specific recommendations made by the Commission and, under the Chair's signature, mail to appropriate agencies and/or persons
- Follow up on recommendations made by the Commission
- Keep an up-to-date roster of members of the Commission giving the name, mailing address, home phone, work phone, fax number and e-mail address
- Keep a master list of contact persons in governmental and private agencies the Commission may find useful
- Update the master list of contact persons/agencies every year
- Arrange sites for all meetings
- Prepare and send communications as directed by the Chair
- Keep a list of items that the Commission has acted upon and report back to the Commission on their progress

### SECRETARY

- Keep minutes of all meetings, specifying the call to order time, the attendees, the business conducted and the adjourning time
- Send copies of the minutes to First District Supervisor's Office, the Sonoma City Council, the Sonoma County Planning Commission and other appropriate bodies as indicated
- Prepare and store the Commissioners name plates
- Distribute handbooks for new members of the Commission

(Rev. 3/11/09:mjt) #22525





**Sonoma Mountain - Supervisorial District One**  
**Procedure for Implementing the Taylor Mountain/Sonoma Mountain**  
**Scenic Design Guidelines**  
Sonoma Valley Citizens Advisory Commission (SVCAC)

The SVCAC (Commission) will be required to review proposed hillside construction of single-family dwellings and appurtenant structures in Planning Area No. 9 within its jurisdiction, i.e. portions of the eastern slope of Sonoma Mountain within the Sonoma Mountains Landscape Unit, to determine conformance of the project with the Local Area Development Guidelines established under General Plan Open Space Policies and Ordinance Nos. 5130, 5131 & 5132.

**Site Review.** All proposed developments will be visited by an ad hoc committee, on a case by case basis, appointed by the SVCAC chair, consisting of at least three Commission members. The ad hoc committee will review appropriate details of the development at the site with the County's Permit & Resource Management Department (PRMD) representative and the permit applicant or their representative. PRMD staff attendance at the subcommittee's site inspection shall be on a case by case basis as determined by the Chair or their appointee and PRMD staff. The site review and all subsequent reviews and recommendations will be done in conformance with Ordinance Nos. 5130, 5131 & 5132.

**Ad Hoc Committee Report.** The ad hoc committee will report to the full Commission at its next regularly scheduled meeting recommending approval of the proposed project, modifications to the proposed plans or rejection of the proposed development. The applicant or their representative will be expected to attend to answer questions from Commission members and interested community attendees.

**Commission Review.** The Commission will recommend to the County's PRMD its consensus view after considering the ad hoc committee's report and any supplemental information supplied by the project owner/developer. Should the applicant or their representative not attend the Commission's review, the Commission may make its recommendation based upon information supplied by the ad hoc committee and the County's PRMD. As with other projects, any Commission member having a professional or personal relationship with the applicant that would bias the member's judgment should refrain from participating in the review.

**Recommendation.** A letter detailing the Commission's recommendations will be forwarded by the Commission's Secretary to the County PRMD with a copy to the project applicant.

Updated: March 20, 2009(mjt) #22526



## Sonoma County Planning Agency

The Planning Agency (Planning Commission and the Board of Zoning Adjustments) serves primarily as a recommending body to the Sonoma County Board of Supervisors.

The Planning Agency consists of ten commissioners who are appointed by and serve at the pleasure of the Board of Supervisor. The commissioners rotate sequentially by district every ten months. The chairmanship of each body rotates yearly by district.

The Planning Commission holds public hearings and makes recommendations to the Board of Supervisors concerning updates and amendments to the county's General Plan and Zoning regulations. The Planning Commission also holds hearing and makes decisions on major subdivisions and mining proposals. There are five members who sit on the Planning Commission with one alternate for each district.

The Board of Zoning Adjustments conducts public hearings and makes decisions on applications for Use Permits, Zoning Variances and Coastal Development Permits. There are five members who sit on the Board of Zoning Adjustments with one alternate for each district.

3:20.09 22635





Policy Number  
2001-1

Effective Date: September 19, 2001

## Referrals to the Sonoma Valley Citizens Advisory Commission

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### I. PURPOSE AND SCOPE

The purpose of this policy to define the circumstances in which the City of Sonoma refers projects to the Sonoma Valley Citizens Advisory Commission (SVCAC) for comment.

### II. POLICY STATEMENT

It is the policy of the City of Sonoma to refer projects that are subject to environmental review to chairman of the SVCAC.

### III. DEFINITIONS

- A. "Environmental Review" means a negative declaration or an environmental impact report.
- B. "Project" means an application for a discretionary permit that is subject to the review and approval of the Planning Commission.

### IV. PROVISIONS / PROCEDURES

- A. Following a determination that a project is subject to environmental review, the City of Sonoma Planning staff shall deliver or have delivered a copy of the project application, the initial study, and any available supporting materials to the Chairman of the SVCAC.
- B. The chairman will determine, at his or her discretion, whether to place the project on the next available agenda of the SVCAC for comment.
- C. If the item is brought to the SVCAC for comment, it shall be the responsibility of the SVCAC to prepare and deliver written comments to the City of Sonoma planning staff in a timely manner so that they may be forwarded to the Planning Commission at the time of project review.
- D. The Planning Commission shall consider the comments of the SVCAC in the course of its review of the project, but the

comments shall not be considered binding and the Planning Commission shall act on the project application as it deems fit.

- E. There is no obligation on the part of planning staff or the project applicant to attend the SVCAC hearing on a project referral.
- F. Projects referred to the SVCAC for comment shall be reviewed by the SVCAC within 45 days. Otherwise, the SVCAC shall be deemed not to have commented.
- G. This policy does not preclude the City Council or the planning staff from referring issues to the SVCAC for advice and comment that may not be subject to environmental review as defined in this policy.

#### V. RESPONSIBILITIES AND REVIEW

- A. The City Council is responsible for reviewing this policy, although it may choose to solicit comments from the Planning Commission, the SVCAC, planning staff, and other interested party.
- B. The City Council will review this policy from time-to-time, as it deems necessary.

#### VI. REFERENCES

N.A.

## SONOMA VALLEY CITIZENS ADVISORY COMMISSION

### Frequently Asked Questions For Project Applicants Appearing Before the SVCAC

*Congratulations on your appearance before the Sonoma Valley Citizens Advisory Commission to discuss your development project! Your participation can give you important insight into the reaction your project will generate from concerned neighbors and citizens in the Valley.*

*This guide is intended to help you prepare for your hearing by describing the process, and listing the types of questions you might expect from the Commission. If you have further questions, please contact the Commission Chair.*

#### **What Is The Sonoma Valley Citizens Advisory Commission?**

The SVCAC is an advisory body formed through an agreement between the City of Sonoma and County of Sonoma. The group is chartered with the following Mission Statement:

“The mission of the Sonoma Valley Citizens Advisory Commission is to act as a bridge for communication between governmental agencies and the general public on planning decisions affecting the Sonoma Valley by providing a forum for public expression and by making recommendations to the City Council and the Board of Supervisors that convey the sense of the community.”

The primary activity of the SVCAC is to review significant development projects proposed in the Valley.

#### **Who Serves On The SVCAC?**

The Sonoma City Council names three members to the Commission, and designates one alternate. A City Council member attends meetings as an ex-officio member.

The First District Supervisor appoints the remaining members based on geographical areas in the Valley, and one alternate. The geographical areas are: El Verano West, Springs East, North Valley, and South Valley.

In addition, the County Planning Commissioners from the Valley attend meetings as ex-officio members.

Alternates only vote in the absence of a regular member; ex-officio commissioners do not vote.

## SONOMA VALLEY CITIZENS ADVISORY COMMISSION

The Commission has three officers. The Chair is charged with conducting meetings and setting the Commission agenda. The Vice-Chair supports the Chair in business matters such as preparing letters. The Secretary prepares minutes of each meeting, and maintains files. Officers serve one-year terms, with elections held in January.

Commissioners come from all walks of life; some maintain active careers or own businesses, others are retired. A roster of current Commissioners is available from the Commission Chair.

### **Why Was My Project Selected For Review?**

The Chair of the Commission selects projects for review based on his or her judgment of the potential impacts that the project may have on the Valley, and the potential interest that the public may have in the project.

Projects that require zoning adjustments or use permits are likely to be reviewed. Minor lot line adjustments or small projects are less likely to be asked to appear before the SVCAC.

Single-family residential projects that are subject to the Sonoma Mountain or Mayacamas view shed ordinances will be site-reviewed by a sub-committee of Commissioners, with a report made to the full Commission.

### **My Plans Are Only Conceptual At This Point; Should I Present Them Now?**

The advantage of appearing before the Commission when your project is only in the conceptual stage is that you can get a sense of the community's response to your plans before spending a lot of time and money on a full-fledged design.

The disadvantage is that the Commission is likely to be unwilling to recommend approval of your plans without seeing final details, so they may ask you to reappear when you have completed your planning.

The risk of appearing late in your project planning process is that the Commission may recommend significant changes, or even recommend that your project be denied approval.

For projects that may generate community opposition or concern, you might consider holding local community meetings before filing for a permit application.

Most projects are handled in one hearing; however, it may be to your advantage to return to the Commission for consideration of your revised plans.

### **What Are The Key Areas of Concern That The Commissioners are Likely to Raise?**



## SONOMA VALLEY CITIZENS ADVISORY COMMISSION

Concerns will of course vary based on the type of project, but here is a list of discussion areas that come up frequently:

- Traffic generation, particularly along main travel corridors.
- Traffic safety.
- Parking.
- Event activity.
- Water use.
- Provision of sanitation service.
- Drainage issues.
- Noise.
- Visual impacts.
- Housing for employees; affordability of new housing development.
- Appropriateness of the development given zoning and other land use designations.
- Preservation of trees and native habitat.
- Provision of fire protection service.

### **How Are SVCAC Meetings Organized?**

A regular meeting begins with a roll call and the approval of minutes, followed by an opportunity for members of the public to address the Commission on matters not otherwise on the agenda.

Typically, a series of proposed projects are then reviewed. Finally, the Commission considers administrative issues, and reports from ad hoc committees.

### **What Procedure Is Followed for the Project Review?**

Applicants or their representatives make a brief presentation before the Commission, followed by a period for Commissioners to ask questions. The public is then given an opportunity to ask questions and/or comment on the project.

(The Commissioners strive to hold their opinions and evaluations in check until after the public comment period.)

The Chair will then close the public comment portion of the review, and Commissioners will then discuss the project and pass a resolution, if warranted. Please note that once the public comment portion of the review is closed, any additional comments or answers to questions from the Commissioners should be addressed through the Chair.

### **How Should I Plan My Presentation?**

The best presentations begin with a complete application package. Commissioners often receive abbreviated project applications from the City or County, and if there is

## SONOMA VALLEY CITIZENS ADVISORY COMMISSION

additional information that you would like them to have, please work with the Chair to get the material to the Commissioners in advance of the meeting.

A concise presentation is often better than a comprehensive one. Assume that the Commissioners have reviewed the package of information that describes your project, so your description of the development can be brief. It is helpful to describe exactly what approval you are seeking (i.e. a zoning change or a use permit), and what level of project planning you have completed (is this a conceptual review, or are there well-developed plans?).

Focus on the impacts that your project will have and how you intend to mitigate them. What concerns are neighbors of the project likely to have? Have you notified them of your plans, or held a meeting with them?

Commissioners will focus on their concerns during the question and answer period, so it is not necessary to try to anticipate and answer every potential question in your presentation. If you would like guidance regarding preparing for your appearance, don't hesitate to call the Chair in advance of the meeting.

### **What Audio/Visual Equipment Capabilities Are Available?**

Depending on where the Commission is meeting, it may be possible to accommodate a slide presentation, though you must bring your own AV equipment. If you have storyboards, we recommend large formats so that they can be visible throughout the room when placed at one side.

If you have additional handouts for the Commissioners, please print sufficient quantities for the public.

### **How Should I Handle Questions and Comments from the Audience?**

During the open comment period, members of the audience will have the opportunity to ask questions and state their opinions about your proposal. We recommend that you answer questions forthrightly and concisely. You should not feel obligated to respond to statements of opinion.

The Chair will help moderate this portion of the hearing. If the project is likely to engender a level of controversy or extensive feedback from the community, the Chair will likely establish guidelines for the public comment period, potentially including time limits for each speaker.

The Chair may also opt to tabulate questions and ask you to answer them after the public hearing concludes.

## SONOMA VALLEY CITIZENS ADVISORY COMMISSION

### **What Happens to the Recommendations Made by the SVCAC?**

The Commission Secretary will capture all aspects of the project review in the meeting minutes. Minutes are distributed to the Sonoma City Council and the First District Supervisor, as well as to the planning departments at the City and County.

One of the Commissioners appointed by the City is also charged with meeting directly with the City Planner to review specific projects. The Sonoma County Planning Commissioners from the Valley are usually in attendance to hear discussion of projects, and often participate in the question period.

### **I Don't Like the Resolution Passed by the Commission! Now What?**

Please remember that Commission resolutions are **advisory** in nature, and that you can certainly continue seeking approval for your project at the County or City. However, the Commission strives to reflect the concerns and sense of opinion of the citizens of the Valley, and you could consider putting this information to good use.

Can you modify your proposal to address the significant concerns raised at the hearing? If you choose to do so, you might consider asking to appear before the Commission again to review your modifications.



SONOMA VALLEY POPULATION GROWTH AND INFRASTRUCTURE  
NEEDS THROUGH YEAR 2020

A Report by The Sonoma Valley Citizens Advisory Commission

May, 1999

## SONOMA VALLEY POPULATION GROWTH AND INFRASTRUCTURE NEEDS THROUGH YEAR 2020

A Report by The Sonoma Valley Citizens Advisory Commission

MISSION: The mission of the Sonoma Valley Citizens Advisory Commission (SVCAC) is to act as a bridge for communication between governmental agencies and the general public on planning decisions affecting the Sonoma Valley by providing a forum for public expression and by making recommendations to the City Council and the Board of Supervisors that convey the sense of the community.

The SVCAC was established in 1993 by a joint powers agreement between the City of Sonoma and the County of Sonoma and consists of 11 voting commissioners; 3 appointed by the City Council and 8 appointed by the Board of Supervisors. There are also two alternate and two ex-officio members, split between the City and County. The Commission membership geographically represents the population of the entire Sonoma Valley, by definition stretching 24 miles from Kenwood to Sears Point, and from the crest of the Sonoma Mountains east to the Sonoma-Napa County line. This is essentially the Sonoma County 1st Supervisorial District.

BACKGROUND: An ad hoc Committee on Valley Growth was created by the SVCAC to help discuss and better understand how much population growth the Sonoma Valley infrastructure can sustain, and during what time period. This Sub-Committee was created in part as a response to a 3/17/98 editorial in The Sonoma Index-Tribune calling for a Valley-wide building moratorium until "... the Sonoma City Council and 1st District Supervisor Mike Cale ... (can) sit down and examine the overall growth picture for the valley." Sub-Committee membership consists of Mrs. Bair and Messrs. Brosseau, Fogg, Gemmell and Vella.

METHODOLOGY: Arbitrarily the time frame of year 2020 was selected as the end-point for this study because of the availability of the Association of Bay Area Governments, or ABAG, population projections for the entire Sonoma Valley through 2020. (Exhibit 1, attached, provides the actual ABAG population forecasts.) We are aware of no other recognized/statistically based population projections for the Valley this far into the future. Two caveats, however; 1) we did not automatically accept these estimates as accurate, but used them as a consistent base point in our discussions, and 2) our confidence in the nearer year data is greater than the later year data, as the longer-term variables are more susceptible to change.

## SONOMA VALLEY POPULATION GROWTH AND INFRASTRUCTURE NEEDS THROUGH YEAR 2020

The study approach was to review the ABAG projected population growth impact against the current/budgeted/forecasted infrastructure capacity in four broad infrastructure areas. The areas reviewed and actual groups interviewed -- both in work sessions and in SVCAC public hearings, are as follows:

1. Highway Capacity (Sonoma County Department of Transportation and Public Works, Sonoma County Transportation Authority; Caltrans; City of Sonoma)
2. Water Supply (Sonoma County Water Agency; Valley of the Moon Water District; City of Sonoma)
3. Sanitation Capacity (Sonoma County Water Agency)
4. Educational Facilities (Sonoma Valley Unified School District)

### SUMMARY FINDING

It is the finding of the Sonoma Valley Citizens Advisory Commission that the Sonoma Valley cannot sustain a projected population of 47,900 by the year 2020 without a significant degradation in our quality of life.

The Commission finds that 3 of the 4 infrastructure components reviewed -- water supply, sanitation capacity and educational facilities should be able to accommodate the projected growth rate given the following:

- a. Water agencies and the school district successfully execute their current plans.
- b. Their planning assumptions prove realistic.
- c. They diligently monitor capacity issues and address required changes in a timely fashion.
- d. The City and the County adhere strictly to their General Plans.
- e. The City and the County continue a policy of cooperation and coordination.

Our review of the 4th component -- highway capacity, leads us to forecast a continuing and serious deterioration in the ability of the Sonoma Valley to handle vehicular traffic. Essentially static capacity combined with relentless traffic growth will turn today's congestion into tomorrow's gridlock. This component needs immediate heightened attention and innovative approaches to mitigate the problem.

## SONOMA VALLEY POPULATION GROWTH AND INFRASTRUCTURE NEEDS THROUGH YEAR 2020

General plans of both City and County are scheduled for review in year 2000 and the SVCAC stands ready to participate in and coordinate this process as directed by the City and the County.

### PRINCIPAL FINDINGS

POPULATION: The Association of Bay Area Governments year 2020 population projection of 47,900 for the total Sonoma Valley (9,400 more people than compared to actual 1995 or an increase of 24%) seems appropriate assuming the continuance of current City of Sonoma and Sonoma County new housing permitting policy, and historical trends. A straight line projection would be an annual population increase of approximately 375 people throughout the Valley, or a slightly less than 1% annual total population growth. Overall throughout the 25 year planning horizon approximately 30% of the total population will live in the City of Sonoma and the balance in the remainder of the Valley.

All of the infrastructure groups we met with are using various planning forecasts or extrapolations that directionally build to the same Valley population by 2020, although there are some variations. For example, vs. ABAG the Sonoma County Water Agency forecasts a slightly smaller City of Sonoma population and a larger County population, but overall they agree with the 47,900 estimate.

This population finding is importantly based on the continuation by both the City of Sonoma and Sonoma County of current new housing permit philosophies; (a maximum of 100 new housing units/year in the City; 90 in the County split 60 in the Urban Service Area and 30 in rural areas). We believe that it is very important to recognize that while these development constraints are contained in the General Plans they can be changed -- either up or down, by a simple majority vote of the elected officials. The effect of growth of the total population on the "Sonoma Valley quality of life" is, therefore, an on-going issue demanding on-going close attention.



## SONOMA VALLEY POPULATION GROWTH AND INFRASTRUCTURE NEEDS THROUGH YEAR 2020

HIGHWAY CAPACITY: The Valley highway carrying capacity will not improve over the next 20 plus years, as the road system now lags population requirements and no major improvements are planned nor foreseen. In fact, there will be an increasing deterioration in the "level of service" or ability of Valley roads to accommodate the forecasted growing population. This raises significant new congestion (deterioration of travel time) and safety concerns, not only for car and truck traffic, but for pedestrians and bicycles particularly on Highway 12 through the City of Sonoma and the Springs area and also on Highway 116, Stage Gulch Road.

Additionally, the question of future road congestion is more serious than one derived from a 1% annual population increase, as experience indicates that new traffic growth is exponential to new population growth, i.e. a 1% population increase can result in a 3% traffic increase. As reference, based on their experience the Sonoma County Department of Public Works assumes as part of their planning process that traffic growth throughout Sonoma County will grow 3% per year. Given a 10 year horizon, this equates to a 34.4% increase in average Valley traffic loads by 2009.

The problems with new road construction include the high cost of both land acquisition and the construction process itself, and these are made more difficult by the narrow geographical confines of the Valley. Accordingly, the principal focus of Caltrans and the County -- and to a lesser degree the City of Sonoma, is to maintain and where feasible improve the safety of the present road system as opposed to new highway infrastructure designed to relieve traffic congestion. Construction of major new roads to relieve traffic problems on existing roadways is not seen as a viable alternative by any of the groups with whom we discussed this issue. Lack of a committed financial base (i.e. a tax base or road fund) is the principal cause of this situation.

Other factors are that planned and anticipated major winery expansions, the increasing role of wineries as "visitor entertainment centers," possible new resorts, the periodic impact of Sears Point Raceway and increased tourist and commuter traffic from Santa Rosa and Napa County will all mean additional traffic on Valley roads regardless of Valley population trends.

## SONOMA VALLEY POPULATION GROWTH AND INFRASTRUCTURE NEEDS THROUGH YEAR 2020

Finally, although not strictly within the constraints of this population growth/infrastructure study, future traffic levels will also be impacted by additional commercial, institutional or industrial development in the Valley. These installations traditionally mean both incremental jobs and increased employee car and business truck traffic. Also, without a supply of affordable housing in the Valley, the traffic of employees commuting by car into and out of the area will increase. The cumulative impact of all of these factors could make our growing road congestion forecasts conservative.

In any case the impact of incremental traffic from all new Sonoma Valley growth projects needs to be calculated, and then reviewed as part of the approval process for its cumulative effect with all previous new projects. This should then be measured against the affected road capacities.

WATER SUPPLY: Water supply does not appear to be a growth constraint in the Valley through year 2020, although there are some critical sourcing and funding issues that must be resolved. The Sonoma County Water Agency -- the principal supplier to the Valley of the Moon Water District and to the City of Sonoma has completed a Water Supply and Transmission System Project Environmental Impact Report to develop additional water resources and expand the existing transmission system through year 2020 plus. This study indicates that adequate water supplies to service a 47,900 Valley population can be provided.

The report has four interdependent components; 1) water conservation, 2) the increased use of the Russian River, and this is a contentious issue, 3) an aquifer storage and recovery program to meet emergency and standby water supply needs, and 4) the expansion and revised operation of the existing transmission system, and this includes a new \$15 million aqueduct coming into the Valley to be completed in 2012. The estimated total cost of implementing this program over a 20 year time frame is \$140 million, with this cost essentially pro-rated over the total 500,000 plus people served by the Water Agency in Sonoma County and Northern Marin County. An undetermined but substantial portion of this cost would be raised through the user rate structure, the balance probably through bonding programs.

It is the opinion of both the Valley of the Moon Water District and the City of Sonoma that given adequate supplies of water from the County Water Agency to

## SONOMA VALLEY POPULATION GROWTH AND INFRASTRUCTURE NEEDS THROUGH YEAR 2020

allow them to service the 2020 population projection that they can handle this growth in the normal course of business.

SANITATION CAPACITY: Sanitation will not be a growth constraint through year 2020 as sufficient sewage collection, treatment and disposal capacity to service a Valley population in excess of 47,900 is currently under construction and should be in place by year 2000. The Sonoma Valley County Sanitation District (operated by the Sonoma County Water Agency) is concluding a 10 year project to upgrade and add capacity at the wastewater treatment plant on 8th Street East in Sonoma, although additional major work needs to be continued to upgrade the sewage collection/pipe systems to supply this facility. A long-term capital plan is in place to address these collection system needs as part of both normal maintenance and capacity expansion efforts.

Reclaimed water now leaving the plant is at the secondary treatment level, i.e. it can be used for vineyard drip irrigation or it can be seasonally discharged into the Schell Slough to flow into San Pablo Bay. Secondary water cannot be sprayed on edible crops. There is an opportunity to upgrade the treatment process via added filtration to produce tertiary water that can be used to irrigate Sonoma Valley public green areas, athletic fields, golf courses, etc. A rough estimate to accomplish this system upgrade is \$1.5 million plus distribution costs. This potentially represents a significant new resource for both governmental and agricultural water usage and would help mitigate the need to develop new supply sources (with their high costs) for the Valley. Of note is that Rohnert Park currently uses tertiary water to irrigate greenbelts, Sonoma State, all public schools, a golf course and parks.

EDUCATIONAL FACILITIES: The Sonoma Valley Unified School District (SVUSD) appears adequately positioned to handle Valley growth for the next 15 to 20 years supported by the recent passage of two school construction bond issues for core facilities, and due to apparently changing Valley demographic trends that are slowing total enrollment growth. The SVUSD encompasses essentially the entire Sonoma Valley and, in order to meet projected student enrollment in 2007 the District has passed two bond issues totaling \$55.2 million to facilitate the construction and updating of their physical plant. This program will allow the District to enroll an estimated 5,550 students in 2007, up 4.4% from 1998. However, the ABAG population projection for the Sonoma Valley for the same 10

## SONOMA VALLEY POPULATION GROWTH AND INFRASTRUCTURE NEEDS THROUGH YEAR 2020

year period is a 10% increase in total population, exceeding the Districts' forecasted growth.

This relative slowdown in public school enrollment is believed to be largely caused by two factors; 1) increasingly successful competition from charter/ private/ home schooling/ Catholic and magnet schools recruiting students in the Valley; and 2) changing population demographics. This second area is currently being researched by the SVUSD with a report due in July, 1999. Key factors preliminarily appear to be rapidly escalating property values precluding new/younger families from renting or buying homes in the Valley (this is also reflected in a dropping birthrate); and a changing population profile to more of an upscale, older and professional orientation. This population segment tends to have fewer and usually older children. This observation is reinforced by the fact that kindergarten enrollment at SVUSD has declined for two straight years.

### OTHER FINDINGS

- 1) The growth future of the City of Sonoma and the balance of the Sonoma Valley are closely intertwined, and the full Valley community plus our political leadership needs to work to appreciate this greater perspective. In the larger picture there are no "City growth" issues nor "balance of the Valley growth" issues; there are only growth issues that impact the entire Sonoma Valley.
- 2) Realistically, the question is not "no population growth" in the Sonoma Valley, as growth is both a continuation of fundamental long-term regional and County trends and integral to both County and City General Plans as contained in revenue forecasts to fund government. Therefore the real question is how to constructively manage population growth in the Sonoma Valley for the common good.
- 3) The current City and County new housing permitting policies seem to be an appropriate and effective method of managing Sonoma Valley population growth. However, a more comprehensive/tougher growth policy could also include both specific urban separators and specific urban growth boundaries, particularly if ratified by the voters. If the eventual goal is a definitive total Sonoma Valley growth policy, then urban separators/boundaries need to be considered.

SONOMA VALLEY POPULATION GROWTH AND INFRASTRUCTURE  
NEEDS THROUGH YEAR 2020

4) The issues of water supply and delivery are critical, contentious, complex and costly. It would be appropriate for the SVCAC to appoint an ad hoc committee to review/monitor this subject. An initial area of study should be the conservation opportunities involved with the increased use of tertiary water. Additionally, the Valley of the Moon Water District is proposing a program of cooperative monitoring of ground water/aquifer conditions by well users to help determine the quality and quantity of water supply from this important resource. The SVCAC should actively support this study throughout the entire Valley.

5) Consideration should be given to the development of a Sonoma Valley element to be included in the next Sonoma County General Plan. Given the SVCAC Mission, this would seem to be an appropriate responsibility of the Commission.

TOTAL POPULATION<sup>±</sup>

Exhibit 1

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<u>Organization</u>	<u>Address</u>	<u>City, St., Zip</u>	<u>Contact</u>	<u>Position</u>	<u>Phone #1</u>	<u>1X</u>
Jay Area Air Quality Management District	939 Ellis Street	San Francisco, CA 94109	Ellen Garvey	Air Pollution Control Officer	415-771-6000	415-928-8560
Jannett Ridge Community Association	P.O. Box 2666	Santa Rosa, CA 95405	Marilee Jensen	President	707-578-3149	707-
Bennett Valley Design Review	P.O. Box 2666	Santa Rosa, CA 95405	Tammera Boulbee	President	707-584-8063	707-
Bennett Valley Home Owners Ass.	P.O. Box 2666	Santa Rosa, CA 95405	Bill Sullivan	President	707-528-6804	707-
Cal Trans	111 Grand Ave.	Oakland, Ca 94612	Ken Leylin	Legislative liaison	510-286-6120	510-286-9299
California Native Plant Society	1123 Palomino Road	Colverdale, CA 95425	Betty Guggolz	Rare Plants Coordinator	707-894-5798	707-
Catholic Charities Diocese of Santa Rosa	P.O. Box 4900	Santa Rosa, CA 95402	Maureen Shaw	Executive Director	707-528-8712	707-575-4910
City of Sonoma Planning Dept.	#1 The Plaza	Sonoma, CA 95476	David Goodison	City Planner	707-938-3743	707-
City of Sonoma Public Works	#1 The Plaza	Sonoma, CA 95476	Mike Moore or David Wallace	Director of building, planning and public works	707-938-3681	707-
Department of Fish and Game, Region 3	P.O. Box 47	Yountville, CA 94599	Allen Buckman	Wildlife Biologist	707-944-5500	707-944-5563
Diamond A Property Owners Assoc.	P.O. Box 74	Sonoma, CA 95476	John Conrad	President	707-939-7675	707-
Diamond A Ranch Owners Assoc.	P.O. Box 273	Sonoma, Ca 95476	Pat Elliot	Secretary	707-935-3410	707-

<u>Organization</u>	<u>Address</u>	<u>City, St, Zip</u>	<u>Contact</u>	<u>Position</u>	<u>Phone #1</u>	<u>IX</u>
Glen Ellen Association	17830 Carriger Road	Sonoma, CA 95476	Peter Bair	President	707-996-0353	707-
Glen Ellen Fire Protection	13445 Arnold Drive	Glen Ellen, Ca 95442	Bill Murray	Fire chief	707-996-9266	707-
Glen Ellen Historical Society	P.O. Box 35	Glen Ellen, CA 95442	Nancy Bauer	President	707-996-5003	707-
Glen Ellen Village Fair Committee	P.O. Box 1264	Glen Ellen, CA 95442	B. J. Blanchard	chair	707-996-9266	707-
Kenwood Press	P.O. Box 277	Kenwood, CA 95452	Alec Peters	Editor/Publisher	707-833-6155	707-833-5175
Kenwood Village Water Co.	4984 Sonoma Highway	Santa Rosa, CA 95409	Karen Ball	Manager	707-539-6397	707-539-6399
La Luz Bilingual Center	P.O. Box 1016	Boyes Hot Springs, CA	Ellen La Bruce	Program Director	707-938-5131	707-938-2114
Press Democrat	427- Mendocino Ave.	Santa Rosa, CA 95401	Peter Golls	Editorial Director	707-546-2020	707-521-5330
Reg. Water Quality Control Board	1515 Clay Street Suite 1400	Oakland, CA 94612	Kathryn Hart	Water Resource Engineer	510-622-2300	707-622-2460
S.F. Bay Conservation and Development Commission	30 Van Ness Ave. #2011	San Francisco, CA	Jeffrey Blanchfield	Chief Planner	415-557-3686	415-557-3767
Schellville Business Assoc.	P.O. Box 175	Vineberg, CA 95487	Dave Hayden	Liaison to the County	707-938-3544	707-938-5684
Sierra Club Redwood Chapter	632 5th Street	Santa Rosa, CA 95402	Tom Devalin	Chapter coordinator	707-544-7651	707-544-9861



<u>Organization</u>	<u>Address</u>	<u>City, St, Zip</u>	<u>Contact</u>	<u>Position</u>	<u>Phone #1</u>	<u>Fax</u>
Sobre Vista Assoc.	2370 Sobre Vista Road	Sonoma, CA 95476	Robert Nelson	President	707-938-0984	707-
Sonoma Chamber of Commerce	651 Broadway	Sonoma, CA 95476	Hal Beck	President	707-	707-996-9402
Sonoma Citizens Coalition		Sonoma, CA 95476	Bill Willers	President	707-996-4926	707-
Sonoma City	No. 1 Plaza	Sonoma, CA 95476	Eleanor Berfo	City Clerk	707-938-8775	707-938-3681
Sonoma Co. Ag. Preservation and Open Space District	447 Mendocino Ave.	Santa Rosa, CA 95401	Steve Sharpe	Acting General Manager	707-524-7360	707-524-7370
Sonoma Co. Farm Bureau	970 Piner Road	Santa Rosa, CA 95403	Judy James	Executive Director	707-544-5575	707-544-7452
Sonoma Co. Farmlands Group	P.O. Box 3515	Santa Rosa, CA 95402			707-576-0162	707-
Sonoma Co. Historical Society	241 Del Real Pasco	Sonoma, CA 95476	Nancy Bauer	President	707-996-5003	707-
Sonoma Co. League of Women Voters	2420 Coddington Center	Santa Rosa, CA 95401	Lynda Hungerford	President	707-546-5943	707-
Sonoma Co. Permit and Resource Management.	575 Administration Drive	Santa Rosa, CA 95403	Nick Chase/ Gregory Carr	County Planners	707-527-1900	707-
Sonoma Co. Planning Commission	4636 Grove Street	Sonoma, CA 95476	Lorrie Hohorst/ Charlie Cook	Planning Commissioner	707-938-4646	707-996-9226
Sonoma Co. Redevelopment Agency	1440 Gurnville Road	Santa Rosa, Ca 95403	Tom Bain		707-524-7500	707-

<u>Organization</u>	<u>Address</u>	<u>City, St. Zip</u>	<u>Cont.</u>	<u>Position</u>	<u>Phone #1</u>	<u>Phone #2</u>
Southern Sonoma Co. Resource Conservation District	1301 Redwood Way #170	Petaluma, CA 94954	Leandra Swent	District Manager	707-794-1242 Ex. 3	707-794-7902
Sonoma Co. Sanitation District	2150 West College P.O. Box 11628	Santa Rosa, CA 95401	Mike Thompson	Principal Engineer	707-547-1900	707-524-3782
Sonoma Co. Supervisors	575 Administration Drive	Santa Rosa, CA 95403	Caroline Marker	Administrative Assistant	707-527-2241	707-527-3778
 Sonoma County Supervisors	575 Administration Drive	Santa Rosa, CA 95403	Mike Cale, Supervisor	1st District Supervisor	707-935-0194	707-527-3778
Sonoma County Transportation and Land Use Coalition	632 5th Street	Santa Rosa, CA 95404	George Ellman	Member	707-578-0595	707-
Sonoma County Transportation Authority	2550 Ventura Ave.	Santa Rosa, CA 95403	Suzanne Wilford	Executive Director	707-527-1912	707-527-1103
Sonoma Co. Transportation and Public Works Dept.	575 Administration Drive Room 117A	Santa Rosa, CA 95403	David Knight	Director	707-565-2231	707-565-2620
Sonoma County Water Agency	2150 West College Ave.	Santa Rosa, CA 95403	Randy Poole	General Manager	707-526-5370	707-544-6123
Sonoma County Wineries Association	5000 Robert's Lake Road	Rohnert Park, CA	Dan Puzo	Director	707-586-3795	707-586-1383
Sonoma Index Tribune	117 West Napa Street or PO Box C	Sonoma, CA 95476	Kevin McCallum	Staff writer	707-938-2111	707-938-1600
Sonoma Land Trust	1122 Sonoma Ave.	Santa Rosa, CA 95405	David Katz	Director	707-526-6930	707-526-3001

<u>Organiz</u>	<u>n</u>	<u>Address</u>	<u>City, St. Zip</u>	<u>Co</u>	<u>Position</u>	<u>Phone #1</u>	<u>ix</u>
Sonoma League of Historical Preservation		P.O. Box 766	Sonoma, CA 95476	George Gmelch/ House Vasquez	President	707-938-0510	707-
Sonoma Local Agency Formation Commission		575 Administration Drive Room 104A	Santa Rosa, CA 95403	Steve J. Sharpe	Assistant Executive Officer	707-527-2577	707-527-6778
LAFCO		5850 Grove Street	Sonoma, CA 95476	Pat Elliot		707-935-3410	707-
Sonoma Mountain Preservation Group		755 West Napa St.	Sonoma, Ca 95476	Buffy Stephan	Branch Manager	707-996-5217	707-996-5918
Sonoma Skate Society		1874 East Napa Street	Sonoma, CA 95476	Gayle Manfre	Member	707-938-4889	707-
Sonoma Trails Committee		P.O. Box 483	El Verano, CA 95433	Chris Benziger	President	707-996-7854	707-
Sonoma Valley Ecology Center		205 First Street West	Sonoma, CA 95476	Richard Dale	Director	707-996-9744	707-996-1744
Sonoma Valley Unified School District		721 West Napa Street	Sonoma, CA 95476	Marilyn Kelly	Superintendent	707-935-6003	707-
Sonoma Valley Unified School District		17805 Arnold Drive	Sonoma, CA 95476	Deborah	Arrangements for Altimira meetings	707-935-6020	707-
Sonoma Valley Vintners and Growers Alliance		P.O. Box 238	Sonoma, CA 95476	Chris Finley	Executive Director	707-935-0803	707-996-9212
Sonoma Valley Visitors Center		453 First Street East	Sonoma, CA 95476	Andrea Raymond	Director	707-996-1090	707-
Temelec Home Owners Assoc.		220 Temelec Circle	Sonoma, CA 95476	Mildred Martin	Office Secretary	707-996-1076	707-996-1076

<u>Organization</u>	<u>Address</u>	<u>City, St., Zip</u>	<u>Contact</u>	<u>Position</u>	<u>Phone #1</u>	<u>Ext.</u>
United Winegrowers for Sonoma County	P.O. Box 382	Santa Rosa, 95402	Bob Anderson		707-433-7319	707-
Verano Springs Association	P.O. Box 2034	Boyce Hot Springs, CA	Penny Hartman	President	707-996-3831	707-
VOM Boy's and Girl's Club	P.O. Box 780	Sonoma, CA 95476	Fran Meininger	Director	707-996-8544	707-
VOM Fire Department	16900 Sonoma Highway	Sonoma, CA 95476	John Kean	Fire Chief	707-996-1002	707-
VOM Natural History Assoc.	2400 London Ranch Road	Glen Ellen, CA 95442	Jim Adams	Secretary	707-996-7102	707-
VOM Water District	P.O. Box 280	Sonoma, CA 95476	John Nelson	General Manager (Interim)	707-996-1037	707-996-7615
Warm Springs Road Assoc.	P.O. Box 535	Kenwood, CA 95452	Ron Hirsh	President	707-833-2055	707-