

CEC Minutes

November 10, 2008

Call to Order: By Chair Onines at 7:04 p.m.

Roll Call:

Present: Commissioners Onines, Claussen, Hutchins, Skillman, Wright-Molina,
Austin

Absent: None

Staff liaison present: Terry Dutra

City Council Liaison present: None

Approval of the Minutes: Regular Meeting of October 13, 2008

Motion to Approve: Onines

Seconded: Skillman

No discussion. Unanimous approval

Oral/Written Communication & Public Comment: None

Items for Discussion & Possible Action

1. Public Art

- Claussen announced that Patricia Waters will be installing new artwork at City Hall on November 20th, starting at 10am. Volunteers welcomed.
- The CEC will be hosting a public reception for this new installation on 12/8/08 at 5:30 p.m. in City Hall, just prior to the next CEC meeting. Dutra to confirm this date with Patricia Waters. Claussen to pick up sparkling cider and cookies. Wright-Molina to pick up ice. Dutra to arrange publicity.

2. Volunteer Recognition Reception Wrap-Up

- Overall feedback that this was a successful event that should be repeated in November on a bi-annual basis
- Hutchins suggested a “Thank you community volunteers” banner inside the Cotati Room for this event
- Dutra is missing some personal effects that the Saturday caterers may have accidentally picked up
- Dutra reported very positive feedback from the RSVP communication and from the attendees that evening

3. Park Audits

- Dutra reported no feedback from Damien O’Bid about the park audits that have been submitted this year

- Austin reported that she has completed the audit of La Plaza Park and will have it ready for the next CEC meeting. This is the only outstanding audit for the year

4. 2008 Holiday Tree Lighting

- Molina-Wright volunteered to be the event Chair
- Set up time on December 3rd is 4:00 p.m.
- Publicity: Dutra to send flyers to Thomas Page, Downtown Marquis will announce the event and Public Works will hang the banner over Old Red
- Music: In lieu of paying 24 Karat Brass, this year's music will be from three community groups: RCHS Teen Choir, RCHS Marching Band and RP Children's Choir
- Fire Station: Onines confirmed the event with Chief Patton. Dutra has requested the insurance coverage and will contact Public Works to deliver the CEC supplies. Stage risers?
- Santa: Skillman in contact with Disguise the Limit. Hutchins confirmed that Carl Schollman has volunteered to be Santa again
- Volunteers: Cotati-Penngrove 4H has disbanded. Dutra to approach local Cub Scouts
- Food: Hutchins to contact Oliver's for cookies and hot chocolate mix. Wright-Molina in contact with Cotati Coffee. Sally Tomatoes is donating soup in the park again. No Food Drive this year.

5. Items for the Next CEC Agenda: December 8, 2008

- Tree Lighting Wrap-up
- Initial Planning for Annual Pasta-Bingo Event
- Public Art Rotation: Recap
- Discuss possible CEC environmental activities for 2009

Announcements from Commissioners

Dutra announced that the two year term for Commissioners Austin, Hutchins and Onines expires 12/31/08. Due to the delay in finalizing the results of the City Council election, these terms can be extended by (30) days if these Commissioners send Dutra a request for the 30 day extension.

Onines announced that he will not be able to attend the December CEC meeting and the Tree Lighting event due to a family obligation.

Hutchins announced that he will not be able to attend the next CEC meeting due to a work obligation.

Nomination of a new Vice-Chair: Motion made by Austin to nominate Claussen as CEC Vice-Chair. Seconded by Wright-Molina. Unanimous approval

Adjourned at 8:08pm by Chair Onines

Respectfully submitted by CEC Secretary Andrew Hutchins, November 11, 2008