

CITY OF SEBASTOPOL CITY COUNCIL

AGENDA ITEM REPORT FOR MEETING OF: February 4, 2025

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To: Honorable Mayor and City Councilmembers
From: Ronald Nelson, Chief of Police
Subject: Approval of Resolution for Closure of Main Street for 2025 Apple Blossom Parade

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RECOMMENDATIONS:

The recommendation is that the City Council approve the resolution authorizing the closure of Main Street during the 2025 Apple Blossom Parade, Saturday, April 26, 2025, the use of the South High Street Parking Lot for the Apple Blossom Festival and suspending section 201 of ordinance no. 696 during the 2025 Apple Blossom Festival, Saturday, April 26 and Sunday, April 27, 2025.

EXECUTIVE SUMMARY:

This item is to request that the City Council Consider and Approve the Request from the Sebastopol Area Chamber of Commerce for Approval of Resolution authorizing the closure of Main Street during the 2025 Apple Blossom Parade, Saturday, April 26, 2025, the use of the South High Street Parking Lot for the Apple Blossom Festival and suspending section 201 of ordinance no. 696 during the 2025 Apple Blossom Festival, Saturday, April 26 and Sunday, April 27, 2025. The approval of the Resolution is required prior to applying to obtain the necessary permits for the temporary closure of portions of state highways 116 and 12 and the rerouting of traffic on a portion of state highway 12 which allows the parade to occur.

BACKGROUND AND DISCUSSION:

Each year, the Chamber of Commerce requests from the City of Sebastopol approval for the closure of Main Street for the Apple Blossom Parade, the use of the South High Street Parking Lot for the Apple Blossom Festival, suspending section 201 of ordinance no. 696 during the Apple Blossom Festival and requests that Caltrans grant permission to hold a parade on Main Street, State Highway Route 116 (04-Son-116) between Healdsburg Avenue and Calder Avenue from 9:30 am to 1:00 pm on Saturday (day of the Parade).

The Annual Apple Blossom Parade will be held on Saturday, April 26, 2025 and the Apple Blossom Festival will be held on Saturday, April 26 and Sunday, April 27, 2025. For these events, the Sebastopol Area Chamber of Commerce has requested permission for the following:

- Permission from the City Council to close Main Street to hold the parade on Saturday, April 26, 2025; The Chamber will be required to obtain a City Encroachment Permit from the Public Works Department and meet all City insurance requirements.
- Permission from the City Council to use the South High Street Parking Lot for the Apple Blossom Festival.
- The licensing of solicitors, street peddlers, and vendors be suspended on April 26 and 27, 2025, for the Apple Blossom Festival.

STAFF ANALYSIS:

This traditional event has been taking place for many years and is part of the fabric of the community. The parade and festival draws thousands of people together both from within the Sebastopol community and from outside

the area and highlights the character of our community. It provides economic opportunities for people to frequent our town’s shops and businesses and to experience what Sebastopol has to offer. It is a highlight for our community each year and as such should continue in 2025 by passing this resolution. Should the resolution not be passed, the necessary permitting from Caltrans cannot be obtained and the parade cannot take place.

COMMUNITY OUTREACH:

This item has been noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to the scheduled meeting date.

FISCAL IMPACT:

There is no additional fiscal impact associated with the passage of this resolution. If the City receives any fee waiver requests for this event, that will be agendized for a future City Council Meeting for consideration.

Recommendation

The recommendation is that the City Council approve the resolution authorizing the closure of Main Street during the 2025 Apple Blossom Parade, Saturday, April 26, 2025, the use of the South High Street Parking Lot for the Apple Blossom Festival and suspending section 201 of ordinance no. 696 during the 2025 Apple Blossom Festival, Saturday, April 26 and Sunday, April 27, 2025.

Options:

1. That the City Council approve the resolution which will allow for the permitting application process for the parade and festival to occur.
2. That the City Council does not pass the resolution which will result in the cancellation of the parade and festival.

ATTACHMENTS:

1. Resolution
2. Letter from Chamber of Commerce

APPROVALS:

Department Head Approval: RN Approval Date: 1/22/25

CEQA Determination (Planning): N/A Approval Date: N/A

The proposed action is not a project under the California Environmental Quality Act (CEQA)

Administrative Services (Financial) AK Approval Date: 1/22/25

Costs authorized in City Approved Budget: Yes No N/A

Account Code (If applicable)

City Attorney Approval: N/A Approval Date: N/A

City Manager Approval: DS Approval Date: 1/22/25

RESOLUTION NO. XXXX-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEBASTOPOL
APPROVING THE CLOSURE OF MAIN STREET (STATE HIGHWAY 116) AND
REQUESTING THAT THE STATE HIGHWAY BE CLOSED FOR A PARADE ON SATURDAY, APRIL 26, 2025
AND THE USE OF THE SOUTH HIGH STREET PARKING LOT FOR THE 2025 APPLE BLOSSOM FESTIVAL
AND SUSPENDING SECTION 201 OF ORDINANCE NO. 696 DURING THE 2025 APPLE BLOSSOM
FESTIVAL, SATURDAY, APRIL 26 AND SUNDAY, APRIL 27, 2025

WHEREAS, the Sebastopol Area Chamber of Commerce has requested the Council to designate Saturday, April 26, 2025 for the Apple Blossom Parade and to procure necessary approval to allow a parade to be held and conducted on April 26, 2025, by said Chamber upon MAIN STREET (STATE HIGHWAY 116); and

WHEREAS, the Sebastopol Area Chamber of Commerce has requested that Main Street, between Healdsburg Avenue and Calder Avenue, be closed for the annual Apple Blossom Parade; and

WHEREAS, the Sebastopol Area Chamber of Commerce has requested the use of the South High Street parking lot for the Apple Blossom Festival; and

WHEREAS Section 201 of Ordinance 696 provides among other things, the suspension of street vendors / solicitation licensing during time of special events in the City of Sebastopol where the circumstances would otherwise result in a substantial increase in the use of City streets or other public facilities; and

WHEREAS, the City Council of the City of Sebastopol finds that that it is in best interest of the community and the city that the annual Apple Blossom Parade and Festival event proceed.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED AS FOLLOWS:

1. Sebastopol City Council grants permission to the Sebastopol Area Chamber of Commerce to hold and conduct a parade (Apple Blossom Parade) on Saturday, April 26, 2025; and
2. Sebastopol City Council requests that Caltrans grant permission to hold a parade on Main Street, State Highway Route 116 {04-Son-116} between Healdsburg Avenue and Calder Avenue from 10:00am to 1:00pm on Saturday, April 26, 2025; and
3. Sebastopol City Council grants permission to the Sebastopol Area Chamber of Commerce to use the South High Street parking lot for the Apple Blossom Festival, Saturday, April 26 and Sunday, April 27, 2025; and
4. The licensing of solicitors, street peddlers, and vendors shall be suspended on April 26 and 27, 2025, for the area designated as Exhibit A attached hereto and incorporated herein by reference, with the inclusion of the Jewell Avenue Island and that during the period of such suspension, such licenses shall not be issued by the City of Sebastopol. Such suspension shall not apply to sales or other activities directly pertaining to the Apple Blossom event itself, when sanctioned by the Sebastopol Chamber of Commerce; and
5. The Council does hereby order that the Sebastopol Area Chamber of Commerce work with the Sebastopol Police and Sebastopol Public Works Departments for control or detour of public traffic as may be necessary for the safe and expeditious movement of public traffic and for the safety of the participants in the parade; and
6. That certified copies of this resolution, together with other necessary transmittal documents, are directed to be forwarded to Caltrans.

IN COUNCIL DULY PASSED, APPROVED, and ADOPTED this 4th day of February, 2025.

VOTE:

Ayes:

Noes:

Abstain:

Absent:

APPROVED: _____
Mayor Stephen Zollman

ATTEST: _____
Mary Gourley, Assistant City Manager/City Clerk, MMC

APPROVED AS TO FORM: _____
Alex Mog, City Attorney

CHAMBER OF COMMERCE
& VISITOR CENTER



Vibrant Community. Unique Destination.

January 22, 2025

ATTN: Chief Nelson

Re: Apple Blossom Parade April 26, 2025

Dear Chief Nelson,

The Sebastopol Chamber of Commerce and Visitor Center does hereby request permission for the following items regarding the Apple Blossom Parade & Festival.

Permission to hold the parade on Saturday, April 26, 2005, on Main Street from 10:00 am to 12:00 PM.

Permission to close High St. between Willow St. & Bodega Ave. on April 26 & 27, 2005 from 10:00 am to 6:00 pm.

We will continue to work closely with City Hall, the Police, Fire and Public Works Departments. We will also provide the city with an insurance certificate, naming the City of Sebastopol as additionally insured.

If you have any questions, please do hesitate to call us at (707) 823-3032.

Thank you for your consideration of the above requests.

Sincerely,

Myriah Volk
Executive Director