

Outdoor Festival Ordinance Requirements:

Name of Festival: **Art in the Redwoods Festival**

1.) Dates and hours of operation (MCC 6.16.040(C)). How many people will attend? (MCC 6.16.040(D))

Dates: Saturday, August 17, 2019 & Sunday August 18, 2019

Hours:

Saturday, August 17: 10am-5pm, estimated attendees 1000

Sunday, August 18: 10am-4pm, estimated attendees 600

2.) Sponsor of festival:

☒ Non-profit: **Gualala Arts, Inc.**

☐ Partnership:

Names and addresses of general partners:

☐ Corporation:

☐ Application signed by the President and attested to by the Secretary

☐ Certified copy of the Articles of Incorporation

3.) Legal description of premises where festival will be held (MCC 6.16.040(B))

Physical location: 46501 Gualala Rd., Gualala, California APN: 145-290-0900

☒ Proof of ownership and written consent of property owners for below listed parcel and legal description of premises: **Use permit issued by Gualala Redwoods, Inc.**

4.) Statement of adequacy:

☒ Sheriff attesting to the adequacy of the proposed security or statement itemizing the deficiencies (MCC 6.16.040(E)).

☒ Statement from County Health Officer attesting to the adequacy of the proposed sanitation, food handling and preparation facilities, and waste disposal (MCC 6.16.040(F))



GUALALA ARTS

promoting public interest and participation in the arts since 1961

May 15, 2019

Cathy Harpe
Mendocino County Treasurer – Tax Collector
501 Low Gap Road - Room 1060
Ukiah, CA 95482

Dear Cathy,

Gualala Arts would like to apply for an Outdoor Festival License for our 58th Annual Art in the Redwoods Festival to be held August 17 & 18, 2019. Enclosed you will find:

- Application for Outdoor Festival License under Article III of Chapter 11 of the Mendocino County Code and a list of Supplemental Information.
- Map of the festival location & grounds
- IRS tax letter specifying Gualala Arts, Inc. as a 501(c)(3) & detailing our EIN, per item #7
- A Mendocino County Secured Tax Statement for fiscal year 2018-19, per item #8.
- A copy of a Use Permit from Gualala Redwoods, Inc for additional parking & with insurance documentation, per items #8 & #15.
- A Letter of Adequacy from the Mendocino County Sheriff-Coroner stating that public safety measures for this event have been met, per item #11
- A letter from the Department of Planning & Building Services dated 2014 noting that the Art in the Redwoods Festival is not required to resubmit, per item #12
- An approved Community Event Application/Permit and Statement of Adequacy from the Mendocino County Health Division, per item #13.

The Mendocino County Sheriff's Office & Mendocino County Health Department have informed me that they have forwarded their letters of approval directly to you. Please submit my application to the Mendocino County Board of Supervisors for approval.

Please contact me if you have any questions or if you need further information.

Sincerely,

Kendra Stillman
Office Manager
Gualala Arts

Mendocino County 2019 Application for Outdoor Festival License
Supplemental Information

Item # 7: Articles of Incorporation already on file... no need to resubmit.

Item # 8: Location is on our own premises (APN 145-29009). Documentation of payment of latest property tax assessment is attached, indicating ownership. See Item #15 (f) for overflow parking information.

Item # 9 & #10: Festival hours of operation and estimated daily attendance are as follows:

- | | |
|--|-----------------------|
| • Saturday, August 17: 10am – 5pm (Exhibit and Festival) | Est. Attendance: 1000 |
| • Sunday, August 18: 10am – 4pm (Exhibit and Festival) | Est. Attendance: 600 |

Item # 11: Policing the event has never been a problem in our 58-year history. This is promoted as a family event and there are several hundred volunteer staff that are always available. Security provisions include:

- Designated six volunteers to maintain a security presence during the festival that are easily identified with Orange Vests lettered with the word “SECURITY”.
 - The volunteers must be equipped with walkie-talkies or other communication equipment.
 - The volunteers will not consume alcohol while on duty.
 - No security volunteer can be on court-ordered community service.
- 100% walkie-talkie monitoring by office staff for emergency needs and call requests to 911.

A letter noting that public safety measures have been met from the Mendocino County Sheriff's Department has been attached, the original was sent directly to the Treasurer/Tax Collector's Office.

Item # 12: Gualala Arts was informed by Andy Gustavson of Mendocino County Planning Department that unless the AIR festival expects to expand significantly in the future there is no need for Planning Department annual clearance. There is no change/expansion to AIR Festival for 2019. A copy of the original letter dated July 7, 2014 is attached.

Item # 13: We have already secured the Environmental Health approvals. Copies of the Statement of Adequacy and Approved Permit are attached. Originals have been sent directly to Treasurer/Tax Collector's office.

Item # 14: Numerous recycling bins are placed throughout the festival grounds and building. These are continually emptied by volunteer staff into a large recycling dumpster. Solid Waste of Willits delivers and removes extra dumpsters throughout the weekend. Washable/reusable plates, silverware, and glassware are used wherever possible and sanitized through our commercial grade kitchen.

Item # 15:

a) Security Protection:

See Item # 11 for detail.

b) Water Supply:

Local community water supplied through John J. Bower/North Gualala Water is used within the Art Center and throughout the grounds.

c) Food Supply:

Food supplies and materials are purchased from our local markets and Sysco.



COUNTY OF MENDOCINO

501 Low Gap Rd., Room 1060
Ukiah, California 95482
Phone (707) 234-6875
Fax (707) 463-4166

Shari L. Schapmire
Treasurer-Tax Collector

Application for Outdoor Festival License under Article III of Chapter 11 of the Mendocino County Code

1. Name Gualala Arts, Inc.
2. Residence Address 46501 Old State Hwy., Gualala, CA 95445
3. Mailing Address PO Box 244, Gualala, CA 95445
4. Individual _____ Corporation or Partnership Gualala Arts, Inc.
5. Names and addresses of partners or corporation officers:

<u>Barry Weiss</u>	<u>President</u>	<u>PO Box 155, The Sea Ranch, CA 95497</u>
Name	Title	Address
<u>Kitty Wolfe</u>	<u>1st Vice President</u>	<u>PO Box 246 Manchester CA, 95459</u>
Name	Title	Address
<u>Sheralyn Kirby</u>	<u>Co-Secretary</u>	<u>PO Box 66 Gualala CA 95445</u>
Name	Title	Address

6. Principal location of event:
46501 Old State Hwy. Gualala, CA 707.884.1138
Address Telephone
7. Provide certified copy of Articles of Incorporation, if applicable.
8. Provide location and legal description of the premises where the outdoor festival is to be conducted, including all lands to be used for parking or other uses incidental to the outdoor activity. Submit **proof of ownership** of said premises **or the written consent of all owners.**
9. **Provide the date or dates and the hours during which the festival is to be conducted.**
10. Provide an **estimate of the maximum number of spectators, participants, or others expected to attend the outdoor festival for each day conducted.**
11. Applicant must contact the **Mendocino County Sheriff's Office** and comply with all requirements. Provide detailed explanation of the plan for policing the activity with particular emphasis on the control and prevention of alcohol and drug consumption.
12. Applicant must contact the **Mendocino County Department of Planning and Building Services** and comply with all requirements.
13. Applicant must contact the **Mendocino County Environmental Health Department** and comply with all requirements.
14. Provide written explanation of implementation of waste reduction, reuse, recycling, and diversion programs.



U. S. TREASURY DEPARTMENT
INTERNAL REVENUE SERVICE

DISTRICT DIRECTOR
P. O. BOX 14040

SAN FRANCISCO, CALIFORNIA 94101

February 17, 1966

(Credit Corp. No. 499977; Vol'd No. 77490)

ATTN: EO:RMA:73CT
SF-EO-56-109

IN REPLY REFER TO
Form L-178
Code 414

Gualala Arts
Gualala, California 95445

(Employer Identification No. 94-6121872
(Added by: H.P. QUINN,
Gentlemen:

PURPOSE Educational	
ADDRESS INQUIRIES & FILE RETURNS WITH DISTRICT DIRECTOR OF INTERNAL REVENUE San Francisco	
FORM 990-A RE- QUIRED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	ACCOUNTING PERIOD ENDING December 31

On the basis of your stated purposes and the understanding that your operations will continue as evidenced to date or will conform to those proposed in your ruling application, we have concluded that you are exempt from Federal income tax as an organization described in section 501(c)(3) of the Internal Revenue Code. Any changes in operation from those described, or in your character or purposes, must be reported immediately to your District Director for consideration of their effect upon your exempt status. You must also report any change in your name or address.

You are not required to file Federal income tax returns so long as you retain an exempt status, unless you are subject to the tax on unrelated business income imposed by section 511 of the Code, in which event you are required to file Form 990-T. Our determination as to your liability for filing the annual information return, Form 990-A, is set forth above. That return, if required, must be filed on or before the 15th day of the fifth month after the close of your annual accounting period indicated above.

Contributions made to you are deductible by donors as provided in section 170 of the Code. Bequests, legacies, devises, transfers or gifts to or for your use are deductible for Federal estate and gift tax purposes under the provisions of section 2055, 2106 and 2522 of the Code.

You are not liable for the taxes imposed under the Federal Insurance Contributions Act (social security taxes) unless you file a waiver of exemption certificate as provided in such act. You are not liable for the tax imposed under the Federal Unemployment Tax Act. Inquiries about the waiver of exemption certificate for social security taxes should be addressed to this office, as should any questions concerning excise, employment or other Federal taxes.

This is a determination letter.

Very truly yours

Joseph M. Quinn

Joseph M. Quinn
District Director

If distributions are made to individuals, case histories regarding the recipients should be kept showing names, addresses, purposes of awards, manner of selection, relationship, if any, to members, officers, trustees, or donors of funds to you, in order that any and all distributions made to individuals can be substantiated upon request by the Internal Revenue Service. (Revenue Ruling 56-304, Cumulative Bulletin 56-2, p. 306.)



SHARI L. SCHAPMIRE
TREASURER-TAX COLLECTOR
 501 Low Gap Road, Room #1060
 Ukiah, CA 95482
 www.mendocinocounty.org/ttc

MENDOCINO COUNTY SECURED TAX STATEMENT
FOR FISCAL YEAR JULY 1, 2018 TO JUNE 30, 2019

2018 - 2019

PROPERTY INFORMATION

ASSESSMENT NUMBER: 49576 TAX RATE AREA: 052-006
 PARCEL NUMBER: 145-290-0900 ACRES: 10.15
 LOCATION: 46501 OLD STATE HWY GU
 LIEN DATE OWNER: GUALALA ARTS

SEE REVERSE FOR IMPORTANT INFORMATION

Please Bring Entire Bill When Paying in Person.
 Your Canceled Check is Your Best Receipt.

000037
 000001
 0009554

GUALALA ARTS
 PO BOX 244
 GUALALA CA 95445-0244

See reverse for electronic
 payment information

TELEPHONE NUMBERS

Tax Collection (707) 234-6875
 Address Change (707) 234-6800
 Exemptions (707) 234-6801
 Assessed Values (707) 234-6800
 Tax Rates (707) 234-6859
 Personal Property (707) 234-6815

COUNTY VALUES AND EXEMPTIONS

VALUE DESCRIPTION	VALUE
LAND	186,635
IMPROVEMENTS	1,199,785
PERSONAL PROPERTY	27,500
HOMEOWNERS EXEMPTION	-1,390,643
OTHER EXEMPTION	
NET ASSESSED VALUE	23,277

VOTER APPROVED TAXES, TAXING AGENCY DIRECT CHARGES AND SPECIAL ASSESSMENTS

TELEPHONE NUMBERS	DESCRIPTION	TAX RATE PERCENT	AGENCY TAXES/CHARGES
(707)234-6860	COUNTY WIDE BASE TAX	1.000	232.76
(707)234-6871	SONOMA JC 2002 BOND	.014	3.24
(707)234-6871	SONOMA JC 2014 BOND	.022	5.12
(707)882-2803	PT ARENA JT HIGH BOND	.016	3.72
(707)882-2803	ARENA UNION BOND	.019	4.42
(707)884-4700	SOUTH COAST FIRE		150.00
(707)234-6874	GUALALA SEWER		473.96
(707)884-1715	GUALALA CSD WATER/SWR		2,209.36
(800)676-7516	COAST LIFE AMBULANCE		440.00
(800)676-7516	COAST LIFE URGENT CARE		115.00

DUE AND PAYABLE ON 11/1/2018		
1ST INSTALLMENT	\$ 1,818.79	
DELINQUENT AFTER 12/10/2018		
DUE AND PAYABLE ON 2/1/2019		
2ND INSTALLMENT	\$ 1,818.79	
DELINQUENT AFTER 4/10/2019		
TOTAL TAXES		\$ 3,637.58

USER ID: HARPE ASSESSOR SECURED PROPERTY SYSTEM DATE: 06-13-2019
ASTF100 * INQUIRY TO SECURED PROPERTY MASTER * TIME: 12 43 47
ROLL YEAR: 2019
PARCEL NBR 145 290 09 0 0 AOL TRA 052 006 STATUS: ACTIVE

ASSESSEE NAME 1 GUALALA ARTS AG PRE NBR _____
NAME 2 OWNER INFO _____

C/O UPP
ADDR PO BOX 244 CTY/ST GUALALA, CA ZIP 95445
SITUS ADDR 46501 OLD STATE HWY GU ACREAGE 10.15
NBR DIR STREET NAME CITY MIN ACREAGE
GEN PLAN GPD ZONING G COMB DIST PD LCP U
USE: 0065 RES: 00 RCRDRS NBR 0000-000 15514 DATE 08 01 1993
JAN. 1 OWNER 1 GUALALA ARTS 2
APPRAISAL DATE 2011 IND CD VAL CHG CD 08 EXEM CD 2 PEN CD 10

18-19 LAND 186635 IMP 1199785 TV PP 27500 FX
19-20 190368 1223774
EXEMP: H.O. MISC 1390643 PRIOR NET 23277 WLA
1414142 CURR NET WTV

BEN ASSMT SQFT1 SQFT2 CALC-ACRES 9.00
SUB DIV CD 0 LAST MAINT DATE 05 08 2019
PARCEL 1 2 3 4
F5-OWNER HISTORY F19-MORE SITUS F1-AOL F2-TO VIEW

Use Permit
Permitter: Gualala Redwoods, Inc.

1325 Calhoun St.
New Orleans, LA 70118
(504) 558-0103

Permit Date: Wednesday, May 15, 2019 **Termination Date:** Tuesday, December 31, 2019

Permit Number: 468 **Permit Cost:** \$0.00

Permitee:

Gualala Arts
PO. Box 244

Gualala CA 95445
884-1138

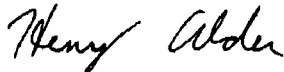
Vehicle License:

Permit Description: This use permit is to allow Gualala Arts to use the Lower Mill site (APN 145-290-08) for event parking for Art in the Redwoods and other large events.

This permit is subject to terms and conditions listed on attachment "A"

Gualala Redwoods, Inc.:

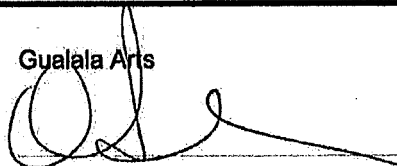
Signature:



Date: 05/13/19 **TaxID#:**

Permitee: Gualala Arts

Signature:



Date: 5.15.19 **TaxID#:** 94-6121872

Attachment A

THIS USE PERMIT made and entered into on the date first written, by and between GUALALA REDWOODS, INC., hereinafter referred to as "GRI" and the Permittee whose name appears on the reverse, hereinafter referred to as "Permittee."

TERMS AND CONDITIONS

1. **Payment** - If no terms are set forth, the permit cost shall be paid to the GRI in a lump sum at the time the permit is granted.
2. **Assignment** - This Permit may not be assigned by the Permittee.
3. **Insurance** - The Permittee shall maintain during the term of this Permit or any extension or renewal thereof, insurance in the form and amounts listed. The GRI shall be listed as an additionally named insured on the Permittee's policy. In the event said policies are canceled, written notice shall be given to the GRI thirty (30) days prior to the effective date of cancellation.

<u>Coverage:</u>	Primary Limit Per Occurrence and in the Aggregate
Comprehensive General Liability Including Premises Operations, Products, Completed Operations, Blanket Contractual, Independent Contractors, Personal Injury	\$1,000,000 per Occurrence \$2,000,000 in Aggregate
Comprehensive Automobile Liability for owned, hired and non-owned vehicles	\$1,000,000 combined single limit
Worker's Compensation insurance on all of its employees with a qualified California Insurer: Bodily Injury by Accident Bodily Injury by Disease	\$1,000,000 each Accident \$1,000,000 each Employee

4. **Indemnification** - Permittee shall indemnify and hold harmless the GRI and its agents and employees against all claims, damages, losses and expenses, including attorney's fees arising out of or resulting the permittee's use, provided that any such claim, damage, loss or expense (a) is attributable to bodily injury, sickness, disease or death, or to injury or to destruction of tangible property (other than the work itself) including the loss of use resulting therefrom and (b) is caused in whole or in part by any negligent act or omission of Permittee, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.
5. **Separate Contracts and Use of Facilities** - The GRI has the right to let other permits in connection with the use and the Permittee shall properly cooperate with the other Permittees and coordinate its use so as not to interfere with the use of the other Permittees.
6. **Permittee Independence** - The Permittee is and shall be considered for all purposes an independent Permittee, and is not and shall not be considered for any purpose



COUNTY OF MENDOCINO

DEPARTMENT OF PLANNING AND BUILDING SERVICES

860 NORTH BUSH STREET • UKIAH • CALIFORNIA • 95482
120 WEST FIR STREET • FT. BRAGG • CALIFORNIA • 95437

Steve Dunncliff, Director
Telephone 707-234-6650
Fax 707-463-5709
Ft. Bragg Phone 707-964-5379
Ft. Bragg Fax 707-961-2427

MEMORANDUM

DATE: JULY 7, 2014

TO: SUSAN KING, GUALALA ART COUNCIL

FROM: ANDY GUSTAVSON, CHIEF PLANNER

Re: Gualala Art Center, Art in the Redwoods Festival, Accessory Use Determination

I am writing to establish that the Art in the Redwoods Festival, as described in the attached project description and figures, is an authorized accessory use or activity associated with the Gualala Art Center. The Center is located on a 10-acre parcel, at 46501 Gualala Road, Gualala. Planning and Building Service Department records show that the Center was built in 1998 and has operated in accordance with an approved coastal development permit and use permit, CDUM 3-91/94/2002.

Your submitted statement describes the festival as an annual Gualala Art Center fundraising event that started in 1998 when Center opened at its current location. This year's event will occur on August 16th and 17th staged within the garden and parking area surrounding the Center. The outdoor festival consists of venter tents, music venues, food and drink concession areas, and event sanitation facilities. Attendance is anticipated not to exceed 600 people per day. In addition, a fundraising dinner and art exhibits will be held indoors within the Center's buildings. All parking associated with the event will be accommodated on the Center's property.

While the festival is 'development' as defined by the Coastal Act and the Coastal Zoning Code, it does not require a coastal development permit because the festival is an accessory use to the Center (Mendocino County Code Section 20.456.020.B) for the following reasons:

1. The duration of the festival is limited to 4 days a year and thus is incidental to normal daily operation.
2. The scale of the festival staging and attendance is subordinate to the Center as it is conducted entirely on the maintained grounds or garden surrounding the Center, does not require any permanent alteration of any structure or site improvement, and does not generate parking demand that exceeds on-site parking supply.
3. The festival is a fundraising activity, which is a customary and ordinary activity associated with non-profit community organization.

Attachments: Letter from Gualala Art Center, dated June 19, 2014
Mendocino County Zoning Code Chapter 20.456 Accessory Use Regulations

FD#: 1609RECEIVED
UKIAH
APR 11 2019

ENVIRONMENTAL HEALTH DIVISION

860 N Bush St, Ukiah, CA 95482
Telephone: (707) 234-6625MENDOCINO COUNTY
ENVIRONMENTAL HEALTH**Community Event Application / Permit**
(Statement of Adequacy for an Outdoor Festival)

Non-Profit Tax

ID#: 94-8121872Event Name: Art In The RedwoodsEvent Date(s) and Hours: August 17 & 18, 2019 10am-5pmEvent Location: 46501 Old State Hwy.# of Food Vendor Booths: 4Property Owner
Name: Gualala Arts CenterEstimated Maximum
Attendance: 800 per day / 600 at peak dailyCoordinator's
Business Name: Gualala Arts CenterCoordinator's Contact
Person: David "Sus" SusallaMail Address: PO Box 244 Gualala, CA 95445Phone #: 707.884.1138

The following information must be submitted a **minimum of one month prior to the event date:**
(*Faxed or Photocopies will not be accepted*)

Non Profit

- ☒ **Event On Time < 15 Food Vendor Booths = \$158** ☐ **Event On Time 15 or > Food Vendor Booths = \$303**
☐ **Event Late Fee < 15 Food Vendor Booths = \$256** ☐ **Event Late Fee 15 or > Food Vendor Booths = \$384**

☒ **Site Plan**

The site plan must show the proposed location of the temporary food facility vendors, the restrooms, and any shared facilities such as sinks, sewer access, or garbage dumpsters, and locations of drinking fountains.

☒ **Food Vendor List and Temporary Food Permit Applications**

Complete and submit the attached vendor list with this application. It is your responsibility to distribute the enclosed blue booklets which include the food vendor application and fees, to your food vendors.

GAC-Facility
measured
distance is
approx 180 ft.

☒ **Toilet Facilities**

1. At least one toilet facility is required to be provided for each 15 employees within 200 feet of each temporary food facility. Each toilet facility shall be provided with handwashing facilities with hot and cold running water, pump dispenser soap, and single-use sanitary towels.
2. A minimum of one toilet and one handwashing facility shall be available for each 100 patrons.

GAC - 7
stations with
one washing
station per
portable

☒ **Water Supply**List Water Source: Gualala Arts / Community Water

A potable water supply shall be provided.

A minimum of one drinking fountain shall be available for each 500 patrons.

☒ **Refuse Disposal**

Provide # and type of waste receptacles to be available at event.

A minimum of one 50 gallon garbage can shall be available for each 100 patrons per day.

As Event Coordinator, I certify that all of the information above has been provided and is correct and that I have read and understand the "Temporary Food Facility Requirements", and I understand that I am responsible for ensuring compliance with the California Retail Food Code (Cal Code) by the temporary food vendors operating at this event.

Applicant
Signature: David "Sus" SusallaDate: 4/1/19Applicant's
Title: Executive Director

Fee Received:

Payment #:

Payment Date: exemptReceived By: [Signature]

When approved by the Environmental Health Division, this
application shall serve as your permit.

(For Official Use Only)

Approved By: [Signature]

Environmental Health Specialist

Approval Date: 4/11/19

APR 11 2019

FD#: 1609



Environmental Health Division
Temporary Food Facility Application and Permit
 For All Food Vendors Operating a Food Booth at a Community Event or Fair

Non-Profit Tax ID#: 94-6121872

860 N Bush St, Ukiah, CA 95482

Phone #: (707) 234-6625

NOTE:

Application and fee must be submitted a minimum of (5) business days prior to the event. Applications may be paid for online and application faxed or emailed to Environmental Health. No money will be collected at the event

Permit Types and Fees: (Please read carefully, then check the appropriate box and submit with the completed form)

- ☐ **Non-potentially hazardous food permit:** \$47.00 Application and fee received (5) business days prior to event
 \$84.00 Application and fee received less than (5) business days prior to event

Examples of Non-potentially hazardous foods: Fruit pies, dry goods, cereals, dehydrated foods, baked goods, cookies, chips, popcorn, candy, soda pop.

- ☐ **Potentially hazardous food permit:** \$64.00 Application and fee received (5) business days prior to event
 \$113.00 Application and fee received less than (5) business days prior to event

Potentially hazardous foods contain: Tofu or other Soy protein, Beef, Pork, Lamb, Milk products, Cooked rice, beans, sprouts, raw seeds, shell eggs, sliced melons, poultry, fish, potatoes, garlic-in-oil mixtures, shellfish or Crustacea.

- ☐ **Veteran's Food Permit:** DD214 Fee Exempt; copy of DD214 must accompany application (5) business days prior to event.

- ☒ **Non-Profit Food Permit:** Tax ID Fee Exempt; Tax ID# must accompany application (5) business days prior to event.

PLEASE PRINT! All information requested must be completed.

Food Concession Name: Sweet Shop Contact Person: Ben Klagenburg
 Contact Person Phone: 707.884.1138 Mailing Address: PO Box 244 Gualala, CA 95445
 Name of Event: Art in the Redwoods Event Coordinator: David Susalla
 Event Dates: August 17-18, 2019 Hours of Operation: 10am-5pm
 Event Location: Gualala Arts Center Water Source: Gualala Arts/North Gualala Water Co.
 Food / Beverages to be provided: Ice Cream, Cookies, Pies Cakes & Coffee

Offsite food preparation required: ☐ Yes ☒ No If you checked 'Yes', give location: _____
 Please note: You may **NOT** prepare or store any food at home; all preparation must take place in a licensed facility or in your booth only.

Utensil Washing Station Available: Yes ☒ No ☐Hand Washing Station: Yes ☒ No ☐Cooking Equipment in booth: Coffee Pot & FreezerHow will hot food be kept hot: Coffee PotHow will cold food be kept cold: Freezer

Read the following statement, and then sign and date below: In applying for this permit, I have read and am familiar with the operational requirements found in the Guidelines for Operating a Temporary Food booth at a Fair or Community Event, and I agree to comply with all legal requirements.

Signature: [Signature] Date: 4/3/19 Telephone #: 707.884.1138

(DO NOT WRITE BELOW-FOR EH OFFICE USE ONLY)

Amount Received: _____

Payment #: _____

Date: _____

Rec'd by: _____

When signed, this application shall serve as your permit and is to be displayed clearly in your booth for the duration of the event.

Approved By: [Signature]
 Issue Date: 4/11/19

APR 11 2019



Environmental Health Division
Temporary Food Facility Application and Permit
 For All Food Vendors Operating a Food Booth at a Community Event or Fair

MENDOCINO COUNTY
 ENVIRONMENTAL HEALTH

FD#: 1609

860 N Bush St, Ukiah, CA 95482

Phone #: (707) 234-6625

Non-Profit Tax ID#: 94-6121872**NOTE:**

Application and fee must be submitted a minimum of (5) business days prior to the event. Applications may be paid for online and application faxed or emailed to Environmental Health. No money will be collected at the event

Permit Types and Fees: (Please read carefully, then check the appropriate box and submit with the completed form)

- ☐ **Non-potentially hazardous food permit:** **\$47.00** Application and fee received (5) business days prior to event
\$84.00 Application and fee received less than (5) business days prior to event

Examples of Non-potentially hazardous foods: Fruit pies, dry goods, cereals, dehydrated foods, baked goods, cookies, chips, popcorn, candy, soda pop.

- ☐ **Potentially hazardous food permit:** **\$64.00** Application and fee received (5) business days prior to event
\$113.00 Application and fee received less than (5) business days prior to event

Potentially hazardous foods contain: Tofu or other Soy protein, Beef, Pork, Lamb, Milk products, Cooked rice, beans, sprouts, raw seeds, shell eggs, sliced melons, poultry, fish, potatoes, garlic-in-oil mixtures, shellfish or Crustacea.

- ☐ **Veteran's Food Permit:** **DD214** Fee Exempt; copy of DD214 must accompany application (5) business days prior to event.

- ☒ **Non-Profit Food Permit:** **Tax ID** Fee Exempt; Tax ID# must accompany application (5) business days prior to event.

PLEASE PRINT! All information requested must be completed.

Food Concession Name: BBQ and Pizza Contact Person: Ben Klagenberg
 Contact Person Phone: 707.884.1138 Mailing Address: PO Box 244 Gualala, CA 95445
 Name of Event: Art In The Redwoods Event Coordinator: David "Sus" Susalla
 Event Dates: August 17-18, 2019 Hours of Operation: 10am-5pm
 Event Location: Gualala Arts Center Water Source: Gualala Arts / North Gualala Water Co.
 Food / Beverages to be provided: BBQ, Hamburgers, Chicken, Veggi Burgers, Variety of Pizza

Offsite food preparation required: ☐ Yes ☒ No If you checked 'Yes', give location: Gualala Arts Commercial Kitchen
 Please note: You may **NOT** prepare or store any food at home; all preparation must take place in a licensed facility or in your booth only.

Utensil Washing Station Available: Yes ☒ No ☐
 @ Gualala Arts Commercial Kitchen

Hand Washing Station: Yes ☒ No ☐

Cooking Equipment in booth: BBQ Pit

How will hot food be kept hot: N/A

How will cold food be kept cold: Condiments on Trays of Ice

Read the following statement, and then sign and date below: In applying for this permit, I have read and am familiar with the operational requirements found in the Guidelines for Operating a Temporary Food booth at a Fair or Community Event, and I agree to comply with all legal requirements.

Signature: Ben Klagenberg Date: 4/3/19 Telephone #: 707.884.1138

(DO NOT WRITE BELOW-FOR EH OFFICE USE ONLY)

Amount Received:

Payment #:

Date:

Rec'd by:

When signed, this application shall serve as your permit and is to be displayed clearly in your booth for the duration of the event.

Approved By:
 Issue Date:

Heather Geronzi
4/11/19



Environmental Health Division

Temporary Food Facility Application and Permit
For All Food Vendors Operating a Food Booth at a Community Event or Fair

APR 11 2019

MENDOCINO COUNTY
ENVIRONMENTAL HEALTH

FD#: 11609

Non-Profit Tax ID#: 94-6121872

860 N Bush St, Ukiah, CA 95482

Phone #: (707) 234-6625

NOTE:

Application and fee must be submitted a minimum of (5) business days prior to the event. Applications may be paid for online and application faxed or emailed to Environmental Health. **No money will be collected at the event**

Permit Types and Fees: (Please read carefully, then check the appropriate box and submit with the completed form)

- ☐ **Non-potentially hazardous food permit:** **\$47.00** Application and fee received (5) business days prior to event
\$84.00 Application and fee received less than (5) business days prior to event

Examples of Non-potentially hazardous foods: Fruit pies, dry goods, cereals, dehydrated foods, baked goods, cookies, chips, popcorn, candy, soda pop.

- ☐ **Potentially hazardous food permit:** **\$64.00** Application and fee received (5) business days prior to event
\$113.00 Application and fee received less than (5) business days prior to event

Potentially hazardous foods contain: Tofu or other Soy protein, Beef, Pork, Lamb, Milk products, Cooked rice, beans, sprouts, raw seeds, shell eggs, sliced melons, poultry, fish, potatoes, garlic-in-oil mixtures, shellfish or Crustacea.

- ☐ **Veteran's Food Permit:** **DD214** Fee Exempt; copy of DD214 must accompany application (5) business days prior to event.

- ☒ **Non-Profit Food Permit:** **Tax ID** Fee Exempt; Tax ID# must accompany application (5) business days prior to event.

PLEASE PRINT! All information requested must be completed.

Food Concession
Name:

LION'S CLUB BEVERAGES

Contact

Person: Ben Klagenberg

Contact Person Phone: 707.884.1138

Mailing
Address:

PO Box 244 Gualala, CA 95445

Name of Event: Art In The Redwoods

Event Coordinator: David "Sus" Susalla

Event Dates: August 17-18, 2019

Hours of Operation: 10am-5pm

Event Location: Gualala Arts Center

Water Source: Gualala Arts / Community Water

Food / Beverages to be provided: Soft Drinks Beer and Wine

Offsite food preparation required: ☐ Yes ☒ No If you checked 'Yes', give location:

Please note: You may **NOT** prepare or store any food at home; all preparation must take place in a licensed facility or in your booth only.

Utensil Washing Station Available: Yes ☒ No ☐

Hand Washing Station: Yes ☒ No ☐

@ Gualala Arts Commercial Kitchen

Cooking Equipment in booth: None

How will hot food be kept hot: None

How will cold food be kept cold: Ice

Read the following statement, and then sign and date below: In applying for this permit, I have read and am familiar with the operational requirements found in the Guidelines for Operating a Temporary Food booth at a Fair or Community Event, and I agree to comply with all legal requirements.

Signature:

Ben Klagenberg

Date: 4/3/19

Telephone #: 707.884.1138

(DO NOT WRITE BELOW-FOR EH OFFICE USE ONLY)

Amount Received:

Payment #:

Date:

Rec'd by:

When signed, this application shall serve as your permit and is to be displayed clearly in your booth for the duration of the event.

Approved By:

Issue Date:

Elisabet Germano

4/11/19

APR 11 2019



Environmental Health Division MENDOCINO COUNTY FD#: 11609
 ENVIRONMENTAL HEALTH
Temporary Food Facility Application and Permit
 For All Food Vendors Operating a Food Booth at a Community Event or Fair

860 N Bush St, Ukiah, CA 95482

Phone #: (707) 234-6625

Non-Profit Tax ID#: 94-6121872**NOTE:**

Application and fee must be submitted a minimum of (5) business days prior to the event. Applications may be paid for online and application faxed or emailed to Environmental Health. No money will be collected at the event

Permit Types and Fees: (Please read carefully, then check the appropriate box and submit with the completed form)

- ☐ **Non-potentially hazardous food permit:** **\$47.00** Application and fee received (5) business days prior to event
\$84.00 Application and fee received less than (5) business days prior to event

Examples of Non-potentially hazardous foods: Fruit pies, dry goods, cereals, dehydrated foods, baked goods, cookies, chips, popcorn, candy, soda pop.

- ☐ **Potentially hazardous food permit:** **\$64.00** Application and fee received (5) business days prior to event
\$113.00 Application and fee received less than (5) business days prior to event

Potentially hazardous foods contain: Tofu or other Soy protein, Beef, Pork, Lamb, Milk products, Cooked rice, beans, sprouts, raw seeds, shell eggs, sliced melons, poultry, fish, potatoes, garlic-in-oil mixtures, shellfish or Crustacea.

- ☐ **Veteran's Food Permit:** **DD214** Fee Exempt; copy of DD214 must accompany application (5) business days prior to event.

- ☒ **Non-Profit Food Permit:** **Tax ID** Fee Exempt; Tax ID# must accompany application (5) business days prior to event.

PLEASE PRINT! All information requested must be completed.

Food Concession Name: SOUP AND SANDWICHES Contact Person: Ben Klagenberg
 Contact Person Phone: 707.884.1138 Mailing Address: PO Box 244 Gualala, CA 95445
 Name of Event: Art In The Redwoods Event Coordinator: David "Sus" Susalla
 Event Dates: August 17-18, 2019 Hours of Operation: 10am-5pm
 Event Location: Gualala Arts Center Water Source: Gualala Arts / Community Water
 Food / Beverages to be provided: Soup and Sandwiches

Offsite food preparation required: ☐ Yes ☒ No **If you checked 'Yes', give location:** _____
 Please note: You may **NOT** prepare or store any food at home; all preparation must take place in a licensed facility or in your booth only.

Utensil Washing Station Available: Yes ☒ No ☐ **Hand Washing Station:** Yes ☒ No ☐
 @ Gualala Arts Commercial Kitchen
 Cooking Equipment in booth: Portable Stove / Ice
 How will hot food be kept hot: Portable Stove, Soup Warming Station
 How will cold food be kept cold: Ice Trays

Read the following statement, and then sign and date below: In applying for this permit, I have read and am familiar with the operational requirements found in the Guidelines for Operating a Temporary Food booth at a Fair or Community Event, and I agree to comply with all legal requirements.

Signature: Ben Klagenberg Date: April 3, 2019 Telephone #: 707.884.1138

(DO NOT WRITE BELOW-FOR EH OFFICE USE ONLY)

Amount Received: _____
 Payment #: _____
 Date: _____
 Rec'd by: _____

When signed, this application shall serve as your permit and is to be displayed clearly in your booth for the duration of the event.

Approved By: Delegi Cormonou
 Issue Date: 4/11/19

THOMAS D. ALLMAN
Sheriff-Coroner



Undersheriff Matthew Kendall

Captain Gregory L. Van Patten
Field Services

Captain Tim Pearce
Corrections

County of Mendocino

Office Of The Sheriff-Coroner

Mendocino County Tax Collector
501 Low Gap Road, Room 1060
Ukiah, CA 95482

Regarding: Letter of Adequacy for the 2019 58th Art in the Redwoods

Dear Ms. Shapmire,

I am authoring this letter to inform you that I have been in contact with Kendra Stillman, event organizer, for the 2019 58th Art in The Redwoods, scheduled August 17th through August 18th, 2019 at Gualala Arts Center, 46501 Old State Highway, Gualala, California. Ms. Stillman has provided a written outline of security measures, which include a minimum of six volunteer security personnel. The security staff will be easily identifiable by wearing orange vests with the word "SECURITY" emblazoned on them. Additionally, the security volunteers will not consume alcohol while on-duty and no security volunteer will be on court-ordered community service.

The security teams will be linked via radio and will have land line telephone capabilities at all times. There will be a person assigned to monitor security traffic and will be able to call for law enforcement, fire, or medical aid if and when needed.

This letter is to inform you that the security measures planned for this event, which anticipates 800 daily attendees, currently meet the public safety requirements of the Mendocino County Sheriff's Office.

If you have any questions or concerns, please feel free to contact me at (707)964-6308.

Sincerely,

THOMAS D. ALLMAN

SHERIFF-CORONER

By: G. Stefani #1159
Lieutenant Greg Stefani
Coast Sector Commander

CC: Captain Greg Van Patten (via email)
Kendra Stillman (via email-info@gualalarts.org)



Mendocino County Health & Human Services Agency

Healthy People, Healthy Communities

Tammy Moss Chandler, Director

Public Health

Environmental Health



April 18, 2019

Shari Schapmire

Mendocino County Tax Collector

Subject: ANNUAL ART IN THE REDWOODS FESTIVAL

Dear Shari Schapmire:

Environmental Health received the permit applications and they have been reviewed for the annual Art in the Redwoods Festival; a two day event sponsored by the Gualala Arts Center, to be held August 17 through 18, 2019.

The facilities and planned operation are adequate to meet the public health requirements of an outdoor festival.

Items addressed were: location, operation, sanitation (liquid waste and hand washing), refuse disposal, and food service.

Sincerely,

A handwritten signature in black ink, reading "Meropi Germanou".

Meropi Germanou, REHS

Environmental Health Specialist II

Consumer Protection Program