



City of Santa Rosa

Finley Center
2060 W. College Avenue
Cypress Room

**BOARD OF PARKS AND RECREATION
REGULAR MEETING AGENDA AND
SUMMARY REPORT - FINAL
DECEMBER 10, 2025**

4:00 P.M.

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE
MEETING BY ATTENDING IN-PERSON FROM THE
CYPRESS ROOM, 2060 W. COLLEGE AVE., SANTA ROSA.**

THE PUBLIC CAN ALSO VIEW OR LISTEN TO THE MEETING LIVE AT:

- 1. [HTTPS://SANTA-ROSA.LEGISTAR.COM/CALENDAR](https://santa-rosa.legistar.com/calendar). CLICK ON THE
"IN PROGRESS" LINK TO VIEW;**
- 2. VIA ZOOM BY VISITING,
[HTTPS://SRCITY-ORG.ZOOM.US/J/81396941017](https://srcity-org.zoom.us/j/81396941017), OR BY DIALING
877-853-5257 AND ENTERING WEBINAR ID: 813 9694 1017**
- 3. COMCAST CHANNEL 28, AT&T U-VERSE CHANNEL 99; AND**
- 4. VIA YOUTUBE AT [HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)**

**IN THE EVENT A BOARD MEMBER PARTICIPATES REMOTELY BASED
ON JUST CAUSE OR EMERGENCY CIRCUMSTANCES PURSUANT
TO AB 2449, THE BOARD WILL ALSO ALLOW FOR PUBLIC
COMMENT THROUGH THE ZOOM LINK OR DIAL-IN NUMBER ABOVE.
DEADLINES AND INSTRUCTIONS FOR PUBLIC COMMENT
ARE SET FOR BELOW.**

Email Public Comment: To submit an emailed public comment to the Board of Parks and Recreation, please send to: **BPR-comment@SRCity.org** by 4:00 p.m. the Monday before the meeting. Emailed public comments will be added to the record prior to the start of the meeting and will be distributed to the Board of Parks and Recreation members and uploaded to the agenda prior to the start of the meeting for public access. Please note that all emails sent to the City are considered public records and subject to disclosure under the California Public Records Act.

BOARD MAY RECESS DURING THE EVENING FOR BREAKS.

4:00 P.M.

1. CALL TO ORDER AND ROLL CALL

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

To consider and take action on any request from a Board Member to participate in a meeting remotely due to Just Cause or Emergency Circumstances pursuant to AB 2449 (Government Code Section 54953(f)).

3. PUBLIC COMMENT ON NON-AGENDA MATTERS

This is the time when any person may address matters not listed on this agenda, but which are within the subject matter of the jurisdiction of the Board of Parks and Recreation. The public may comment on agenda items when the item is called. Each speaker is allowed up to three minutes.

4. APPROVAL OF MINUTES

- 4.1** REGULAR MEETING MINUTES AUGUST 27, 2025 AND OCTOBER 22, 2025.

Attachments: [Draft Meeting Minutes-August 27, 2025](#)
[Draft Meeting Minutes-October 22, 2025](#)

5. RECREATION AND PARKS UPDATES

This time is reserved for City staff to provide a briefing on issues of interest.

No action will be taken on these matters except to possibly place a particular items on a future agenda for consideration.

5.1 UPCOMING EVENTS AND PARK PROJECTS

Attachments: [Upcoming Events & Park Projects 12.10.25](#)

6. CHAIR/BOARD MEMBERS REPORTS AND COMMITTEE UPDATES

The Chair and Board Members may provide brief updates relevant to their district, Recreation and Parks, a committee they are on, or updates relevant to the subject matter within the jurisdiction of the Board of Parks and Recreation.

7. SCHEDULED ITEMS

7.1 PARKS CAPITAL IMPROVEMENT PROJECTS UPDATE

Christa Siegenthaler, Deputy Director of Engineering Services, will provide an update on the latest Parks CIP Measure M projects.

Recommended Action: Information

Attachments: [Presentation](#)

7.2 ETHICS AND BOARD PROCEDURES TRAINING

Deputy City Attorney, Hannah Ford-Stille, will provide the Board with an orientation training focused on Council Policy 000-45: Attendance, Council Policy 000-51: Code of Conduct, and the required Board member trainings.

Recommended Action: Information

Attachments: [Presentation](#)
[Council Policy 000-45](#)
[Council Policy 000-51](#)

7.3 REPORT - BOARD OF PARKS AND RECREATION BYLAWS UPDATE

BACKGROUND: Assistant Parks Planner, Emily Ander, will present

updates to the Board Bylaws that have been discussed and agreed to by the Board including meeting frequency, meeting start time, and administrative changes for Board adoption.

RECOMMENDATION: The Board of Parks and Recreation recommends adopting the following amendments to their Bylaws: 1) changing the meeting start time from 5:00 p.m. to 4:00 p.m., 2) moving from monthly to bi-monthly meetings, 3) updating the name of the Board from the Recreation and Parks Board to the Board of Parks and Recreation, 4) adding the ordinance #, ORD-2025-008, 5) adding the ordinance adoption date, April 15, 2025, 6) incorporating changes made to CP 000-06, including clarifying language about Oath of Office for the youth member and the recording secretary, 7) changing the meeting date from the third to the fourth Wednesday of the month, and 8) replacing special committee, standing committee, and subcommittee with ad hoc committee.

Attachments: [Staff Report](#)
 [Attachment 1](#)
 [Attachment 2](#)
 [Presentation](#)

8. WRITTEN AND/OR ELECTRONIC COMMUNICATIONS

9. FUTURE AGENDA ITEMS

This schedule is tentative and subject to change pending final publication and posting of the Meeting Agenda. This time is reserved for discussion whether to place matters on a future agenda for further discussion.

10. ADJOURNMENT

Next meeting will be held on February 25, 2026, at 4:00 pm.

The City of Santa Rosa does not discriminate against individuals (including member(s) of a legislative body) with disabilities in its employment, services, benefits, facilities, programs, or activities. Requests for accommodations, auxiliary aids, or services necessary to participate in a City program, service, or activity, including printed information in alternate formats, are available by calling the Parks office at (707) 543-3770 (TTY Relay at 711). Requests should be submitted as far in advance as possible, but no later than two (2) business days before the scheduled meeting.

Board of Parks and Recreation

- FINAL

DECEMBER 10, 2025

This information can also be accessed via the internet at: <http://srcity.org>. Any writing or documents provided to a majority of the Board of Parks and Recreation regarding any item on this agenda will be made available for public inspection at the Parks Office, 69 Stony Circle, Santa Rosa, California during regular business hours by contacting the Parks office at 707-543-3770 (TTY Relay at 711) or bpr-comment@srcity.org. Requests should be submitted as far in advance as possible, but no later than two (2) business days before the scheduled meeting.