



City of Santa Rosa

Finley Center
2060 W. College Avenue
Cypress Room

BOARD OF COMMUNITY SERVICES REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL-REVISED OCTOBER 25, 2023

5:00 P.M.

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY
ATTENDING IN-PERSON: 2060 W COLLEGE AVE. THE FINLEY
COMMUNITY CENTER, CYPRESS ROOM (IT IS RECOMMENDED THAT
SOCIAL DISTANCING CONTINUE TO BE CONSIDERED).**

**OR VIA ZOOM WEBINAR BY VISITING
<https://srcity-org.zoom.us/j/87461079153>
OR BY DAILING (877) 853-5257 AND ENTERING WEBINAR ID: 874 6107
9153**

**DEADLINES AND INSTRUCTIONS FOR PUBLIC COMMENT ARE SET
FORTH BELOW:
PUBLIC COMMENTS**

**E-mail Public Comment: To submit an e-mailed public comment to the
Board of Community Services, please send to:
BOCS-comment@srcity.org by 5:00 pm, the Monday before the BOCS
meeting. E-mailed public comments will be added to the record prior to
the start of the meeting and will be distributed to the Board of
Community Services members and uploaded to the agenda prior to the
start of the Board Meeting for public access. Emails received will not be
read into the record. Please note that all e-mails sent to the city are
considered to be public records and subject to disclosure under the
California Public Records Act.**

- 1. CALL TO ORDER**
- 2. ROLL CALL**

3. PUBLIC COMMENTS 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 Community Services. Each speaker will be allowed three minutes to share their comments.

4. APPROVAL OF MINUTES

4.1 Regular Meeting Minutes: September 27, 2023.

Attachments: [Regular Meeting Minutes - September 27, 2023 - draft](#)

5. REPORTS ON UPCOMING EVENTS AND ACCOMPLISHED EVENTS

5.1 REPORTS ON UPCOMING EVENTS AND ACCOMPLISHED EVENTS

Attachments: [October 25 2023 UPCOMING AND ACCOMPLISHED EVE](#)

6. DIRECTOR UPDATES

This time is reserved for the Department Deputy Director to provide a briefing on issues of interest. No action will be taken on these matters except to possibly place a particular item on a future agenda for consideration.

7. CHAIR/BOARD MEMBERS' REPORTS

The Chair and Board Members may provide brief updates relevant to their district, Recreation and Parks, or updates relevant to the subject matter within the jurisdiction of the Board of Community Services.

8. SCHEDULED ITEMS

8.1 SOUTHEAST GREENWAY UPDATE

Acting Recreation and Parks Director, Jen Santos will provide an update of the Southeast Greenway Project in conjunction with the Southeast Greenway Partnership.

Recommended Action: Information

Attachments: [SE Greenway Presentation](#)

8.2 HOWARTH PARK OPERATIONS

Recreation Coordinator, Leah Hernandez will provide an overview of the operations at Howarth Park and Tim Finegan, Parks Maintenance Supervisor will provide an overview of maintenance activities at Howarth Park

Recommended Action: Information

Attachments: [HOWARTH PARK OPERATIONS PRESENTATION](#)

9. COMMITTEE REPORTS

9.1 MAYOR'S LUNCH FOR COMMITTEE/BOARD CHAIRS

Recommended Action: Information

9.2 SANTA ROSA WATERWAYS ADVISORY COMMITTEE

Recommended Action: Information.

9.3 BOCS GOVERNING DOCUMENTS SUBCOMMITTEE

Recommended Action: Information

10. WRITTEN AND/OR ELECTRONIC COMMUNICATIONS

None received

11. 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.

12. ADJOURNMENT

Next special meeting is scheduled: Wednesday, December 13, 2023 –
5:00PM

The City of Santa Rosa does not discriminate against individuals 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 contacting the Parks office at 707-543-3770 (TTY Relay at 711) or BOCS-Comment@srcity.org. Requests should be submitted as far in advance as possible but no later than two business days before the scheduled meeting.

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 Community Services regarding any item on this agenda will be made available for public inspection at the Parks Office, 55 Stony Point Road, Santa Rosa, CA during regular business hours by contacting the contacting the Parks office at 707-543-3770 (TTY Relay at 711) or BOCS-comment@srcity.org. Requests should be submitted as far in advance as possible, but no later than two business days before the scheduled meeting.



City of Santa Rosa

Text File

File Number: 23-110BCS

Agenda Date: 10/25/2023

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Status: In Committee

In Control: Board of Community Services

File Type: BCS- Minutes

Agenda Number: 4.1



**Board of Community Services
Regular Meeting Minutes - Draft**

Wednesday, September 27, 2023

5:00 PM

1. CALL TO ORDER

The meeting was called to order by Vice Chair Castillo at 5:07 PM

2. ROLL CALL

Also present: Acting Director, Recreation and Parks - Jen Santos, Deputy Director Recreation, Jeff Tibbetts and Parks Superintendent, James Castro.

Present: 5 - Vice Chair Paul Castillo, Board Member Guido Boccaleoni, Board Member Carole Quandt, Board Member Carolina Spence, and Board Member Omar Lopez

Absent: 2 - Chair Logan Pitts, and Board Member Madonna Cruz

3. PUBLIC COMMENTS ON NON-AGENDA ITEMS

3.1 Public Comment - Non-Agenda Matter

Attachments: [Aquatics during Finley pool renovation Redacted](#)

No in person public comment.

Email received and attached

4. APPROVAL OF MINUTES

meeting minutes were approved as submitted by the Board

4.1 Regular Meeting Minutes - August 23, 2023

Attachments: [Regular Meeting Minutes - August 23, 2023 - draft](#)
[Regular Meeting Minutes - August 23, 2023 - final](#)

meeting minutes were approved as submitted by the Board

5. REPORTS ON UPCOMING EVENTS AND ACCOMPLISHED EVENTS

5.1 Upcoming Events and Accomplished Events

Attachments: [UPCOMING AND ACCOMPLISHED EVENTS - September 27, 2023](#)

A list of accomplished and upcoming events was distributed to the Board and made available to the public prior to the meeting. Acting Director, Jen Santos

highlighted the following:

Upcoming Highlights:

September 19: Tacos with a Cop. Neighborhood Services and Violence Prevention collaborated with SRPD to engage the Apple Valley neighborhood and bring community resources to residents. Over 100 people attended.

Accomplishment Highlights:

October 7-8: Last weekend of operation for Redwood Empire Live Steamers train at Youth Community Park.

6. DIRECTOR UPDATES

Acting Director Santos provided the following updates:

September 12 Council approved the Finley Aquatics Center construction contract and also on September 12th, Council received a Recreation Division update

Council approved a Professional Services Agreement (PSA) for Kawana Springs Park design and construction.

The Draft General Plan was presented to Council by the Planning and Economic Development staff, which included significant updates to the Recreation and Parks sections.

Violence Prevention Partnership (VPP) will provide a 5-year Strategic Plan to Council on October 10, 2023 and receive feedback.

Finley Aquatic Center (FAC) closure is scheduled for November 3, 2023 and additional options and schedule will be provided to accommodate aquatic recreation while the pool is under construction.

Ridgway Aquatics Center will have an alternate schedule starting November 6, 2023 through Spring 2024.

The Southeast Greenway in conjunction with the Southeast Greenway Partners will be discussed at the BOCS October meeting.

At the request of the Board, direction was provided on how to report graffiti.

A reminder was provided that at the previous request of the Board, new park naming requests will be considered until the new Citywide Naming Policy has been updated - Naming Policy will move forward following completion of the Board Ordinance updates.

Early training on best management practices for the beetle infesting Oak trees has been implemented and the Board will be updated when a Best Practice and Management Strategy has been completed and ready for implementation. Deputy Director of Recreation, Jeff Tibbetts, provided an update regarding the collaboration with other agencies for use of swimming pools during the FAC closure for construction.

7. CHAIR/BOARD MEMBERS' REPORTS

Vice Chair Castillo - Visited Strawberry Park and Coffey Park.

Member Lopez - Visited 5 parks

Member Quandt - Volunteered at Olive Park with Park Maintenance and the Creeks Steward Program as well as North Park with the neighborhood group

Participated in 16 sold out Rural Cemetery nighttime tours

Member Spence - Provided a report about the Merit Awards held at the Finley Center and 14 awards were presented

Member Boccaleoni - Visited Southwest Community Park

8. SCHEDULED ITEMS

8.1 DAY CAMPS AND WORK EXPERIENCE

Recreation Supervisor, Rob Beal provided an overview of the traditional day camp programs Wa-tam, Yu-Chi, and Doyle Day Camps, as well as the Work Experience program for teens.

*Recreation Coordinator, Ryan Shepherd, gave the presentation to the Board on behalf of Rob Beal.

Recommended Action: Information

Attachments: [Camps and Work Experience September 2023](#)

BOCS discussion and questions ensued

no public comment

9. COMMITTEE REPORTS

9.1 Mayor's Lunch for Committee/Board Chairs

Recommended Action: Information

No update was available

9.2 Santa Rosa Waterways Advisory Committee

Recommended Action: Information

Board Member Quandt - Staff presented the General Plan updates with

emphasis on waterways

9.3 BOCS Governing Documents Subcommittee

Recommended Action: Information

Acting Director provided a brief update that the changes have been submitted to the City Attorney and will be submitted to the City Manager's Office prior to bringing it back to the full Board.

10. WRITTEN AND/OR ELECTRONIC COMMUNICATIONS

none received

11. FUTURE AGENDA ITEMS

Recommended for consideration that the BOCS be scheduled every other month

Update on 888 4th Street Development

Update on Fremont Park

12. ADJOURNMENT

Vice Chair Castillo adjourned the meeting at 6:02 PM

No meeting in November.

The next special meeting will be on December 13, 2023, at 5:00pm.

Approved on _____

Julie Schulz, Administrative Secretary



City of Santa Rosa

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October 25, 2023

UPCOMING AND ACCOMPLISHED EVENTS - DRAFT

To Sign up for volunteer events: [City of Santa Rosa Recreation & Parks \(volunteerhub.com\)](http://City of Santa Rosa Recreation & Parks (volunteerhub.com))
Recreation and Parks Homepage: [Recreation & Parks | Santa Rosa, CA \(srcity.org\)](http://Recreation & Parks | Santa Rosa, CA (srcity.org))

UPCOMING EVENTS:

- **October 19th:** Recreation and Parks staff will conduct a public meeting to receive input regarding the future updates to the Howarth Park tennis and pickleball court and receive feedback regarding options for pickleball and tennis at Galvin Park <https://www.srcity.org/3896/Tennis-and-Pickleball-Court-Renovations->
- **October 28:** Halloween at Howarth Park srcity.org/2164/Halloween-at-Howarth
- **October 28:** Neighborhood Services Halloween Bash, in collaboration with the Santa Rosa Violence Prevention Partnership at the Finley Community Center srcity.org/2108/Family-Fun-Times
- **November 2:** Violence Prevention Awareness Seminar, hosted by the Santa Rosa Violence Prevention Partnership; 8am-4pm at Finley Community Center. This year's seminar will feature keynote speaker Luis J. Rodriguez, author of *Always Running* and *It Calls You Back*. More information, including registration information coming soon.
- **November 14:** Staff will provide a study session at City Council regarding Parks Capital Projects funded by Park development Impact fees and Measure M, Parks for All funds. Separately at the same Council meeting an extension and amendment to the existing park maintenance landscape contract will be at Council for approval.

ACCOMPLISHED EVENTS:

- **October 4th:** Recreation and Parks staff provide a presentation to the Climate action Subcommittee regarding development of a citywide Integrated Pest Management Policy in development.
- **October 4th:** Recreation and Parks staff were available to answer questions regarding the Water Department's assignment to research and provide information on the possible ban of the use of synthetic turf fields in public facilities at the Climate Action Subcommittee.
- **October 4th:** Finley Aquatic Center Spray ground and Renovation Project initiation meeting
- **October 7-8:** Last weekend of operation for Redwood Empire Live Steamers train at Youth Community Park <https://www.srcity.org/Search?searchPhrase=Redwood%20Empire%20Leve%20Streams&pageNumber=1&perPage=10&departmentId=-1>
- **October 14:** Park-A-Month volunteer clean-up event at Pearblossom Park from 9am to 12pm. <srcity.org/1028/Park-A-Month-Program>
- **October 14:** Bingo Party! For Seniors Steele Lane Community Center 10am-2pm <https://www.srcity.org/3673/Classes-and-Events>
- **October 18:** Kawana Springs Community Park kick-off meeting with design team lead by Quadriga Landscape Architects
- **October 18+19:** Consultant interviews for MLK Jr. Neighborhood Park Master Plan
- **October 21:** Rural Cemetery volunteer clean-up event from 9am to 12pm <https://www.srcity.org/1066/Get-Involved>
- **October 21:** Floating Pumpkin Patch at Ridgway Swim Center <srcity.org/2913/Floating-Pumpkin-Patch>



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Southeast Greenway Update

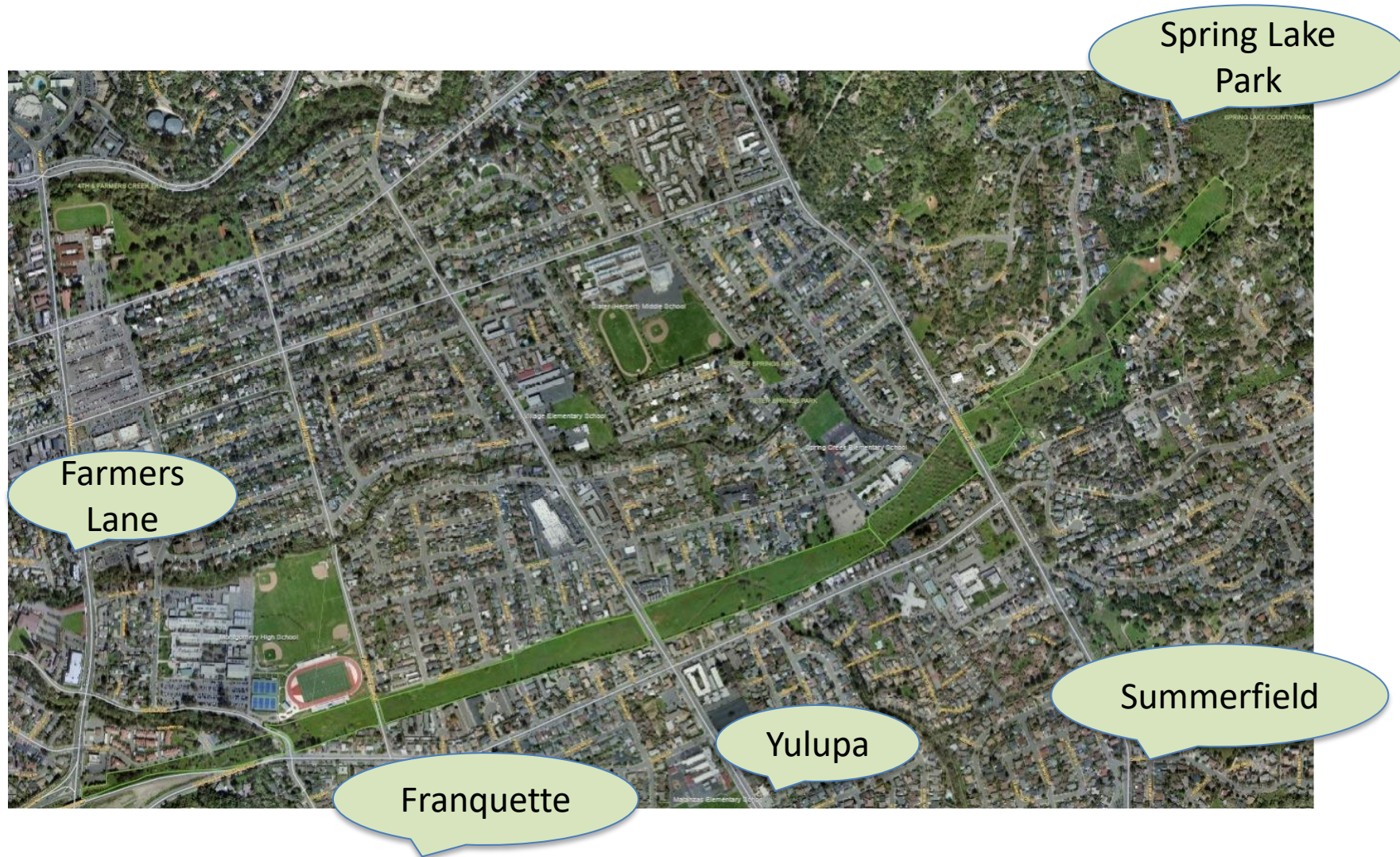
- Board of Community Services
- October 25, 2023

Jen Santos
Acting Director, Recreation and Parks



Santa Rosa Southeast Greenway

An Urban Greenway in Southeast Santa Rosa



Open Spaces to Restore & Enjoy



Greenway Vision: An Urban Linear Park

➤ AIA Community Study 2011

- Bicycle and Pedestrian Trails
- Open Space and Natural Habitat
- Community Gardens and Gathering Spaces
- Active & Passive Recreation
- Education, Public Art and Culture
- Address Climate Adaptation



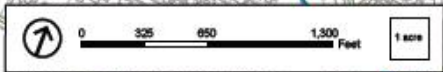


Building Community Involvement



Preferred Alternative

The Southeast Greenway will be a continuous linear open space with separated bicycle and pedestrian paths linking Spring Lake Regional Park to Hoen Avenue with a bicycle connection to Farmers Lane and beyond. Select areas along the north edge adjacent to existing infrastructure will allow joint school facilities, a community gathering place, urban agricultural space for community gardens and mixed-use development. Areas of sensitive habitat near creeks and wetlands will be restored. The remnant walnut orchards will be restored. The Greenway's trailheads, picnic areas, and playgrounds along it will increase activity and serve the public, thereby providing additional safety and security. A mix of land uses on the western edge of the Greenway will provide ample space for retail services, housing, and lodging for Santa Rosa residents and visitors.



	Multi-use Paths		Vehicular Access		Mid-block Crossing		Pedestrian/Bicycle Tunnel Under Onramp		P Public Plaza Trailhead		G Greenway, Picnic Areas & Playgrounds		OGA Community Gathering Place		2AH 2-3 Stories Attached Housing
	Safe Routes to School/Neighborhood Pedestrian & Bicycle Connectors		Existing or Planned Bike Facility		Intersection Crossing		CR Creek Restoration		OS Natural Open Space		UA Urban Agriculture		S School Facilities		MU Mixed-Use

Government Process

2015 - City Conditions, Constraints Report,
MOU with Caltrans & the City

2016 - SCAOSD grant

2017 - EIR, Acquisition fundraising

2018 - City Council approves EIR, GPA and
Rezoning

2019-22 - Mapping 47 properties,
City RE agent negotiating with CT

2023 – Appraisal, Sale approved by DGS,
consent item for CTC & City signs off on
land designation
“Public Purpose in Perpetuity”

2024 – Title transfer- 16 years!!



Greenway Public/Partnership





WWW.southeastgreenway.org



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HOWARTH PARK

Recreation Operations & Parks Maintenance

Board of Community Services - October 25, 2023

MEET THE REC TEAM!



Howarth Park Attractions

Train, Carousel, Concessions

Weekends March-October
+6 days a week during summer

2023

Approx 75,000 Visitors
200+ Birthday Party Packages
(2,500 children)

Pony Express return TBD



Howarth Park Animal Barn

8 weeks in the Summer Season

2023

9 different Species

33 Animals!

10,000 visitors!

1,466 Volunteer Hours



Howarth Park Animal Barn

Barnyard Adventures

1-2 session program

Ages 6-9, 9-12

Learn about Animal Care:

- Feeding
- Grooming
- Cleaning
- Crafts
- etc.



Howarth Park Boathouse

Weekends March-September
+6 days a week during summer

18 Teen (W.E) Volunteers

Rentals

2,500 Boat Rentals

Camps Canoeing

1000+ Campers canoeing
~150 Underserved Youth



Howarth Park Boathouse

Youth Boating Camps

8 Weeks (1 week sessions)

Boating Camp for Youth

Beginner Sailing for Youth

Advanced Sailing for Youth

*Scholarship Classes scheduled for
next Spring*



STAFF & VOLUNTEER TRAINING



Field Trips

Schools
After School Programs
Summer Camps

City Camps

Doyle Adventure Camp
Recreation Sensation (NS)

"A big thanks to you and the staff
that day for providing such a fun
experience for our students! "

-Giovany Morales, Napa COE



COMMUNITY EVENTS



KIDS to PARKS DAY

Scavenger Hunt through Howarth
3rd Saturday of May
400+ participated in 2023



MOVIES *in the* PARK



MOVIES IN THE PARK
Co-sponsored by local organizations!

5 Friday Nights late Summer
Attended by ~ 1,500 people!
Food Vendors & Activity Booths
Themed Train Rides



Halloween at Howarth

Trick-or-Treat Event for 0-12 yrs

550 participants + families

15+ vendors

Live Music



**Voted #1 in all of Sonoma County
by *The Bohemian***



**Best Park
Howarth Memorial Park**



HOWARTH PARK

Maintenance Operations

Maintenance Staff

Howarth Park

- Staffed 7 days a week
 - 6:30 am to 4:30 pm/7:30 pm



- District Staff
- Howarth Park & District 3
 - 1- Senior Maintenance Worker
 - 1- Skilled Maintenance Worker
 - 2- Groundskeepers
 - 1- Temporary Groundskeeper

Park Maintenance Responsibilities

- Tennis Courts
- Pickleball Courts
- Reservable Picnic Sites
- Party Areas
- Softball Field
- Carousel PM's
- Train Track Inspection/Repair



Park Maintenance Responsibilities, con't

- Lands of Imagination
- Playgrounds
- Turf and Irrigation
- 5 Miles of Trails
- Dam inspections and Maintenance
- Lake Aquatic Weeds
- Coordination with other Departments



Howarth Park-A-Month

May 13, 2023

Projects

- Tree Planting
- Playground Cleaning
- Trail Maintenance
- Painting
- Weed Pulling

Stats

- 56 Volunteers
- 6 trees
- 7 yards of playground sand
- 12 yards of Green Waste
- 2 yards of trash



Past Year Projects



Completed 2022/2023

- Organizing into districts and having staff 7 days a week.
- Winter storm tree clean up from down tree and limbs.
- Light clearing in the parking lots. New LED lighting
- Installation of new ADA swings in the upper and lower playgrounds
- Repair the split rail fence around the lower Oak grove
- Restriping/Repainting the parking lot, curbs, crosswalks



Questions ?



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