



# City of Santa Rosa

Finley Center  
2060 W. College Avenue  
Cypress Room

## Board of Community Services Regular Meeting Minutes - Draft

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Wednesday, May 24, 2023

4:00 PM

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### 1. CALL TO ORDER

The meeting was called to order at 4:09 pm by Chair Pitts

**Present:** 6 - Chair Logan Pitts, Vice Chair Paul Castillo, Board Member Guido Boccaleoni, Board Member Carole Quandt, Board Member Carolina Spence, and Board Member Omar Lopez

**Absent:** 1 - Board Member Madonna Cruz

### 2. ROLL CALL

Also present: Deputy Director, Parks - Jen Santos and Deputy Director, Recreation - Jeff Tibbets

**Present:** 6 - Chair Logan Pitts, Vice Chair Paul Castillo, Board Member Guido Boccaleoni, Board Member Carole Quandt, Board Member Carolina Spence, and Board Member Omar Lopez

**Absent:** 1 - Board Member Madonna Cruz

### 3. PUBLIC COMMENTS ON NON-AGENDA MATTERS

There were no public comments

### 4. APPROVAL OF MINUTES

Minutes for April 26, 2023 meeting were approved as submitted

#### 4.1 Regular Meeting Minutes: April, 26, 2023

**Attachments:** [Regular Meeting Minutes - April 26, 2023 - draft](#)  
[Regular meeting Minutes - April 26, 2023 - final](#)

approved as submitted

### 5. REPORTS ON UPCOMING EVENTS AND ACCOMPLISHED EVENTS

A list of accomplished and upcoming events was distributed to the Board and made available to the public prior to the meeting. Parks Deputy Director Santos highlighted the following:

#### Upcoming Highlights:

- **June 12:** Howarth Park operations open Sunday-Thursday and Saturday.

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Closed on Friday's <https://www.srcity.org/1271/Howarth-Park>

### Accomplishment Highlights:

- **May 20: 11a-3pm** Kids to Parks Day at Howarth Park, a nationwide day of outdoor exploration and play, organized by the National Parks Trust.

<https://www.srcity.org/calendar.aspx?EID=640>

Thank you to our vendors: Santa Rosa Water, Santa Rosa Creek Stewardship, REI, and National Academy of Athletics. There were approx. 500 participants.

## 5.1 UPCOMING EVENTS AND REPORTS ON ACCOMPLISHED EVENTS

Attachments: [UPCOMING AND ACCOMPLISHED EVENTS - May 24, 2023](#)

## 6. DIRECTOR UPDATES

Parks Deputy Director Santos provided the following updates:

- Slide to discuss a development project on Hearn Ave., and to address the Departments involved in the development.
- Luther Burbank Home and Gardens is looking for Volunteers for onsite.
- Prince Gateway Park "Sprayground" opening Saturday, May 27, 2023, and will remain open until the end of Summer from 11am - 7pm.
- Recognition of Employee Service:  
35yr - Rob Beal, Rec. Supervisor  
20yr - Ryan Shephard, Rec. Coordinator  
15years - Jason Parrish, ASO
- Brandon Hamann has been selected to replace retiring Aquatics Supervisor, Don Hicks
- City Council recognized Parks Maintenance via a Public Works recognition Proclamation

## 7. CHAIR/BOARD MEMBERS' REPORTS

Chair Pitts - Visited Fir Ridge Park. Attended an event in Courthouse Square hosted by Art in Public Places.

Member Boccaleoni - No parks visited

Member Castillo - Visited Pioneer Park.

Member Lopez - Visited Bennett Valley Golf Course

Member Spence - Visited Bennett Valley Golf Course, and Nagasawa Park

Member Quandt - Visited Youth Community Park, and mini-train. Attended the City Council meeting to witness Proclamation. Volunteered with Clean Santa

Rosa.

## 8. SCHEDULED ITEMS

### 8.1 RURAL CEMETERY VOLUNTEER PROGRAM

Deputy Director of Recreation, Jeff Tibbetts, will introduced the Rural Cemetery Preservation Committee overview of the Volunteer Program at the Rural Cemetery.

Recommended Action: Information

**Attachments:** [Santa Rosa Rural Cemetery Presentation](#)

Item 8.2 presented in advance of Item 8.1

BOCS discussion and questions ensued

Public Comment: No public comment. Two Rural Cemetery Volunteers: Nancy Godfrey and Kit Conover added additional information to the information that was presented in character by Rural Cemetery Preservation Committee Member Bill Montgomery to encourage volunteerism.

### 8.2 BOARD OF COMMUNITY SERVICES (BOCS) ORDINANCE UPDATE

Assistant Parks Planner, Emily Ander, will present the BOCS Ordinance recommended updates to ordinances and bylaws associated with governance of the BOCS.

Recommendation: Information & Feedback

**Attachments:** [Board of Community Services \(BOCS\) Ordinance Update Presentation](#)

Item 8.2 presented in advance of Item 8.1

BOCS discussion and questions ensued

MEETING START TIME:

Motion to change meeting start time to 5:00pm: Board Member  
Boccaleoni

Second: Vice Chair Castillo

Aye's: 6      Nay's: 0

Public Comment: none

ADD A YOUTH MEMBER TO THE BOARD:

Motion to add a youth member: Board Member Lopez

Second: Board Member Spence

Aye's: 6      Nay's: 0

Public Comment: none

TYPE OF ADVISORY BODY:

Motion to change advisory type from Board to Commission: Board  
Member: Boccaleoni

Second: Board Member Lopez

Aye's: 2      Nay's: 4

Public Comment: none

NAME OF ADVISORY BODY: (item was not agendized for a vote)

Motion to change name to the Parks and Recreation Board: Board  
Member: Lopez

Second: Board Member Quandt

Aye's: 6      Nay's: 0

Public Comment: none

## 9. COMMITTEE REPORTS

### 9.1      MAYOR'S LUNCH FOR COMMITTEE/BOARD CHAIRS

Recommended Action: Information.

No lunch was held

### 9.2      SANTA ROSA WATERWAYS ADVISORY COMMITTEE

Recommended Action: Information

No meeting was held

## 10. WRITTEN AND/OR ELECTRONIC COMMUNICATIONS

No written or electronic communications were received

## 11. FUTURE AGENDA ITEMS

Discuss future BOCS meeting start time in Aug/Sept to see how new time is working

Discuss background/history of Youth Community Park and development

Discuss specific detail/criteria of adding a Youth Member to the Board

Revisit the progress of Fremont Park

## 12. ADJOURNMENT

Chair Pitts adjourned the meeting at 5:41 PM

The next regularly scheduled meeting will be on June 28, 2023, at 5:00pm.

Approved: \_\_\_\_\_

Shelley McClure, Recording Secretary

