



City of Santa Rosa

Finley Center
2060 W. College Avenue
Cypress Room

Board of Community Services Regular Meeting Minutes

Wednesday, March 27, 2019

4:00 PM

4:00 P.M.

1. CALL TO ORDER

The meeting was called to order by Chair Stan Gow at 4:04pm.

2. ROLL CALL

Present: 5 - Chair Stanley Gow, Board Member Kathy Hayes, Board Member Carole Quandt, Board Member Carolina Spence, and Board Member Pamela Van Halsema

Absent: 2 - Board Member Terri Griffin, and Board Member Sandra Wandel

3. PUBLIC COMMENTS

Kate Lewis is in favor of the addition of a dog park at Franklin Park. She has gathered over 200 signatures that support a dog park at that location.

4. APPROVAL OF MINUTES

4.1 February 27, 2019 Regular Meeting Minutes

The minutes from the February 27th meeting of the Board of Community Services were approved as submitted.

5. REPORTS ON UPCOMING EVENTS AND ACCOMPLISHED EVENTS

Interim Director Kelley Magnuson reported on upcoming events, including the Teen Work Experience Program information night for over 300 teens, and 3 future job fairs that staff will attend to recruit more seasoned swim instructors and park maintenance aides. Accomplished events included a first-time St. Patrick's Day luncheon for 70 seniors at the Person Senior Wing, Alex and the Magic Staff theater performance for over 700 children and families, spring Camp Wa-Tam, Neighborhood Services spring break camp for 60 underserved youth and the final assignment of soccer fields to various soccer clubs and organizations.

6. DIRECTOR UPDATES

None

7. SCHEDULED ITEMS

7.1 DOWNTOWN STATION AREA PLAN

City of Santa Rosa Senior Planner Patrick Streeter will provide a presentation on the Downtown Station Area Plan.

Recommended Action: Provide feedback

City of Santa Rosa Senior Planner Patrick Streeter introduced supervising planner Jessica Jones and provided a presentation on the Downtown Station Area Specific Plan (DSASP). The plan describes a vision for downtown as an energetic commercial and cultural center with a range of housing, employment, retail and restaurant options in a vibrant, walkable environment. It was originally adopted in 2007 in anticipation of the Smart Station and supported increasing the density of downtown and decreasing the number of autos. Council set downtown development and downtown housing as top-tier priorities to address the ongoing housing crisis. An aggressive timeline of 6 months has generated multiple community outreach efforts, including workshops and meetings, which will produce alternatives based on feedback. From the alternatives, a preferred plan concept will be created, cleared for feasibility, voted on and implemented. Participation information and updates may be found at www.plandowntownsr.com.

7.2 MID-YEAR BUDGET UPDATE

Administrative Services Officer Jason Parrish will present an update on the FY 19/20 budget.

Recommended Action: Information

Administrative Services Officer Jason Parrish presented a brief budget update beginning with the department's organizational chart of full-time employees. Parrish tracked staffing levels for the last decade and explained core functions of the department. Proposed position cuts were sent to Council on January 29th this year: 6 positions from parks and 2 from recreation. Council decided to freeze the positions for now and continue the budget reduction discussion through June. The vacancies have been a considerable savings to the general fund. In the coming months we hope to learn that some vacancies may eventually be filled.

7.3 SCHOLARSHIPS

Administrative Services Officer Jason Parrish will present highlights of the scholarship program.

Recommended Action: Information

Administrative Services Officer Jason Parrish described the scholarship program, its mission of serving children in low-income families, the focus on safety and the donations to the program by fundraising events like the St. Paddy's Day 5K run, The Bennett Valley Golf Course Tournament and the Holiday Crafts Fair. This year, \$20K in scholarships is being offered for swim lessons, lifeguard training, tennis camps, summer day camps and senior memberships.

7.4 ST. PATTY'S DAY RUN PARTNERSHIP

Marketing and Outreach Coordinator Kristi Buffo will provide information on the St. Patrick's Day 5K partnership between the Recreation & Parks Department and Fleet Feet Santa Rosa.

Recommended Action: Information

Marketing and Outreach Coordinator Kristi Buffo showed a video and provided a recap of the St. Paddy's Day event on March 17th, sponsored by Fleet Feet Sports. The 5K was established by Recreation and Parks in 2011, but toward the end of last year, the Department could no longer afford to provide the staffing needed to hold the event. Rather than cancel, we partnered with Rhonda Roman and Fleet Feet Sports to present the event for our scholarship fundraiser, which was moved to Courthouse Square. Our department provided sponsorship support, marketing and race day volunteers and together with Fleet Feet, we registered over 800 participants. We are confident that after the final tallies are in, we will reach our goal of \$6K for the scholarship program.

8. COMMITTEE REPORTS

8.1 Mayor's Lunch for Committee/Board Chairs

Recommended Action: Information

Mayor Schwedhelm requested that Boards and Commissions should parallel the goals set for the Council. The Mayor will present the goals to each Board and Commission separately.

8.2 Santa Rosa Waterways Advisory Committee

Recommended Action: Appoint new representative

Chair Gow appointed Carole Quandt as the new representative to the Waterways Advisory Committee.

8.3 Merit Awards Committee

Recommended Action: Information

Carolina Spence states the Merit Awards committee from last year can serve again this year. The Merit Awards date will change to November to better accommodate staff scheduling. They will meet in June to begin the process.

9. WRITTEN AND/OR ELECTRONIC COMMUNICATIONS

None

10. FUTURE AGENDA ITEMS

Update regarding a dog park at Franklin Park

11. ADJOURNMENT

Chair Gow adjourned the meeting at 5:40pm. The next meeting of the Board will be held on Wednesday, April 24, 2019 at 4:00 p.m.