

**BOARD OF COMMUNITY SERVICES MINUTES  
REGULAR MEETING  
Via ZOOM, SANTA ROSA, CA**

**January 27, 2021**

**1. CALL TO ORDER**

The meeting was called to order by Chair Griffin at 4:05pm.

**2. ROLL CALL**

Present: Chair Terri Griffin, Board Members Carol Quandt, Carolina Spence, Pamela Van Halsema, and Sandra Wandel

Absent: Kathy Hayes

**3. PUBLIC COMMENTS**

None

**4. APPROVAL OF MINUTES** – The minutes from the December 9, 2020 meeting were approved as submitted.

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

A list of accomplished and upcoming events was distributed to the Board and made available to the public prior to the meeting. Deputy Director Jen Santos highlighted the opening of our sports fields beginning February 1. Our fields serve over 500 youth – for practice only and for cohorts of 12 or less, honoring the COVID guidelines.

Accomplished events: Public outreach shows Creekside Open Space renaming has generated strong community interest. The renaming projects will be brought back to the Board for future discussion and input per the priority schedule outlined during Agenda Items 7.1 and 7.2.

**6. DIRECTOR UPDATES**

Deputy Director Santos reported that Council goal setting begins February 17<sup>th</sup>. We are preparing for a new budget cycle with budget to be previewed by Council on Feb 9<sup>th</sup>. Assistant City Manager Jason Nutt and Deputy Director Santos met with Councilmember Alvarez and discussed Roseland Creek Park and developed a plan to work with community members and schedule a listening session. We are hoping to bring this topic back to the BOCS in Spring. We're working with Clerk's office to gain a better understanding of how council districts work in relation to current and future BOCS member appointments and will share what we learn at a future date.

**7. SCHEDULED ITEMS**

**7.1 PARK PLANNING 2021 PROJECTS/TASKS OVERVIEW**

Deputy Director Santos will provide a comprehensive overview of park planning staff projects/tasks scheduled for 2021

Recommended Action: Information

Deputy Director Jen Santos presented an overview of park planning staff work plans, which outline projects and tasks anticipated for completion in a year. Park projects take

months to years to complete for a variety of reasons, including the interruption of work by unscheduled projects and local emergencies. Prioritization is based on Council goals, projects related to safety requirements, ADA updates, grant funding application deadlines, mandated reports and more. Park planning has two full time staff, one part time staff, two temporary staff and a shared department resource, providing an annual average of 7400 hours. Santos highlighted the tasks for each staff to give the Board an understanding of the parks division workload to provide clarity when timelines seem distant.

Discussion ensued.

Public Comment:  
None

## 7.2 PARK RENAMING REQUESTS FOR CREEKSIDE OPEN SPACE AND OAKLAKE GREEN NEIGHBORHOOD PARK AND RENAMING POLICY PROGRESS UPDATE

Deputy Director Santos will provide a brief update of progress for all park name change requests including the park naming policy and provide a recommended schedule for completion of all

Recommended Action: Discussion and input

Deputy Director Jen Santos provided a brief history of the renaming requests for Creekside Open Space and Oaklake Green Park. The requests were brought back to the Board after the required 2-year waiting period. Santos presented the timeline moving forward, rather than delving into the details of each renaming request. Workloads may allow further action for Creekside renaming in late Spring 2021 and Oaklake Green renaming in late Fall 2021. Santos reviewed the current park renaming policy requirements and estimated the policy revision by early Fall 2022.

Board discussion followed.

Travis Berding: Shared positive comments from recent surveys in support of the renaming of Creekside Open Space in honor of Mary M. Traverso by local community members. Berding hopes the renaming can move forward soon.

Jeremy De la Torre: Regarding the renaming of Oaklake Green Park in honor of Tim Gillaspie: Inquired about the need to replace 1 old wooden sign with 2 new monument signs at the cost of \$60-\$80K. Hoping we can find common ground to make this more affordable and offered himself and others as resources. De la Torre would like to be part of the decision-making process.

A secondary Board discussion provided prioritization for staff. Chair Griffin suggested the formation of a sub-committee to assist park staff. There was consensus that the two renaming requests should be addressed before the renaming policy revision. All other park renaming requests should be placed on hold and addressed under the revised policy. Santos reminded the Board of the staff timeline to revise the renaming policy.

**8. COMMITTEE REPORTS**

**8.1 Mayor's Lunch for Committee/Board Chairs**

Recommended Action: Information

Chair Griffin reported no mayor's lunch in January – will resume in February with new Mayor.

**8.2 Santa Rosa Waterways Advisory Committee**

Recommended Action: Information

Vice-Chair Quandt reported that the Waterways Committee did not meet.

**9. WRITTEN AND/OR ELECTRONIC COMMUNICATIONS**

None

**10. FUTURE AGENDA ITEMS**

- When we have a fully constituted Board, formation of ad hoc sub-committees: one for Park Renaming Policy, one for updating the BOCS Ordinance with clarifying language that better describes what we do.
- Park Maintenance brief update now, more comprehensive update post COVID.

**11. ADJOURNMENT**

Chair Griffin adjourned the meeting at 5:56pm. The next regularly scheduled meeting is February 24, 2021, at 4:00pm.