

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

February 24, 2021

1. CALL TO ORDER

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

2. ROLL CALL

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

Absent: Kathy Hayes

3. PUBLIC COMMENTS

None

4. APPROVAL OF MINUTES – The minutes from the January 27, 2021 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 added to upcoming events the two 'Parks for All' Measure M community meetings; one on March 10 for the NE quadrant of the City, hosted by Santa Rosa Parks Foundation, and one on March 18 for the SW quadrant, hosted by LandPaths. Additional meetings will be held, including an all-Spanish meeting once meeting hosts have been selected. Meeting information can be found on the City's website: [srcity.org/parks/measure m](http://srcity.org/parks/measure%20m). In addition to accomplished events, Santos added that on February 10th, parks staff met with staff from Biella Elementary School, which shares boundaries with Dutch Flohr Park, and received positive feedback on the park plans. On February 18th, the first virtual kick-off meeting for Dutch Flohr Park was held, with Vice Mayor Natalie Rogers, some BOCS members and others in attendance.

6. DIRECTOR UPDATES

Deputy Director Santos reported on the Mayor's appointment of Carole Quandt to BOCS Chair on February 9th and thanked outgoing Chair Terri Griffin for her service during the COVID pandemic. The election of Vice-Chair will appear on the March agenda. The Clerk's office has reminded Council that we still have Board vacancies to fill. The Bennett Valley Golf Course was brought to Council on February 2nd in a Study Session in advance of Council's fund prioritization meeting. Council will consider approval of a consultant to perform a study of the golf course and provide options for the best use of the property at a future Council meeting. On February 23, Council approved the professional services agreements for Gates & Associates to create a spray ground at Finley Aquatic Center, and for Callander Associates to conduct a study of parkland infrastructure and amenities as part of Measure M. We're working with Councilmember Alvarez on the Roseland Park Master Plan and will bring more information to the Board in March or April. On February 11 the Howarth Park train passed inspection. Merit Awards will host its first virtual program on September 20th at 7pm. Some Board members may have received information about Ethics Training from the Clerk's office. Those who are due for another round of training are strongly encouraged to follow up in a timely manner.

Q & A ensued. Car Bingo was addressed by Recreation Supervisor Jeff Tibbetts. Assistant City Manager Jason Nutt responded to questions about the future of the Bennett Valley Golf Course and assured the Board the City is interested in the long term stability of the course and the adjacent recreation facility, and not getting rid of it as some mistakenly believe. The subject may appear on a future BOCS agenda.

7. SCHEDULED ITEMS

7.1 VOLUNTEER PROGRAM, PARK MONITORS AND PARK PERMITS UPDATE Recreation Supervisor, Jeff Tibbetts and Recreation Coordinator, Kim Hatch will provide an update of the Volunteer Program, Park Monitors and Park Permits.

Recommended Action: Information

Recreation Coordinator Kim Hatch provided a thorough overview of the how-what-why of the Volunteer Program and its importance to the department, its role in uniting the community while pursuing recreational activities and working for the common goal of making the City a better place to live. She noted outdoor activities by the Rural Cemetery Preservation Committee like the Community Holiday Drive-Thru events and virtual volunteer opportunities like 'Lemons to Lemonade', 'Santa Rosa Love Story' and the upcoming Merit awards program, which will begin accepting applications on April 5th. The Volunteer Program will be more critical as we face challenging times ahead with reduced staffing levels. Another highlighted area is park permits and park monitors. Park permits are recreational programs ranging from groups of 20 to 5,000. Unpermitted events have broken park irrigation systems and destroyed turf. The permit process allows staff to give direction to the public that guides safe and successful events, especially when compliance with local health orders is so vital. Local businesses applying for park permits are offered an 80% discount for COVID hardships, good through June 30th or when the yellow tier is reached. The new Park Monitor position created this year is essential to the safety and cleanliness of the event sites as they perform many duties like posting reservations in the park, picking up sharps and trash, removing graffiti, sanitizing tables and working on small maintenance projects. The community is grateful for our services, for being allowed to return in a safe manner to activities and sports they love, and they confirm our confidence that parks do make life better!

Q & A followed by the Board. Recreation Supervisor Jeff Tibbetts joined Kim Hatch in responding to the Board. Aquatics Supervisor Don Hicks responded to questions about swim lessons that were asked earlier.

Public Comment:
None

7.2 PARKS CAPITAL IMPROVEMENT PROJECTS (CIP) BUDGET UPDATE Deputy Director Santos will provide a brief update of planned allocations for FY21/22 park capital budgets and an overview of the current capital budget.

Recommended Action: Information

Parks Deputy Director Jen Santos provided an update on Capital Improvement Projects and discussed budget allocations. Coffey Park was completed this fiscal year and it was opened to the community in October. Picnic tables were updated at Howarth Park in compliance with ADA guidelines and new LED lighting was added to some tennis courts. In 2020, Kawana Springs Community Park master plan was approved, which includes a community garden, and a new trellis was added at Luther Burbank Home and Gardens. Santos reviewed the general plan existing and proposed parks and explained funding in terms of developers building new parks or paying in lieu fees. Proposed fund allocations from the general fund was provided for each City quadrant for FY 21/22. Park maintenance is not covered under the funds allocated by Council.

When we have opportunities for grant applications, we combine funding sources for projects. Council has targeted downtown as a priority area, so we are focused on pursuing park projects in Zone 3 sooner rather than later. Non-development fund sources for our various quadrants include Railroad Square fund, ADA fund, General fund and FEMA/CalOES/SR Parks Foundation/Measure M. Park development impact allocations total about \$16.5 million. We will concentrate on projects that have traction, that are in line with Council priorities and that meet park safety requirements. Our long-term strategy is to create a 5-year capital improvement plan that encompasses community and Council input and results of the deferred maintenance study.

Q & A ensued

Public Comment:
None

8. COMMITTEE REPORTS

8.1 Mayor's Lunch for Committee/Board Chairs

Recommended Action: Information

Chair Quandt reported that the group discussed COVID challenges, Board vacancies, staff and financial shortages and various Boards interacting with one other.

8.2 Santa Rosa Waterways Advisory Committee

Recommended Action: Information

Chair Quandt stated the Committee did not meet.

9. WRITTEN AND/OR ELECTRONIC COMMUNICATIONS

None

10. FUTURE AGENDA ITEMS

Bennett Valley Golf Course information
BOCS quorum reduction
Purpose of the BOCS, discuss districts
Leash laws in parks

11. ADJOURNMENT

Chair Quandt adjourned the meeting at 5:59pm. The next regularly scheduled meeting will be on March 24, 2021, at 4:00pm.