



# City of Santa Rosa

Finley Center  
2060 W. College Avenue  
Cypress Room

## Board of Community Services Regular Meeting Minutes

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Wednesday, August 22, 2018

4:00 PM

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**4:00 P.M.**

### 1. CALL TO ORDER

The meeting was called to order by Vice Chair Quandt at 4:01pm.

### 2. ROLL CALL

**Present:** 5 - Board Member Carolina Spence, Board Member Carole Quandt, Board Member Diane Test, Board Member Kathy Hayes, and Board Member Pamela Van Halsema

**Absent:** 2 - Chair Stanley Gow, and Board Member Sandra Wandel

### 3. PUBLIC COMMENTS

None

### 4. APPROVAL OF MINUTES

#### 4.1 July 25, 2018 regular meeting minutes

The July 25, 2018 minutes were approved as submitted.

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

Interim Director Caluha Barnes reported on accomplished events, including Parks Make Life Better Bash, Summer Recreation Sensation programs, Junior Giants, Teen Gym, summer Camps Wa-Tam, Yu-Chi and Doyle, and the completion of a major plumbing project at the Steele Lane Community Center. Upcoming events include Movies in the Park at Howarth Park, the start of after school programs, the mailing of 300+ volunteer Work Experience certificates, the move of senior programs from Bennett Valley Senior Center to Steele Lane and Person Senior Wing, Santa Rosa's Sesquicentennial Celebration, first Differently Abled Adults activity day, Oktoberfest, Neighborhood Services Basketball tournament and BBQ, the start of 'City Booters' outdoor soccer league and Junior Warriors youth basketball program, and the Wedding Expo held at the De Turk Round Barn.

## 6. DIRECTOR UPDATES

Interim Director Barnes reminded the Board of the closing of Bennett Valley Senior Center at the direction of City Council. Bingo and billiards is being set up at the Steele Lane Community Center in preparation for the first day of senior activities there on September 4th. Departments have been directed to submit 10% budget reduction scenarios and meet with CFO and Deputy City Manager for review. Volunteer Coordinator Elaine Gutsch has accepted a position with Housing and Community Services. Tara Thompson's Art Coordinator position will transfer to Planning and Economic Development.

## 7. SCHEDULED ITEMS

### 7.1 PATH TO ADDING DOG PARK TO FRANKLIN PARK

Deputy Director Jen Santos will provide an outline of the steps required to add a dog park to Franklin Park.

Recommended Action: Information

Deputy Director Jen Santos outlined the steps required to add a dog park to Franklin Park. She reviewed park amenities based on the 1974 Master Plan and explained steps including the public initiating interest at a Board of Community Services meeting, the community engagement process, identification of funding sources, environmental review, council approval of master plan amendment and the construction process and timeline. Discussion ensued.

### 7.2 PARK MAINTENANCE ANNUAL UPDATE

Deputy Director Jen Santos and Park Superintendent Lisa Grant will provide an annual park maintenance update.

Recommended Action: Information

Park Superintendent Lisa Grant introduced park supervisors, Tim Finegan and Dean Hamlin and Recreation Supervisor Jeff Tibbetts. Grant reviewed park staffing levels, park and landscape maintenance duties including basic park cleanup, tree emergencies, tree planting and maintenance, infrastructure repairs, graffiti removal, ballfield preparation, and much more. Nineteen full time staff maintain 1,045 acres of parkland areas, as well as Courthouse Square, civic sites and the golf course.

Public comment:

Duane DeWitt favors a more pro-active stance from Recreation & Parks in terms of staffing levels. Windows from the home at purchased property at Roseland Creek Park were removed and the openings boarded up, but DeWitt wonders where the windows are stored.

### 7.3 HOWARTH PARK OPERATIONS

Recreation Supervisor Jeff Tibbetts will provide an overview of Howarth Park operations, maintenance and recent projects.

Recommended Action: Information

Recreation Supervisor Jeff Tibbetts reviewed Howarth Park Operations, including activities at two key areas; Bottini Boathouse and K-Land. He reported on staffing levels, park amenities, park usage and community events like Fishing in the City, Fishing Derby, Kids to Parks Day and Movie Night. Howarth Park Birthday Parties recently won Sonoma County's Best for the third straight year! Tibbetts also presented new 2018 programs, including Story Time in the Park, Barnyard Adventures and scholarship boating classes. He listed completed and upcoming projects, including the newly delivered ADA train car which will be put into use when other ADA park requirements have been met.

## 8. COMMITTEE REPORTS

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

Recommended Action: Information

no report

### 8.2 Santa Rosa Waterways Advisory Committee

Recommended Action: Information

no report

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

Activity Guide  
CPRS Catalogue

## **10. FUTURE AGENDA ITEMS**

Re-visit the idea of changing meeting dates

## **11. ADJOURNMENT**

Vice Chair Quandt adjourned the meeting at 5:55pm. The next meeting of the Board of Community Services will be held on Wednesday, September 26, 2018 at 4:00 p.m.

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*Any writings or documents provided to a majority of this meeting body prior to this meeting regarding any item on this agenda are available for public review in the Recreation and Parks Administrative Office, 55 Stony Point Road, during normal business hours.*