



**Board of Parks and Recreation  
Regular Meeting Minutes - Draft**

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Wednesday, December 10, 2025

4:00 PM

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**1. CALL TO ORDER AND ROLL CALL**

Chair Quandt called the meeting to order at 4:08 p.m.

**Present** 6 - Chair Carole Quandt, Board Member Madonna Cruz, Board Member Jack Pond, Board Member Pam Rivas, Board Member Carolina Spence, and Board Member Keating Vogel

**Absent** 1 - Board Member Paul Castillo

**2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)**

**3. PUBLIC COMMENT ON NON-AGENDA MATTERS**

Mike Montague spoke about the Prince Memorial Greenway: the return of a regular volunteer, the issues of trash, debris, loitering and overnight camping; and requested more help from the Police and that signage be posted. He also commented that the Railroad Square Association wants to be part of the solution and to find ways to raise private money to help with the efforts.

Thea Hense of the Southeast Greenway thanked the Board for their approval of the letter of support for a grant application.

Steve Rabinowitsh spoke in favor of continuing Parks support for the Prince Memorial Greenway and the Southeast Greenway and gave some background on his involvement with both. He also spoke in support of the potential of volunteers and community working in partnership with the City.

**4. APPROVAL OF MINUTES**

**4.1** REGULAR MEETING MINUTES AUGUST 27, 2025 AND OCTOBER 22, 2025.

The approval and adoption of the meeting minutes for August 27, 2025 and for October 22, 2025 were continued to the February 25, 2026 meeting for a requested name correction on both sets.

## 5. RECREATION AND PARKS UPDATES

### 5.1 UPCOMING EVENTS AND PARK PROJECTS

A list of upcoming events and current park projects was distributed to the Board and made available to the public prior to the meeting. Staff Liaison Emily Ander shared highlights from the list including the upcoming Park-A-Month event at Franklin Community Park, a community planting date at Colgan Creek Restoration Project, and the annual MLK Day of Service on January 19, 2026 at MLK Jr. Park.

Staff also reported that the MLK Jr. Park and Trail Master Plan and environmental analysis is scheduled as a public hearing item for the Council meeting of January 27, 2026. The Board was encouraged to share information with their appointing Councilmember. Staff stated that Council meeting agenda information is published on the City of Santa Rosa website. Chair Quandt asked that event information be placed on Parks social media platforms.

## 6. CHAIR/BOARD MEMBERS REPORTS AND COMMITTEE UPDATES

Chair Quandt introduced new Board Member Pam Rivas. The Chair and Board Members each introduced themselves and gave a brief summary of their background, their time serving on the Board and the Councilmember that appointed them.

## 7. SCHEDULED ITEMS

### 7.1 PARKS CAPITAL IMPROVEMENT PROJECTS UPDATE

Christa Siegenthaler, Deputy Director of Engineering Services, will provide an update on the latest Parks CIP Measure M projects.

Recommended Action: Information

PUBLIC COMMENT:

Mike Montague inquired if the City currently has Measure M funds.

**This item was received and filed.**

**7.2 ETHICS AND BOARD PROCEDURES TRAINING**

Deputy City Attorney, Hannah Ford-Stille, will provide the Board with an orientation training focused on Council Policy 000-45: Attendance, Council Policy 000-51: Code of Conduct, and the required Board member trainings.

Recommended Action: Information

**This item was received and filed.**

**7.3 REPORT - BOARD OF PARKS AND RECREATION BYLAWS UPDATE**

**BACKGROUND:** Assistant Parks Planner, Emily Ander, will present updates to the Board Bylaws that have been discussed and agreed to by the Board including meeting frequency, meeting start time, and administrative changes for Board adoption.

**RECOMMENDATION:** The Board of Parks and Recreation recommends adopting the following amendments to their Bylaws: 1) changing the meeting start time from 5:00 p.m. to 4:00 p.m., 2) moving from monthly to bi-monthly meetings, 3) updating the name of the Board from the Recreation and Parks Board to the Board of Parks and Recreation, 4) adding the ordinance #, ORD-2025-008, 5) adding the ordinance adoption date, April 15, 2025, 6) incorporating changes made to CP 000-06, including clarifying language about Oath of Office for the youth member and the recording secretary, 7) changing the meeting date from the third to the fourth Wednesday of the month, and 8) replacing special committee, standing committee, and subcommittee with ad hoc committee.

**A motion was made by Board Member Pond, seconded by Board Member Cruz, to approve the adoption of the following amendments to the Board Bylaws: 1) changing the meeting start time from 5:00 p.m. to 4:00 p.m., 2) moving from monthly to bi-monthly meetings, 3) updating the name of the Board from the Recreation and Parks Board to the Board of Parks and Recreation, 4) adding the ordinance #, ORD-2025-008, 5) adding the ordinance adoption date, April 15, 2025, 6) incorporating changes made to CP 000-06, including clarifying language about Oath of Office for the youth**

**member and the recording secretary, 7) changing the meeting date from the third to the fourth Wednesday of the month, and 8) replacing special committee, standing committee, and subcommittee with ad hoc committee. The motion carried by the following vote:**

**Yes:** 6 - Chair Quandt, Board Member Cruz, Board Member Pond, Board Member Rivas, Board Member Spence and Board Member Vogel

**Absent:** 1 - Board Member Castillo

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

None.

## **9. FUTURE AGENDA ITEMS**

For February:

- A full presentation on all Parks Planning projects funded by Measure M, Park Development Impact Fees, and grants will be given by Parks Planner Scott Wilkinson. An overview of - Measure M projects will be incorporated into the presentation.
- A tour/field trip of Finley Community Center, Person Senior Wing and, weather permitting, Finley Aquatic Center.

For April:

- An update on Park Maintenance and/or City-wide maintenance.
- A detailed review of the various active volunteer groups

## **10. ADJOURNMENT**

Chair Quandt adjourned the meeting at 5:10 p.m.

Approved on:

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A. Scheblik  
Recording Secretary