

Sonoma County  
Parks & Recreation Advisory Commission

DATE: Monday, February 23, 2009                      PLACE: Board Chambers  
575 Administration Drive, 100A  
Santa Rosa, California

**1. Call to Order**

Commissioner Bill Trowbridge called the meeting to order at 5:02 pm.

**2. Pledge of Allegiance**

Commissioner Yancey Forest-Knowles led the Pledge of Allegiance.

**3. Roll Call**

Commissioners Present: Bill Trowbridge, Karen Collins, Bill Wheeler,  
and Yancey Forest-Knowles

Commissioners Absent: John Mills

**4. Acceptance of Minutes**

VOTED to approve the minutes of January 26, 2009, as follows:

MOTION: Commissioner Collins                      AYES: 4                      NOES: 0

SECOND: Commissioner Forest-Knowles                      ABSENT: 1

**5. Comments from the Public**

None

**6. Comments from Commissioners**

Commissioner Forest-Knowles

**7. Director's Report**

Ms. Burns stated that this month's report is not very long because the Parks Department has been working on the budget. The 2<sup>nd</sup> Budget Policy Workshop is coming up on March 3<sup>rd</sup> at the Board of Supervisors. Ms. Burns said that Jim McCray, Deputy Director, and Ray Basch, Administrative Services Officer, did a great job minimizing impacts on the department in comparison to many other departments. The County will hold public town hall meetings sometime in April to discuss the budget with members of the public. She stated how important it would be to have a voice at these meetings. The Commissioners will be sent copies of the March 3<sup>rd</sup> Board item regarding the budget, as well as the dates and times of the town hall meetings, when they become available.

Parks in general will receive very little from the Federal Stimulus Package.

The access issue with the Kellers and Tolay Park are close to being finalized.

The Open Space District sent forward a proposed contract with Parks to provide planning assistance for several District owned properties.

**8. Action Items**

- **Review and Possible Recommendation to approve the draft 2009-2014 Capital Project Plan (CPP) for Regional Parks**

Mr. Holmes enjoyed preparing this year's plan. He summarized the plan's funding mechanisms. He briefly discussed Prop 84, Boating & Waterways, Transportation funding, the Federal Stimulus money and Community Development Block (CDB) Grant, Park Mitigation fees and Recreational Trails Program (RTP) funding.

The Department has an agreement with the Open Space District for \$75,000 assisting with various projects.

Mr. Holmes asked if there are any questions from the Commissioners.

Commissioner Wheeler asked if Cloverdale River Park Phase III has been completed.

Jim McCray said that the FEMA project for Cloverdale River Park has not been completed.

Mr. Holmes explained that Phase III is reconstruction of the failed parking lot, adding picnic tables, constructing a trail and re-establishing access to the river.

Commissioner Collins asked if the Outdoor Recreation and Resources Plan has been completed.

Mr. Holmes said there is a "draft" plan that has not been adopted.

Ms. Burns said that most of the projects in the draft have already come to completion, making more work and revisions to be done on the plan.

Mr. Holmes discussed the need for completion of the plan and how it fits in with the General Plan. It is a high priority for him to see the plan completed.

Commissioner Collins asked if any State money has been freed up.

Ms. Burns said that she was trying to find out if the State is at bonding capacity.

Commissioner Wheeler asked if there has been progress on the Sea Ranch Bluff Top Trail project.

Mr. Holmes said that the goal is to make headway on that project next year.

Mr. Holmes said that Holynn D'Lil is very interested in the Graton Town Park. He has met with her and she has a vision for a potential park after the relocation of the fire station.

Ragle Ranch has a CDBG grant request for a playground replacement project for an ADA accessible playground.

The Bodega Bay Coastal Prairie Trail will start at the Bell Tower in the Bodega Bay Community Park and go across the prairie, which is the large grassland area, all the way to the State park. This will be presented at a future Commission meeting to be scheduled in the Bodega area.

VOTED to approve and recommend the draft 2009/2014 Capital Project Plan (CPP) for Regional Parks, as follows:

MOTION: Commissioner Forest-Knowles      AYES: 4      NOES: 0  
SECOND: Commissioner Collins              ABSENT: 1

- **Review the 2008 Parks & Recreation Advisory Commission Accomplishments/Review and possible recommendation of the 2009 Parks & Advisory Commission Work Plan**

Ms. Burns said that annually we send to the Board of Supervisors a summary of what the various advisory commissions have worked on and a draft work plan for the following year. With the help of Todd Holmes and the Planning Division there will be some great projects coming forward to the Commission. There will be a lot to do in the coming year.

VOTED to adopt the 2009 Work Plan and 2008 Accomplishments, as follows:

MOTION: Commissioner Collins      AYES: 4      NOES: 0  
SECOND: Commissioner Forest-Knowles      ABSENT: 1

Commissioner Collins asked when the Health Action Plan would come forward.

Ms. Burns said that there are two components of the plan being worked on. "Walk Sonoma County" program with a walking map is going to be created and will be funded by the Open Space District and then distributed by the health community. The second component is to help the community feel safe in the parks. Ms. Burns hopes that a Park Summit would be put together in the fall to address that issue. She will be meeting with the City of Healdsburg and Santa Rosa and other Park Directors in the County on Thursday.

Commissioner Collins would love to be involved in this action.

Jim McCray said that Mary Clemens, Environmental Discovery Center Coordinator, is actively serving on the Health Action Committee.

Ms. Burns suggested that someone from the Health Department could come and give us a presentation about how our Department would fit into the plan.

- **Approve Commission Certificates of Appreciation for Volunteers, Barbie Hoffman, Bob Bellerive and Dennis Hart**

Commissioner Trowbridge said during the last Commission meeting the Commissioners wanted to be able to recognize volunteers for their support of Regional Parks. Regional Parks developed draft certificates/resolutions that were in the packet of information the Commission received. If the Commissioners approve, they can be signed and distributed via John Ryan to the volunteers.

The Commissioners unanimously approved of the certificates.

Ms. Burns said that she had the pleasure of attending the California Park and Recreation Society (CPRS) Awards Dinner over the weekend and it was a great time and Barbie Hoffman shared some very interesting animal stories.

## 9. Reports and Division Updates

- **Review the 2008 Parks Department Accomplishments**

Commissioner Trowbridge stated that this is one of the most impressive documents that he has read in the entire time that he has served on the Commission. It is fascinating to see the number of issues and work that has been completed during the past year's time. He commended Mary Burns and Regional Park staff.

Ms. Burns said that it does amaze her how varied Regional Park issues are. There are business issues, legal issues, social work issues, coordination and getting things done when our protocols make it so hard to move forward. There are only about 100 full time employees.

There have been some difficult meetings with staff lately in relation to the budget. She stated that they are a lot of smart people in the Department and that she asked for help and suggestions from staff. She received almost 300 suggestions for potential new revenue sources and cost savings ideas. It demonstrates the level of commitment that Park employees have and she feels very fortunate to be working with such a dedicated group of employees.

Commissioner Trowbridge thinks that it would be essential for the Board of Supervisors to see this list.

VOTED to send forth this list of departmental accomplishments to the Board of Supervisors, as follows:

MOTION: Commissioner Forest-Knowles                      AYES: 4      NOES: 0  
SECOND: Commissioner Collins                                      ABSENT: 1

Commissioner Trowbridge presented Commissioner Forest-Knowles with a Certificate of Appreciation for chairing the Commission in 2008.

## 10. Adjournment

Adjourned at 6:05 pm.

Respectfully submitted by,

Laura Cordes, Executive Secretary