



CITY OF HEALDSBURG PARKS AND RECREATION COMMISSION REGULAR MEETING – AGENDA

City Hall Council Chamber
401 Grove Street
Healdsburg, CA 95448

Meeting Date: February 8, 2023
Time: 6:00 PM
Date Posted: February 3, 2023

CORONAVIRUS (COVID-19) ADVISORY NOTICE

Consistent with Government Code section 54953(e), Parks and Recreation Commission Members will be participating in this meeting either via Zoom Webinar or in person in the Council Chamber at 401 Grove Street.

How to Observe the Meetings

To maximize public safety while maintaining transparency and public access, the Parks and Recreation Commission will be using Zoom Webinar service to allow remote participation. Members of the public who only wish to watch the meeting live or recorded can do so by using the link <http://healdsburgca.iqm2.com/Citizens/default.aspx> or watching it on the City's Facebook Page www.facebook.com/cityofhealdsburg.

To Watch the Meeting and Submit Public Comment as Part of the Zoom Webinar:

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1. Go to <https://zoom.us/join> and type in the Webinar ID: 860 6455 5575 or follow this link: <https://cityofhealdsburg-org.zoom.us/j/86064555575> (Pre-registration for the meeting is not required.)
2. Fill in your full name, verify you are not a robot (if required), and click "Join".
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2. Enter the meeting ID: 860 6455 5575 and press # #.
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To Submit Public Comment

By computer, tablet, or mobile device:

1. In the bottom center of the screen is a hand icon, click on "Raise Hand". The hand icon will place you in line to speak.
2. When it is your turn to comment, the meeting moderator will call upon you to comment. State your first name, last name, address, and comment. Each speaker will be given no more than three (3) minutes to make your comment.
3. When you are done commenting, please remember to lower hand.

***SB 343 - DOCUMENTS RELATED TO OPEN SESSION AGENDAS:** Any writings or documents provided to a majority of the City Parks and Recreation Commission regarding any item on this agenda after the posting of this agenda and not otherwise exempt from disclosure, will be made available for public review in the Parks and Recreation Office located at 1557 Healdsburg Avenue during normal business hours. If supplemental materials are made available to the members of the Commission at the meeting, a copy will be available for public review at the Parks and Recreation Office located at 1557 Healdsburg Avenue, Healdsburg, CA 95448. These writings will be made available in appropriate alternative formats upon request by a person with a disability, as required by the Americans with Disabilities Act.*

By phone:

1. Press *9 to raise your hand.
2. When it is your turn to comment, the meeting moderator will call the last four digits of your phone number. Press *6 to speak at that time. State your first name, last name, address, and comment. Each speaker will be given no more than three (3) minutes to make your comment.
3. At the conclusion of your comments or when three minutes has passed, the meeting host will remove your ability to talk.

Americans with Disabilities Act Accommodations

Any member of the public who needs accommodations should email Community Services at communityservices@healdsburg.gov or by calling 707-431-3301. Staff will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the city procedure for resolving reasonable accommodation requests. All reasonable accommodations offered will be listed on the city website at <https://www.ci.healdsburg.ca.us/406/ada---public-accessibility>.

1. CALL TO ORDER
 - a) Roll Call
 - b) Welcome New Commissioners
 - c) Pledge of Allegiance
 - d) Changes (Deletions) from Agenda
 - e) Minutes
 - December 14, 2022
 - January 11, 2023
2. ELECTION OF CHAIR AND VICE CHAIR FOR 2023
3. COMMUNITY SERVICES STAFFING UPDATE
 - a) Recreation Coordinator: Veronica Salas
4. CITY COUNCIL LIAISON REPORT
City Council Liaison Evelyn Mitchell
5. PUBLIC COMMENT
This time is set aside to receive comments from the public regarding matters of general interest not on the agenda, but related to Commission business. Pursuant to the Brown Act, however, the Commission cannot consider any issues or act on any requests during this comment period.
6. OLD BUSINESS
7. NEW BUSINESS
 - a) Plaza Park Alcohol Consumption Policy
Consider ongoing changes to the alcohol consumption policy for Plaza Park
 - b) Commission Goals
Discuss 2023 Commission Goals

8. INFORMATION AND REPORT OF COMMUNITY SERVICES ACTIVITIES (*Staff, Information Only*)
9. COMMISSION REPORTS ON MATTERS OF INTEREST OCCURRING SINCE PREVIOUS REGULAR MEETING
10. ADJOURNMENT

Tentative March Agenda Items

- Special Event Policy Update
- Plaza Park Individual Performer Program
- Park Naming Process
- Arts and Culture Master Plan Update
- Adopt Commission Goals and Make Committee Assignments

Commission Members

Michiko Conklin (Term Expires 1/1/2024)
Ron Doble (Term Expires 1/1/2023)
Rich Halvorsen (Term Expires 1/1/2025)
Steven Maduro (Term Expires 1/1/2024)
Kristin Thwaites (Term Expires 1/1/2025)
Vacant (Term Expires 1/1/2025)
Vacant (Term Expires 1/1/2026)

**CITY OF HEALDSBURG
PARKS AND RECREATION COMMISSION
REGULAR MEETING MINUTES
December 14, 2022
City Hall Council Chambers
401 Grove Street, Healdsburg, CA 95448**

Vice Chair Scott called the Parks and Recreation Commission regular meeting to order at 6:10 p.m.

1. CALL TO ORDER

1.a. Roll Call

Present Commissioners: Conklin, Doble, Maduro, Scott, and Thwaites

Absent Commissioners: Halverson

Staff Present: Community Services Director Themig, Facilities and Events Supervisor Milde, Office Assistant Salas, Parks Superintendent Licea, Rec Coordinator Schwarz, and Recreation Manager Perdigao

1.b. Pledge of Allegiance

1.c. Changes (Deletions) from Agenda

Vice Chair Scott agreed to move item 5.a Mill District Redesign on the agenda due to a schedule conflict from the Mill District team.

1.d. Approval of Minutes

Commissioner Maduro, seconded by Commissioner Conklin made a motion to approve the May 11, 2022, and August 10, 2022, regular meeting minutes as presented. Motion made on a voice vote. (Ayes – 5, Noes – 0, Absent – Halverson)

2. CITY COUNCIL LIAISON REPORT

City Council Liaison Evelyn Mitchell

Commissioner Halverson entered the meeting at 6:15p.m.

Liaison Mitchell spoke about the recent matters before City Council.

- The Park Naming Process will be discussed on December 19, 2022.
- The Parklet Program will start in January.
- City Staff applied for additional state funding for the L&M Village, which currently has 16 residents, a ribbon cutting ceremony will take place in January.

- Diversity, Equity, and Inclusion (DEI) meetings were held by the Acosta group; the focus was housing with an interest in ownership opportunities.
- The first Climate Mobilization Strategy meeting took place and was well attended.
- Bollards on the Foss Creek Path will be removed in certain locations for cyclist safety.
- A Cannabis update will be provided in February and will discuss approval of zoning and code changes. Staff is working on an RFP for retail operations.
- Pleased with the election results regarding Measure L and looks forward to the projects that will be moved ahead and is looking forward to working with Chris Herrod and Ron Edwards on City Council.

Scott thanked everyone for their work with Measure L and asked for additional information regarding the bollard removal decision. Maduro asked about the whether other municipalities have been able to eliminate triple net lease which impedes businesses from being successful. Mitchell replied that it is a conversation for community members to come together and understand the issues and find solutions.

3. COMMUNITY SERVICES STAFFING UPDATE

3.a. Recreation Manager: Garrett Perdigao

Garrett Perdigao was promoted from Recreation Supervisor to Recreation Manager.

3.b. Capital Program Project Manager

Tom Campbell will be starting in January as a Project Manager; he will focus on Capital Projects.

3.c. Recreation Supervisor Vacancy (In Process)

The Recreation Supervisor position is currently in the process of being filled.

4. PUBLIC COMMENT

This time is set aside to receive comments from the public regarding matters of general interest not on the agenda but related to Commission business. Pursuant to the Brown Act, however, the Commission cannot consider any issues or act on any requests during this comment period.

Valerie White had a public comment and was having technical issues. She asked whether she could make her public comment at a later point during the meeting, Vice Chair Scott agreed.

5. OLD BUSINESS

5.b. Arts and Culture Master Plan Implementation

Receive an update on the implementation of the Arts and Culture Master Plan

Themig provided an update on the implementation of the Arts and Culture Master Plan. He provided background information on how the plan initiated with the Commission and the adoption

by City Council. The process was to develop a vision and plan for the future of arts and culture in Healdsburg with the input from community members and organizations. Throughout the planning process the common topics from the community were to provide diverse opportunities, multiple cultural background and spaces, inclusion, and creative opportunity for all residents.

The primary goals were reviewed, and staff noted that during the process one of the missed steps was to include indigenous groups and their contributions to the city. The implementation of proposed goals for FY 22-23 were reviewed. Among those topics were to research and develop a proposed percentage for the arts ordinance for City Council consideration, park design participation, support for community-based initiatives, the development of a brand, maintenance program and seek funding strategies. City Council approved \$50,000 to help with the implementation of the plan. The Creative Leadership Team (CLT) created five different categories to allocate the funds. The Recreation Manager will continue to support the Arts and Culture Master Plan and continue to work with the CLT.

Conklin inquired about the history of the CLT, Themig shared it was an open invitation to the community members who wanted to provide input and share their creative ideas. Perdigao's role will be to guide those meetings and steer the group in the direction they desire. Scott shared the importance of the maintenance of the projects and assets. Thwaites asked about branding and if it would evolve throughout the implementation and suggested staff work with the local schools.

Valerie White suggested that Commissioners add a short bio to the city's website that would allow the public to know more about them and their efforts.

6. NEW BUSINESS

6.a. BloodRoot Ramble Special Event Application

Review a request from BloodRoot Wines for the BloodRoot Ramble Healdsburg on June 10, 2023, and motion to Recommend to City Council approval or denial of a request:

- 1. For Consumption of alcohol;*
- 2. To waive the 24-hour special event use restriction; and*
- 3. To fence West Plaza Park to restrict access*

Supervisor Milde reviewed a request from Blood Root Ramble previously known as Banshee Wines for their concert event on Saturday, June 10, 2023. Their request includes consumption of alcohol, waiving the 24-hour special event use restriction and fencing of West Plaza Park for the ticketed event. The event includes set-up a day prior and breakdown on Sunday following the event.. They would be required to follow all the City and ABC requirements. In addition, City Staff has been in conversations with Healdsburg Rotary and their desire to create Pétanque courts at West Plaza Park. If this moves forward, the event organizer would be required to find a new location for the event.

The event organizer, Noah Dorrance shared that the event took place in 2016 and was well organized. Thwaites asked about attendance numbers and whether the event would be open to the public or members only. Estimated attendance is about 500 people and tickets would be available

to the public. Scott was concerned about the fencing being up for two and a half days. Themig shared the event was well managed they only issue was sound checks during the early morning of the event.

Themig shared that Healdsburg Rotary approached the city with a desire to create Pétanque courts in West Plaza Park to posthumously honor its members. Staff will be conducting a study to see if the courts would be able to be built due to a creek setback. The event would have conditional approval, based on whether the courts are built. Doble did not agree the conditional approval as it would make it challenging for the event coordinator to plan for the event. The group discussed the fencing and public use of the area.

Commissioner Doble, seconded by Commissioner Conklin made a motion to recommend that City Council approve the application with all the requests above and without the conditional application approval which may displace the BloodRoot Ramble event if the Pétanque courts are built. Motion made on a voice vote. (Ayes – 6, Noes – 0)

Valerie White hopes that the commission can stand their ground to protect the public land and scale back the set-up and break-down for events. She inquired if the event would be public or private, Scott responded it is a private event giving the public an opportunity to purchase tickets.

Doble stated that he has advocated for not allowing fencing of a park, however in this situation the event will be moving away from the Plaza which has been a goal of the Commission. He understands the need to keep the parks open to the public and they look at a case-by-case situation.

Vicechair Scott asked that Mill District present their item.

5.a. Mill District Park Redesign

Review an updated plan for the Mill District Park and motion to recommend approval, denial, or proposed changes to the Planning Commission

Themig provided a brief update which has changes to the Mill District Park Plan and these will be presented to the Planning Commission. He introduced the team from Mill District, Brianna Morrison, Jim Hall, Dave Dupre, and the City's Planner Linda Ruffing. Dupre shared that the previous approved plan is expired, and the changes proposed are regarding children's safety in the playground area and the landscaping plan being more drought tolerant.

Morrison reviewed a diagram which demonstrated the differences between the previous plan and proposed changes. They are looking to honor the previous design with several changes that include moving the sidewalk to protect two existing redwood trees which were not included in the original plan. The playground will be moved away from the edge of the trees to reduce impact to the tree roots and for safety. The park will be privately maintained, and the site furnishings will remain the same. The plan includes nature play equipment, drought tolerant plants and a stormwater treatment area.

Commissioners asked questions regarding whether the playground area would be shaded during the summer, public restrooms, and water fill stations. Morrison replied that the trees would provide shade for the playground, the site will have access to a public restroom and water fountain. Scott

appreciated the imagery and hoped that some of the concepts could be included in the Badger Park Master Plan.

Commissioner Doble, seconded by Commissioner Scott made a motion to recommend that the Planning Commission approve the changes to the Mill District Park plan as presented. Motion made on a voice vote. (Ayes – 6, Noes – 0)

Themig thanked the Mill District staff for the presentation and has enjoyed working with the team.

6.b. Special Event and Villa Chanticleer Smoking Ban Revisions

Review a request to update Chapter 8.24 (Public Places and Dwellings, Multi-Use Smoking) of the Healdsburg Municipal Code, and motion to recommend to City Council Approval or denial of amendments to the Healdsburg Municipal Code

Supervisor Milde presented a request from City Council to review the Healdsburg Municipal Code regarding Chapter 8.24 (Public Places and Dwellings, Multi-Use Smoking) to make special events areas smoke-free and include Milestone Events Group’s desire to ban smoking at the Villa Chanticleer. Staff worked with the City Attorney to review and identify the revisions and make them easier to understand.

- 8.24.020(N) - Public Recreation Areas include Plaza perimeter sidewalks effectively making the sidewalks smoke-free at all times.
- 8.24.020(N) - Public Recreation areas include the Villa Chanticleer parking lot area effectively making the entire property (both inside and outside of the facility) smoke-free at all times.
- 8.24.202(N) - Public Recreation Areas include Recreation Park (including the concession stands, picnic areas, and the parking lot).
- 8.24.020 (N) - Changing “fenced areas” to “permitted event perimeter” when referencing all special event permits effectively making all permitted special event spaces smoke-free areas.
- 8.24.040(B)(3) -Clarifying that smoking is prohibited in all public spaces within 20 feet of a public rec area.
- 8.24.100 - Clarifying that enforcement on restaurant’s sign posting requirements would shift from County Health to the City as County Health is not the enforcement mechanism.

Scott asked for clarification regarding whether the ban included all parks and within 20 feet of all parks. Milde confirmed she was correct. Staff will work with the Police Department on code enforcement and will post signs in the park areas.

Commissioner Conklin, seconded by Commissioner Doble made a motion to recommend that City Council approve the Chapter 8.24(Public Places and Dwellings, Multi-Use Smoking) of the Healdsburg Municipal Code as presented. Motion made on a voice vote. (Ayes – 6, Noes – 0)

7. INFORMATION AND REPORT OF COMMUNITY SERVICES ACTIVITIES (Staff, Information Only)

Recreation Manager Perdigao and Recreation Coordinator Schwarz provided a summer and fall program update.

The Fall Youth Soccer Program had 432 players in the U6 – U16 divisions. Staff partnered with HYSA and the season began in September and ran through November 5th. Due to water restrictions staff limited the playing fields to the Community Center, Healdsburg High School, and Recreation Park. The summer programs included special interest camps and classes through contracted instructors which offered a variety of programming.

Staff partnered with Healdsburg Unified School District to offer the ASES Afterschool Program which serves 133 children with childcare and homework help. The Healdsburg School (THS) Afterschool Program is a fee-based program at THS which is similar to the ASES Program for the charter school and serves between 30-40 kids daily.

A full swim season was offered and included lap and recreational swim, and swim lessons during the summer months for the community members. The pool heater failed, and the season was extended after the repairs. The pool lights will be installed early in December.

Staff worked with the pickleball community to develop a monitoring program for use of the high school tennis courts while school is in session. The program requires preselected volunteers that must be fingerprinted, and they are issued a key fob to allow entry during playtime. A volunteer needs to be present at all times and players have to check in using a QR Code. This system allows staff to collect their data and know who is at the courts at all times.

Halverson asked if this would include the tennis courts as well, Themig responded that the agreement is only for the use of the pickleball courts and would need a pool of volunteers. Scott would like to see the plan include the tennis courts. Scott received an email regarding the soccer program, and it offered suggestions regarding team requests, and how teams are built. She asked about the Junior Giants program and suggested they work with Little League. Schwarz shared information about the program and hopes to increase the participation with the help of Corazon Healdsburg. Halverson mentioned that during sports assessments some of the team building issues get eliminated. Schwarz spoke several of the issues with building the teams and challenges for the staff and coaches.

The Senior Center Dining Program had increased participation and as a result staff has seen an increase in memberships and more involvement in the center. Healdsburg Forever Fund supported the launching of the dining program with \$50,000. On average the cost to run the program per month is \$7250. Staff believes they will run out of funds soon and are looking at additional funding options. Another area of focus is the Latinx engagement and inclusion in their services.

Milde reported that Santa Rosa Junior College satellite courses returned to the Community Center this fall. The Garden Coordinator has been working on garden renewals with Badger Garden and revitalizing the Igrow Garden area at the Community Center. Facilities and Events staff said farewell to Chris Bethards, he has volunteered since 2014 during the Tuesday Concert series.

Events during the summer included Tuesday Concerts, Farmer's Market, Healdsburg Arts Festival, Día de los Muertos and Merry Healdsburg among others.

Parks Superintendent Licea spoke about the final specifications for the Fitch Mountain Public Access Improvements, which should be going out to bid early January and going to City Council for approval in February with hopes of being completed in June or July. He summarized the issues with erosion on the Fitch Mountain which block the emergency access road. Parks staff continue to monitor the trees in the park system and remove trees as needed which are a consequence of the drought. His team worked on holiday décor in the downtown area, he commended Schwarz for helping with the holiday lights. Staff has been collaborating with HUSD, pickleball community and the rest of the community services team on the pickleball courts. A new all electric truck was added to their fleet.

The Foley Community Pavilion's constructions drawings are ninety-five percent complete and is nearing the CEQA completion. Design review will happen in February with construction beginning in 2023 with hopes of opening in 2024.

A community Posada and a Hanukkah celebration will be happening on Friday, December 16th; Commissioners were invited to attend.

8. COMMISSION REPORTS ON MATTERS OF INTEREST OCCURRING SINCE PREVIOUS REGULAR MEETING

None

9. ADJOURNMENT

Commissioner Conklin, seconded by Commissioner Doble made a motion to adjourn the meeting at 9:21p.m.

The next regular meeting is scheduled for January 11, 2023, at the City Hall Council Chambers (unless otherwise established), 401 Grove Street, Healdsburg CA.

APPROVED:

ATTEST:

Lacey Scott
Vice Chairperson

Mark Themig,
Community Services Director

**CITY OF HEALDSBURG
PARKS AND RECREATION COMMISSION
REGULAR MEETING MINUTES
January 11, 2023
City Hall Council Chambers
401 Grove Street, Healdsburg, CA 95448**

Vice Chair Scott called the Parks and Recreation Commission regular meeting to order at 6:19 p.m.

1. CALL TO ORDER

1.a. Roll Call

Present Commissioners: Conklin, Doble, Scott, and Thwaites

Absent Commissioners: Halverson, Maduro

Staff Present: Active Adult and Senior Services Supervisor Grant, Community Services Director Themig, Parks Superintendent Licea, Project Manager Campbell, Recreation Manager Perdigao, Recreation Supervisor Schwarz and Office Assistant Salas

1.b. Pledge of Allegiance

1.c. Changes (Deletions) from Agenda

None

2. COMMUNITY SERVICES STAFFING UPDATE

Director Themig announced that Rich Schwarz was selected as the Recreation Supervisor for the department. Schwarz started out part-time and moved into the full-time position as a Recreation Coordinator, he has been with the city for ten years. He thanked the Commission for their work and spoke about the programs he has developed and hopes to continue to grow the offerings for the community. Staff is in the process of hiring a new coordinator who will join him. Scott welcomed him to the new position and suggested a new web portal for registrations, and email software.

Themig introduced Project Manager, Tom Campbell, he comes from the City of Santa Monica where he worked for five years and before that he worked for the Parks Department at the Mayor's Office in New York City. He is excited to join the team and looks forward to the projects and working with the Commissioners.

Commissioner Halverson joined the meeting at 6:28 p.m.

3. CITY COUNCIL LIAISON REPORT

City Council Liaison Evelyn Mitchell

Liaison Mitchell was happy to report that she will continue to be the liaison to the Parks and Recreation Commission (PRC) and spoke about the items below.

- Due to recent rain the City Staff have been busy clearing debris and dealing with the rains.
- Several changes were made to the Park Naming Process which include having four or five name recommendations. Allowing the park to be named after a living person, and naming opportunities for sections of the park in exchange for donations.
- Eleven PRC applications were received, and City Council will be appointing three positions
- City Council will be receiving an update on Measure L financing policy
- Climate Mobilization Meeting survey results and statistics
- Invited the public to participate in the Encuentros meetings which include different topics
- Invited the group to have two-way communication on items to go before City Council.

Scott inquired about the Nixle alert that went out and mentioned she did not receive it. Liaison Mitchell replied she would get back to her with the information.

4. PUBLIC COMMENT

This time is set aside to receive comments from the public regarding matters of general interest not on the agenda but related to Commission business. Pursuant to the Brown Act, however, the Commission cannot consider any issues or act on any requests during this comment period.

Joanne Engelke noted that the toys at Gibbs Park are old and some of them don't work, she asked if adjustments could be made to have baby swings and regular swings. She added that the playhouse needs a table. Themig mentioned staff will be looking at funding for deferred maintenance items. He will follow-up with Ms. Engelke. Scott mentioned there is a potential donation for swings that Mayor Kelley trying to procure.

Mitchell noted that the Nixle came from Sonoma County Sheriff's office one being a warning and another lifted the evacuation warning. Themig will follow up with the Police Department since not everyone received the alert.

5. OLD BUSINESS

None

6. NEW BUSINESS

Saggio Hills Park Naming

Review and implement the City's Park Naming Policy for the Saggio Hills development park.

Themig spoke about the importance of the policy and the Commission's role to provide recommendations and offer naming ideas. Themig provided information about the Saggio Hills Park and spoke about the City Council's desire to move ahead and select an official name for the

park. The objective is to create a uniform way to name the existing or future recreational facilities. He reviewed the policy objectives, naming considerations, naming opportunities, and naming process. City Council would like to add a few other considerations, and are open to additional naming opportunities.

- Allowing a park to be named after a living person
- A facility can be named to honor a person, posthumously or if they have contributed to the community
- Historical names can be contemplated
- Or be incorporated due to a particular theme

A few recent naming processes include Barbieri Brothers Park, the Clarence Rounavaara Grandstands at Recreation Park, and the Foley Family Community Pavilion. An item that was discussed was to tell the story of a park if it is named after an individual. In addition, they would like to consider a wide variety of naming options and include Latinx and indigenous communities' input and are open to considering major donors and sponsorship opportunities.

Staff reviewed the proposed timeline and would like the group's involvement regarding the process, and staff will develop park naming bilingual materials to engage the community. The naming process would begin in February, with review proposals in April along with PRC recommendations and would go before City Council in early May.

Conklin inquired if an ad-hoc committee had previously been formed, Themig responded that there is a possibility that the ad-hoc was at a standstill due to Covid-19. Conklin volunteered to be on the committee. Thwaites inquired about the information that would be distributed and how the community will be able to participate. He shared that staff has not developed the information, and if the group would like to provide input the timeline is a bit flexible.

Halverson asked if he and Thwaites would have to recuse themselves in the Park Naming Process due to them living in proximity to the park. Themig will do some research and get back to them. Scott announced that she has decided not to reapply to be on the commission. Doble noted that with the current vacancies, and not knowing if the two commissioners would have to recuse themselves from the process it may be best to hold off on being appointed anyone to the ad-hoc. Staff will start to work on developing the naming materials and provide additional examples.

7. NEW INFORMATION AND REPORT OF COMMUNITY SERVICES ACTIVITIES (Staff, Information Only)

The city hosted a Posada and Hanukkah event on December 16th. Staff continues to see the impacts of Covid-19 on programs and staff. Work is underway for program planning for 2023.

8. COMMISSION REPORTS ON MATTERS OF INTEREST OCCURRING SINCE PREVIOUS REGULAR MEETING

Parks and Recreation Commission
Regular Meeting Minutes
January 11, 2023

Vice Chair Scott has enjoyed serving on the commission and being involved with the different projects, she will continue to be involved as a community member. Thwaites and Conklin thanked her for her service

9. ADJOURNMENT

Commissioner Doble, seconded by Conklin made a motion to adjourn the regular meeting at 7:17 p.m. The next regular meeting is scheduled for February 8, 2023, at the City Hall Council Chambers (unless otherwise established), 401 Grove Street, Healdsburg CA.

APPROVED:

ATTEST:

Lacey Scott
Vice Chairperson

Mark Themig,
Community Services Director



HEALDSBURG PARKS AND RECREATION COMMISSION

AGENDA ITEM:	Plaza and West Plaza Park Alcohol Consumption Policy
MEETING DATE:	Wednesday, February 8, 2023
PREPARED BY:	Mark Themig, Community Services Director
REQUESTED ACTION:	<i>Consider the alcohol consumption policy for the Plaza and West Plaza Park</i>

BACKGROUND:

When the COVID-19 Pandemic emerged in 2020 the City began working on ways to support local businesses and provide opportunities for individuals and families to get outdoors within the constraints of the various health orders that were in effect. As part of this work the City created the downtown parklet program and temporarily suspended alcohol consumption prohibition on sidewalks and closed streets, Plaza Park, and West Plaza Park. The alcohol consumption allowances were specifically tied to the State of California's COVID-19 emergency declaration so that when the State of California ended the emergency declaration, the allowance to consume alcohol in these areas would also end. The State's COVID emergency declaration will end on February 28, 2023.

City Council will be considering the future of alcohol consumption in these areas at their February 21 meeting and staff is bringing forward a policy discussion regarding consumption of alcohol in the Plaza and West Plaza Park.

DISCUSSION:

The Governor's statewide declaration of the COVID-19 emergency, followed shortly after by the City's own local emergency declaration, created opportunities for the City to temporarily authorize certain programs, including parklets and consumption of alcohol in specific public areas. The City moved quickly to establish the parklet program for downtown businesses and allow consumption of alcohol on sidewalks, closed streets, and the Plaza and West Plaza Park.

With the State's emergency declaration ending the City must decide whether to change its municipal code that prohibits the consumption of alcohol in these areas or return to pre-Covid prohibitions. While the Commission often considers requests for alcohol consumption associated with special events, this would be an ongoing allowance that City Council would consider.

Community Services staff and Healdsburg Police Department officials have monitored the alcohol consumption allowance carefully throughout the pandemic. While there were isolated alcohol-related incidents that came up from time-to-time, they were infrequent and typically handled with an informal conversation.

Staff is proposing the following actions related to alcohol consumption:

- West Plaza Park: Return to pre-COVID rules that prohibit consumption of alcohol unless granted a variance by City Council. Staff has evaluated alcohol consumption in West Plaza Park and does not see a demand for keeping the current allowance in place.
- The Plaza: Amend the City’s municipal code to allow consumption of alcohol on an ongoing basis; consumption would still fall under existing State and local regulations (e.g. must be 21 years of age to consume, no public intoxication, etc.). Community members and visitors enjoy the allowance and have not abused the temporary privilege, so staff is supportive of continuing the allowance.
- Closed Streets: Return to pre-COVID rules that prohibit consumption of alcohol unless granted a variance by City Council. City Council discontinued the ongoing Open Streets program so this allowance is no longer needed.*
- Sidewalks and Parklets: Amend the City’s municipal code to allow consumption of alcohol on an ongoing basis; consumption would still fall under existing State and local regulations (e.g. must be 21 years of age to consume, no public intoxication, etc.). Alcohol consumption is a core component of many of the parklets, and staff supports continuing this allowance.*

*Closed streets and sidewalks/parklets are outside of the purview of the Commission so action is not being requested for these areas.

The Commission is asked to discuss and consider staff’s recommendations for ongoing alcohol consumption in the Plaza and West Plaza Park and make a recommendation to City Council.

ATTACHMENTS:

- Healdsburg Municipal Code 12.28.220: Regulation of Consumption of Alcoholic Beverages – Parks
- Healdsburg Municipal Code 9.12.170: Regulation of Consumption of Alcoholic Beverages – Public and Quasi-Public Places
- City Council Resolution No 2020-75 Authorizing Alcohol Consumption in Parks and Parklets

12.28.220 Consumption of alcoholic beverages.

- A. No person shall consume any alcoholic beverage within any park or park facility. For purposes of this section, possession of any can, bottle, or other receptacle containing any alcoholic beverage which has been opened, or a seal broken, and the contents of which has been partially removed, or with any other indicia of consumption, shall be prima facie evidence of a violation of this section.
- B. Notwithstanding subsection (A) of this section, the City Council, by motion, may authorize alcohol consumption in a park or park facility by a particular group or person or during a particular event.
- C. Notwithstanding subsection (A) of this section, consumption of alcohol shall be permitted in the Plaza Park on the scheduled dates and times of the annual Summer Concert Series. Nothing in this subsection shall be construed to conflict with the provisions of California Penal Code Section 647(f) nor to authorize any conduct or activity prohibited by said Penal Code section.
- D. Notwithstanding any other provision of this code to the contrary, violation of the provisions of this section shall constitute an infraction, and shall be punishable pursuant to the provisions of Government Code Section 36900. (Ord. 1163 § 2, 2017; Ord. 1022 § 1, 2005; Ord. 967 § 1, 2000. Code 1964 § 14A-22.)

9.12.170 Regulation of consumption of alcoholic beverages.

- A. Except as permitted under subsections (B) and (C) of this section, it is unlawful for any person to consume any beer, wine or other alcoholic beverage at any time on public streets, sidewalks, rights-of-way, alleys, highways, lanes, public parking lots, all public parks and inside or upon any business premises open to the general public during its business hours, not including business premises licensed by the state for on-premises consumption of alcoholic beverages. For purposes of this section, possession of any can, bottle or other receptacle containing any alcoholic beverage which has been opened, or a seal broken, and the contents of which have been partially removed, or with any other indicia of consumption, shall be prima facie evidence of a violation of this section.
- B. This section does not prohibit the dispensing and consumption of alcoholic beverages in public or private places where otherwise permitted by local or state law on condition that any sponsor or host of an event dispensing, or providing for the consumption of, alcoholic beverages will comply with all applicable laws that may apply and exercise reasonable supervision to prevent unlawful consumption of alcoholic beverages by minors, public drunkenness, littering of public places by containers, obstruction of passage or other conduct inimical to public peace, health or safety.
- C. The provisions of subsection (A) of this section shall not apply to the consumption of alcoholic beverages in a public park or designated recreation area under any of the following conditions:
1. Where the sale or consumption of alcoholic beverages has been approved or licensed by an authorized public agency, including the City Council of the City of Healdsburg; and
 2. Where a permit to dispense or consume alcoholic beverages has been obtained from the City and all required fees for said permit have been paid; and
 3. The use or activity in the public park or designated recreation area is sponsored or authorized by the City, and public consumption of alcohol is expressly included in such sponsorship or authorization. (Ord. 1023 § 2, 2005. Code 1964 § 13-24.)

CITY OF HEALDSBURG

RESOLUTION NO. 75-2020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG AUTHORIZING ALCOHOLIC BEVERAGE CONSUMPTION IN THE HEALDSBURG PLAZA AND AT WEST PLAZA PARK AND ON ADJACENT STREETS, SIDEWALKS, AND PUBLIC RIGHTS OF WAY

WHEREAS, California Government Code §8630 empowers the City Council to proclaim the existence or threatened existence of a Local Emergency when the City is affected or likely to be affected by a public calamity; and

WHEREAS, Government Code §8634 empowers the City to promulgate orders and regulations to provide for the protection of life and property; and

WHEREAS, pursuant to Healdsburg Municipal Code Chapter 9.04, the Director of Emergency Services has declared the existence of a Local Emergency, which Local Emergency has been ratified by the City Council on March 16, 2020; and

WHEREAS, on March 17, 2020, the County of Sonoma's Health Officer issued a County-wide shelter-in-place directive (#C19-03) that requires individuals to isolate in their places of residence, except as needed for the performance of essential activities; and

WHEREAS, on March 19, 2020, the Governor of the State of California ("Governor") issued Executive Order N-33-20, which provides that individuals living in the State of California are required to stay at home except as needed to maintain continuity of operations of the critical infrastructure sectors; and

WHEREAS, since that time, many retail establishments and restaurants in the City have been entirely shut down or engaged in only limited operations; and

WHEREAS, in mid-May 2020, the Governor of the State of California and the California Department of Public Health published guidance, including social distancing requirements, regarding the opening of certain businesses subject to stages established by the State; and

WHEREAS, the City has an important governmental interest in maintaining a thriving business community and protecting the health, safety, and economic welfare of its citizens and businesses; and

WHEREAS, in order to protect the health and safety of the City, while fostering economic wellbeing of the City's citizens and businesses, the City wishes to assist both essential and non-essential businesses in remaining open, or re-opening when lawfully permitted to do so; and

WHEREAS, as local restaurants are permitted to re-open pursuant to State and County orders, laws, and/or guidance, the City wishes to utilize the Healdsburg Plaza and West Plaza Park (all or in part) in a manner that would allow people to carry and consume alcoholic beverages in these areas, in compliance with social distancing requirements, and in an effort to protect the health and safety of the citizens of Healdsburg; and

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, it is necessary to issue and implement this Resolution to protect life, property and civil order.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HEALDSBURG DOES HEREBY ORDER AS FOLLOWS:

SECTION 1. Authorization to Consume Alcoholic Beverages in the Plaza and West Plaza Park. To facilitate social distancing and commerce, Section 12.28.220(A) of the Healdsburg Municipal Code shall not apply to the transport and consumption of alcoholic beverages in the Plaza and as West Plaza Park.

SECTION 2. Authorization to Consume Alcoholic Beverages on Public Streets, Sidewalks, and Rights of Way immediately adjacent to the Plaza and West Plaza Park. To facilitate social distancing and commerce, Section 9.12.170(A) of the Healdsburg Municipal Code shall not apply to the transport and consumption of alcoholic beverages on streets, sidewalks, parklets and rights of way limited to Matheson Street between Healdsburg Avenue and Center Street, Healdsburg Avenue between Matheson Street and North Street, North Street between Healdsburg Avenue and Center Street, Center Street between North Street and Matheson Street, and Plaza Street between Healdsburg Avenue and East Street. The above street sections include the public spaces surrounding each intersection of the above-named streets. For example, where North Street meets Center Street, the sidewalks, parklets, and rights of way at each corner of the intersection would be included in this waiver.

SECTION 3. Effective Date of Resolution. This Resolution shall become effective on the date signed by the Mayor of the City of Healdsburg and shall expire when repealed or upon a declared termination of the state of emergency regarding COVID-19 by the Healdsburg City Council.

SECTION 4. The City Clerk shall certify the adoption of this Resolution and shall cause a certified Resolution to be filed in the Office of the City Clerk.

PASSED, APPROVED AND ADOPTED this 15th day of June 2020, by the following vote:

AYES: Councilmembers: (5) Hagele, McCaffery, Mitchell, Naujokas and Mayor Gold

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

SO ORDERED:

ATTEST:



Leah Gold, Mayor


Raina Allan, City Clerk

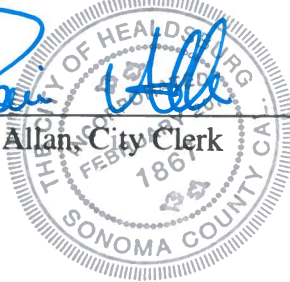
Resolution No. 75-2020

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I, RAINA ALLAN, Acting City Clerk of the City of Healdsburg, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 75-2020 adopted by the City Council of the City of Healdsburg on the 15th day of June, 2020.



Raina Allan, City Clerk





HEALDSBURG PARKS AND RECREATION COMMISSION

AGENDA ITEM:	7.b. 2023 Commission Goals
MEETING DATE:	February 8, 2023
PREPARED BY:	Mark Themig, Community Services Director
REQUESTED ACTION:	<i>Discuss 2023 Commission Goals</i>

BACKGROUND AND DISCUSSION:

The Commission has historically adopted a set of goals that guides the Commission's work in the upcoming year. These goals tend to be concepts that typically focus on policies, projects, or long-term vision. As a result, it is not uncommon for the Commission's existing goals to continue into the subsequent year.

The purpose of this agenda item is to develop a list of preliminary goals for the upcoming year. With the COVID-19 Pandemic re-emerging in early 2022 and continuing for several months, the Commission discussed, but did not formally adopt a set of goals for 2022. The following are the goals the Commission discussed and the status:

- Finalize the updates to the Special Event Policy and submit a recommendation to City Council.
Status: In process. Staff anticipates bringing forward proposed revisions to the Commission in Spring 2023.
- Participate in the City's budget process; provide recommendations for investing new TOT funding; explore sustainable funding options as part of long-term budget considerations.
Status: Completed as part of the FY22-24 budget process.
- Support efforts to secure funding required to complete the planned park projects; participate in the final design processes. (Foley Community Pavilion, Montage Development Park, Badger Park/River Access)
Status: Ongoing. The FY22-24 budget identified existing funding for these projects and opportunities to finance additional work. City Council will receive an update on financing opportunities at the February 21, 2023 meeting.
- Implement the Arts and Culture Master Plan
Status: In process. Staff presented an implementation plan to City Council in the fall of 2022 and implementation is underway.
- Evaluate how Community Services can adapt to climate change, develop resiliency, and become a more environmentally sustainable operation.

Status: In process, but at a staff level as part of the City's Climate Mobilization Strategy initiative.

- Assist with developing a naming plan recommendation for the new park in the Montage Development.

Status: In process. The Commission will be leading the effort to bring forward recommendations to City Council.

- Assist City Council as needed with evaluating the future of downtown street closures.

Status: No progress to date. City Council has not reinstated work on the downtown street closure program.

The Commission is asked to discuss goals for 2023. Potential goals the Commission could consider include:

- Lead the final design process for the Saggio Hills and Badger Park projects
- Finalize the Special Events Policy update
- Lead the Saggio Hills park naming process
- Develop strategies to enhance communication on programs and services

Other work like moving the Foley Community Pavilion project into the construction stage will be occurring without the need for the Commission to establish this as a goal. The Commission is encouraged to consider and propose these and/or other goals that align with community needs.

Finally, two notes:

1. City Council typically adopts a set of goals in the late winter/early spring. While the Commission's goals can inform this process, there may be some goals that the Council would not support, or additional goals Council would like the Commission to focus on. Staff would bring back any changes as a future update.
2. The Commission has also historically assigned a set of committees for the upcoming year's focus areas. City Council has not made the 2023 Commission appointments yet, so staff recommends waiting to assign committees until after City Council makes this year's appointments, which is anticipated soon.

ATTACHMENTS: