



**City of St. Helena
Parks & Recreation Commission
Regular Meeting
Monday, November 17, 2025 @ 5:30 PM
Carnegie Building - Second Floor
1360 Oak Avenue**

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "Oral Communication" portion of the agenda may do so, but please observe the time limit of four minutes.

Members of the public or other parties are welcome to email their comments to the Staff Liaison, Ashley Sylvester at asylvester@cityofsthelena.gov. All public comments must be received three hours prior to the meeting. All other public comments received after the deadline will be attached to the item the next business day or soon thereafter. Public comments will not be read out loud but will be publicly available and attached to the online agenda.

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1. CALL TO ORDER
2. ROLL CALL
Commission Chair: Doug Boesch
Commission Vice Chair: John Thompson
Members: Julie Jenanyan, Denise Nelson, Stephanie Smithers
Staff Liaison: Ashley Sylvester, Interim Community Services Director
3. PUBLIC FORUM:
An opportunity for the public to directly address the Commission on items of interest to the public that are not listed on the agenda. Any person addressing the Commission should provide his or her name and address, and limit comments to four minutes. Because of restrictions imposed by the Brown Act, the Commission may not engage in substantive discussion, nor take action on matters not described on the agenda.
4. REPORTS BY STAFF AND COMMISSION
Reports by staff and/or commission on items of general interest. Brief questions for clarification may be posed and answered, and Commission may request that items be placed on a future agenda. Except under certain circumstances, the Brown Act prohibits any other discussion or action by the Parks and Recreation Commission.
 - 4.1. City Staff
 - Park Maintenance Update
 - Recreation Services Update
 - 4.2. Commissioner Updates
5. CONSENT CALENDAR:
Members of the Parks and Recreation Commission or the public may ask that any items be considered individually for purposes of considering alternative

action, for extended discussion, or for public comment. Unless that is done, on motion may be used to adopt all recommendation actions.

- 5.1. Parks and Recreation Commission Meeting Minutes of October 20, 2025 3 - 5

[Parks and Recreation Commission Minutes for October 20, 2025](#)

6. SCHEDULED MATTERS:

- 6.1. St. Helena Parks, Recreation, and Trails Master Plan BluePoint Planning Presentation and Update

- 6.2. Grapevine Updates and Data

- 6.3. 2025 Harvest Festival Flashvote Results

- 6.4. Ad-Hoc Subcommittee Updates

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[PRC 2025-26 Goals and Subcommittees](#)

[PRC 2025-2026 Park Assignments](#)

7. ADJOURNMENT

The next regular Parks and Recreation Commission meeting is scheduled for December at 5:30 pm, Carnegie Building, 1360 Oak Avenue.

This agenda was posted at City Hall, 1088 College Ave and 1360 Oak Avenue on November 14, 2025

/s/ Ashley Sylvester

Ashley Sylvester, Interim Community Services Director

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact City Hall at (707) 967-2792. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR35.102-35.104 ADA Title II). However, City staff will attempt to assist at any time with accessibility.

**City of St. Helena
Parks & Recreation Commission
Regular Meeting
Monday, October 20, 2025 @ 5:30 PM
Carnegie Building - Second Floor
1360 Oak Avenue**

1. Call to Order- 5:30pm

2. Roll Call

- Chair: Doug Boesch
- Vice Chair: John Thompson
- Members: Julie Jenanyan, and Denise Nelson
- Absent: Commissioner, Stephanie Smithers

Staff Liaison: Interim Community Services Director Ashley Sylvester

3. Public Forum

- Public comment
 - None

4. Reports by Staff and Commission

4.1 City Staff

- Park Maintenance Update
 - The parks team has been working on replacing the bollards of Crane park
 - They are also currently working with Cal Trans on adding GPS tags to the tree's for the which they are mapping
 - Public works was working on preparation for harvest festival
 - Commissioner Jenanyan asked about the pickleball and tennis court maintenance and Director Sylvester explained that we will be collaborating with parks to help with that portion of the parks tasks.
 - Vice Chair Thompson asked about the grapevine tickets. Staff informed a report would be brought to the November meeting
- Recreation Services Update
 - Director Sylvester explained that recreation has been working on fall bocce and it is underway with 16 teams
 - Youth Basketball registration has officially opened for registration
 - Teen programing efforts have been made with the school district during visiting access period and brainstorming ideas
 - Staff have been working with Sesquicentennial Planning
 - Reservation report was shown for the crane park areas, lyman, and the carnegie building

4.2 Commissioner Updates

- Commissioner Nelson told commissioners about the strategic planning she worked on for the Master Plan at the Harvest Festival
- Chair Boeschon asked City Librarian Strickler when they were expecting to hear from Blue Point and she responded that the November meeting would plan for a presentation.
- Commissioner Jenanyan inquired about McCullah Park not listed on the website, and Director Sylvester said she would see why it was not on there
- Commissioner Nelson also updated about an adopt a park program she would like to look further into

5. Consent Calendar

5.1 Parks and Recreation Commission Meeting minutes of September 17th, 2025

- Motion to approve: Thompson; Second: Jenanyan
 - Approved: Unanimous

6. Scheduled Matters

6.1: Elect Chair and Vice Chair for the 2025-26 Term

The following were elected:

- Chair: Boeschon
 - Motion to approve: Thompson; Second: Jenanyan
 - Approved: Unanimous
- Vice Chair: Thompson
 - Motion to approve: Boeschon; Second: Nelson
 - Approved: Unanimous

6.2 Harvest Festival and Special Event Update

- Sylvester explained that year there was a new location on Library Lane due to a project that was taking place on Oak Ave, which was pushed back
- Three bands performed, jazz music from Evan Galbraith Jazz Band, high school local band Lambiam, and Fog city swampers
- 2 entertainment group: Ballet Folkloriko Amor al Arte and Charros group from Segura Family
- There were 8 food vendors in the lot, and first time we opened to St. Helena business
- 72 artisans and non profit booths, with a kids zone with new elements of carnival style games
- There was an estimated 3,000+ in attendance
- City is working on a flash vote for the 2026 Harvest Festival Location
- Commissioners thanked staff for the harvest festival
- Looking ahead, barrel tree lighting will be on Wednesday, November 26th
- Gingerbread house decorating at the fire station will be on December 13th, cookie and ornament decorating December 20th

6.3 Volunteer Service Awards

- Director Sylvester gave an overview to the commissioner on the Volunteer Service awards and the criterias that need to be met. Applications can push through December for
- Commissioner Boeschen explained that it can be anyone, and expressed to commissioners to share the word or to nominate candidates

6.4 A-hoc Subcommittees Updates

PRC 2025-26 Goals and Subcommittees

- Vice ChairThompson explain he has been working on grants, and had a few questions,Sylvester said she will put Recreation Supervisor, Kevin MacLeod
- Chair Boeschen wanted to ensure that the focus does not get lost with Cross community integration

PRC 2025-26 Park Assignment

- Commissioner Nelson discussed that she has been making rounds on her parks, and discussed that she has been keeping an eye on Lyman Park
- Vice Chair Thompson asked what parks, the parks team is assigned, and Director Sylvester explained she will follow up with the parks team

Adjourned: 7:23pm

APPROVED:

ATTEST:

Doug Boeschen, Commission Chair

Ashley Sylvester, Interim Community
Services Director



ST. HELENA PARKS AND RECREATION COMMISSION 2025-26 Goals and Ad-Hoc Subcommittee Assignments

1. Parks & Recreation Master Plan & Park Enhancement Strategy(Nelson & Smithers)
2. Communication and Marketing(Jenanyan & Smithers)
3. Parks & Recreation Grants(Thompson)
4. Cross- Community Integration(Boeschen)
5. Arts & Culture (Jenanyan & Nelson)

Updated September 2025



ST. HELENA PARKS AND RECREATION COMMISSION 2025-26 PARK ASSIGNMENTS

- Doug Boesch: Crane East
- Julie Jenanyan: Crane West
- Denise Nelson: Lyman, Stonebridge, Hunt
- Stephanie Smithers: Lewis Station, McCullagh, Mary Fryer, Mennen, Starr Baldwin
- John Thompson: Jacob Meily, Wappo