



# CITY OF HEALDSBURG SENIOR CITIZEN ADVISORY COMMISSION REGULAR MEETING AGENDA

Meeting Date: April 22, 2026  
Time: 04:00 PM  
City Hall Council Chamber  
401 Grove Street  
Healdsburg, CA 95448

**To join by computer, tablet, or mobile device:**

Go to <https://zoom.us/join> and type in the Webinar ID: 815 8894 3494 or follow this link:  
[healdsburg.gov/zoom](https://healdsburg.gov/zoom) (Pre-registration for the meeting is not required.)

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## 1. CALL TO ORDER

1.a Roll Call

1.b Pledge of Allegiance

1.c Changes (Deletions) to Agenda

1.d Approval of Minutes

Approval of the regular meeting minutes of the August 27, 2025 meeting and the special meeting minutes of the November 12, 2025 meeting of the Senior Citizens Advisory Commission.

## 2. CITY COUNCIL LIAISON REPORT

## 3. ANNOUNCEMENTS/PRESENTATIONS

## 4. PUBLIC COMMENTS ON ITEMS ON NON AGENDA ITEMS

*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 Senior Citizen Advisory Commission cannot consider any issues or act on any requests during this comment period.*

## 5. OLD BUSINESS

5.a When the Time Comes Pilot Program Update

April 22, 2026

Receive an update on the When the Time Comes Pilot program, and provide feedback to staff.

**6. NEW BUSINESS**

**7. INFORMATION AND REPORT OF COMMUNITY SERVICES ACTIVITIES**

**8. COMMISSION REPORTS ON MATTERS OF INTEREST**

**9. ADJOURNMENT**

**AMERICANS WITH DISABILITIES ACT ACCOMMODATIONS**

Any member of the public who needs accommodations should email Community Services at [communityservices@healdsburg.org](mailto:communityservices@healdsburg.org) or call 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>.

**SB 343 - DOCUMENTS RELATED TO OPEN SESSION AGENDAS:** *Any writings or documents provided to a majority of the Senior Citizen Advisory Commission 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 at the Community Services Department Office located at the Abel De Luna Community Center, 1557 Healdsburg Avenue, Healdsburg, California during normal business hours. If supplemental materials are made available to the members of the Arts and Culture Commission at the meeting, a copy will be available for public review at the meeting location.*

***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.***

**CITY OF HEALDSBURG  
SENIOR CITIZENS ADVISORY COMMISSION  
REGULAR MEETING MINUTES  
August 27, 2025  
City Hall Council Chamber  
401 Grove Street, Healdsburg, CA 95448**

**CALL TO ORDER**

Chair O'Brien called to order the meeting of the Healdsburg Senior Citizens Advisory Commission at 4:12 PM with the following Commissioners present/absent:

**Present Commissioners:** Cordova, Erickson, Go, and O'Brien

**Absent Commissioners:** Brown, Hoppes, and Mansfield

**Staff Present:** Active Adult and Senior Services Supervisor Anna Grant, Housing Director Stephen Sotomayor, Recreation Coordinator Yaquelin Buenrostro, and Office Assistant Lisa Lica

**CHANGES (DELETIONS) TO AGENDA**

None

**APPROVAL OF MINUTES**

On a motion made by Chair O'Brien, seconded by Commissioner Go, the Commission voted to approve the regular meeting minutes for the March 26th, 2025 meeting. (Ayes – 4, Noes – 0, Absent – 3)

**COUNCILMEMBER LIAISON REPORT**

Councilmember Edwards provided an update to the Commission on various items that are pertinent to City Council.

- Women's Equity Day
- Foley Pavilion Ribbon Cutting
- Public Information Officer recruitment
- Local Preference for affordable housing
- Lake Sonoma water
- City Tree designated – Valley Oak
- Parklet Program

**ANNOUNCEMENTS/PRESENTATIONS – SENIOR HOUSING NEEDS ASSESSMENT SURVEY RESULTS**

Housing Director Stephen Sortomayor provided an update to the Commission on the results of the 2025 Senior Housing Needs Assessment Survey. The presentation outlined the purpose of the survey, the methodology used to collect data, and key findings from the survey results. Sotomayor also highlighted major conclusions drawn from the data and identified opportunities for further analysis to better understand senior housing needs and inform future planning efforts.

Senior Citizens Advisory Commission Meeting Minutes  
 August 27, 2025  
 Page 2

### **PUBLIC COMMENT ON NON-AGENDA ITEMS**

**Peter Alexander** spoke about many topics such as Rosa Quarry, Sonoma County Permit procedures, John Jenkel, and being in favor of funding going towards greenhouse building.

### **OLD BUSINESS – SENIOR CENTER PERMITTED PARKING –**

Supervisor Grant provided a brief background and timeline of the evolution of parking at the Senior Center over the last several years. She explained ownership of the parking spaces in the Senior Center Parking Lot. In addition, Grant described the increase in attendance and membership that has happened over the years since 1987 – the year the Senior Center was established.

She also went over the Electric Vehicle Charging Station Project that was recently completed by the City’s Utility Department, where EV charging stations were added to several parking lots in Healdsburg – one of them being the Senior Center Parking Lot. She described the improvements that were made as a result of the project, while noting there are 3 undesignated parking stalls in the lot.

Due to a sharp increase in Senior Center attendance and membership since the end of the Covid pandemic, Grant presented a recommendation to the Commission that the 3 undesignated parking stalls in the Senior Center Parking Lot be designated as “Senior Permit Parking Only”.

Chair O’ Brien made a motion, seconded by Commissioner Go, to recommend that City Council approve a designation of three additional parking stalls in the City-owned parking lot located at East and Plaza Streets as “Senior Permit Parking Only” during the Healdsburg Senior Center hours of operation Monday-Friday between 9 Am and 5 PM.

The motion passed on a voice vote. (Ayes – 4, Noes – 0, Absent – 3)

### **PUBLIC COMMENT**

**Peter Alexander** asked about the fees for parking and membership. He also expressed concerns about the environmental impact associated with producing electric vehicles in different parts of the world. Additionally, Alexander suggested considering alternative transportation options instead of implementing charges for seniors.

**Mary Selhorst** appreciates it when parking spots are available at the Senior Center and stated that she is in favor of the request to designate three parking spaces for Senior Permit Parking Only.

### **NEW BUSINESS**

None

### **INFORMATION AND REPORT OF COMMUNITY SERVICES ACTIVITIES**

Supervisor Grant led a hike in Armstrong Woods, as a part of the new Healdsburg Trekkers Group. She also informed the Commission about upcoming

Senior Citizens Advisory Commission Meeting Minutes  
August 27, 2025  
Page 3

**August**

- 8/18 – Trekkers: Armstrong Woods
- 8/28 - Supper Club: Luau Night
- 8/30 – Root Beer Float Social

Gallery Show on Display – Rick Tang Photography

**September**

- 9/1 - Labor Day Holiday
- 9/4 - Professor Mick returns – Jimmy Carter
- 9/8 - Trekkers: Kortum Trail
- 9/11 - Public Safety Information Forum on Emergency Preparedness for Seniors
- 9/15 - Mexican Independence Day at Supper Club& Senior Center Appreciation Month
- 9/16 – Mystery Bus Trip
- 9/18 – Professor Mick

**October**

- Get ready for International Aging Week!

**COMMISSION REPORTS ON MATTERS OF INTEREST**

None

**FUTURE AGENDA ITEMS**

None

**ADJOURN SENIOR ADVISORY COMMISSION MEETING**

There being no other meeting business to discuss, the August 27<sup>th</sup> meeting of the Senior Citizens Advisory Commission was adjourned at 5:17 PM.

The next regular meeting is scheduled for September 24, 2025 at 4:00 PM at the City Hall Council Chambers (unless otherwise established), 401 Grove Street, Healdsburg CA.

APPROVED:

ATTEST:

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Donna O’Brien,  
Chairperson

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Mark Themig,  
Community Services Director

**CITY OF HEALDSBURG  
SENIOR CITIZENS ADVISORY COMMISSION  
SPECIAL MEETING MINUTES  
November 12, 2025  
City Hall Council Chamber  
401 Grove Street, Healdsburg, CA 95448**

**CALL TO ORDER**

Vice Chair Brown called to order the special meeting of the Senior Citizens Commission of the City of Healdsburg at 4:06 PM with the following Commissioners present/absent:

**Present Commissioners:** Brown, Erickson, Go, Cordova, and Mansfield

**Absent Commissioners:** O'Brien and Hoppes

**Staff Present:** Community Services Director Mark Themig, Active Adult and Senior Services Supervisor Anna Grant, Recreation Coordinator Yaquelin Buenrostro, and Office Assistant Lisa Licea

**CHANGES (DELETIONS) TO AGENDA**

None

**APPROVAL OF MINUTES**

On a motion made by Commissioner Erickson , seconded by Commissioner Go, the minutes for the May 28th, 2025 and July 23rd, 2025 meetings were approved as presented.

**CITY COUNCIL LIAISON REPORT**

Councilmember Ron Edwards provided an update to the Commission on matters pertinent to City Council:

- Parklet Program
- City Tree chosen – Valley Oak
- Badger Park, chosen site for Magical Bridge Park
- Villa Chanticleer
- L & M Update
- Foley Operational Plan

**ANNOUNCEMENTS/PRESENTATIONS**

None

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**

None

Senior Citizens Advisory Commission Special Meeting Minutes  
 November 12, 2025  
 Page 2

**OLD BUSINESS - COMPASSIONATE COMMUNITIES PILOT PROGRAM UPDATE  
 NOVEMBER 2025**

Supervisor Grant provided an update on the Compassionate Communities Pilot Program, noting progress that has been made thus far in the development of the program. The program is being developed by Supervisor Grant, death doula Taya Levine, Recreation Coordinator Yaquelin Buenrostro and ad-hoc Commissioners Brown and Erickson.

Taya Levine provided some background, explaining how the program began. Acting Chair Brown reiterated the need for a program like this.

Levine went on to explain the draft operational plan and the purpose of developing the Compassionate Communities Program. The program aims to provide information, resources, compassion, and connection to help people be prepared for death and end-of-life decisions. It will be community run and use our local community assets. She addressed:

- People and Partnerships
- Program and Service Offerings
- Operational Realities
- Funding and Sustainability

Levine also emphasized that an important goal of the program is to be culturally responsive and inclusive. She also responded to questions from Commissioners regarding the training that will be provided to program team members and the potential for doulas to be onsite at the Senior Center. Levine clarified that the program will initially launch with volunteer doulas.

Levine also noted that this initiative is expected to be the first program of its kind implemented by a municipality as a benefit offered to residents.

Commissioner Mansfield asked where the program hub would be located. Supervisor Grant described the process for determining the program's location and discussed the potential use of City event spaces, the role of a Compassion Coordinator, and anticipated first-year expenses. Grant also noted that hosting the program within the City would provide administrative support aligned with the program's needs and discussed potential funding considerations.

Levine advised the Commission that the program is planned to launch in January 2026.

**PUBLIC COMMENT**

A meeting participant (did not provide her name) spoke out to share her support for the Compassionate Community Program.

**NEW BUSINESS**

None

Senior Citizens Advisory Commission Special Meeting Minutes  
 November 12, 2025  
 Page 3

### **INFORMATION AND REPORT OF COMMUNITY SERVICES ACTIVITIES**

Supervisor Grant provided background about the Friends of the Healdsburg Senior Center, a non-profit organization dedicated to enhancing the Senior Center. She highlighted some their most notable fundraisers.

Grant then informed the Commission about upcoming events:

#### **November**

- 11/13 Professor Micks Lecture
- 11/15 – Friends Craft Fair 10 AM -1 PM
- 11/19 – SCAMS presentation with Healdsburg Police Department
- 11/20 – Birthday Club
- 11/24 – Thanksgiving Lunch with Rotary

#### **December**

- 12/5 – SC closed for Senior Dinner final preparations
- 12/7 – Senior Appreciation Dinner
- 12/18 – Mingle Jingle JAM social at Senior Center
- 12/23 – SC closed for the holiday and new awning installation
- Holiday Closure 12/23-1/5

#### **January**

- 1/12 – Trivia
- 1/28 – Book of Mormon

#### **Scheduled Bus Trips 2026**

- 1/28 – The Book of Mormon
- 3/4 - Spamalot
- 6/10 – Phantom of the Opera

#### **More Bus trips to be announced in 2026**

- Overnight Bus Trip in 2026
- More Day Trips

#### **Director Themig provided an update to the Commission on the following projects and events:**

- Laura Fish Somersal Park Project
- Badger Park Redevelopment Project and the Magical Bridge inclusive playground
- Foley Family Community Pavilion Badger Park Redevelopment Project
- Villa Chanticleer
- Dia de Muertos
- Turkey Trot
- Merry Healdsburg

Senior Citizens Advisory Commission Special Meeting Minutes  
November 12, 2025  
Page 4

**COMMISSION REPORTS ON MATTERS OF INTEREST**

None

**ADJOURN SENIOR CITIZENS ADVISORY COMMISSION MEETING**

Vice Chair Cindi Brown adjourned the meeting at 5:31 PM.

The next regular meeting is scheduled for January 28<sup>th</sup>, 2026 at 4 PM the City Hall Council Chambers (unless otherwise established), 401 Grove Street, Healdsburg CA.

APPROVED:

ATTEST:

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Cindi Brown,  
Vice Chairperson

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Mark Themig,  
Community Services Director



**CITY OF HEALDSBURG  
SENIOR CITIZENS ADVISORY COMMISSION  
AGENDA STAFF REPORT**

**MEETING DATE:** Wednesday, April 22, 2026

**SUBJECT:** When the Time Comes Pilot Program Update

**PREPARED BY:** Anna Grant, Active Adult and Senior Services Supervisor

**STRATEGIC INITIATIVE(S):**

- Provide resident-driven community services

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**RECOMMENDED ACTION(S):**

Receive an update on the When the Time Comes Pilot program, and provide feedback to staff.

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**BACKGROUND:**

Senior Center staff provide compassionate support and guidance to community members navigating profound, often challenging, end-of-life and future care decisions during the weekly inquiries that occur at the Senior Center.

Following an initial meeting with community member and death doula Taya Levine, and subsequent outreach to Senior Center members, staff presented an idea for a program that would support end-of-life planning and presented this concept to the Senior Citizens Advisory Committee in January 2025. In February 2025, the Senior Citizens Advisory Commission adopted the Compassionate Communities pilot program as a goal. On April 28, 2025, the City Council held a full-day retreat to review and establish the City Goals for Fiscal Year 2025-26. At this retreat City Council identified the program as a goal with formal adoption in June 2025.

The Senior Citizens Advisory Commission created a Compassionate Communities ad-hoc committee (“Committee”) for this goal with a focus on developing a program scope, structure, and funding mechanism to provide resources, services, and assistance for end-of-life planning. The Committee includes staff Anna Grant, Active Adult and Senior Services Supervisor, Recreation Coordinator Yaquelin Buenrostro, community member and project lead Taya Levine, and Senior Citizens Advisory Commissioners Cindi Brown and Barbara Erickson.

During an in-depth discovery and development process, the Committee created a three-service-center program concept that seeks to provide peace of mind to participants who are facing end-of-life situations by:

- Empowering choices
- Providing assistance in navigating the end-of-life journey

- Providing guidance through the healing process.

The Senior Citizens Advisory Commission received the “When the Times Comes” draft pilot program presentation at the November 12, 2025, meeting, and recommended to City Council that City Council endorse the launch of the program in January 2026. City Council received the Compassionate Communities Initiative, “When the Time Comes,” at the December 1, 2025, meeting and directed staff to launch the “When the Time Comes” pilot program.

During the February 2026 meeting, the Senior Citizens Advisory Commission reviewed the second phase of program development which included:

- Building Run My Village Software,
- Building Compassion Language and Messaging,
- Program Services and Offerings, including program cadence and office hours

### **DISCUSSION/ANALYSIS:**

Staff is launching the next phase of the "When the Time Comes" pilot program. This phase introduces a public Open House and establishes a consistent monthly programming cadence starting in May 2026.

#### Open House

Staff will host an Open House on Monday, April 27, at 2:30 p.m. at the Healdsburg Senior Center. This event serves as the community’s first formal encounter with the program. Rather than persuading participants to take specific actions, the event aims to normalize end-of-life planning as a generous act for loved ones.

By the end of the event, participants will know:

- What When the Time Comes is, and how to access it
- That there are people in the community that do this work with skill and care
- That the discomfort they felt walking in is shared – and manageable
- What they can do next if they want to engage further.

During the Open House, staff will invite participants to shape future monthly topics by sharing what matters most to them and selecting the sequence of monthly program themes.

#### Programming Cadence

When the Time Comes will begin ongoing monthly programs in May 2026. There will be a variety of ways to engage including:

- *The Compassion Corner*: The Compassion Coordinator will host private, drop-in sessions to help individuals complete forms, explore options, or discuss immediate concerns.
- *Death Curious Gatherings*: Experts will lead monthly meetings centered on specific themes.
- *"Dying to Talk About It" Conversations*: Neighbors will participate in facilitated, informal discussions regarding the month’s theme.
- *Grief and Bereavement Group*: This 8-week supported space helps residents navigate loss, find their footing, and connect with others in a similar journey.

### **ALTERNATIVES:**

Do not move forward with implementing the next phase of development of the program and provide direction to staff.

**ATTACHMENT(S):**

WTTC Flyer



# WHEN THE TIME COMES

Plan. Prepare. Be Supported.

*Held by community, powered by compassion.*

**WHEN THE TIME COMES** is Healdsburg's community-based end-of-life resource center that helps people face death with clarity, plan with care, and be supported by others—reclaiming death as a deeply human experience. Email [communityeolcare@gmail.com](mailto:communityeolcare@gmail.com) to learn more.

