

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: TANYA NARATH, CHAIR
COMMUNITY ADVISORY BOARD (CAB)
NANCY MANCHESTER, INTERIM (CAB) LIAISON

SUBJECT: COMMUNITY ADVISORY BOARD 2015/16 WORKPLAN

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the City Manager's Office and the Community Advisory Board that the Council, by resolution, approve the Community Advisory Board's Fiscal Year 2015/16 Workplan pursuant to Resolution Nos. 28174 and 28442.

EXECUTIVE SUMMARY

The Community Advisory Board (CAB) met in May and June to discuss their workplan concepts for the upcoming fiscal year. CAB met again in early August to finalize and approve its Fiscal Year 2015/16 Workplan.

This action relates to Council Goal 5: Improve the partnerships between neighborhoods, community organizations, schools and the City to support and promote thriving, inclusive, and diverse neighborhoods.

BACKGROUND

On August 7, 2012, the City Council adopted Resolution No. 28174 clarifying the roles, duties and areas for the Community Advisory Board (CAB). The City Council later adopted Resolution No. 28442 on March 11, 2014 clarifying the annual Community Improvement Grant (CIG) process. The Board's responsibilities were divided into six categories:

- i. Issues of concern to residents of the City;
- ii. Budget priorities for Capital Improvement Projects;
- iii. Participation in neighborhood planning meetings;
- iv. Strengthen the public involvement process;

- v. Build community; and
- vi. Public improvements (Community Improvement Grants).

PRIOR CITY COUNCIL REVIEW

Not applicable

ANALYSIS

At the May and June, 2015 meetings, the CAB discussed its responsibilities as identified in Council Resolution Nos. 28174 and 28442 and brainstormed ideas for its workplan that would fit within the framework detailed in the resolutions.

Following its discussion, CAB voted to adopt the following workplan for the Fiscal Year 2015/16.

- i. **Issues of concern to residents of the City: The City and Board Members shall identify a minimum of one community-based issue which requires outreach into the neighborhoods.**
 - CAB will focus on community gardens through identification of locations for gardens, outreach to neighbors and determining ways for the City to support garden efforts.
- ii. **Budget priorities for Capital Improvement Projects (CIP)**
 - An ad hoc CAB subcommittee will coordinate putting processes in place to increase public participation in the CIP budget process as detailed in Resolution No. 28174 by designing and facilitating a public participation process that offers a minimum of four neighborhood meetings for the community to review and provide feedback on the CIP budget and priorities. These meetings will take place prior to City staff's preparation of the CIP budget, which begins each year in January.
- iii. **Participation in neighborhood planning meetings**
 - CAB will create a master list of community outreach events and strategically plan CAB participation in as many of these events as possible.
- iv. **Strengthen public involvement process**
 - When attending community outreach and neighborhood planning meetings, CAB will increase public awareness of CAB and its goals through handouts and participation in meetings. CAB has been provided with nametags identifying them as CAB members.

v. Building community

- CAB will continue proactive outreach to assist community groups in successfully applying for Community Improvement Grants.
- Through its master list of community events, CAB will focus on attending a variety of events. CAB members will report back to the Board at least quarterly on events attended and outcomes.

vi. Public Improvements (Community Improvement Grants)

- Continue the successful Community Improvement Grant (CIG) program and raise awareness of past projects funded.

FISCAL IMPACT

There is no fiscal impact for approving the workplan.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

The Community Advisory Board reviewed and approved its Workplan on August 26, 2015 and it is recommended by the Community Advisory Board that the Council, by resolution, approve the Community Advisory Board's Fiscal Year 2015/16 Workplan.

NOTIFICATION

All CAB members were provided notice of this agenda item on August 19, 2015.

ATTACHMENTS

- Resolution/Exhibit A (CAB Workplan)

CONTACT

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