



**Community Advisory Board  
Regular Meeting Minutes - Final**

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Wednesday, April 24, 2024

6:00 PM

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**1. CALL TO ORDER**

Chair Weeks called the meeting to order at 6:08PM.

**2. ROLL CALL**

**Present:** 8 - Chair Calum Weeks, Board Member Cherie Barnett, Board Member David Chen, Vice Chair Amy Holter, Board Member Henry Huang, Board Member Jorge Inocencio, Board Member Kirstyne Lange, and Board Member Steve Rahmn

**Absent:** 4 - Board Member Ariana Diaz De Leon, Board Member Duane De Witt, Board Member Andrea Rodriguez, and Board Member Angelina Vasquez

**3. PUBLIC COMMENTS**

NONE

**4. APPROVAL OF MINUTES**

4.1 Draft Minutes - March 27, 2024

Approved as submitted.

**5. CAB ANNOUNCEMENTS AND ISSUES OF CONCERN TO CITY RESIDENTS**

Chair Weeks announced that item 7.1 would be heard earlier in the agenda.

Chair Weeks introduced newly appointed Member Derek Knowles, and welcomed him to the Community Advisory Board.

Member Chen made comments regarding a community event at Rincon Valley park occurring on April 7, 2024.

Member Holter made comments regarding the Native Arts Festival occurring in Windsor on May 11, 2024, and the Latinx Teen Conference occurring in Santa Rosa on May 4, 2024.

Public Comments:

None

## 6. STAFF UPDATES

Ana Horta, Community Engagement Manager, provided information regarding the following events and answered Member questions:

April 20, 2024, Launch of the City's Active Transportation Plan

April 27, 2024, Women in Public Safety Day

May 1, 2024, Wednesday Night Market

May 4, 2024, Human Race

May 5, 2024, Cinco de Mayo

May 11, 2024, Park-A-Month Volunteer Work Part

May 16, 2024, Bike to Work Day

May 16, 2024, Bike-in Block Party

May 17, 2024, Aging and Disability Expo

May 18, 2024, Rose Parade

May 18, 2024, Kids to Parks Day Scavenger Hunt

May 18, 2024, Eco-friendly Garden Tour

May 19, 2024, Matsuri Japanese Art Festival

May 22, 2024, City Works Festival

May 24, 2024, Steele Lane Elementary Pilot Study

June 1, 2024, Pride Parade

Ana Horta, Community Engagement Manager, made additional comments regarding nominations being accepted for the City's 2024 Merit Awards through June 14, 2024, and the Junior Giants Program needing volunteer coaches and team parents

Lon Peterson, Director Communications and Intergovernmental Relations, made comments regarding the new name badges provided for the Community Advisory Board Members to wear at community events.

Public Comments:

None

## 7. SCHEDULED ITEMS

### 7.1 TRANSPORTATION AND PUBLIC WORKS UPDATE

Transportation and Public Works Traffic Engineering will provide information and respond to Citizen's Advisory Board questions and concerns regarding crosswalks.

Provided for information.

Rob Sprinkle, Deputy Director Transportation and Public Works, provided information and answered Member questions.

Public Comments:

None

### 7.2 MOTION - 2024 Q1 COMMUNITY IMPROVEMENT GRANT APPLICATIONS FOR FUNDING

The Community Advisory Board (CAB) reviews and approves the 2024 Community Improvement Grant Applications. Grant Applications for Quarter 1 closed on March 29, 2024. The CAB received three applications eligible for funding, totaling \$7,500. The projects are as follows:

The SPFA Arts District Outdoor Gallery grant from A Street Studios requests funds to create an outdoor public art mural that celebrates the community and expresses the creative exuberance of the SOFA Arts District neighborhood.

The Summer in South Park grant from the South Park Coalition requests funds to support a free community event in Martin Luther King Junior Park, which would foster neighborhood cohesion and empowerment.

The Rising of 606 Santa Rosa Ave grant from Santa Rosa Garden Supply, Neighbors and Supporters of the Arts requests funds to create a mural showcasing the diversity of native plants along with a garden featuring native plants. The mural and the garden will beautify that area

of Santa Rosa Ave and surrounding neighborhoods. The culmination of the project will be celebrated with a garden community party.

**RECOMMENDATION:** It is recommended by the Communications and Intergovernmental Relations Department that the Community Advisory Board, by motion, determine the dispersing of Community Advisory Board Q1 2024 Grants.

Ana Horta, Community Engagement Manager, provided information and answered Member questions.

Lon Peterson, Director Communications and Intergovernmental Relations, assisted in answering Member questions.

**Public Comments:**

Annette Arnold, South Park Coalition, made comments regarding the attendance and purpose of the Summer in South Park event, and provided information regarding the South Park clean-up event occurring this weekend.

**A motion was made by Board Member Lange, seconded by Vice Chair Barnett, to approve the recommended dispersing of Community Advisory Board Q1 2024 Grants.**

**The motion carried by the following vote:**

**Yes:** 8 - Chair Weeks, Board Member Barnett, Board Member Chen, Vice Chair Holter, Board Member Huang, Board Member Inocencio, Board Member Lange, and Board Member Rahmn

**Absent:** 4 - Board Member Diaz De Leon, Board Member De Witt, Board Member Rodriguez, and Board Member Vasquez

### 7.3 COMMUNITY ADVISORY BOARD VISION

The Communications and Intergovernmental Relations Office recommends the CAB discuss its vision, goals and how to improve engagement opportunities for CAB members to participate in.

Lon Peterson, Director Communications and Intergovernmental Relations, and Ana Horta, Community Engagement Manager,

provided information and answered Member questions.

The Community Advisory Board Members engaged in a roundtable discussion regarding the vision for the board.

Public Comments:

None

#### 7.4 REPORT - ELECTION OF OFFICERS

**BACKGROUND:** Per the City Charter Section 15 and Council Policy 000-06, the Mayor appoints the Chair of each body with the approval of the majority of the Council. At the first regular board meeting as is practical after the Mayor's selection of the Chair, the commission, committee or subcommittee select a Vice Chair from among its voting members. The chair and vice chair serve for a period of one year or as otherwise identified in the body bylaws.

**RECOMMENDATION:** It is recommended by the Communications and Intergovernmental Relations Department that the Community Advisory Board elect a Vice-Chair to serve with a term of office commencing on April 24, 2024.

**A motion was made by Vice Chair Barnett, seconded by Board Member Chen, to nominate Member Holter as the Community Advisory Board Vice Chair.**

**The motion carried by the following vote:**

**Yes:** 7 - Chair Weeks, Board Member Barnett, Board Member Chen, Vice Chair Holter, Board Member Inocencio, Board Member Lange, and Board Member Rahmn

**Absent:** 5 - Board Member Diaz De Leon, Board Member De Witt, Board Member Huang, Board Member Rodriguez, and Board Member Vasquez

#### 8. FUTURE AGENDA ITEMS

Member Lange recommended information regarding which City departments have not spoken with the City Advisory Board be brought to the next meeting.

#### 9. ADJOURNMENT

Seeing no further business, Chair Weeks adjourned the meeting at 8:16PM.

**Approved on:**

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**Steven V. Brown,  
Recording Secretary**