



City of Santa Rosa

Communications &
Intergovernmental
Relations Office
637 First Street
Santa Rosa, CA 95404

Community Advisory Board Regular Meeting Minutes - Draft

Wednesday, September 24, 2025

6:00 PM

1. CALL TO ORDER

Chair Rodriguez called the meeting to order at 6:00PM.

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

NONE

3. ROLL CALL

Present: 6 - Chair Andrea Rodriguez, Vice Chair Jude Frates, Board Member Ana M. Diaz, Board Member Joshua Hamzehee, Board Member Derek Knowles, and Board Member Douglas Mondell

Absent: 1 - Board Member Clay Daulton

4. PUBLIC COMMENTS

Janice Karrman made comments regarding advertising for tourism in Santa Rosa.

5. APPROVAL OF MINUTES

5.1 Draft Minutes - July 23, 2025

Public Comments:

None

Approved as submitted.

6. SCHEDULED ITEMS

6.1 WEED ABATEMENT, LANDSCAPE MAINTENANCE, and VEGETATION MANAGEMENT

Santa Rosa Fire Department, Planning and Economic Development, and Transportation and Public Works Departments will provide information of the City's Weed Abatement, Landscape Maintenance, and Vegetation Management.

For information only.

Gabe Osburn (Deputy Director PED), Jared McDaniel (Assistant Fire Marshall), and Jeremy Gundy (Deputy Director Public Works) provided information and answered Board Member questions.

Public Comments:

Janice Karrman made comments regarding the weed abatement fee schedules.

6.2 FEMA FLOOD RISK MAPPING PROJECT FOR THE SANTA ROSA CREEK WATERSHED

The Federal Emergency Management Agency (FEMA) has initiated a flood mapping project for the Santa Rosa Creek Watershed as part of a nationwide effort to better identify flood risk. Santa Rosa City staff will present the latest update on the project.

For information only.

Flannery Banks, Supervising Engineer, gave a presentation and answered Board Member questions.

Public Comments:

None

6.3 MOTION - COMMUNITY IMPROVEMENT GRANTS

The Community Advisory Board (CAB) reviews and approves the 2025 Community Improvement Grant Applications. The Board shall award grants to the applicants whose projects best meet the criteria. There are two grants that have been submitted for the August-September 2025 period:

- The Expanding Santa Rosa Tool Library grant application from Santa Rosa Tool Library requests \$2,500.00 to expand its shared tool inventory-primarily battery-powered plus select specialty tools-to improve wildfire defensible space, low-cost bike repair, and sustainable

yard care. The Tool Library lends tools at no cost to over six hundred and fifty Santa Rosa households. Priority beneficiaries include renters and low- and moderate-income residents in fire-prone areas, bicycle commuters, and families that cannot afford rarely used equipment.

- The Roseland Elementary Strider Bikes for Climate from Roseland Elementary Schools requests \$801.20 to purchase youth bicycle helmets for the Bicycling Skills Pause Climate Change Project. This will complement the 12 Strider Balance bikes already awarded to Roseland Leadership Academy, ensuring students can participate safely. The program will benefit about 200 TK-2nd grade students, promoting safety, health, and lifelong habits while encouraging human-powered transportation, reducing emissions, and fostering community well-being.

The two grants total \$3,301.20. The current balance is \$31,974.70; if all grants are awarded the remainder balance for the current fiscal year will be \$28,673.50.

RECOMMENDATION: It is recommended by the Communications and Intergovernmental Relations Office that the Community Advisory Board, by motion, determine the dispersing of the Community Improvement Grants Application for the August-September, 2025, period.

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

Public Comments:

Janice Karrman commended the grant application from the Santa Rosa Tool Library for supporting the community and stated her admiration for the Board Members wanting to provide more funding than requested for the Roseland Elementary Strider Bikes grant application.

A motion was made by Board Member Hamzehee, seconded by Vice Chair Frates, to approve the Expanding Santa Rosa Tool Library grant application for the amount of \$2500.00.

The motion carried by the following vote:

Yes: 6 - Chair Rodriguez, Vice Chair Frates, Board Member Diaz, Board Member Hamzehee, Board Member Knowles, and Board Member Mondell

Absent: 1 - Board Member Daulton

A motion was made by Board Member Hamzehee, seconded by Board Member Knowles, to approve the Roseland Elementary Strider Bikes for Climate grant application for the amount of \$801.20.

The motion carried by the following vote:

Yes: 5 - Chair Rodriguez, Vice Chair Frates, Board Member Hamzehee, Board Member Knowles, and Board Member Mondell

Absent: 1 - Board Member Daulton

Recused: 1 - Board Member Diaz

6.4 MOTION - ADJUSTMENT TO CAB START TIME

RECOMMENDATION: It is recommended by the Communications and Intergovernmental Relations Department that the Community Advisory Board, by motion, adjust the start time of the Community Advisory Board Meetings.

Andrea Rodriguez, CAB Chair, provided information and answered Board Member questions.

Public Comments:

Janice Karrman made comments regarding her support for a 5:30PM start time for CAB meetings and voiced her disapproval for virtual meetings.

A motion was made by Chair Rodriguez, seconded by Vice Chair Frates, to approve the recommended new start time of 5:30PM for CAB meetings.

The motion carried by the following vote:

Yes: 6 - Chair Rodriguez, Vice Chair Frates, Board Member Diaz, Board Member Hamzehee, Board Member Knowles, and Board Member Mondell

Absent: 1 - Board Member Daulton

7. CAB ANNOUNCEMENTS AND ISSUES OF CONCERN TO CITY RESIDENTS

Member Hamzehee made comments regarding new housing being built in southwest Santa Rosa and the positive changes it is bringing, and recommended a collaborative effort with City Council to promote CAB community meetings.

Member Mondell made comments regarding attending a bocce night for the West End Neighborhood Association and that he looks forward to working with them to improve the community. Additionally, Member Mondell stated his concerns that the City's Round Barn facility is not being utilized to its fullest potential.

Vice Chair Frates made comments regarding how the upcoming CAB community meetings are being promoted and asked for suggestions from the Board about how attendance for the meetings can be increased.

Member Diaz made comments regarding the approved grants and how the recipients are making positive contributions toward their communities.

Chair Rodriguez made comments recommending that the CAB Members attend the City's Merit Award ceremonies and stated that the event is one of the most touching events the City hosts.

Member Knowles made comments regarding his involvement with a group focused upon the beautification of North Park and recommended that CAB Members come to the park to see the results of the group's efforts.

Public Comments:
None

8. STAFF UPDATES

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

District 5

Monday September 29, 6:30 – 8:00PM, Finley Community Center, 2060 W College Ave, Cypress Room.

District 4

Wednesday, October 1, 4:30 to 6PM, Santa Rosa Junior College, 1501 Mendocino Ave, Lindley Center Room 296.

District 1 and 7

Wednesday October 22, 6:30 - 8:00PM, Roseland University Prep, 1931 Biwana Dr #1, Big Room.

District 6

Tuesday, October 28, 6:30 - 8:00PM, Epicenter, 3215 Coffey Ln, Club 300 Room.

District 2 and 3

Thursday, November 6, 6:30 - 8:00PM, Montgomery High School, 1250 Hahman Dr., Cafeteria.

October 18th: Museum of Sonoma County Dia de los Muertos-Block Part and Community Resource Fair, from 12:00 - 4:00PM.

October 25th: Halloween at Howarth, Howarth Park, from 11:30AM - 3:00PM.

October 25th: Vince Harper's 16th South Park Day & Night Festival, Veteran's Building, from 2:00 - 6:00PM.

N2N: an MOU for the 25-26 year is in the process of being signed. Members will start again around October 20th.

District-based meetings: The events are in need of note takers.

CAB Annual Presentation to Council: As per CAB's work plan and charter, presentation to Council of CAB's annual achievements will be on December 16, 2025.

Prince Plaza Mosaic Bench CIG will not be completed since applicant was not able to work out the maintenance. The funds have been returned.

West Ave Mural Project: One design has been approved by the Arts in Public Places Committee (APPC). APPC has requested that the second design to be resubmitted to be more representative of the Roseland community.

Sonoma CAN Family Area CIG is moving their client services to

their Dutton location at 1260 North Dutton, Suite 220. The project will be executed at this location instead of 2250 Northpoint Parkway as originally proposed. The project is still within the Santa Rosa City limit and the deadline remains unchanged.

9. FUTURE AGENDA ITEMS

Member Knowles recommended a discussion with the Arts in Public Places Committee regarding the parameters for accepting and maintaining community art installations funded by CAB grants.

Member Diaz recommended a discussion regarding future Community Meeting dates and topics and how to better provide information to the public.

Member Mondell recommended a discussion regarding how to increase public attendance at future CAB meetings and events.

Public Comments:

Janice Karrman made comments regarding the use of community groups for dissemination of CAB information and for the presentation of information.

10. ADJOURNMENT

Seeing no further business, Chair Rodriguez adjourned the meeting at 8:10PM.

Approved on:

**Steven V. Brown,
Recording Secretary**