



City of Santa Rosa

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

COMMUNITY ADVISORY BOARD REGULAR MEETING AGENDA AND SUMMARY REPORT MARCH 26, 2025

6:00 P.M.

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY
ATTENDING IN-PERSON AT THE COMMUNICATIONS &
INTERGOVERNMENTAL AFFAIRS OFFICE AT 637 FIRST STREET,
SANTA ROSA.(IT IS RECOMMENDED THAT SOCIAL DISTANCING BE
OBSERVED).**

**MEMBERS OF THE PUBLIC CAN ALSO VIEW OR LISTEN TO THE
MEETING LIVE AT:**

- VIA ZOOM BY VISITING
[HTTPS://SRCITY-ORG.ZOOM.US/J/85724523316](https://srcity-org.zoom.us/j/85724523316)**
- BY PHONE BY DIALING 877-853-5257 AND ENTERING WEBINAR ID:
857-2452-3316**

**Public Comment may be made live during the meeting In-Person from
the Communications & Intergovernmental Affairs Office at 637 First
Street, Santa Rosa or submitted in advance via email at
svbrown@srcity.org by 12:00 p.m., on or before March 25, 2025. Identify
in the subject line of your
email the Agenda Item Number on which you wish to comment. Email
public comments will be provided to all CAB members prior to the
meeting.**

**IN THE EVENT A BOARD MEMBER PARTICIPATES REMOTELY BASED
ON JUST CAUSE OR EMERGENCY CIRCUMSTANCES PURSUANT TO AB
2449, THE CITY WILL ALSO ALLOW FOR PUBLIC COMMENT THROUGH
THE ZOOM LINK OR DIAL-IN NUMBER ABOVE.**

1. CALL TO ORDER

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

To consider and take action on any request from a Board Member to participate in a meeting remotely due to Just Cause or Emergency Circumstances pursuant to AB 2449 (Government Code Section 54953(f)).

3. ROLL CALL

4. PUBLIC COMMENTS

This is the time when any person may address matters not listed on this agenda, but which are within the subject matter of the jurisdiction. The public may comment on agenda items when the item is called. Each speaker is allowed up to three minutes.

5. APPROVAL OF MINUTES

5.1 Draft Minutes - October 30, 2024, and February 12, 2025

Attachments: [Draft Minutes - October 30, 2024](#)
[Draft Minutes - February 12, 2025](#)

6. SCHEDULED ITEMS

6.1 PRESENTATION - SANTA ROSA ACTIVE TRANSPORTATION PLAN UPDATE

Transportation and Public Works staff will provide an update on the Active Transportation Plan.

Attachments: [Presentation](#)

6.2 PRESENTATION - CAPITAL IMPROVEMENT PROGRAM OVERVIEW

Staff will provide an overview of the revamped Capital Improvement Program and results of prioritization efforts.

Attachments: [Presentation](#)
[Presentation Updated](#)

6.3 MOTION - COMMUNITY IMPROVEMENT GRANTS

BACKGROUND: 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 Jan-March 2025 period, totaling \$4,401.51. The current balance is \$12,053.08; if all grants are awarded the remainder balance for the current fiscal year will be \$7,651.57.

RECOMMENDATION: It is recommended by the Communications and Intergovernmental Relations Department that the Community Advisory Board, by motion, determine the dispersing of Jan-March 2025 CIG Grant Applications.

Attachments: [CIG Applications Summary](#)
[CIG Grant Applications](#)

6.4 MOTION - CAB WORK PLAN REVIEW AND APPROVAL

In June 2024, the Community Engagement Manager, City Council, and the Community Advisory Board (CAB) began working to develop an annual work plan for the CAB. City council members met with their respective CAB appointees to increase communication and collaboration between councilmember and their CAB appointees and to discuss the creation of an annual work plan for the CAB. The presented work plan is the result of those collaborative meetings.

RECOMMENDATION: It is recommended by the Communications and Intergovernmental Relations Department that the Community Advisory Board approves, by motion, their Annual Work Plan for year 2025 and makes a recommendation to City Council to approve it, by motion.

Attachments: [Presentation](#)

6.5 MOTION - COMMUNITY IMPROVEMENT GRANT LANGUAGE AMENDMENTS

The Community Advisory Board (CAB) reviews and approves the Community Improvement Grant Applications. The Board requested

amendments to the grant application as well as a rubric for the grant evaluation.

RECOMMENDATION: it is recommended by the Communications and Intergovernmental Relations Department that the Community Advisory Board, by motion, adopt the amended CIG grant application and the rubric.

Attachments: [2025 CAB Grant Application Revisions](#)
[Community Improvement Grant Scoring Rubric](#)
[Presentation](#)

6.6 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 the remaining term of office commencing on March 26, 2025.

7. CAB ANNOUNCEMENTS AND ISSUES OF CONCERN TO CITY RESIDENTS

CAB Members may share community news, upcoming community events that may be of interest to the CAB, and issues of concern for residents.

8. STAFF UPDATES

This time is reserved for City staff to provide a briefing on issues of interest. No action will be taken on these matters except to possibly place a particular item on a future agenda for consideration.

9. FUTURE AGENDA ITEMS

This schedule is tentative and subject to change pending final publication and posting of the Meeting Agenda. This time is reserved for discussion whether

to place matters on a future agenda for further discussion.

10. ADJOURNMENT

The City of Santa Rosa does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings are available by calling (707) 543-4321 one week prior to the meeting. (TTY Relay at 711).

Any writings or documents provided to a majority of this meeting body prior to this meeting regarding any item on this agenda are available for public review in the City Clerk's Office, Room 10, City Hall, 100 Santa Rosa Ave, during normal business hours.