



City of Santa Rosa

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

Community Advisory Board Regular Meeting Minutes - Final

Wednesday, March 26, 2025

6:00 PM

1. CALL TO ORDER

Chair Rodriguez called the meeting to order at 6:01PM.

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

NONE

3. ROLL CALL

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

4. PUBLIC COMMENTS

Gregory Ferrin made comments regarding civic engagement, neighborhood empowerment, and his experience with large grant applications.

5. APPROVAL OF MINUTES

- 5.1 Draft Minutes - October 30, 2024, and February 12, 2025
Approved as submitted.

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.

Tornia Wilson, Transportation Planner, gave a presentation and answered Member questions.

Jason Nutt, Acting CIRO Director, assisted in answering Member

questions.

Dan Hennessey, Director Transportation and Public Works, assisted in answering Member questions.

Public Comments:

Gregory Ferrin made comments regarding the annexation of Roseland, the difficulties the City has had with meeting promises and goals, and recommended that the City provide better communication to let the Roseland community know of progress.

6.2 PRESENTATION - CAPITAL IMPROVEMENT PROGRAM OVERVIEW

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

Dan Hennessey, Director Transportation and Public Works, gave a presentation and answered Member questions.

Jason Nutt, Acting CIRO Director, assisted in answering Member questions.

Public Comments:

Gregory Ferrin commended the work being done on the Hearn Hub project and the concept of community gardens recommended by City Council Member Fleming.

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.

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

Public Comments:

Gregory Ferrin made comments regarding the need for more clarity in the CAB grant application process.

A motion was made by Board Member Frates, seconded by Board Member Diaz, to approve the grant application for Circuit Rider Community Services (CRCS) College Avenue Mural for \$1591.38.

The motion carried by the following vote:

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

A motion was made by Board Member Mondell, seconded by Board Member Frates, to approve the grant application for Bike-In Block Party Art Engagement for \$1987.00.

The motion carried by the following vote:

Yes: 4 - Chair Rodriguez, Board Member Frates, Board Member Knowles, and Board Member Mondell

No: 2 - Board Member Diaz, and Board Member Hamzehee

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.

Ana Horta, Community Engagement Manager, gave a presentation and answered Member questions.

Public Comments:

Gregory Ferrin made comments regarding a previous CAB grant award provided to Homeless Talk and the availability of their sound system to other grant award recipients.

A motion was made by Board Member Diaz, seconded by Board Member Hamzehee, to approve the Annual CAB Work Plan for year 2025 and to recommend that City Council approve it by motion.

The motion carried by the following vote:

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

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.

Ana Horta, Community Engagement Manager, gave a presentation and answered Member questions.

Jason Nutt, Acting CIRO Director, assisted with answering Member questions.

Public Comments:
None

A motion was made by Board Member Diaz, seconded by Board Member Frates, to adopt as amended the amended CIG grant application and the rubric.

The additional recommended amendments are:

- * Add District and City wide as part of the supplemental criteria in the scoring rubric.**
- * Include a link to City Council districts on the application.**

The motion carried by the following vote:

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

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.

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

Public Comments:
None

A motion was made by Board Member Diaz, seconded by Board Member Mondell, to appoint Jude Frates as CAB Vice Chair.

The motion carried by the following vote:

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

7. CAB ANNOUNCEMENTS AND ISSUES OF CONCERN TO CITY RESIDENTS

Member Mondell made comments regarding the Santa Rosa Police Department series of discussions relating to the fentanyl crisis and overcoming gang violence at Maria Carrillo on March 27, 2025, and at CHOPS on April 2, 2025, and encouraged CAB Members to attend. Member Mondell additionally encouraged participation in the Reimagining Downtown Pedestrian Street survey that closes on March 31, 2025.

Public Comments:

Gregory Ferrin made comments regarding the changes to the County's Mental Health Board's global plan and encouraged participation in the public comment portion of the plan beginning on April 15, 2025, at Cloverdale Senior Center.

8. STAFF UPDATES

Ana Horta, Community Engagement Manager, made comments regarding CAB Member obligations for completing the Form 700, City Council changes to the CAB through Resolution 2024-200, the partnership between the City of Santa Rosa and AmeriCorps, and the relaunching of the Multicultural Roots Project.

Additionally, Manager Horta provided information regarding the following upcoming events:

- * April 2, 2025, Violence Prevention Partnership at CHOPS Teen Club
- * April 5, 2025, Women in Public Safety Day at the Santa Rosa Fire Department Training Tower
- * April 7, 2025, Virtual Community Meeting hosted by Mayor Stapp

and Council Member Alvarez

- * April 22, 2025, Cleanup and Beautification Project for Sebastopol Avenue and Roseland Creek

- * April 26, 2025, Earth Day Festival at Old Courthouse Square

- * The continuing Clean Slate Tattoo Removal program offered by the Santa Rosa Violence Prevention Partnership.

Public Comments:

None

9. FUTURE AGENDA ITEMS

Member Mondell requested City Staff to present the results of the Reimagining Downtown Pedestrian Street survey at the next CAB meeting.

Chair Rodriguez requested City Staff to provide an update on Community Improvement Grant projects that have been awarded funds.

10. ADJOURNMENT

Seeing no further business, Chair Rodriguez adjourned the meeting at 8:35PM.

Approved on:

**Steven V. Brown,
Recording Secretary**