



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

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Wednesday, July 23, 2025

6:00 PM

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**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:** 5 - Chair Andrea Rodriguez, Vice Chair Jude Frates, Board Member Clay Daulton, Board Member Joshua Hamzehee, and Board Member Douglas Mondell

**Absent:** 2 - Board Member Ana M. Diaz, and Board Member Derek Knowles

**4. PUBLIC COMMENTS**

Janice Karrman made comments regarding the font size on the CAB agenda, requesting that it be published in a larger size, and inquired about current status of CAB and if all Board Member seats have been filled.

**5. APPROVAL OF MINUTES**

5.1 Draft Minutes - May 28, 2025

Public Comments:

None

Approved as submitted.

**6. SCHEDULED ITEMS**

6.1 PRESENTATION - REIMAGINING DOWNTOWN: PEDESTRIAN FRIENDLY STREETS SURVEY RESULTS

Planning and Economic Development staff will share the results of their "Reimagining Downtown: Pedestrian-Friendly Streets" Survey.

Scott Adair, Deputy Director Planning, gave a presentation and answered Member questions.

Rachel Beer, Program Analyst, assisted with providing information and answering Member questions.

**Public Comments:**

Janice Karrman made comments regarding new efforts to bring life to downtown, provided insights into thriving European cities she has visited, and suggested changes to Mendocino Avenue to attract visitors and business.

**6.2 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 four grants that have been submitted for the June-July 2025 period, totaling \$9,922. The current balance is \$38,374.70; if all grants are awarded the remainder balance for the current fiscal year will be \$28,452.70.

Provided information. Attachments: June-July 2025 Applications Summary; June-July 2025 CIG Grant Applications

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

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

**Public Comments:**

Janice Karrman made comments regarding her concerns about instituting a two year wait before previous CAB grant recipients can re-apply for another grant and suggested that any wait period should be no longer than one year.

**A motion was made by Board Member Mondell, seconded by Board Member Daulton, to approve the Common Ground Society Specialized Support for Families grant application for the modified amount of \$2400.00.**

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

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

**Absent:** 2 - Board Member Diaz, and Board Member Knowles

**A motion was made by Chair Rodriguez, seconded by Vice Chair Frates, to approve the Community Lantern Workshops grant application for the modified amount of \$2000.00.**

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

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

**Absent:** 2 - Board Member Diaz, and Board Member Knowles

**A motion was made by Board Member Hamzehee, seconded by Vice Chair Frates, to approve the Drawing Games at Winterblast grant application for the modified amount of \$2000.00.**

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

**Yes:** 4 - Chair Rodriguez, Vice Chair Frates, Board Member Hamzehee, and Board Member Mondell

**No:** 1 - Board Member Daulton

**Absent:** 2 - Board Member Diaz, and Board Member Knowles

**A motion was made by Vice Chair Frates, seconded by Board Member Daulton, to approve the Vince Harper's South Day & Night 2025 Festival grant application for the modified amount of \$2000.00.**

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

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

**Absent:** 2 - Board Member Diaz, and Board Member Knowles

## **7. CAB ANNOUNCEMENTS AND ISSUES OF CONCERN TO CITY RESIDENTS**

Chair Rodriguez made comments regarding the Rincon Valley Little League team succeeding in reaching the State tournament and the

success of the West Side Little League team during their season.

Member Daulton made comments regarding discussions with community members about extending the off leash hours at the dog park in Doyle Park.

Public Comments:

Janice Karrman made comments regarding concerns about off leash hours for dogs and the possible injuries that can occur.

## 8. STAFF UPDATES

Ana Horta, Community Engagement Manager, provided information regarding the success of the Wildfire and Earthquake Expo and Juneteenth events.

Manager Horta provided information regarding upcoming events including:

July 29, the City of Santa Rosa will be hosting the Vitalant bloodmobile stationed at the corner of First Street and Santa Rosa Avenue from 10:00AM to 1:30PM.

August 5, the Santa Rosa Police Department is hosting National Night Out from 4:30-7:30PM. at Dick's Sporting Goods parking lot. September 14, celebrate Hispanic Heritage Month at Fiesta de la Independencia, a taste of Latin America in Sonoma County from 1:00-7:00PM at Luther Burbank Center for the Arts.

September 15, the City of Santa Rosa will be presenting the 2025 Merit Awards honor this year's outstanding volunteers. The ceremony starts at 7:00PM at the Finley Community Center.

September 20, South Park Opportunity fair, from 11:00AM-1:00PM at Martin Luther King Jr. Park.

September 27, LandPaths Harvest Festival at Bayer Farm!  
Saturday, September 27th from 10:00AM- 2:00PM.

Additionally, Manager Horta provided information regarding the following:

Neighbor-to-Neighbor (N2N): AmeriCorps members have been reinstated to their positions until the end of August.

District-based meetings: Council Members and CAB members are actively working on the schedule, format, and implementation of the meetings, and hope to have an update in the coming weeks.  
CAB Annual Presentation to Council: Per CAB's work plan and charter, plans are moving forward for a presentation to Council of CAB's annual achievements tentatively in December, 2025.

## **9. FUTURE AGENDA ITEMS**

Chair Rodriguez made a recommendation that the CAB continue to explore the possibility of adjusting the CAB meeting to an earlier start time.

## **10. ADJOURNMENT**

Seeing no further business, Chair Rodriguez adjourned the meeting at 7:14PM.

**Approved on:**

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**Steven V. Brown,  
Recording Secretary**