



City of Santa Rosa

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

COMMUNITY ADVISORY BOARD REGULAR MEETING AGENDA AND SUMMARY REPORT NOVEMBER 19, 2025

5:30 P.M.

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY
ATTENDING IN-PERSON AT THE COMMUNICATIONS AND
INTERGOVERNMENTAL RELATIONS OFFICE AT 637 FIRST STREET,
SANTA ROSA.**

**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 and Intergovernmental Relations 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 November 18, 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.**

**ALL PUBLIC COMMENTS WILL BE PROVIDED IN PERSON. 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 - September 24, 2025

Attachments: [Draft Minutes - September 24, 2025](#)

6. SCHEDULED ITEMS

6.1 PRESENTATION - PUBLIC ART PROGRAM OVERVIEW

Staff will provide an overview on the Public Art Program, related documents, policies and procedures.

Attachments: [Public Art Program Overview](#)

6.2 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. The three grants submitted for the October-November 2025 period total \$7,000. The current balance is \$28,673.50; if all grants are awarded the remainder balance for the current fiscal year will be \$21,673.50.

Community Advisory Board

NOVEMBER 19, 2025

•The Makeshift Traveler Backpack grant application from The HomeMore Project requests \$2,000 to distribute 20 solar-powered Makeshift Traveler backpacks to individuals experiencing homelessness in Santa Rosa, California, specifically targeting older adults and seniors. The objective of this project is to provide practical, portable, and dignified support to those living unsheltered by equipping them with essential survival and connectivity tools. Each Makeshift Traveler backpack includes a solar-powered battery bank, sleeping bag, rain poncho, hygiene kit, flashlight, radio, and water bottle-all designed to enhance safety, health, and stability. The goal is to meet immediate needs while empowering recipients with tools for communication and self-sufficiency.

•The Skyhawk Neighborhood Day from Skyhawk United requests \$2,500 to host their annual event that promotes community, culture, and fun, where neighbors gather and meet one another; enjoy an afternoon of food, entertainment, arts and culture; and share resources on common needs and interests. The goal is to build and create community bonds through offering an afternoon of music, food, vendors, and words from a diverse showing of cultures represented in our neighborhood. The vent will be hosted on August 15, 2026.

•The AAPIC General Meeting grant application from AAPIC request \$2,500 to support their 2026 Asian American & Pacific Islander Annual Community Gathering. The event's goal is to instill connection, pride, and confidence within their diverse Asian & Pacific Islander community. People of all backgrounds are welcome to meet, connect, and collaborate with AAPIC, fostering unity across communities.

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 October-November 2025 period.

Attachments: [October-November, 2025, CIG Applications](#)
[October-November, 2025, CIG Applications \(updated 11/11/2025\)](#)
[October-November, 2025, CIG Applications \(updated 11/11/2025\)](#)

6.3 MOTION - COMMUNITY IMPROVEMENT GRANT EXTENSION-THE WELLNESS AND CULTURAL ARTS WORKSHOP

BACKGROUND:

On October 30, 2024, the Community Advisory Board (CAB) approved a grant of \$2,500 for The Wellness & Cultural Arts Workshop proposed by BIPOC Collective. The project aimed to host a two-day workshop offering free, inclusive social-emotional engagement and wellness activities for the Santa Rosa community.

Due to unforeseen challenges with contractor availability, BIPOC Collective is requesting a six-month extension. This additional time will allow them to secure new contractors and submit a revised application that includes contractor details for CAB review.

RECOMMENDATION: The Communications and Intergovernmental Relations Office recommends that the Community Advisory Board, by motion, determine whether to approve the six-month extension for The Wellness & Cultural Arts Workshop grant application from BIPOC Collective.

Attachments: [CAB Grant Agreement BIPOC Collective Fully Executed D](#)

6.4 MOTION - ADOPTION OF 2026 CAB MEETING SCHEDULE

The Community Advisory Board (CAB) connects city government and residents so the public can have a voice in decisions that impact their lives and build a stronger community. The CAB currently meets on 4th Wednesday of every other month, except when otherwise noticed. Meetings begin at 5:30 p.m. and are held in the City's Chamber Building, located at 637 1st Street, Santa Rosa. City Charter requires that the CAB meet at least quarterly. Staff recommends the adoption of every other month meeting schedule as follows:

January 28
March 25
May 27
July 22
September 23

November 18*

*Due to the CAB meetings being close to the holiday in November, staff recommend holding the meeting on the 3rd Wednesday in November.

RECOMMENDATION: It is recommended by staff that the CAB, by motion, approve the 2026 meeting schedule as proposed.

6.5 MOTION - EXTENSION OF THE 2025 CAB WORK PLAN

BACKGROUND: In June of 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 Council Members and their CAB appointees, and to discuss the creation of an annual work plan for the CAB. The work plan was adopted by CAB during the March 26, 2025, meeting.

RECOMMENDATION: It is recommended by the Communications and Intergovernmental Relations Office that the Community Advisory Board approves, by motion, the extension of their work plan until 2027 to align with Council's goal setting cycle.

Attachments: [CAB Work Plan Presentation \(Approved March 26, 2025\)](#)

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.