
COMMUNITY ADVISORY BOARD WORK PLAN (DRAFT)

**Ana Horta, Community Engagement Manager
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CAB'S MISSION

The Community Advisory Board connects City government and residents so the public can have a voice in decisions that impact their lives and build a stronger community.

INTRODUCTION

The CAB was created as part of the Santa Rosa City Charter in 2002 and represents views and ideas from the broader community on issues of interest to the Santa Rosa City Council (Council). The CAB is a 7-member board, all of them district-based. The CAB is supported by staff from the Communications and Intergovernmental Relations Office (CIRO).

OBJECTIVES

- Produce an annual work plan for CAB that follows the charter.
- Create a calendar of events and activities.
- Increase CAB's visibility
- Educate/promote CIG grants and other city programs.
- Follow-up: issue tracking sheet
- Increase communication and collaboration between CAB & City Councilmembers.
- Promote civic engagement
- Foster community building, empowerment, and resiliency

Monthly & Quarterly

Goals: communication and collaboration, follow up (issues tracking), foster community building and improvement

- CIG grants
- Multicultural Roots Project
- CAB meetings
- Issues/opportunities tracking sheet
- Councilmember & CAB meetings = annual workplan + townhalls and community meetings agenda

Spring & Summer

Goals: increasing CAB's visibility, promoting grants and City projects, building community

- City events
- District specific events
- County events
- Community events

*See calendar

Fall & Winter

Goals: communication and collaboration, education, civic engagement, neighborhood empowerment and resiliency

- Townhalls
- Community meetings
- Neighborhoods workshops
- CAB's Annual Report to City Council

*See calendar

January

Optional: townhalls, community meetings, or neighborhoods workshops
Park-A-Month

February

Optional: townhalls, community meetings, or neighborhoods workshops
Park-A-Month

March

Neighborhood Serv. Prog. Spring Fest
Leprechaun Treasure Hunt
St Patrick 5k
SRPD Easter Event
Park-A-Month

April

City of Santa Rosa's Earth Day
Women in Public Safety Day
Festival del Nino
Park-A-Month

May

Roseland Cinco De Mayo Festival
Bike to [Work Day](#)
Bike-in Block Party
Rose Parade and Festival
Kids to Parks Day
City Works Festival
Park-A-Month
Wednesday Night Market

June

Pride Parade and Festival
Child in the Wild
Matsuri Japanese Art Festival
Railroad Square Music Festival
WaterSmart Expo
Juneteenth Celebration
Park-A-Month
Wednesday Night Market

July

Senior Expo
Summer in South Park Festival
Park-A-Month
Wednesday Night Market
Live at Julliard
Optional: neighborhoods workshops

August

National Night Out
Wildfire Ready
Park-A-Month
Live at Julliard

September

South Park Day and Night Festival
Fiesta de la Independencia
Park-A-Month
Creek Cleanup
Optional: townhalls, community meetings, or neighborhoods workshops

October

October Fest
Halloween at Howarth
Trunk or Treat
Park-A-Month
Creek Cleanup
Optional: neighborhoods workshops

November

Santa Rosa Turkey Trot
Park-A-Month
Creek Cleanup
Optional: townhalls, community meetings, or neighborhoods workshops

December

Holiday Crafts Fair
Park-A-Month
Creek Cleanup
CAB's Annual Report to Council
Optional: townhalls, community meetings, or neighborhoods workshops

TOWNHALLS AND COMMUNITY MEETING'S THEMES

- Transportation
- Infrastructure
- Economic resiliency
- Disaster preparedness
- Safety (e.g. safer parks)
- Downtown beautification and vibrancy
- Communications and education
- Unhoused community
- Civic engagement
- Neighborhood empowerment and resiliency

WORK PLAN

- Continue to review and approve CIGs.
- Assist with community meetings/town halls that directly impacts member's area.
- Table events to educate the community about City programs, initiative, events and promote CIG.
- Minimum of quarterly meetings with City Council Member to increase communication and collaboration.
- Annual report to Council about accomplishments.
- Assist as needed with Multicultural Roots Project.

NEXT STEPS

- CAB to discuss and adopt:
 - a- Work plan
 - b- Event & activity list
 - c- Issues tracking sheet
- Approve updated and revise CIG's application and rubric
- Set up recurrent CAB members & Councilmembers recurring collaboration meetings
- Plan and assist with town halls, community meetings, and neighborhood workshop planning

QUESTIONS?

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