



# City of Santa Rosa

Office of Community  
Engagement  
637 First Street

## COMMUNITY ADVISORY BOARD REGULAR MEETING AGENDA AND SUMMARY REPORT JUNE 26, 2019

6:00 P.M.

### 1. CALL TO ORDER & ROLL CALL

### 2. OATH OF OFFICE

This time is reserved for new CAB member Oaths of Office.

### 3. 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 three minutes.

### 4. APPROVAL OF MINUTES

April 24, 2019 Regular Meeting Minutes.

**Attachments:** [CAB Meeting Minutes](#)

### 5. CAB ANNOUNCEMENTS

CAB Members may share community news of interest to the CAB as a whole. CAB Members may also announce upcoming community events that may be of interest to the CAB. This is also the time when CAB Members may announce departure from the meeting early, or any other announcement that may affect the meeting.

### 6. STAFF UPDATES

1. Office of Community Engagement Update
2. CAB Strategic Plan Update
3. Community Improvement Grant Update - FY 2017-18
4. Vacation Schedules for Summer Months

### 7. SCHEDULED ITEMS

#### 7.1 NEIGHBORFEST UPDATE AND ASSET MAPPING ACTIVITY

Community Engagement staff will walk the CAB through the Neighborfest asset mapping activity called "Map Your Resilientville" and will provide the CAB with an update of the Pilot Program.

PRESENTATION - Map Your Resilientville Instructions

**Attachments:** [Map Your Resilientville](#)

PRESENTATION - Map Your Resilientville Spanish Instructions

**Attachments:** [Map Your Resilientville Instructions Spanish](#)

## **7.2 CAB SUBCOMMITTEE REPORT OUTS AND ACTIVITIES**

Each CAB subcommittee will have an opportunity to report out on progress made towards work plan objectives. The Operations Subcommittee will present a list of potential rules and protocols for tabling at community events for the CAB to consider. Expertise Subcommittee will survey the CAB about what to put in the onboarding toolkit and what CAB mentor responsibilities should be. The Empowerment Subcommittee will lead the CAB through finalizing the Neighborhood and Community Groups List.

## **7.3 GET TO KNOW YOUR CAB MEMBERS**

Members Burgin and Varela will share information about themselves, including their backgrounds, skills, and what they bring to the table that may be useful to the CAB in future skill development or training opportunities.

## **8. 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.

- A. Subcommittee Report Outs (on-going)
- B. Get to Know Your CAB Members (on-going)
- C. Roseland Annexation Update from SRPD (TBD)
- D. Santa Rosa General Plan Update Presentation from PED Staff (TBD)

## **9. ADJOURNMENT**

### **COMMUNITY ADVISORY BOARD MEETING GUIDELINES**

**Community Advisory Board**

**JUNE 26, 2019**

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1. Board and Commission members shall perform their duties in accordance with the processes and rules of order established by the Council.
  - a. Members shall become familiar with Council Rules or Procedure and this Code of Conduct.
  - b. The Council Manual control over Rosenberg's Rules when there is a conflict between the two.
  - c. CAB may adopt rules and procedure for the conduct of meetings and the carrying out of its responsibilities, where appropriate.
2. Members should raise hand and may speak after recognition by chair. Discussion should be confined to the question under debate. Hold irrelevant commentary to end.
3. After recognition by chair, member may address question to staff.
4. No interruption of other members is permitted except to make a point of order or point of personal privilege.
  - a. Members shall respectfully listen and not interrupt who is speaking, including presenters.
5. One should speak once on the matter until all other members have spoken. The Chair should speak last.
6. Comments and questions should be limited to issue before the Board. Cross exchanges between member and public should be avoided.
7. Up to 3 motions on the floor at the same time- chair may reject the 4th motion.
8. Voting procedure. Members will raise hands quietly if vote is "yes."
9. Members shall not send, received or read texts or emails during meetings. If a member must take a personal phone call or respond to a text message, they must leave the meeting to do so.

## Community Advisory Board

**JUNE 26, 2019**

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*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.*