



City of Santa Rosa

Office of Community
Engagement
637 First Street

COMMUNITY ADVISORY BOARD REGULAR MEETING AGENDA AND SUMMARY REPORT JULY 24, 2019

6:00 P.M.

1. CALL TO ORDER & ROLL CALL

2. OATH 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

June 26, 2019 Regular Meeting Minutes.

Attachments: [CAB June 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

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.

7. SCHEDULED ITEMS

7.1 EMERGENCY ALERTS & NOTIFICATIONS PRESENTATION

Adriane Mertens, Communications & Intergovernmental Relations Officer for the City of Santa Rosa, will present information to the CAB on the City's

emergency alerts and notifications systems. This information is made available to the public at each Neighborfest event.

7.2 SUBCOMMITTEE REPORT OUTS

At this time, each CAB subcommittee will have the opportunity to report out progress made towards the objectives in the strategic plan work plans. This time may also be used to conduct activities related to the work of each subcommittee - at this meeting, CAB Members will have the opportunity to work on their biographies during the meeting. In addition, each subcommittee will have an opportunity to list three accomplishments from their work plan that they would like presented to City Council on August 6, 2019.

7.3 GET TO KNOW YOUR CAB MEMBER

One to two CAB Members 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. CAB Budget and Promotional Items Discussion (August 2019)
- C. Roseland Annexation Update from SRPD (TBD)
- D. Santa Rosa General Plan Update Presentation from PED Staff (TBD)
- E. Strategic Plan Review & Update (TBD)

9. ADJOURNMENT

COMMUNITY ADVISORY BOARD MEETING GUIDELINES

1. Board and Commission members shall perform their duties in accordance with the processes and rules of order established by the Council.

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- 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.

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) 543-4696 one week prior to the meeting. TDD (707) 543-3063

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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.