



# City of Santa Rosa

Office of Community  
Engagement  
637 First Street

## Community Advisory Board Regular Meeting Minutes - Draft

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Wednesday, July 25, 2018

5:30 PM

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**6:00 P.M.**

**Present:** 12 - Chair Cherie Barnett, Vice Chair Vincent Harper, Board Member Linda Adrain, Board Member Daniel Chaparro, Board Member Veronica Cruz, Board Member Victoria Fleming, Board Member Jennielynn Holmes, Board Member Tulio Meza, Board Member Tanya Narath, Board Member Cecile Querubin, Board Member Michael Varela and Board Member Calum Weeks

**Absent:** 2 - Board Member Lacinda Moore and Board Member Xavier Nazario

### 1. CALL TO ORDER & ROLL CALL

Member Fleming left the meeting at 7:00pm and Member Holmes left the meeting at 7:05pm.

### 2. OATH OF OFFICE

Member Varela was given his Oath of Office.

### 3. PUBLIC COMMENTS

NONE.

### 4. APPROVAL OF MINUTES

Public Comment: NONE.

**A motion was made by Board Member Narath, seconded by Board Member Weeks, to approve the June 27, 2018 meeting minutes, approved. The motion carried by the following vote:**

**Yes** 10 - Chair Barnett Vice Chair Harper Board Member Adrain Board Member Chaparro Board Member Cruz Board Member Fleming Board Member Meza Board Member Narath Board Member Querubin Board Member Weeks

**Absent** 2 - Board Member Moore Board Member Nazario

**Abstain** 2 - Board Member Holmes Board Member Varela

### 5. CAB ANNOUNCEMENTS

Members Holmes, Fleming, and Weeks announced that they would need to leave the meeting early. Member Fleming also provided an update on tabling at the

Wednesday Night Market. Member Cruz distributed a flyer for the Restorative Resources Restorative Voices event. Member Querubin provided a suggestion for talking to people who have bikes at Live at Julliard and the Wednesday Night Market to promote the Bicycle and Pedestrian Master Plan update.

Public Comment: NONE.

## **6. STAFF UPDATES**

Community Engagement Director Barnes provided an update on community support for the Resilient Neighborhoods Network Initiative. Community Engagement staff are working to encourage neighborhoods to host block parties (Neighborfest). Staff is also working on identifying funding for the Neighborfest Pilot Program.

Public Comment: NONE.

## **7. SCHEDULED ITEMS**

### **7.1 SONOMA STATE UNIVERSITY STUDENT SERVICE LEARNING PROJECT**

Professor Krista Altaker provided the CAB with an overview of the service learning piece of the Research, Theory, and Primary Care course in the Nurse Practitioners program at Sonoma State University. Included in her discussion was a description of how the service learning projects will benefit the CAB. Students will take several of the CAB's Strategic Priorities from their Strategic Plan and create recommendations for how to implement each priority. Students will work in groups and each Strategic Priority will have two groups of students working on recommendations.

### **7.2 PUBLIC CONTENT ON PUBLIC EDUCATION AND GOVERNMENT (PEG) CHANNELS**

Eric McHenry, Chief Information Officer, and Eliza Hemmingway, Media Services Staff, provided the CAB with an overview of the Public Education and Government (PEG) channels and how a member of the public can apply to have their content shown on these channels. A "Call for Entries" form was distributed to each CAB Member.

Public Comment:

Gregory Fearon made public comment regarding the Sonoma County Library or the Tool Library would be a good place to help with lending of audio and video recording equipment and encouraged the CAB to help with that.

### **7.3 COMMUNITY ADVISORY BOARD FY 2018-2019 BUDGET AND COMMUNITY IMPROVEMENT GRANT FUNDING DETERMINATION**

Community Engagement Staff provided the CAB with an overview of their

Fiscal Year 2018 - 2019 budget. Provided with this presentation was a description of what the CAB has already committed funds to and what was available for them to use.

Neighborhood Newsletters

The CAB was asked to decide if they wanted to continue printing neighborhood newsletters. Staff reminded the CAB that if they continue with neighborhood newsletter printing, they would need to conduct extensive outreach to let all neighborhoods know about this opportunity.

Motion:

A motion was made by Member Weeks to put a deadline on last newsletter requests and use the remainder of the funds for CAB promotional items and supplies. Member Narath asked to amend the motion to include cost of a final printing maximum of \$500. Member Weeks accepted the amendment of the final printing maximum, changing from \$500 to \$250. No new newsletter requests will be accepted. Seconded by Member Cruz.

Motion approved. Motion carried by the following vote:

Yes 11 - Chair Bennett, Vice Chair Harper, Member Adrain, Member Chaparro, Member Cruz, Member Fleming, Member Holmes, Member Querubin, Member Meza, Member Narath, and Member Weeks.

No 1 - Member Varela

Public Comment:

Gregory Fearon made public comment about the CAB not having their own Facebook page and that the CAB should have a toolkit for community engagement, which includes information about how neighborhoods can communicate through different channels.

FY 2018 - 2019 Community Improvement Grant Program

The CAB was asked to decide how to move forward with the Community Improvement Grant Program:

1. Keep the program as is.
2. Fund only Neighborfest events from now on.

Motion

A motion was made by Member Weeks to proceed with Option 1. Motion failed due to lack of 2nd.

Motion

A motion was made by Member Narath to proceed with Option 2. Seconded by Member Harper.

Public Comment

Gregory Fearon made public comment about Santa Rosa Together being supportive of neighborhood strengthening and asked the CAB to provide funding for the Neighborfest Program.

Vote

Motion approved. The motion was carried by the following vote:

Yes 6 - Chair Bennett, Vice Chair Harper, Member Adrain, Member Chaparro, Member Narath, and Member Meza.

No 3 - Member Varela, Member Cruz, and Member Weeks

Abstentions: Member Querubin

## 7. FUTURE AGENDA ITEMS

- A. Strategic Planning (on-going)
- B. Housing Bond Measure (TBD)
- C. Community Improvement Grant Program Update (on-going)
- D. Resilient Neighborhoods and Neighborfest (August)
- E. Get to Know Your District Community Meeting (TBD)
- F. CAB Orientation and Mentors
- G. Recreation and Parks Quiz Show for Tabling (TBD)
- H. Budget Decisions, cont. (August)

Public Comment: NONE.

**A motion was made by Board Member Adrain to bring promotional materials to present at the next meeting and for staff to send recommendations in advance, seconded by Board Member Weeks, motion approved:. The motion carried by the following vote:**

**Yes 10** - Chair Barnett Vice Chair Harper Board Member Adrain Board Member Chaparro Board Member Cruz Board Member Meza Board Member Narath Board Member Querubin Board Member Varela Board Member Weeks

**Excused 2** - Board Member Fleming Board Member Holmes

**Absent 2** - Board Member Moore Board Member Nazario

## 8. ADJOURNMENT

Vice Chair Harper made a motion to adjourn the meeting. Seconded by Member Weeks. Approved, meeting adjourned at 8:24pm.

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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.*