



City of Santa Rosa

Office of Community
Engagement
637 First Street

Community Advisory Board Special Meeting Minutes - Draft

Wednesday, December 18, 2019

6:00 PM

6:05 P.M.

1. CALL TO ORDER & ROLL CALL

Meeting called to order at 6:05pm.

Member L. Moore arrived at 6:14pm, but left the meeting soon after arriving.

Present: 10 - Chair Cherie Barnett, Vice Chair Vincent Harper, Board Member Miles Burgin, Board Member Veronica Cruz, Board Member Danielle Divine, Board Member Michelle Escobar-McGarry, Board Member Leslie Graves, Board Member Carley C. Moore, Board Member Cecile Querubin, and Board Member Keith Roberts

Absent: 3 - Board Member Daniel Chaparro, Board Member Jennielynn Holmes, and Board Member Lacinda L. Moore

2. OATH OF OFFICE

New CAB Member Leslie Graves received her Oath of Office.

3. PUBLIC COMMENTS

None.

4. APPROVAL OF MINUTES

October 23, 2019 Regular Meeting Minutes.

A motion was made by Board Member Burgin, seconded by Board Member Querubin, to approve the October 23, 2019 meeting minutes. The motion carried by the following vote:

Yes: 9 - Chair Barnett, Vice Chair Harper, Board Member Burgin, Board Member Cruz, Board Member Divine, Board Member Escobar-McGarry, Board Member C. Moore, Board Member Querubin, and Board Member Roberts

Absent: 3 - Board Member Chaparro, Board Member Holmes, and Board Member L. Moore

Abstain: 1 - Board Member Graves

5. ICE BREAKER ACTIVITY

Danielle Garduno, Community Engagement Coordinator, led the CAB in an ice breaker activity. Each member and staff were asked to state their name, their CAB assignment, and what traditions their neighborhoods have around a holiday (any time of year) or if no neighborhood tradition, what traditions they have with their families around a holiday.

6. CAB ANNOUNCEMENTS

Member Querubin announced the Santa Rosa Together neighborhood forum which will take place on Saturday, February 1, 2020. This event was originally scheduled for November but was rescheduled and will feature Jim Diers.

Member Graves thanked Vice Chair Harper for speaking at the Women's Suffrage event that was recently held in Santa Rosa.

Chair Barnett reported out on the Chairs Luncheon with the Mayor:

- Fire emergency and homeless emergency extensions were approved by City Council
- There will be a special meeting of the Council on 12/30
- Portland Loo model has been approved for \$250,000 and will be installed on Santa Rosa Avenue
- City awarded \$600,000 grant by Kaiser to assist with General Plan Update
- Council approved Measure G (Fire Tax)
- Measure O CHOICE Awards were finalized and will be announced in January
- Council candidate interviews will take place on January 7, 2020. Will vote and swear in candidate by January 14, 2020.
- Climate Action Emergency Ordinance, Zero Waste Master Plan, and Evergreen Ordinance will be presented to Council in January
- Joe Rodota Trail homeless encampment issue will also be brought to Council in early January, but has to wait for the County to decide on a course of action.
- Public Utilities Commission (PUC) met in December and reported that the City lost half the power to their pumping stations during the October Public Safety Power Shutoffs.

7. STAFF UPDATES

1. Community Improvement Grant Program Update: applications are due by 4:00pm on January 6, 2020.
2. CAB Branding Materials: a group of students from a maker space course at Sonoma State University created a banner and two photo frames for CAB to use at community events. The CAB will have the opportunity to brainstorm ideas for the next class, if there is a need for material creation.

8. SCHEDULED ITEMS

8.1 NEIGHBORFEST PILOT PROGRAM OUTCOMES PRESENTATION

Danielle Garduno, Community Engagement Coordinator, presented the outcomes from the 2019 Neighborfest Pilot Program to the CAB. Ms. Garduno provided information regarding total number of participants, total number of volunteers involved in the Pilot, number of organizations involved in the Pilot and number of new neighbors met at each event. In addition, she also provided the CAB with outcomes related to disaster preparedness, social connectedness and overall program satisfaction. The final report can be found on the Neighborfest website at www.srcity.org/neighborfest.

PRESENTATION - NEIGHBORFEST PILOT PROGRAM OUTCOMES

8.2 SUBCOMMITTEE REPORT OUTS & ROSE, BUD, THORN ACTIVITY

Each CAB subcommittee was given time to brainstorm an activity from their work plans that have come to fruition (Rose), something that is beginning to take shape but is not quite there yet (Bud), and a challenge the subcommittee is facing (Thorn).

Expertise:

Rose - Merger between Operations and Expertise Subcommittees. Creating selection criteria and a process for the Community Improvement Grant (CIG) applications.

Bud - Talking points and recruitment flyer for City Council. Talking points are in the works.

Thorn - Voting process on CIG, which is why a lot of energy is putting on up front.

Empowerment:

Rose - Decided to work on a survey for the citizens engagement academy

Bud - Citizen Engagement Academy. Slowing down so the process can be developed more authentically. Decided to create a Google Doc timeline for Citizen Engagement Academy. Also decided on a plan to move forward with neighborhood groups list.

Thorn - The neighborhood groups list, but it became a bud.

9. FUTURE AGENDA ITEMS

- A. Subcommittee Report Outs (on-going)
- B. Get to Know Your CAB Members (on-going) - Members Querubin and Graves
- C. Strategic Plan Review and Update (Jan. 2020)
- D. Community Improvement Grant Selections (Jan. - March 2020)
- E. Santa Rosa General Plan Update Presentation from PED (TBD)
- F. New Community Programs and Engagement Department (TBD)
- G. Recreation Programs (TBD)

H. 2020 Census Presentation (Feb. 2020)

I. Ice Breakers (ongoing) - Member Cruz

10. ADJOURNMENT

Meeting adjourned at 7:55 p.m.

A motion was made by Board Member Querubin, seconded by Board Member Burgin, to adjourn the meeting. The motion carried by the following vote:

Yes: 10 - Chair Barnett, Vice Chair Harper, Board Member Burgin, Board Member Cruz, Board Member Divine, Board Member Escobar-McGarry, Board Member Graves, Board Member C. Moore, Board Member Querubin, and Board Member Roberts

Absent: 3 - Board Member Chaparro, Board Member Holmes, and Board Member L. Moore

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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.