



# City of Santa Rosa

Manzanita Room, Finley  
Community Center  
2060 W. College Avenue,  
Santa Rosa

## Community Advisory Board Meeting Minutes

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Wednesday, April 26, 2017

5:30 PM

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5:34 P.M.

### 1. CALL TO ORDER & ROLL CALL

**Present:** 11 - Chair Cherie Barnett, Board Member Linda Adrain, Board Member Tanya Narath, Board Member Vincent Harper, Board Member Cecile Querubin, Board Member Calum Weeks, Board Member Jennielynn Holmes, Board Member Victoria Fleming, Vice Chair Lacinda Moore, Board Member Xavier Nazario and Board Member Jazmin Gudino Mendoza

**Excused:** 1 - Board Member Tiffani Montgomery

### 2. PUBLIC COMMENTS

Gregory Fearon from Santa Rosa Together - Two months ago we went to Council during their goal setting and said they needed to make a major goal of neighborhood based civic engagement. We presented a plan for neighborhood civic engagement with a budget, and Council said they would consider it. Mr. Fearon then provided CAB with a detailed written outline of the plan.

Eric Fraser from the Greater Cherry Street Neighborhood Association provided CAB with an update on the Cherry Street public art mural. He also provided CAB with information about a rummage sale to raise funds for the mural. The event will take place on May 6th.

### 3. APPROVAL OF MINUTES

March 22, 2017. Regular Meeting.

**A motion was made by Board Member Moore, seconded by Board Member Weeks, to approve the March 22, 2017 regular meeting minutes. The motion carried by the following vote:**

**Yes** 10 - Chair Barnett Board Member Adrain Board Member Narath Board Member Harper Board Member Querubin Board Member Weeks Board Member Holmes Board Member Fleming Vice Chair Moore Board Member Gudino Mendoza

**Excused** 1 - Board Member Montgomery

**Abstain** 1 - Board Member Nazario

### 4. STAFF UPDATES

#### **4.1 CAB MEETING GROUND RULES REMINDER**

Danielle Ronshausen, Community Engagement Coordinator presented a reminder of the following ground rules for CAB Members:  
Be present: honor the person talking (no side conversations, answering cell phones, etc.).  
One person speaks at a time.  
If you have to leave early, please announce it to the group at the beginning of the meeting.  
Be prepared to participate in the discussion.

#### **4.2 Oath of Office**

Member Gudino was given her Oath of Office.

#### **4.3 Recognition of Tanya Narath**

CAB Member Narath, having served on the Community Advisory Board for 12 years and for her time as CAB Chair, was thanked and honored for her years of service.

#### **4.4 Welcome Roseland Campaign**

The Office of Community Engagement, with the support of Planning and Economic Development, has begun a campaign entitled "Welcome Roseland". The campaign consists of short videos with questions about the annexation of Roseland. The videos were produced using youths from the Roseland area, were done in both English and Spanish, and are close captioned. The videos, which were produced by Culture Pop Films, have been shared with the community through Facebook, Nextdoor, YouTube, and the City of Santa Rosa website.

#### **4.5 CAB Community Events and Budget Update**

CAB members were presented with a list of upcoming events and notified of events still needing volunteers. New volunteers for the Cinco de Mayo Festival, the Human Race event, and the Juneteenth Festival were logged by Staff.

Budget Update: There is still quite a bit of money left over in the Community Improvement Grant budget. Some of this money can be used for items needed by CAB. This portion of money can also be used for marketing CAB. If all current grantees applied for reimbursements that would total about \$12,000 of the \$48,000 that is available. CAB can use further meetings to discuss how to use these funds.

### **5. ACTION ITEMS**

#### **5.1 CAB VICE CHAIR VOTE**

CAB Members were asked to select a Vice Chair to act as back-up to the CAB Chair, should the Chairperson be absent during a regularly scheduled meeting.

Members Moore and Weeks presented their applications for Vice Chair.

Member Moore received seven votes, and Member Weeks received four. Member

Moore was named the new Vice Chair.

## **5.2 2017 COMMUNITY IMPROVEMENT GRANT APPLICATION AND OVERVIEW APPROVAL**

The Community Improvement Grant Subcommittee made edits to the 2017 Grant Application and Overview. The CAB was asked to approve the changes made and approve the release of the application to the public on May 1, 2017.

The Subcommittee has been reworking the application since November 2016. Proposed is the increase of the grant amount from a maximum of \$1,000 to a maximum of \$5,000. It is not required that the amount be raised, but it will provide the community with more funding for their projects. Funds are available to be used in unincorporated areas of Santa Rosa. Art projects will still have to go to committee for approval. If any permits are required CAB will need to see them, or that they are in process. Historically, not all grant funding is allocated.

After concluding it's discussion, the CAB opened the floor to public comment.

### **Public Comment:**

Eric Fraser from the Greater Cherry Street Neighborhood Association - Mr. Fraser is happy to see the increase to \$5,000. His organization submitted to a process where we had to submit a budget and an application. He mentioned it would have been nice to have a committee member assigned to their project from the beginning of the process. The application process was contentious and there are still raw feelings that the vote on his project was 10-2. He mentioned that in other processes he was able to get feedback on the no votes. After the vote he stated that his project was assigned to one of the no voters. Seemed like a lot for only a \$1,000 grant. He is in favor of the new application.

Gregory Fearon from Santa Rosa Together - During the CIP meetings held by the City of Santa Rosa and CAB, Director of Transit and Public Works Jason Nutt gave the audience a glimmer of hope that there might be some gas tax funds to use for participatory budgeting. The CAB may want to talk to him this summer about using that money in Roseland. Just a reminder.

**A motion was made by Board Member Moore, seconded by Board Member Gudino, to approve the 2017 Community Improvement Grant Application as is, with amended changes. The motion was approved with 10 yes votes and one abstention by Member Weeks.**

### **Emergency Motion:**

**Member Moore made the following emergency motion for CAB's consideration: CAB supports staff to configure CAB budget to include extra money from City Council budget and from tier 2 council priorities. This extra money would allow staff to figure out how the money is to be allocated, specific to neighborhood organizing or also for other as comes forward. The motion was seconded by Member Adrian, the motion was approved with 10**

**yes votes and one abstention by Member Holmes.**

### **5.3 COMMUNITY GARDEN SUBCOMMITTEE REMOVAL**

The Community Garden Subcommittee provided the CAB with justification for the removal of the community garden work from the 2016-17 Work Plan and asked the CAB to vote to approve the disbanding of the subcommittee.

**A motion was made by Chair Barnett, seconded by Board Member Weeks, to approve the removal of the Community Garden Subcommittee. The motion carried by the following vote:**

**Yes 11** - Chair Barnett Board Member Adrain Board Member Narath  
Board Member Harper Board Member Querubin Board Member  
Weeks Board Member Holmes Board Member Fleming Vice  
Chair Moore Board Member Nazario Board Member Gudino  
Mendoza

**Excused 1** - Board Member Montgomery

## **6. SCHEDULED ITEMS**

### **6.1 PLANNING PROCESS IMPROVEMENTS**

Staff from Planning and Economic Development, along with the consulting firm M-Group, will presented information on Permit Streamlining and Design Review Process Improvements to the Community Advisory Board (CAB). These improvements are being developed in order to improve processing time for development projects through the department. CAB Members were asked to provide City and M-Group staff with feedback on these planning process improvements.

## **7. CAB MEMBER ANNOUNCEMENTS**

None

## **8. PARKING LOT**

The following items are possible upcoming agenda items:

May 24, 2017 Meeting - CAB will hold its annual retreat during this regularly scheduled meeting time. The CAB will meet from 5:30 - 8:30pm and will leave the retreat with a draft 2017-18 Work Plan. In addition to the work plan, the retreat will also include a CAB Orientation and Review and an overview of City staff to CAB and their main roles and responsibilities to the CAB.

Future Agenda Items:

CIP Town Hall Meetings Improvement Discussion  
CAB Marketing and Outreach Plan  
Community Events Guidelines for CAB Members

## **9. ADJOURNMENT**

Chair Barnett adjourned the meeting at 8:01pm.

**Community Advisory Board**

**Meeting Minutes**

**April 26, 2017**

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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.*

**CAB GOALS**

1. CAB, with community input, is powerfully and actively advising the City Council, City Manager, and City staff on issues affecting the community.
2. CAB will continue to improve the partnerships between neighborhoods, community organizations, businesses, and the City to support and promote thriving, diverse neighborhoods.
3. CAB is utilizing the Community Improvement Grants to make positive and measureable changes in the community.