



# City of Santa Rosa

Office of Community  
Engagement  
637 First Street

## Community Advisory Board Regular Meeting Minutes - Final

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Wednesday, March 27, 2019

6:00 PM

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**6:00 P.M.**

### 1. CALL TO ORDER & ROLL CALL

**Present:**13 - Chair Cherie Barnett, Vice Chair Vincent Harper, Board Member Miles Burgin, Board Member Daniel Chaparro, Board Member Veronica Cruz, Board Member Danielle Divine, Board Member Jennielynn Holmes, Board Member Lacinda L. Moore, Board Member Carley C. Moore, Board Member Xavier Nazario, Board Member Cecile Querubin, Board Member Michael Varela, and Board Member Laney Wall

### 2. OATHS OF OFFICE

New CAB Members Miles Burgin and Laney Wall received their Oaths of Office.

### 3. PUBLIC COMMENTS

Duane DeWitt spoke about authentic community engagement and invited the CAB to come to Roseland and check-out the Roseland Library before it closes.

Linda Sheehan commented about use of vacant space on Petaluma Hill Road. Stated that the plan is for a construction of a storage facility but feels that house would be better there.

### 4. APPROVAL OF MINUTES

February 27, 2019 Regular Meeting Minutes.

**A motion was made by Board Member Cruz, seconded by Vice Chair Harper, approved: The motion carried by the following vote:**

**Yes:** 9 - Chair Barnett, Vice Chair Harper, Board Member Chaparro, Board Member Cruz, Board Member Divine, Board Member C. Moore, Board Member Nazario, Board Member Querubin, and Board Member Varela

**No:** 1 - Board Member L. Moore

**Abstain:** 3 - Board Member Burgin, Board Member Holmes, and Board Member Wall

## 5. CAB ANNOUNCEMENTS

Member Cruz reminded the CAB about the upcoming Roseland Cinco de Mayo Festival.

Member Divine mentioned a new business called Moon Tree Yoga and their interest in getting involved with Neighborfest and other community events.

Member Nazario announced that he is resigning from the CAB, effective at the end of the meeting. The CAB thanked Member Nazario for his years of service with the Board.

Chair Barnett gave an update from Mayor Schwedhelm: she will have monthly check-ins with him as Board Chair. This month, he will be checking in with the City Clerk's Office to see who has completed their Ethics Training and filled out their Form 700.

### Public Comment:

Duane DeWitt suggested that the CAB help find a new location for the Roseland Cinco de Mayo Festival.

## 6. STAFF UPDATES

### **Neighborfest**

- Banner and toolkit complete (show both)
- Orientation for neighborhoods will be held on April 3, 2019

### **Open Government Task Force Implementation Subcommittee**

- Next meeting scheduled for April 17, 2019 at 6pm. To be held at the DeTurk Round Barn
- Department heads are currently reviewing draft ordinance with staff and will provide feedback for Subcommittee
- Request from staff to slow the process down to allow time for staff feedback and additional public feedback

### **Downtown Station Area Specific Plan Update**

On October 9, 2007 the City Council adopted the Downtown Station Area Specific Plan. Primary objective was to increase the number of residents and employees living and working within walking distance (1/2 mile) of the Downtown Transit Mall and the Downtown SMART station.

- Community Engagement Strategy (will send out to the CAB)  
<https://srcity.org/DocumentCenter/View/22748/Community-Engagement-Strategy-Final>

- Project Website: [www.plandowntownsr.com](http://www.plandowntownsr.com)
- City Website:  
<https://srcity.org/2911/Downtown-Station-Area-Specific-Plan-Upda>
- Email updates - sign up on City's website
- Community Advisory Committee

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Consultant

Dyett & Bhatia Urban and Regional Planners  
Shared Spaces - Community Engagement

**Public Comment:**

Duane DeWitt spoke about planning efforts in Roseland and asked how or if those efforts would be part of the Downtown Station Area Plan. He also asked what role the Community Advisory Committee and the members of the public have in the decision-making process for the plan.

Linda Sheehan stated that it is often difficult to find information. She stated having a calendar with a list of activities would be helpful.

## **7. SCHEDULED ITEMS**

### **7.1 CAB SUBCOMMITTEE UPDATES AND EMPOWERMENT SUBCOMMITTEE ACTIVITY**

The Expertise Subcommittee had no updates. They need more members and a regular meeting time.

The Operations Subcommittee met on Monday, March 18. The Subcommittee needs more members. Chair Barnett spoke about the biographies and photos issue and suggested that members link their social media account (e.g. LinkedIn) to their names on the CAB website.

A motion was made by Board Member L. Moore, seconded by Chair Barnett, to amend the Operations Subcommittee Year 1 Work Plan: change from Bios and Photos to Social Media Accounts. The motion failed by the following vote:

Yes - Chair Barnett, Member L. Moore  
Abstain - Member Wall

No - Vice Chair Harper, Member Burgin, Member Chaparro, Member Cruz, Member Divine, Member Holmes, Member C. Moore, Member Nazario, Member Querubin, Member Varela.

The CAB decided to have each member submit their biographies to staff and staff would upload all photos and biographies to the CAB website. Staff also offered to take headshots of members that do not have photos to submit. Staff will send out a due date to the CAB in the next CAB Weekly Update.

Public Comment:

Linda Sheehan suggested that members add a link to their social media accounts to their biographies.

The Empowerment Subcommittee led the CAB through an activity on neighborhood and community groups, as well as other types of groups. Member Chaparro provided the CAB with a background on the Empowerment Subcommittee and what work they are focusing on in their work plans. Each CAB Member and staff had an opportunity to describe what the term empowerment means to them:

1. Activating
2. Creating the environment in where people can succeed
3. Ability to make a difference
4. Pulling passion
5. Authentic
6. Knowledge and awareness
7. Validating a voice, autonomy
8. "You already have the power." Igniting people.
9. Involvement
10. Identifying and eliminating barriers
11. Starts with a real relationship
12. Building up the courage to step out of the comfort zone
13. Creating pathways and space. Trust and equity. Giving people the tools.

Vice Chair Harper then asked Members to brainstorm different groups that the CAB could potentially reach out to and/or attend their meetings. The CAB then broke into groups to share their groups and come up with a few more. Each group then shared a few examples of what was brainstormed. The Empowerment Subcommittee collected all post-it notes and will put together a list based off of what was brainstormed.

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

Members Nazario, Chaparro, and Holmes provided the CAB with background information about themselves including stories, skills, and what they bring to the

table that may be useful to the CAB in future skill development or training opportunities.

Public Comment: None.

## 8. FUTURE AGENDA ITEMS

- A. Subcommittee Report Outs (on-going)
- B. Get to Know Your CAB Members (on-going)
- C. Downtown Station Area Plan Update from Planning and Economic Development Staff (April 2019)
- D. CAB Orientation and Mentors (TBD)
- E. Neighborfest Presentation (TBD)
- F. Roseland Annexation Update from SRPD (TBD)
- G. Get to Know Your District Community Meetings (TBD)

## 9. ADJOURNMENT

Meeting adjourned at 8:10PM.

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

**Yes:** 13 - Chair Barnett, Vice Chair Harper, Board Member Burgin, Board Member Chaparro, Board Member Cruz, Board Member Divine, Board Member Holmes, Board Member L. Moore, Board Member C. Moore, Board Member Nazario, Board Member Querubin, Board Member Varela, and Board Member Wall

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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.*