



**Community Advisory Board  
Regular Meeting Minutes - Final**

---

Wednesday, August 28, 2019

6:00 PM

---

**6:13 P.M.**

**1. CALL TO ORDER & ROLL CALL**

Meeting called to order at 6:13PM.

Member Divine arrived at 6:13PM. Member C. Moore arrived at 6:15PM. Member Cruz arrived at 6:24PM. Member Burgin left at 7:58PM.

**Present:** 10 - Vice Chair Vincent Harper, Board Member Miles Burgin, Board Member Veronica Cruz, Board Member Danielle Divine, Board Member Lacinda L. Moore, Board Member Carley C. Moore, Board Member Cecile Querubin, Board Member Keith Roberts, Board Member Laney Rooks, and Board Member Michael Varela

**Absent:** 4 - Chair Cherie Barnett, Board Member Daniel Chaparro, Board Member Michelle Escobar-McGarry, and Board Member Jennielynn Holmes

**2. PUBLIC COMMENTS**

Duane Dewitt spoke of authentic community engagement in Roseland and of toxic contamination issues along Sebastopol Road. He also mentioned the Brown Field Assessment grants. He would like the CAB to take this issue to City Council.

Ginny Doyle spoke about the Neighborfest Pilot Program. Her neighborhood was the first to have an event. She would like to see more community involvement in Neighborfest.

Gregory Fearon announced that Jim Diers from the Office of Neighborhoods (Seattle, WA) will be in Santa Rosa in November. The presentation is open to the public.

**3. APPROVAL OF MINUTES**

July 24, 2019 Regular Meeting Minutes.

**A motion was made by Board Member Burgin, seconded by Board Member Querubin, to approve the July 24, 2019 meeting minutes. The motion carried by the following vote:**

**Yes:** 9 - Vice Chair Harper, Board Member Burgin, Board Member Cruz, Board Member Divine, Board Member C. Moore, Board Member Querubin, Board Member Roberts, Board Member Rooks, and Board Member Varela

**Absent:** 4 - Chair Barnett, Board Member Chaparro, Board Member Escobar-McGarry, and Board Member Holmes

**Abstain:** 1 - Board Member L. Moore

## 4. SCHEDULED ITEMS

### 4.1 WELCOME POLICE CHIEF NAVARRO

New Santa Rosa Police Chief, Rainer (Ray) Navarro, introduced himself to the CAB and spoke about upcoming opportunities for the public to engage with the Santa Rosa Police Department (SRPD). Chief Navarro has been with SRPD for 27 years and has done extensive work in the community through the Mayor's Gang Prevention Task Force (now the Santa Rosa Violence Prevention Partnership); the SRPD Gang Unit; special events through the Traffic Bureau, and through the Homeless Encampment Assistance Pilot (HEAP) Program. SRPD is currently planning for 4-5 listening sessions throughout the city to take place before the holidays. These listening sessions will be an opportunity for the public to get to know SRPD and for SRPD to listen to the issues that the community has around law enforcement: what is being done well and where improvements need to be made. Included in this process will be a community survey. Once the meetings are complete, the department will provide findings from the feedback to the public via a report. Chief Navarro asked the CAB to help with outreach for the meetings, as well as participation at the meetings.

In addition to the information Chief Navarro provided about himself and the listening sessions, he also spoke about how the department operates: SRPD has a strategic plan that is updated every three years and includes three sections: Public Safety, Infrastructure and Personnel/People. Chief Navarro also mentioned that he plans to form a community advisory body for SRPD after the listening sessions are complete. He hopes to have this body established in early 2020.

#### Public Comment:

Gregory Fearon spoke about Santa Rosa Together being a part of the selection process for the new Chief of Police and said Chief Navarro aced his interview. He also mentioned that on behalf of Homeless Action, they would like to partner with him on the homelessness issues in the city.

### 4.2 UPDATES FROM HOUSING AND COMMUNITY SERVICES

Dave Gouin, Director of Housing and Community Services provided the CAB

with updates from the department on the upgrades to Sam Jones Hall, the possible expansion of the Community Homeless Assistance Program (CHAP), the Proposed Vacant Parcel Registration Program, the Income Discrimination Ordinance, and the proposed Rental Inspection Program. Joining him was Carmelita Howard, Deputy Director of Housing and Community Services and Kelli Kuykendall, Homeless Services Program Manager with Housing and Community Services (HCS).

Sam Jones Hall Upgrades:

HCS is proposing capital and programming improvements at the current 213-bed emergency shelter, estimated to be around \$1.6 million. The shelter is City owned and operated by Catholic Charities year-round. The proposed improvements will be presented to City Council on September 24, 2019.

CHAP:

Currently, CHAP allows business owners and commercial properties to have safe parking, temporary overnight shelters, portable toilets/showers, and storage on their properties for persons experiencing homelessness. HCS is proposing to expand this program to residential and public properties and will present this proposal to the City Council in November 2019.

Income Discrimination Ordinance:

The proposed ordinance addresses lack of landlord participation in assistance programs such as HUD/Section 8. It ensures tenants with rental assistance have equal opportunity to apply for housing, with the goal of increasing utilization of rental assistance programs. The proposed ordinance will go to City Council on September 24, 2019.

Rental Inspection Program:

The proposed program will be presented during the City Council Study Session on September 24, 2019. The goal of the program is to ensure renters have safe, decent and sanitary housing. Under the proposed program, all rental units will need to be registered. Single family units will be self-certified and 20% will be selected at random for inspection each year. All multi-unit housing rentals will have to register and get inspected every five years. There will be an educational component of this program for both landlords and tenants. The proposed program will go back to City Council for further review and possible adoption in November 2019. The proposed program will include a Program Manager, three Program Technicians, and one support staff. HCS will also work with Community Programs and Engagement staff on the engagement component.

Public Comment:

Gregory Fearon said he was impressed by the amount of work and thoughtfulness put in by staff and also by the thoughtfulness of the CAB's questions of each component presented.

### **4.3 CAB STRATEGIC PLAN COUNCIL ITEM UPDATE AND SUBCOMMITTEE NEXT STEPS**

This item will be tabled until the September 2019 meeting.

### **4.4 GET TO KNOW YOUR CAB MEMBER**

This item will be tabled until the September 2019 meeting.

### **5. CAB ANNOUNCEMENTS**

None.

### **6. STAFF UPDATES**

Staff introduced Alexandria Anderson to the CAB. Ms. Anderson is the new AmeriCorp VISTA with the Community Programs and Engagement Department. She will be assisting with various task including CAB strategic plan implementation, outreach at community events, and community meetings. Her main project will be the next round of Neighborfest events, with a focus on events in Roseland.

Staff announced that this was Member Varela's final meeting. Staff and CAB thanked him for the work he did as a member and also mentioned how much he was appreciated for his time and committment with the Board. As recognition for his work with the CAB, staff presented Member Varela with a CAB flashlight pen.

### **7. FUTURE AGENDA ITEMS**

- A. Subcommittee Report Outs (on-going)
- B. Get to Know Your CAB Members (on-going)
- C. CAB Budget and Promotional Item Discussion (TBD)
- D. Roseland Annexation Update from SRPD (TBD)
- E. Santa Rosa General Plan Update Presentation from PED (TBD)
- F. Strategic Plan Review and Update (December 2019)
- G. Homeless Count Results (October 2019)
- H. Bennett Valley Senior Center
- I. New Community Programs and Engagement Department (TBD)
- J. Recreation Programs (TBD)
- K. CIP Feedback Information (September 2019)

### **8. ADJOURNMENT**

The meeting adjourned at 8:02PM.

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

**Yes:** 9 - Vice Chair Harper, Board Member Cruz, Board Member Divine, Board Member L. Moore, Board Member C. Moore, Board Member Querubin, Board Member Roberts, Board Member Rooks, and Board Member Varela

**Absent:** 5 - Chair Barnett, Board Member Burgin, Board Member Chaparro, Board Member Escobar-McGarry, and Board Member Holmes

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. (TTY Relay at 711).

*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.*