



**Community Advisory Board  
Meeting Minutes**

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Wednesday, February 24, 2021

5:30 PM

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**5:30 P.M.**

**DUE TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20 WHICH SUSPEND CERTAIN REQUIREMENTS OF THE BROWN ACT, AND THE ORDER OF THE HEALTH OFFICER OF THE COUNTY OF SONOMA TO SHELTER IN PLACE TO MINIMIZE THE SPREAD OF COVID-19, THE COMMUNITY ADVISORY BOARD MEMBERS WILL BE PARTICIPATING VIA ZOOM WEBINAR. MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY VISITING:**

**<https://srcity-org.zoom.us/j/97750196320> OR BY DIALING 877 853 5257 AND ENTERING WEBINAR ID: 977 5019 6320**

**THE MEETING WILL BE LIVE STREAMED AT [HTTPS://SANTA-ROSA.LEGISTAR.COM/CALENDAR](https://santa-rosa.legistar.com/calendar). CLICK ON THE "IN PROGRESS" LINK TO VIEW. THE MEETING CAN ALSO BE VIEWED ON COMCAST CHANNEL 28, AT&T U-VERSE CHANNEL 99, AND AT [HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)**

**Public Comment may be made live during the meeting via Zoom or submitted by 5:00 pm, the Tuesday (2/23) before the CAB Meeting via e-mail at [communityengagement@srcity.org](mailto:communityengagement@srcity.org) or via recorded voice message at 707-543-3080. Recorded voice message comments will played (up to 3 minutes each) at the time that Agenda Item is discussed during the meeting. Email public comments will be provided to all CAB members prior to the meeting.**

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

Member Chantavy Tornado was also present.

**Present:** 9 - Chair Leslie Graves, Vice Chair Carley Moore, Board Member Cherie Barnett, Board Member Manny Baldenegro, Board Member Kevin Foster, Board Member Vincent Harper, Board Member Jorge Inocencio, Board Member Keith Roberts , and Board Member Beth Steffy

**Absent:** 2 - Board Member Danielle Divine, and Board Member Cecile Querubin

## 2. OATH OF OFFICE

Members Steffy and Tornado received their oaths of office.

## 3. PUBLIC COMMENTS

None.

## 4. APPROVAL OF MINUTES

January 27, 2021 Regular Meeting Minutes.

Member Tornado also abstained.

**A motion was made by Board Member Baldenegro, seconded by Board Member Roberts to approve the January 27, 2021 meeting minutes. The motion carried by the following vote:**

**Yes:** 7 - Chair Graves, Vice Chair Moore, Board Member Barnett, Board Member Baldenegro, Board Member Harper, Board Member Inocencio, and Board Member Roberts

**Absent:** 2 - Board Member Divine, and Board Member Querubin

**Abstain:** 2 - Board Member Foster, and Board Member Steffy

## 5. CAB ANNOUNCEMENTS

Member Tornado announced that the Roseland Library was approved to move forward. She also mentioned that the Raizes Collective, in partnership with HPEACE will be conducting a vaccine drive.

Chair Graves announced that Santa Rosa Junior College and Sonoma State University have a few events left for Black History Month and these events are listed on their website calendars.

Public Comment: None.

## 6. STAFF UPDATES

Community Empowerment Plan - No updates this month  
Open Government Task Force Subcommittee Updates

- Subcommittee meeting will take place on March 10, 2021 at 5:30pm. There will be a City Council study session on March 23, 2021, which will cover initial implementation outcomes and issues of concern.

Inclusion, Diversity, and Equity Updates

- The City is in the process of hiring a Diversity, Inclusion and Equity and Equal Employment Opportunity Officer; getting close to selecting final candidate.
- Staff is looking at additional training and workshop options to follow Dr. Sharon Washington's training.

General Plan Update

- Project staff developed a community survey and sent link out this week. CAB encouraged to share the link to the survey with their community contacts.

Public Comments: None.

## 7. SCHEDULED ITEMS

### 7.1 PRESENTATION - CAPITAL IMPROVEMENT PROGRAM

Jason Nutt, Assistant City Manager and Director of Transportation and Public Works presented an overview of the Capital Improvement Program (CIP) to the CAB. The City has approximately \$5 billion in total infrastructure assets and does not include gas or electric infrastructure. Examples include sewer drains, fire hydrants, Laguna Treatment Plant, parks, traffic lights, etc.

Citywide CIP 2020-2021 Funding = \$62,261,974

Funding sources tell the City which project the money can go to. For example, City Measure M funding can only fund roads. This funding source cannot be used on projects for water or parks.

Project Selection:

- Mandated/Regulatory
- Asset age and condition
- Specific funding source
- Community input
- Opportunities for other funding
- Plan Prioritization

Prioritizing Projects:

- High: fire related, public safety, regulatory/mandated, Council priority, grant funded, environmental
- Moderate to Low: Opportunistic funding, combination with adjacent projects, planning or design phase, or trying to not lose track of a project.

Upcoming Projects:

- Measure M Parks for All (County measure): virtual community conversations
- Stony Point Road Corridor Study
- Mendocino Avenue Corridor Study
- Downtown Station Area Specific Plan

CAB then provided input on ideas for outreach and engagement, including: door-to-door outreach; making sure translation and interpretation in Spanish is available; and looking at what other organization do that can help (e.g. Other Belonging Institute).

Public Comment: None.

**7.2 PRESENTATION - CAB ORIENTATION**

Danielle Garduno, Community Engagement Coordinator and Staff Liaison to the CAB, provided the CAB with an orientation that covered CAB background and history; strategic planning process, including mission, vision, strategic categories, and goals; CAB Grant Program information; member requirements; Chair and Vice Chair selection; and information about monthly meetings.

Public Comments: None.

**7.3 PRESENTATION - 2021 COMMUNITY IMPROVEMENT GRANT PROGRAM**

Danielle Garduno, Community Engagement Coordinator and Staff Liaison to the CAB, provided the CAB with an overview of the Community Improvement Grant Program and outline for the 2021 grant program. She also addressed how the 2020 grantees would move forward with their projects during the pandemic.

Public Comments: None.

**7.4 CAB VICE CHAIR SELECTION**

Item tabled to future meeting.

Public Comment: None.

**7.5 ISSUES OF CONCERNS TO CITY RESIDENTS**

CAB members used this time to address issues of concerns of Santa Rosa residents and ask questions about next steps.

1. Can the CAB put out a letter to the community against acts of hate, violence and racism towards individuals and specific groups of people? If so, how do we do this? Who can make a statement about these actions?

- Staff will follow-up on this item with the City Attorney's Office.

2. Proactive garbage pick up and response to calls is happening by Transportation and Public Works group.

Public Comment: None.

## 7.6 CAB SUBCOMMITTEE UPDATES

The Expertise Subcommittee provided an update to the CAB on activities they've worked on since the last meeting, including the mentor program and orientation for CAB. Member Foster asked if CAB members could have binders with tabs to organize documents. Member Moore mentioned that the Subcommittee also reviewed the strategic plan and decided to develop a report about accomplishments and work still needed to be done.

The Empowerment Subcommittee did not have any report items.

Public Comments: None.

## 8. FUTURE AGENDA ITEMS

Items to be added to a future agenda:

- Get to Know Your CAB Members
- General Plan Project Update

## 9. ADJOURNMENT

Meeting adjourned at 8:37 p.m.

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

**Yes:** 9 - Chair Graves, Vice Chair Moore, Board Member Barnett, Board Member Baldenegro, Board Member Foster, Board Member Harper, Board Member Inocencio, Board Member Roberts, and Board Member Steffy

**Absent:** 2 - Board Member Divine, and Board Member Querubin

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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.*

