

Community Advisory Board 2025-2027 Work Plan

CAB'S MISSION

The Community Advisory Board (CAB) connects city government and residents so the public can have a voice in decisions that impact their lives and build a stronger community.

INTRODUCTION

The CAB was created as part of the Santa Rosa City Charter in 2002 and represents views and ideas from the broader community on issues of interest to the Santa Rosa City Council (Council). The CAB is a seven-member board, all of them district-based. The CAB is supported by staff from the Communications and Intergovernmental Relations Office (CIRO).

BACKGROUND

The COVID-19 pandemic significantly disrupted CAB's ability to engage with the community. In response, the CAB work plan and priorities underwent a comprehensive reframing and redevelopment to better reflect emerging community needs and priorities. This process included reassessing goals and aligning strategies with community priorities and Council goals to ensure a coordinated and impactful approach. CAB adopted their work plan in March 2025, along with a list of relevant City and community events. In November 2025, they extended the work plan to 2027 in alignment with Council's goal setting cycle.

OBJECTIVE

Develop an annual CAB work plan that reflects community priorities, adheres to the CAB charter, and aligns with Council goals. The plan should promote education, foster meaningful engagement, and build trust and collaboration among CAB, City Councilmembers, and community members.

KEY ACTIONS

In 2024 and 2025, CAB and Councilmembers met quarterly to collaborate and discuss district-based community priorities. At the same time, CAB gathered input through various community engagement activities. Based on these discussions, the following key actions were identified:

- **Participate in Neighborhood and Community Meetings:** Attend meetings that directly impact members' districts to stay informed and engaged.
- **Identify and Attend Relevant Events:** Promote City programs and initiatives, educate the community, and increase CAB's visibility.
- **Continue Oversight of Community Improvement Grants (CIGs):** Promote, review, and approve CIG applications to support community projects.
- **Quarterly Meetings with City Councilmembers:** Strengthen communication and collaboration between CAB and Council.
- **Prepare an Annual Report to Council:** Highlight CAB's accomplishments and progress toward goals.
- **Implement a Follow-Up Tool:** Use an issue-tracking sheet to monitor and report community concerns effectively.

WORK PLAN CYCLE

The CAB work plan follows the following structure:

Monthly & Quarterly	Spring & Summer	Fall & Winter
Communication and collaboration, foster community building and improvement	Being in the community, promoting grants and City projects, building community	Collaboration, education, civic engagement, neighborhood empowerment
<ul style="list-style-type: none"> - CIG grants - CAB meetings - Councilmember & CAB 	<ul style="list-style-type: none"> • City events • District specific events • Community events 	<ul style="list-style-type: none"> • Community meetings • Neighborhoods meetings • CAB's Annual Report to City Council

RELEVANT EVENTS

Relevant City and community events include, but are not limited to:

- Earth Day
- Women in Public Safety Day
- Cinco de Mayo
- City Works Festival
- Rose Parade & Festival
- Pride Festival
- Juneteenth
- Water Smart Expo
- Trunk or Treat

- Community and neighborhood meetings.

SUMMARY

- CAB adopted their work plan in March 2025, along with a relevant list of City and community events. In November 2025, they extended the work plan to 2027 in alignment with Council's goal setting cycle.
- Through collaborative meetings with their respective City Councilmembers and community engagement, CAB identified promoting education, fostering meaningful engagement, and building trust and collaboration as key objectives for their work plan.
- These objectives align with Council Goal # 4: Foster a Safe, Healthy, and Inclusive Community.
- CAB will continue to host community meetings, attend neighborhood meetings, and important City and community events to inform, engage and build trust with community members.