

City of Santa Rosa
COMMUNITY ADVISORY BOARD (CAB)
January 26, 2011 – Minutes

1. Call to Order

The meeting was called to order by Chairperson Narath at 5:35 p.m. at the Finley Community Center in Santa Rosa, California.

2. Roll Call

Present: Buonaccorsi, Carrieri, Chang, Cohn, Combs, Dibble, Handy, Lee, Narath, Wang, Topper

Absent: Barragan, Escobar

3. Public Comments

A concerned citizen requested that resources be established for those who want to continue their education and inquired whether CAB oversees or allocates any funds or grants for college students that would provide information and paths to continuing education. A website link to educational resources would be helpful.

4. Approval of Minutes

The minutes from the December 8, 2010 meeting were unanimously approved. An amendment indicating Wang and Topper were not in attendance at that meeting will be included.

5. Approval of Agenda

The agenda was approved without objection.

6. Scheduled Items

6.1 Capital Improvement Program (CIP)

A PowerPoint presentation showing the overview of the Capital Improvement Program was given by Dave Guhin and Colleen Ferguson of the Utilities Department. Guhin noted that money can only be allocated to certain projects and that funding has decreased in the past few years. No General Fund money is available for CIP projects. A CIP approval timeline was distributed to Board members indicating the various reviews in the process. Board members were encouraged to contact their constituents in regard to projects that should be included in the CIP and then report back to staff. Utilities staff will send Board members a web link to online information, which is updated every week. Possible CIP projects identified by Board members included a fish ladder at Matanzas Spring Creek, Adopt a Street Light program and repositioning the pedestrian light on Summerfield Road closer to the entrance to Howarth Park. Utilities staff will send additional CIP information to Buonaccorsi who will forward it to CAB members. Contact information for Guhin and other Utilities staff members was distributed to those in attendance.

6.2 Youth Summit, Saturday, March 5, 2011, 9:30 a.m. – 3 p.m.

Board Member Chang reported interest surveys have been distributed to students in the area and 600 have been completed and returned. Each of the 3 top areas of interest indicated on the survey will have a break out session at the summit. Lunch will also be provided. Chang requested CAB members e-mail him concerning any organizations needing volunteers and to also forward names of outstanding youth as possible speakers for the summit. Tables will be available at the summit for organizations needing volunteers. A resource fair will begin at 11:30am.

6.3 2011 Community Improvement Grant Program (CIG)

Buonaccorsi distributed a draft CIG brochure and program. Board members should review the information and let him know of any corrections or additional information. It was suggested a sub-committee could be formed to consider a year round grant program. CAB members will talk to their

Council member about this possibility and will give feedback as quickly as possible. The CIG application will be available online.

6.4 Area Reporting

Narath suggested reports be done area by area at Board meetings, rather than trying to gather information for the monthly report sent to Council. Board members noted that method had been tried but was a rather lengthy process. A suggestion was made reports could be submitted bi-monthly or quarterly. Board members agreed to continue submitting monthly written reports to the Chair. Narath requested reports be sent to her by February 2nd. Areas needing to report out at Board meetings should contact Narath or Buonaccorsi so it can be included on the agenda.

7. Chairperson’s and Board Members’ Reports

A. Neighborhood Updates

Narath met with the Mayor concerning how to strengthen the role of CAB. He suggested: (1) A representative be identified from each department in the City to work more closely with each CAB member; (2) Each CAB member should know, introduce themselves to and give a brief overview of CAB to the beat officers; (3) CAB members should know the key stakeholders in each area; (4) Do more with social media, which could include a sub-committee to market CAB; (5) Form more sub-committees and get volunteers to help; (6) Contact Ellen Bailey to assist in making a connection with the Teen Council.

B. Resignation of David Johnson

A letter of resignation from CAB has been received from David Johnson. Vacancies currently exist in the Downtown and South Highway 12 areas. Interested participants should fill out an application and/or contact Narath.

C. Gift Recycle Program benefitting Sonoma County Free Bookmobile

This successful event was held on January 23rd. Gifts are still being accepted.

D. Neighbors Summit, August 19 & 20, 2011

The steering committee will meet tomorrow at 5:30 p.m. Volunteers are needed for all aspects of the summit. The Board will continue to receive updates on this item.

8. Written Communications

Copies of the Design Guidelines Update – Section 3.3 were made available to all Board members in attendance.

9. Upcoming Events

Board members reviewed all upcoming activities listed on the agenda.

10. Future Items

- 9.1 Parks Picnic Policies – Lisa Grant
- 9.2 Review of CAB Goals in relationship to the Neighborhood Summit
- 9.3 2011 Community Improvement Grants – Smaller grant awards for year round projects
- 9.4 How to successfully outreach into each CAB area/how to be effective
- 9.5 CIP Review
- 9.6 Community Improvement Grant (CIG) Program

10. Adjournment

The meeting was adjourned at 7:46 p.m. The next regular meeting of the Board is scheduled for Wednesday, February 23, 2011, at 5:30 p.m. at the Finley Community Center in Santa Rosa, California.

Tanya Narath, Chairperson

Yvonne Earle, Administrative Secretary