

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: JASON NUTT, DIRECTOR  
TRANSPORTATION AND PUBLIC WORKS  
COLLEEN FERGUSON, DEPUTY DIRECTOR – CAPITAL  
PROJECTS ENGINEERING  
SUBJECT: COURTHOUSE SQUARE REUNIFICATION PROJECT UPDATE,  
EXPENDITURE REPORT AND MASTER PLAN REVISIONS  
AGENDA ACTION: RESOLUTION AND MOTION

---

RECOMMENDATION

It is recommended by the Transportation and Public Works Department that the Council, by motion, accept the Courthouse Square Reunification expenditure report and, by resolution, approve the new revised Master Plan for the Courthouse Square Reunification project.

---

EXECUTIVE SUMMARY

Construction of the Courthouse Square Reunification project is progressing quickly. Extensive public communication has been completed and is ongoing. Design refinements, including a new concept for the Asawa Fountain and the appearance of the kiosks, have resulted in the need for minor revisions to the adopted Master Plan and the opportunity to upgrade the lighting and electrical systems. The Project is currently on schedule and within budget.

BACKGROUND

In 2004, the City Council adopted goals which included reunification of Courthouse Square. Over the following 10 years, Council took several actions in support of that goal. At the meeting on November 3, 2015, City Council approved basic design guidelines for Courthouse Square, approved the public outreach process for the interior of the square, and delegated authority to the City Manager to select a consultant team to design the improvements associated with the reunification of Courthouse Square. City staff worked with the Chamber of Commerce to develop and implement a public outreach process for the design of the interior of the square. The City's online survey regarding the reunification of Courthouse Square received over 2,000 comments. The first public outreach meeting was held on December 12, 2015. The project designer, Carlile Macy, used the comments from the public meeting, other comments provided to the City, and the online survey as well as the basic design guidelines to develop

# COURTHOUSE SQUARE REUNIFICATION PROJECT UPDATE, EXPENDITURE REPORT AND MASTER PLAN REVISIONS

Page 2 of 5

alternative conceptual plans for Courthouse Square. The alternative conceptual plans were presented at a second public meeting on January 9, 2016. Public comments received from members of the public who attended the community meetings have been posted on the project website [srcity.org/CHS](http://srcity.org/CHS). In response to public input, the alternative plans were refined into two draft master plan options. An addendum to the Final Tiered Environmental Impact Report (FTEIR) has also been prepared to document the consistency of each master plan option with the FTEIR.

## PRIOR CITY COUNCIL REVIEW

1. On February 25, 2014, the City Council by Resolution No. 28437 certified the Final Tiered Environmental Impact Report (FTEIR) for the Reunification of Courthouse Square. The Mitigation Monitoring Program from the certified FTEIR includes various mitigation measures that would be implemented before, during and post-construction to ensure that the Courthouse Square reunification project does not have a significant effect on the environment.
2. On October 14, 2014, the City Council by Resolution No. 28568 approved the preferred alternative which includes the two peripheral streets and may include architectural features and pavilions; adopted the mitigation measures and directed staff to implement and complete the Mitigation Monitoring Program as part of the approved project.
3. On November 3, 2015, the City Council by Resolution No. 28706 authorized the City Manager to appropriate any private donations received for the project as well as up to \$500,000 from the General Fund unassigned fund balance to the project account in order to proceed with project design.
4. On April 19, 2016, the City Council by Resolution No. 28772 approved a revised Master Plan for the Courthouse Square Reunification project and, by motion, awarded a contract for construction of the project.

## ANALYSIS

1. The onsite construction work is progressing quickly. All the public art pieces and historic plaques have been safely removed and are being stored off-site. Demolition, rough grading, and construction of the sewer, storm drain and water lines has been completed.
2. Off site, entrance to Parking Lot 11 on Fifth Street was reconfigured.
3. Communications to the public about the project included:
  - Pre-construction notification letters to property owners and tenants in the area impacted by project construction

# COURTHOUSE SQUARE REUNIFICATION PROJECT UPDATE, EXPENDITURE REPORT AND MASTER PLAN REVISIONS

Page 3 of 5

- Pre-construction City staff visits to businesses on and near the square to introduce inspection staff and to provide handouts and informational materials
  - Updated information posted to the project web site: [srcity.org/CHS](http://srcity.org/CHS)
  - Updates provided to GovDelivery subscribers
  - Installation of a time lapse camera with a link on the project web site
  - Posting of a photo and video gallery on the project web site
  - Installation of banners on construction fencing
  - Full page ad in the Press Democrat on June 3, 2016
4. A new design concept has been developed for the Asawa Fountain. The new design concept (Attachment 1) preserves the artwork by keeping the water within the walls, provides good visual and sound attenuation at Third Street, eliminates the sloped cobble splash zone behind the main stage area, conserves water, and could be constructed at a lower cost than the original fountain concept (estimated construction plus 10% contingency and 10% construction management/inspection cost: \$600,000 for the new concept versus \$840,000 for the original concept). The current Courthouse Square Reunification construction project is intended to construct underground features to support the fountain; additional funds need to be identified to construct the fountain and return the Asawa artwork to the square.
5. Design of minor project features has proceeded since the revised Master Plan was approved by Council and minor revisions to the Master Plan have been identified. The new revised Master Plan is included as Attachment 2. Changes from the approved Master Plan include:
- a. The location of the accessible parking space on the westerly side street has been placed closer to Fourth Street.
  - b. The location for placement of the historic plaques has been moved away from the westerly kiosk.
  - c. For emergency vehicle access and convenience of event staff, attractive barricades will be used instead of bollards to close off side streets for events.
  - d. The new design concept for the Asawa Fountain has a smaller footprint than the one shown on the approved Master Plan.

## FISCAL IMPACT

As described during the presentation to Council as part of the contract award action on April 19, 2016, staff intends to keep Council informed of the details as construction proceeds and actual construction costs and construction management and inspection costs are incurred. The table below shows costs incurred to date in the "Expenditures" column and the authorized contract, contingency (10%) and construction management and inspection (10%) amounts in the "Allowance" column.

COURTHOUSE SQUARE REUNIFICATION PROJECT UPDATE, EXPENDITURE REPORT AND MASTER PLAN REVISIONS

Page 4 of 5

	<b>Expenditures</b>	<b>Allowance</b>	<b>Notes</b>
<b>Design</b>	\$ 844,729	\$ 906,000	Amendment needed for additional electrical design work
<b>Advanced Tree Work</b>	\$ 115,770	\$ 130,120	Work complete March 10, 2016
<b>Construction</b>	\$ 337,307	\$6,719,253	
<b>Construction Contingency</b>	\$ 50,185	\$ 671,925	Pending approximately \$200,000 change order for improved electrical system and power accessible at street lights
<b>Construction Management and Inspection</b>	\$ 141,687	\$ 671,925	
<b>TOTAL</b>	\$1,489,678	\$9,099,223	

ENVIRONMENTAL IMPACT

Council certified the Final Tiered Environmental Impact Report on February 25, 2014. An Addendum to the FTEIR has been prepared pursuant to Section 15164 of the California Environmental Quality Act for the updated plan options, and documents that the project involves only minor technical changes and additions. It further documents that none of the conditions described in Section 15162, which would require a subsequent EIR, have occurred because neither Courthouse Square Reunification Master Plan involves substantial changes to the project or the circumstances under which the project has been undertaken. Based on this analysis, staff found it appropriate to rely on the FTEIR.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

In addition to the City Council, the Courthouse Square Reunification project has been on the agenda of the Bicycle and Pedestrian Advisory Board, the Art in Public Places Committee, the Board of Community Services and the Community Advisory Board. When the new design concept for the Asawa Fountain was presented to the Art in Public Places Committee on June 6, 2016, the committee expressed support for the new design concept. On June 7, 2016, the Council Downtown Subcommittee reviewed the new design concept for the Asawa Fountain and kiosks, and new master plan revisions were discussed.

# COURTHOUSE SQUARE REUNIFICATION PROJECT UPDATE, EXPENDITURE REPORT AND MASTER PLAN REVISIONS

Page 5 of 5

## NOTIFICATION

Not applicable

## ATTACHMENTS

- Attachment 1 – Asawa Fountain Concept 2
- Attachment 2 - Courthouse Square Master Plan
- Resolution/Exhibit A (Master Plan)

## CONTACT

Colleen Ferguson, [cferguson@srcity.org](mailto:cferguson@srcity.org), (707) 543-3852