



City Council
Special Meeting Minutes - Final

Friday, December 20, 2019

12:00 PM

SPECIAL MEETING

1. CALL TO ORDER AND ROLL CALL

Mayor Schwedhelm called the meeting to order at 12:02 p.m. Council Member Rogers joined the meeting at 12:09 p.m.

Present: 6 - Mayor Tom Schwedhelm, Vice Mayor Victoria Fleming, Council Member Ernesto Olivares, Council Member Chris Rogers, Council Member John Sawyer, and Council Member Jack Tibbetts

2. PUBLIC COMMENT (Public Comment will be limited to the items listed on the Special Meeting Agenda)

Richard A. Dowd spoke in support of the extension of proclamation of local emergency due to the 2019 Kincadee fire.

3. REPORT ITEMS

3.1 RESOLUTION - EXTENSION OF PROCLAMATION OF EXISTENCE OF LOCAL EMERGENCY DUE TO 2019 KINCADEE FIRE

RECOMMENDATION: It is recommended by the City Attorney's Office that the Council, by resolution, declare that the proclamation of a state of local emergency within the City of Santa Rosa has been and remains in full force and effect without interruption.

Attachments: [Resolution](#)
[Attachment A - Proclamation of Existence of a Local Emergency \(Uploaded 11/20/19\) \(1\)](#)
[Attachment B - RES-2019-157](#)

Presented by Sue Gallagher, City Attorney.

A motion was made by Council Member Olivares, seconded by Vice Mayor Fleming, to waive reading of the text and adopt:

RESOLUTION NO. RES-2019-191 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA EXTENDING THE PROCLAMATION OF EXISTENCE OF A LOCAL EMERGENCY DUE TO 2019 KINCADEE FIRE

The motion carried by the following vote:

Yes: 5 - Mayor Schwedhelm, Vice Mayor Fleming, Council Member Olivares, Council Member Sawyer, and Council Member Tibbetts

Absent: 1 - Council Member Rogers

3.2 REPORT - COUNCIL VACANCY APPOINTMENT PROCEDURES

BACKGROUND: Council member Julie Combs resigned from the City Council effective November 25, 2019. Her resignation created a vacancy on the Council. Section 31 of the Santa Rosa City Charter provides that such vacancy may be filled either (a) by appointment by the Council within 60 days of the vacancy, or (b) by the calling of a special election. On December 3, 2019, the Council determined to fill the vacancy by appointment.

The appointment by the Council is governed by Council Policy No. 000-23. In accordance with Policy No. 000-23, on December 3, 2019, the Council took the following actions:

1. Council adopted a schedule for the appointment, including a deadline for applications, a deadline for the public to submit interview questions, and the date(s) on which applicants will be interviewed.
2. Council approved an application form.
3. Council determined to present advance questions to the applicants, to be answered verbally at the time of interview.
4. The Mayor appointed an ad hoc subcommittee to determine the advance questions.
5. Council delegated to the ad hoc subcommittee the task of (a) evaluating the need for a time limit on each interview and or a limitation on the number of questions asked, and (b) making a recommendation to the full Council for approval.
6. Council directed that final approval of the recommendation be made on January 7, 2020, the day on which interviews are scheduled to begin.

In order to allow for the tentative scheduling of applicant interviews, the City Attorney and Acting City Clerk recommend that Council tentatively

approve the recommendations of the ad hoc subcommittee with respect to interview time limits, limits on the number of questions asked, if any, and other procedural matters. Final Council approval of the interview procedures would occur on January 7, 2020, as directed by Council on December 3, 2019.

Once Council makes the appointment, the individual appointed will serve for the remainder of Council Member Julie Combs' term, ending in December 2020.

RECOMMENDATION: It is recommended by the City Attorney that the Council, by motion, provide preliminary approval for interview procedures in connection with the appointment of an individual to fill the City Council vacancy created by the resignation of Council Member Julie Combs.

Attachments: [Staff Report](#)
[Attachment 1 - Council Policy No. 000-23](#)
[Special Meeting Action Items \(Uploaded 12/24/2019\)](#)
[Special Meeting Action Items Amended \(Uploaded 12/24/2019\)](#)

Presented by Sue Gallagher, City Attorney

A motion was made by Council Member Sawyer, seconded by Council Member Olivares, to adopt as amended the preliminary approval for interview procedures in connection with the appointment of an individual to fill the City Council vacancy created by the resignation of Council member Julie Combs.

The motion carried by the following vote:

Yes: 6 - Mayor Schwedhelm, Vice Mayor Fleming, Council Member Olivares, Council Member Rogers, Council Member Sawyer, and Council Member Tibbetts

The order of the interviews was made by random draw. The order is as follows:

**James Pedgrift
Clint Saunders-Yant
Jacquelynn Ocana
Brian Flores
Judy Kennedy
Penny Herman
Duane De Witt
Karen Weeks
Evette Minor
David Ebright
Erin Carlstrom
William Petker
Gary Wysocky
Michael Martini
Dennis Beach
Sandra Lynn Wandel
Richard Dowd
Mark Andrews
Maxwell Church**

4. ADJOURNMENT

Mayor Schwedhelm adjourned the meeting at 12:50 p.m.

Approved on: January 14, 2020
/s/ Dina Manis, Acting City Clerk