City of Santa Rosa

City Hall, Council Chamber
100 Santa Rosa Avenue
Santa Rosa, CA 95404

City Council
Regular Meeting Minutes - Draft

Tuesday, January 28, 2025 **4:00 PM**

1. CALL TO ORDER AND ROLL CALL

Mayor Stapp called the meeting to order at 4:05 p.m

Present: 6 - Mayor Mark Stapp, Vice Mayor Eddie Alvarez, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Jeff Okrepkie

Absent: 1 - Council Member Natalie Rogers

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

3. ANNOUNCEMENT OF CLOSED SESSION ITEMS - NONE.

4. STUDY SESSION - NONE.

5. ANNOUNCEMENT OF ROLL CALL (IF NEEDED)

6. REPORT, IF ANY, ON STUDY AND CLOSED SESSIONS

7. PROCLAMATIONS/PRESENTATIONS

7.1 PROCLAMATION - REDWOOD EMPIRE CHINESE ASSOCIATION 2025 LUNAR NEW YEAR'S CELEBRATION

Mayor Stapp read and presented the proclamation to Rena Wang on behalf of the Redwood Empire Chinese Association.

Rena Wang spoke on behalf of the Redwood Empire Chinese Association.

No public comments were made.

8. STAFF BRIEFINGS - NONE.

9. CITY MANAGER'S/CITY ATTORNEY'S REPORTS

Maraskeshia Smith, City Manager, announced the release of the Spring/Summer Activity guide will be made available on Thursday, January 30, on the City's website and in-person

throughout the city.

9.1 REPORT OF SETTLEMENTS AND ACTIVE LITIGATION

The City Attorney will report on all settlements authorized by Council in closed session that were finalized in December 2024, which includes but may not be limited to all settlements requiring the City to pay more than $50,000. The City Attorney will also provide a summary of pending litigation against the City.

City Attorney Stricker reported no settlements over $50,000 were finalized in December and the caseload remaining consistent with approximately 30 litigation matters.

No public comments were made.

10. STATEMENTS OF ABSTENTION/RECUSAL BY COUNCIL MEMBERS

Council Member MacDonald announced recusal from a portion of Item 15.4 due to a personal relationship.

Council Member Okrepkie announced recusal from a portion of Item 15.1 due to being employed as an insurance agent.

11. MAYOR'S/COUNCIL MEMBERS' REPORTS

Council Member MacDonald reported on a recent Violence Prevention Partnership meeting attended.

Council Member Bañuelos reported on recent events attended and announced the appointment of Miles Horton to the Planning Commission.

Council Member Okrepkie provided a brief report on recent Cal-Cities Fire Insurance Working Group meeting on solutions for affordable fire insurance.

Council Member Alvarez announced the appointment of Ana Diaz to the Community Advisory Board and recent facilitation of the town hall meeting held on January 27, 2025.

Mayor Stapp provided a brief report on recent community events attended along with the town hall.

PUBLIC COMMENT:

Gregory Fearon spoke in support of the town hall held on January 27, 2025.

Duane De Witt spoke in support of on the town hall, welcomed Council Member Bañuelos, and on graffiti.

11.1 MAYOR'S/COUNCIL MEMBERS' SUBCOMMITTEE AND LIAISON REPORTS (AND POSSIBLE COUNCIL DIRECTION TO BOARD REPRESENTATIVE ON PENDING ISSUES, IF NEEDED)

11.1.1 Council Subcommittee Reports

11.1.2 Sonoma County Transportation Authority/Regional Climate Protection Authority (SCTA/RCPA)

Council Member Okreprekie provided a brief report.

11.1.3 Sonoma County Water Agency (SCWA) - Water Advisory Committee

11.1.4 Association of Bay Area Governments (ABAG)

11.1.5 Sonoma County Agricultural Preservation and Open Space District Advisory Committee

11.1.6 Sonoma Clean Power Authority (SCPA)

11.1.7 Zero Waste Sonoma (formerly known as Sonoma County Waste Management Agency (SCWMA))

Mayor Stapp provided a brief report.

11.1.8 Groundwater Sustainability Agency (GSA)

Mayor Stapp provided a brief report.

11.1.9 Sonoma County Homeless Coalition

11.1.10 Renewal Enterprise District (RED)

11.1.11 Public Safety Subcommittee

Council Member Okrepkie provided a brief report.

11.1.12 Other

11.2 COUNCIL LIAISON REGIONAL POSITIONS

11.2.1 MAYOR'S APPOINTMENTS TO COUNTY, REGIONAL AND STATE POSITIONS

Mayor Stapp will announce and request Council approval of appointments to county, regional and state bodies on which the City is represented per City Charter section 15.

Mayor Stapp announced the following appointments to county, regional, and state positions:
ABAG General Assembly - Council Member Fleming and alternate pending
Library Advisory Board - Vice Mayor Alvarez and alternate pending
LOCC North Bay - Council Members Rogers and MacDonald
M&C Legislative Liaison to LOCC - Mayor Stapp and Council Member Fleming as alternate
Russian River Watershed Association - Council Member Bañuelos and Mayor Stapp
Water Advisory Committee - Council Member Rogers and Mayor Stapp
Sonoma County Homeless Coalition - Council Member Bañuelos and Council Member MacDonald as alternate
Santa Rosa Plain Groundwater Sustainability Agency (GSA) - Mayor Stapp and Council Member Rogers as alternate

No public comments were made.

A motion was made by Council Member Okrepkie, seconded by Council Member Fleming, to approve Mayor Stapp's selection to the following appointments to county, regional, and state positions:

ABAG General Assembly - Council Member Fleming and alternate pending
Library Advisory Board - Vice Mayor Alvarez and alternate pending
LOCC North Bay - Council Members Rogers and MacDonald
M&C Legislative Liaison to LOCC - Mayor Stapp and Council Member

Fleming as alternate
Russian River Watershed Association - Council Member Bañuelos and Mayor Stapp
Water Advisory Committee - Council Member Rogers and Mayor Stapp
Sonoma County Homeless Coalition - Council Member Bañuelos and Council Member MacDonald as alternate
Santa Rosa Plain Groundwater Sustainability Agency (GSA) - Mayor Stapp and Council Member Rogers as alternate

The motion carried by the following vote:

Yes: 6 - Mayor Mark Stapp, Vice Mayor Eddie Alvarez, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Jeff Okrepkie

Absent: 1 - Council Member Natalie Rogers

11.3 COUNCIL LIAISON POSITIONS ON JOINT POWERS AUTHORITY

PUBLIC COMMENT:

Duane De Witt spoke on the item.

Mayor Stapp announced the following appointments for the Council Liaison Positions on Joint Powers Authority assignments:

Sonoma Clean Power - Council Member Fleming as primary and Mayor Stapp as alternate
Sonoma County Transportation Authority/Regional Climate Protection Authority - Council Member Okrepkie as primary and Council Member Rogers as alternate
Zero Waste Sonoma- Council Member MacDonald as primary and Vice Mayor Alvarez as alternate
Renewal Enterprise District - Council Member Fleming as primary and Council Member Bañuelos as alternate
Public Financing Authority - Council Member Fleming and Council Member Bañuelos

A motion was made by Council Member Okrepkie, seconded by Council Member MacDonald, to approve Mayor Stapp's selections as follows:
Sonoma Clean Power - Council Member Fleming as primary and Mayor Stapp as alternate

Sonoma County Transportation Authority/Regional Climate Protection Authority - Council Member Okrepkie as primary and Council Member Rogers as alternate
Zero Waste Sonoma- Council Member MacDonald as primary and Vice Mayor Alvarez as alternate
Renewal Enterprise District - Council Member Fleming as primary and Council Member Bañuelos as alternate
Public Financing Authority - Council Member Fleming and Council Member Bañuelos.

The motion carried by the following vote:

Yes: 6 - Mayor Mark Stapp, Vice Mayor Eddie Alvarez, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Jeff Okrepkie

Absent: 1 - Council Member Natalie Rogers

11.3.1 APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO SONOMA COUNTY TRANSPORTATION AUTHORITY / REGIONAL CLIMATE PROTECTION AUTHORITY

The Council may, by motion, select and appoint a representative and alternate to the Sonoma County Transportation Authority / Regional Climate Protection Authority Board of Directors.

11.3.2 APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO SONOMA CLEAN POWER AUTHORITY

The Council may, by motion, select and appoint a representative and an alternate to serve on the Sonoma Clean Power Authority Board of Directors.

11.3.3 APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO ZERO WASTE SONOMA AGENCY

The Council may, by motion, select and appoint a representative and an alternate to the Zero Waste Sonoma Agency Board of Directors.

11.3.4 APPOINTMENT OF REPRESENTATIVES AND ALTERNATE TO RENEWAL ENTERPRISE DISTRICT

The Council may, by motion, select and appoint two representatives and an alternate to the Renewal Enterprise District.

11.4 BOARD CHAIRPERSON POSITIONS

11.4.1 CHAIRPERSON APPOINTMENTS FOR BOARDS, COMMISSIONS, AND COMMITTEES

Mayor will announce new or affirm existing Chairpersons to Council Boards, Commissions, and Committees, and recommends that the Council, by motion, approve selection.

A motion was made by Council Member MacDonald, seconded by Vice Mayor Alvarez, to approve the following chairpersons as selected by Mayor Stapp:

Bicycle and Pedestrian Advisory Board - Tanya Narath
Board of Building Regulation Appeals - David Cooper
Planning Commission - Karen Weeks
Design Review Board - Melanie Jones Carter
Board of Public Utilities - Dan Galvin.

The motion carried by the following vote:

Yes: 6 - Mayor Mark Stapp, Vice Mayor Eddie Alvarez, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Jeff Okrepkie

Absent: 1 - Council Member Natalie Rogers

Mayor Stapp announced the remaining chair person selection will be announced at a future meeting.

11.5 COUNCIL SUBCOMMITTEE POSITIONS

11.5.1 COUNCIL SUBCOMMITTEE APPOINTMENTS

Mayor Stapp will appoint to Council subcommittees and identify subcommittee chairpersons.

PUBLIC COMMENT:

Duane De Witt spoke on Item 11.5.1.

Mayor Stapp appointed the following Council Members to Council Subcommittees and identified subcomittee chairpersons:

BPU Liaison - Mayor Stapp, and Council Members Rogers and Okrepkie
Economic Development Subcommittee - Council Member Okrepkie (Chair), and Council Members Fleming and Alvarez
Violence Prevention Partnership - Council Member MacDonald (Chair) and Council Member Rogers
Long Term Financial Policy and Audit Subcommittee - Mayor Stapp (Chair) and Council Members Okrepkie and Bañuelos
Open Government Implementation Task Force - Vice Mayor Alvarez (Chair) and Council Members MacDonald and Bañuelos
Climate Action Subcommittee - Council Member Fleming (Chair) and Council Members Okrepkie and Bañuelos
Public Safety Subcommittee - Council Member Okrepkie (Chair) and Council Members MacDonald and Fleming

12. APPROVAL OF MINUTES - NONE.

13. CONSENT ITEMS

PUBLIC COMMENT:

Duane DeWitt spoke on Item 13.3.

Approval of the Consent Agenda

A motion was made by Vice Mayor Alvarez, seconded by Council Member Okrepkie, to waive reading of the text and adopt Consent Items 13.1, 13.3, and 13.5. The motion carried by the following vote:

Yes: 6 - Mayor Mark Stapp, Vice Mayor Eddie Alvarez, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Jeff Okrepkie

Absent: 1 - Council Member Natalie Rogers

13.1 RESOLUTION - BID AWARD APPROVAL AND ISSUANCE OF A PURCHASE ORDER FOR THE PURCHASE OF THREE (3) 2025 CHEVROLET SILVERADO 2500HD 4WD CREW CAB VEHICLES

RECOMMENDATION: It is recommended by the Transportation and Public Works and Finance Departments that the Council, by resolution,

approve a sole manufacture bid award and issuance of a Purchase Order for the purchase of three (3), 2025 Chevrolet Silverado 2500HD 4WD Crew Cab vehicles, to Winner Chevrolet, Inc., Sacramento, California, for a total amount not to exceed $187,359.63.

This Consent - Resolution was adopted.

RESOLUTION NO. RES-2025-005 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA SOLE MANUFACTURE BID AWARD APPROVAL AND ISSUANCE OF A PURCHASE ORDER FOR THE PURCHASE OF THREE (3) 2025 CHEVROLET SILVERADO 2500HD 4WD CREW CAB VEHICLES

13.2 RESOLUTION - APPROVAL OF GENERAL SERVICE AGREEMENT NUMBER F002957 - HVAC MAINTENANCE AND REPAIR SERVICES **(THIS ITEM HAS BEEN WITHDRAWN**)

RECOMMENDATION: It is recommended by the Transportation and Public Works and Finance Departments that the Council, by resolution, approve a General Services Agreement Number F002957 for HVAC maintenance services for a period of two (2) years, with three (3) one-year renewal options with Peterson Mechanical, Inc., Sonoma, California, in the amount not to exceed $68,150, with a repair service contingency amount of $300,000.

This item was withdrawn and no action was taken by Council.

13.3 RESOLUTION - REVISION TO THE PERMANENT LOCAL HOUSING ALLOCATION PROGRAM PLAN

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Council, by resolution, approve a revision to the Permanent Local Housing Allocation Program Plan (PLHA Plan) to allocate forty percent of Round 5 PLHA funds, estimated at $456,230, to Affordable Owner-Occupied Workforce Housing (AOWH), for low- or moderate-income households, as required by the State of California Department of Housing and Community Development (HCD).

This Consent - Resolution was adopted.

RESOLUTION NO. RES-2025-006 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA APPROVING A REVISION TO THE

PERMANENT LOCAL HOUSING ALLOCATION PROGRAM PLAN

13.4 RESOLUTION - SUBMITTAL OF APPLICATION TO THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT'S HOMEKEY+ GRANT PROGRAM FOR THE CITY TO BE A CO-APPLICANT WITH BURBANK HOUSING DEVELOPMENT CORPORATION AND CARITAS HOMES PHASE II, LLC ON CARITAS HOMES PHASE II IN AN AMOUNT NOT TO EXCEED $13.95 MILLION

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Council, by resolution, authorize the submittal of a joint application to and participation in the State of California Department of Housing and Community Development's Homekey+ grant program in an amount not to exceed $13.95 million for development of Caritas Homes Phase II with Burbank Housing Development Corporation and Caritas Homes Phase II, LLC and authorizing the City Manager to execute a Standard Agreement with HCD and any amendments thereto.

This item was withdrawn and no action was taken by Council.

13.5 ORDINANCE ADOPTION SECOND READING- ORDINANCE OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING TITLE 20 OF THE SANTA ROSA CITY CODE TO MODIFY ZONING CODE CHAPTER 20-31 (DENSITY BONUS AND OTHER INCENTIVES), SECTION 20-12.020 (ZONING CODE RULES OF INTERPRETATION), SECTION 20-36.050 (ADJUSTMENTS TO PARKING REQUIREMENTS), AND SECTION 20-42.130 (ACCESSORY DWELLING UNITS); FILE NUMBER REZ24-004

RECOMMENDATION: This ordinance, introduced at the January 7, 2025, Regular Meeting by a 4-3-0-0 vote (Bañuelos, Fleming, and MacDonald voted no), amends Title 20 of the Santa Rosa City Code to modify Zoning Code Chapter 20-31 (Density Bonus and Other Incentives), Section 20-12.020 (Zoning Code Rules of Interpretation), Section 20-36.050 (Adjustments to Parking Requirements), and Section 20-42.130 (Accessory Dwelling Units).

This Consent - Ordinance was adopted on second reading.

ORDINANCE NO. ORD-2025-001 ENTITLED: ORDINANCE OF THE

COUNCIL OF THE CITY OF SANTA ROSA AMENDING TITLE 20 OF THE SANTA ROSA CITY CODE TO MODIFY ZONING CODE CHAPTER 20-31 (DENSITY BONUS AND OTHER INCENTIVES), SECTION 20-12.020 (ZONING CODE RULES OF INTERPRETATION), SECTION 20-36.050 (ADJUSTMENTS TO PARKING REQUIREMENTS), AND SECTION 20-42.130 (ACCESSORY DWELLING UNITS); FILE NUMBER REZ24-004

14. PUBLIC COMMENT ON NON-AGENDA MATTERS

Duane De Witt spoke and expressed appreciation to city staff Darin Marquez and crew who did clean up recently in Roseland, and spoke on other topics.

Cameron Miller spoke on the book Strong Towns and development considerations.

Sher Ennis spoke on permit fees in the historic district.

Mayor Stapp moved to Item 16.1.

16. PUBLIC HEARINGS

16.1 PUBLIC HEARING - PUBLIC HEARING ON FISCAL YEAR 2025-26 BUDGET PRIORITIES

BACKGROUND: The City Charter, Section 28(a), states that "…not later than March 31st of each year and prior to any annual goal setting meeting held by the Council, the Council shall hold a public hearing seeking oral and written comment from the public on budget priorities for the upcoming fiscal year."

Public input is an important component to the preparation of the budget. This public hearing also provides information to the City Council as they establish and refine their Council Goals. In addition to this public hearing, members of the public may provide comments or suggestions at any time on the City's website.

RECOMMENDATION: It is recommended by the Finance Department that the Council hold a public hearing on budget priorities and consider written and oral comments as part of future budget deliberations. No action is necessary.

Veronica Conner, Budget and Financial Analysis Manager, presented and answered questions from Council.

Mayor Stapp opened the public hearing at 5:15 p.m.

Ken MacNab, KMac Advising, requested that Council consider discussing an annexation strategy for the south Santa Rosa area at the upcoming goal setting meeting.

Duane De Witt was spoke in opposition to annexations and care for current infrastructure first.

Mayor Stapp closed the public hearing at 5:21 p.m.

15. REPORT ITEMS

15.1 REPORT - 2025 STATE LEGISLATIVE PLATFORM

BACKGROUND: To prepare for these legislative and advocacy activities, City staff has worked with various City departments and identified state legislative priorities for the proposed 2025 State Legislative Platform.

RECOMMENDATION: It is recommended by the Communications and Intergovernmental Relations Office that the Council, by two resolutions, adopt the City's 2025 State Legislative Platform.

Jason Nutt, Assistant City Manager, and Dane Hutchings, California Public Policy Group (CPPG) presented and answered questions from Council.

PUBLIC COMMENT:

Duane DeWitt spoke on the item.

A motion was made by Council Member MacDonald, seconded by Vice Mayor Alvarez, to adopt

RESOLUTION NO. RES-2025-007 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA ADOPTING CERTAIN STATE POLICY PRIORITIES RELATED TO INSURANCE FOR THOSE LIVING NEAR

OR IN THE WILDLAND URBAN INTERFACE AS PART OF THE 2025 STATE LEGISLATIVE PLATFORM.

The motion carried by the following vote:

Yes: 5 - Mayor Mark Stapp, Vice Mayor Eddie Alvarez, Council Member Caroline Bañuelos, Council Member Victoria Fleming, and Council Member Dianna MacDonald

Absent: 1 - Council Member Natalie Rogers

Recused: 1 - Council Member Jeff Okrepkie

A motion was made by Council Member MacDonald, seconded by Council Member Okrepkie, to adopt as amended

RESOLUTION NO. RES-2025-008 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA ADOPTING THE 2025 CITY OF SANTA ROSA STATE LEGISLATIVE PLATFORM.

The motion carried by the following vote:

Yes: 6 - Mayor Mark Stapp, Vice Mayor Eddie Alvarez, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Jeff Okrepkie

Absent: 1 - Council Member Natalie Rogers

15.2 REPORT - HOMELESSNESS SOLUTIONS STRATEGIC PLAN (2023-2027) - YEAR TWO REPORT (2024)

BACKGROUND: On November 15, 2022, Council approved the Homelessness Solutions Strategic Plan (Strategic Plan) for the five-year period beginning January 2023 through December 2027. The Strategic Plan provides key strategies and actions that focus on bolstering the City's response to the homelessness crises, aligning efforts with the Sonoma County Homeless Coalition (our local County Continuum of Care) to achieve the regional goal of "Functional Zero" homelessness by 2027. A system of care achieves "Functional Zero" when a person's experience with homelessness is rare, brief, and non-recurring. This report highlights the City's progress toward implementing year two of the five-year Strategic Plan.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Council receive a Year Two Report (2024) on the implementation of the Homelessness Solutions

Strategic Plan (2023-2027.)

Vice Mayor Alvarez left the meeting at 5:48 p.m.

Sasha Brown, Program Specialist, and Kelli Kuykendall, Housing and Community Services Manager, presented and answered questions from Council.

PUBLIC COMMENT:

Duane De Witt spoke on the item.

A motion was made by Council Member Fleming, seconded by Council Member MacDonald, to approve receipt of a Year Two Report (2024) on the implementation of the Homelessness Solutions Strategic Plan (2023-2027).

The motion carried by the following vote:

Yes: 5 - Mayor Mark Stapp, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Jeff Okrepkie

Absent: 2 - Vice Mayor Eddie Alvarez, and Council Member Natalie Rogers

15.3 REPORT - ORDINANCE AMENDING SECTIONS OF SANTA ROSA CITY CODE TITLE 15 - SEWERS, TO MAINTAIN COMPLIANCE WITH EPA INDUSTRIAL PRETREATMENT PROGRAM STANDARDS

BACKGROUND: The City of Santa Rosa (City) owns and operates the Laguna Treatment Plant (LTP), a publicly owned treatment works (POTW), regulated under National Pollutant Discharge Elimination System (NPDES) Permit Number CA0022764. To fulfill the requirements of the NPDES permit, the City operates an Industrial Pretreatment Program that was initiated in 1975 and approved by the US Environmental Protection Agency (US EPA) and North Coast Regional Water Quality Control Board in 1983. The City's Industrial Pretreatment Program is inspected by regulators to monitor adherence with Federal pretreatment program guidelines. In the EPA audit report for the August 5, 2022, Pretreatment Compliance Inspections (2022 EPA Report), the findings revealed that the City needed to make minor changes to Santa Rosa City Code Title 15 - Sewers to be consistent with current federal code language.

RECOMMENDATION: It is recommended by the Board of Public Utilities and Santa Rosa Water that Council introduce an ordinance amending sections of Santa Rosa City Code Title-15 Sewers: 15-04.030 Definitions (16); 15-08.490 Periodic Compliance Reports; and 15-08.620 Recordkeeping.

Martin St. George, Environmental Compliance Supervisor, presented.

No public comments were made.

A motion was made by Council Member Bañuelos, seconded by Mayor Stapp, to introduce on first reading

ORDINANCE ENTITLED: ORDINANCE OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING SECTIONS OF SANTA ROSA CITY CODE TITLE 15 - SEWERS, TO MAINTAIN COMPLIANCE WITH EPA INDUSTRIAL PRETREATMENT PROGRAM REGULATION REVISIONS.

The motion carried by the following vote:

Yes: 5 - Mayor Mark Stapp, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Jeff Okrepkie

Absent: 2 - Vice Mayor Eddie Alvarez, and Council Member Natalie Rogers

15.4 REPORT - MID-YEAR BUDGET ADJUSTMENTS

BACKGROUND: In a study session on October 22, 2024, staff delivered an in-depth presentation of the General Fund. The presentation highlighted key topics such as:

- General Fund long-range forecast,
- Growth of the General Fund deficit,
- Status of General Fund unassigned reserves,
- Historical trends of citywide staffing growth and representation.

The staff proposed a budget reduction strategy to the Council, which included:

1. Administrative cuts
2. Operational cuts
3. Programmatic cuts

The plan also presented lists of both one-time and ongoing cuts set to take effect in FY 2024-25, pending future Council approval. Additional cuts for FY 2025-26 would be discussed during the upcoming budget process. The City Council provided feedback on the proposed reduction strategy and intended cuts. This item captures that feedback and establishes a mechanism to implement the current year's budget reductions.

RECOMMENDATION: It is recommended by Finance Department that the Council, by two resolutions: 1) amend the Fiscal Year (FY) 2024-25 general fund budget to make budget reductions as set forth in Exhibit A of the resolutions; 2) amend the FY 2024-25 general fund budget and make changes to the City's Classification and Salary Plan to include a new classification of Trucked Waste Coordinator in Unit 18 - Miscellaneous Mid- Management; and 3) increase appropriations from the General Fund unassigned reserves by $50,000 to provide additional funding to the Renewal Enterprise District (RED).

Alan Alton, Chief Financial Officer, presented and answered questions from Council.

PUBLIC COMMENT:

Duane De Witt spoke on the item.

A motion was made by Council Member Okrepkie, seconded by Mayor Stapp, to adopt

RESOLUTION NO. RES-2025-009 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING THE MAINTENANCE PORTION OF THE FISCAL YEAR (FY) 2024-25 RECREATION AND PARKS DEPARTMENT GENERAL FUND BUDGET FOR BUDGET REDUCTIONS.

The motion carried by the following vote:

Yes: 4 - Mayor Mark Stapp, Council Member Caroline Bañuelos, Council Member Victoria Fleming, and Council Member Jeff Okrepkie

Absent: 2 - Vice Mayor Eddie Alvarez, and Council Member Natalie Rogers

Recused: 1 - Council Member Dianna MacDonald

A motion was made by Council Member Okrepkie, seconded by Council Member Fleming, to adopt

RESOLUTION NO. RES-2025-010 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING THE FISCAL YEAR (FY) 2024-25 GENERAL FUND BUDGET FOR BUDGET REDUCTIONS AND TO AMEND THE CITY'S CLASSIFICATION AND SALARY PLAN TO INCLUDE A NEW CLASSIFICATION OF TRUCKED WASTE COORDINATOR AND TO INCREASE APPROPRIATIONS FORM THE UNASSIGNED GENERAL FUND RESERVES TO PROVIDE ADDITIONAL FUNDING TO THE RENEWAL ENTERPRISE DISTRICT.

The motion carried by the following vote:

Yes: 5 - Mayor Mark Stapp, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Jeff Okrepkie

Absent: 2 - Vice Mayor Eddie Alvarez, and Council Member Natalie Rogers

17. WRITTEN COMMUNICATIONS - NONE.

18. PUBLIC COMMENT ON NON-AGENDA MATTERS

No public comments were made.

19. ANNOUNCEMENT OF CONTINUED CLOSED SESSION ITEMS, RECESS TO CLOSED SESSION IN THE MAYOR'S CONFERENCE ROOM, RECONVENE TO OPEN SESSION, AND ANNOUNCEMENTS [IF NEEDED]

20. ADJOURNMENT OF MEETING

Mayor Stapp adjourned the meeting at 7:00 p.m. in memory of Joe Wang. The next regular meeting will be held on Tuesday, February 4, 2025 at a time set by the Mayor.

21. UPCOMING MEETINGS

21.1 UPCOMING MEETINGS LIST

Approved on:

Dina Manis
City Clerk