

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: PAUL LOWENTHAL, ASSISTANT FIRE MARSHAL
FIRE DEPARTMENT
ANNA MCAULIFFE, RESEARCH AND PROGRAM COORD.
SUBJECT: CONTRACT AWARD – WEED AND RUBBISH ABATEMENT
SERVICES

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Fire Department that the Council, by resolution, 1) approve and delegate authority to the City Manager to sign a Memorandum of Understanding Between City of Santa Rosa and the County of Sonoma for weed and rubbish abatement services for a one-year period with three one-year extension options in an amount not to exceed \$150,000 for the initial year; 2) authorize the City Manager to approve any of the three one-year options in the Agreement as necessary, up to an amount not-to-exceed the total budgeted for the Agreement by Council for that year; and 3) authorize the City Manager to execute all such amendments and any necessary documents, subject to approval as to form by the City Attorney.

EXECUTIVE SUMMARY

In an effort to reduce fire hazard due to high, dry weeds throughout the city, the Fire and Recreation and Parks Departments administer an annual weed abatement program from April of one year through March of the next year.

BACKGROUND

The weed abatement program manages services to clear privately-owned lots and other areas within the city limits where weed abatement is needed. Upon notification by the City, property owners are required to remove weeds and maintain parcel(s) throughout the dry/fire season per City Code 9-08. Should the property not be brought into compliance within the required timeframe, the parcel will be cleared by the City's weed abatement contractor.

When the City's contractor is required to abate a parcel, the City invoices the property owner the amount charged by the contractor plus a minimum fee of \$264 for additional costs that include, but are not limited to, complaint investigations, property inspections,

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and administrative notice preparation, services and/or publications. This charge is assessed by all staff activity at a rate of \$132/hour for a minimum of two hours.

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

In 2017 the City began contracting with the County of Sonoma for weed abatement services. Since that time a contract has been put in place from April 1 of the current year through March 31 of the next year. In prior years the project was budgeted at \$99,000 per year. In 2020, costs increased due to staffing challenges the County of Sonoma experienced during the COVID-19 pandemic.

The Fire Department also anticipates increased needs throughout the wildland urban interface (WUI) areas, specifically the open space owned and maintained by the City of Santa Rosa that was burned in the Glass Fire.

Funding is being requested in a not-to-exceed amount of \$150,000 per year for a one-year term with three one-year extension options available. Services are required on an as-needed basis and cannot be predetermined. The not-to-exceed award amount is based primarily on approved available budgeted funds only.

FISCAL IMPACT

This contract is funded through Fiscal Year 2020-21 Fire and Recreation and Parks Departments' operational accounts and will be funded in subsequent fiscal years through the budget approval process.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Existing Facilities, in that the weed abatement services would maintain existing properties within the City resulting in no expansion of use.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution / Exhibit A - – Memorandum of Understanding

CONTACT

Paul Lowenthal, plowenthal@srcity.org, 707-543-3500