



City of Santa Rosa

City Hall
100 Santa Rosa Ave
Santa Rosa, CA 95404

CITY COUNCIL REGULAR MEETING AGENDA AND SUMMARY REPORT MARCH 28, 2017

1:30 P.M. - CLOSED SESSIONS (MAYOR'S CONFERENCE ROOM 10)

**4:00 P.M. - JOINT CITY COUNCIL/PLANNING COMMISSION STUDY
SESSION (CITY COUNCIL CHAMBER)**

5:00 P.M. - REGULAR SESSION (COUNCIL CHAMBER)

PUBLIC COMMENTS:

Except for public hearing items, comments from the public will be allowed on all agenda items at the time each item is called. Comments on public hearing items may be made when the hearing is opened.

Comments from the public on non-agenda items will be heard under Agenda Items 13 and 17. This is the time when any person may address the Council on matters not listed on this agenda, but which are within the subject matter jurisdiction of the Council. The first public comment period on non-agenda items (Agenda Item 13) will begin no earlier than 5:00 p.m. and will be limited to ten speakers selected randomly by the Mayor. Each speaker will be allowed three minutes. Speakers who do not have an opportunity to speak during this time will be allowed to make public comment under Agenda Item 17.

To address the Council you are requested to complete a yellow Speaker Card and give it to the City Clerk. If you are unable to or do not wish to wait for the public comment portion of the agenda, you are encouraged to contact the Council or City Clerk directly by submitting your comments to 100 Santa Rosa Avenue, Room 10, Santa Rosa 95404 or cityclerk@srcity.org.

1:30 P.M. (MAYOR'S CONFERENCE ROOM, ROOM 10)

1. CALL TO ORDER AND ROLL CALL

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

Following the announcement of Closed Session items and prior to recess into Closed Session, the public may speak up to three minutes on items to be

addressed in Closed Session.

2.1 PUBLIC EMPLOYEES - EVALUATION OF PERFORMANCE
(Government Code section 54957(b))

Titles: City Manager and Interim City Attorney

2.2 CONFERENCE WITH LABOR NEGOTIATORS
(Government Code Section 54957.6)

Agency Designated Representatives: Teresa L. Stricker, Interim City Attorney and Dave Morgan, Ralph Andersen & Associates.

Unrepresented Employee: City Attorney.

2.3 PUBLIC EMPLOYEE APPOINTMENT
(Government Code Section 54957)

Title: City Attorney

2.4 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
(Paragraph (1) of subdivision (d) of Government Code Section 54956.9)

Name of Case: Mark Buras v. City of Santa Rosa, et al.

Court Case No.: Northern District of California Court Case No. C
15-1070 TEH

**RECESS CLOSED SESSION(S) AND RECONVENE TO OPEN SESSION IN
THE COUNCIL CHAMBER FOR A SPECIAL JOINT MEETING OF THE CITY
COUNCIL AND PLANNING COMMISSION**

NOTICE IS HEREBY GIVEN that the Council of the City of Santa Rosa will hold a Special Joint Meeting with the Planning Commission on Tuesday, March 28, 2017, in the City Council Chamber, 100 Santa Rosa Avenue, Santa Rosa, California, at 4:00 p.m. The purpose of this meeting is to hold a Joint Study Session of the City Council and the Planning Commission to discuss the following issue:

4:00 P.M. (CITY COUNCIL CHAMBER)

3. STUDY SESSION

Study Session items are items for in-depth discussion and possible direction to staff. No action will be taken.

3.1 SOUTHEAST GREENWAY PREFERRED ALTERNATIVE

Since 2011, Santa Rosa City Council goals have included acknowledgement and support of the Southeast Greenway planning efforts. In October 2015, the Council initiated a General Plan Amendment and Rezoning, and preparation of an Environmental Impact Report (EIR) for 57 acres of land owned by Caltrans originally planned for an extension of Highway 12. On November 1, 2016, the Planning Commission and Council held a joint session to consider and provide feedback regarding draft guiding principles and three land use and circulation alternatives. The purpose of this session is to present the preferred alternative and solicit feedback from the Planning Commission and City Council to develop the General Plan Amendment, Rezoning and EIR.

Attachments [Staff Report](#)

[Attachment 1 - Workshop 1 Summary](#)

[Attachment 2 - Workshop 2 Summary](#)

[Attachment 3 - Preferred Alternative memo](#)

[Attachment 4 - Correspondence](#)

[Presentation](#)

ADJOURN SPECIAL JOINT MEETING OF THE CITY COUNCIL AND PLANNING COMMISSION AND RECONVENE TO THE CITY COUNCIL REGULAR SESSION

5:00 P.M. (CITY COUNCIL CHAMBER)

4. ANNOUNCEMENT OF ROLL CALL

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

6. PROCLAMATIONS/PRESENTATIONS - NONE.

7. STAFF BRIEFINGS - NONE.

This time is reserved for City staff to provide a five-minute briefing to the Council on departmental issues of interest. No action will be taken on these matters except to possibly place a particular item on a future agenda for Council consideration.

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

9. STATEMENTS OF ABSTENTION BY COUNCILMEMBERS

10. MAYOR'S/COUNCILMEMBERS' REPORTS

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

10.1.1 Council Subcommittee Reports

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

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

10.1.4 Association of Bay Area Governments (ABAG)

10.1.5 Sonoma County Agricultural Preservation and Open Space District Advisory Committee

10.1.6 Sonoma Clean Power Authority (SCPA)

10.1.7 Sonoma County Waste Management Agency (SCWMA)

10.1.8 Other

11. APPROVAL OF MINUTES - NONE.

12. CONSENT ITEMS

12.1 RESOLUTION - AMENDMENT TO SALARY PLAN TO INCREASE SALARY RANGE OF DEPARTMENT INFORMATION TECHNOLOGY SUPERVISOR

RECOMMENDATION: It is recommended by the Human Resources Department that the Council, by Resolution, amend the City Classification and Salary Plan to increase the annual salary range of the Department Information Technology Supervisor to a salary range of

\$86,067.00 - \$90,365.00 - \$94,884.00 - \$99,639.00 - \$104,632.00.

Attachments [Staff Report](#)
[Resolution](#)
[Presentation](#)

12.2 RESOLUTION - CONTRACT EXTENSION - FORMS MANAGEMENT SERVICES

RECOMMENDATION: It is recommended by the Finance Department that the Council, by resolution, approve the Third Amendment to Contract F000922 for forms management services for a one-year extension, with a change of product and price for various items, and no increase in contract unit pricing with Werle Enterprises LLC, dba National Document Solutions, Santa Rosa, California, in the amount not to exceed of \$40,000.

Attachments [Staff Report](#)
[Attachment 1](#)
[Resolution](#)
[Exhibit A](#)
[Presentation](#)

13. PUBLIC COMMENT ON NON-AGENDA MATTERS

This is the time when any person may address the Council on matters not listed on this agenda, but which are within the subject matter jurisdiction of the Council. This public comment period will begin no earlier than 5:00 p.m. and will be limited to ten speakers selected randomly by the Mayor. Each speaker will be allowed three minutes. Speakers who do not have an opportunity to speak during this time will be allowed to make public comment under Agenda Item 17.

14. REPORT ITEMS

14.1 REPORT - 2015-16 COMPREHENSIVE ANNUAL FINANCIAL REPORT

BACKGROUND: Each year, the City submits its financial records to an independent auditor for review. Collectively those audited financial records are called the Comprehensive Annual Financial Report, or CAFR. A similar report is created for the Housing Authority at the same time. This item formally presents the 2015-16 CAFR and Housing

Authority Financial Reports to the City Council, and provides context relative to the audit process, as well as a general outline of the financial reports.

RECOMMENDATION: For information only.

Attachments [Staff Report](#)
[Attachment 1 - CAFR Hyperlink](#)
[Attachment 2 - HAFR Hyperlink](#)
[Presentation](#)

14.2 REPORT - APPROPRIATION OF FUNDS AND AWARD OF SOLE MANUFACTURER PURCHASE ORDER FOR 2017 FORD POLICE INTERCEPTOR UTILITY SUV'S

BACKGROUND: With the impending annexation of the Roseland area, the Police Department has a need for patrol vehicles. The order period for these specialty vehicles is typically from October through March and the vendor needs about 6 months to fulfill the order. Since annexation is expected to happen at the end of 2017 or early 2018, we will not have sufficient time to get the necessary vehicles in place if we miss the current order period. The Transportation & Public Works and Police Departments are requesting a sole manufacturer purchase for three (3) additional Police Department vehicles.

RECOMMENDATION: It is recommended by the Finance, Transportation & Public Works, and Police Departments, that the Council, by resolution, (1) appropriate an amount not to exceed \$98,613.43 from the General Fund unassigned fund balance; and (2) approve a sole manufacturer award and issuance of a purchase order for three 2017 Ford Police Interceptor Utility SUV's to Wondries Fleet Group, Alhambra, CA, in the total amount not to exceed \$98,613.43.

Attachments [Staff Report](#)
[Resolution](#)
[Presentation](#)

14.3 REPORT - DESIGNATION OF A RECREATIONAL TRAIL ACROSS THE OAKMONT TREATMENT PLANT PROPERTY

BACKGROUND: The Transportation and Public Works and Santa Rosa Water Departments have been working collaboratively to address requests to formalize a bicycle and pedestrian access across the

Oakmont Treatment Plant property connecting Channel Drive and Stone Bridge Road. The Oakmont Village Association (OVA) has determined it is in the best interest of their residents to construct a pathway across their property located immediately to the north of the Oakmont Treatment Plant as the connection between the Oakmont Treatment Plant and Stone Bridge Road. In addition, the OVA has agreed to have discussions with the City on designating a public access easement that would encompass their newly constructed pathway for the purpose of allowing both bicycles and pedestrians to cross between Channel Drive and Stone Bridge Road.

RECOMMENDATION: It is recommended by the Transportation & Public Works and Santa Rosa Water Departments, that the Council, by resolution, designate a recreational trail across the Oakmont Treatment Plant property and direct staff to discuss the acquisition of a public bicycle and pedestrian easement from the Oakmont Village Association over their property immediately to the east to provide continuous public access between Channel Drive and Stone Bridge Road.

Attachments [Staff Report](#)
[Attachment 1](#)
[Attachment 2](#)
[Attachment 3](#)
[Resolution](#)
[Presentation \(Revised 3/27/2017\)](#)

(THE COUNCIL MAY RECESS DURING THE EVENING FOR A 30 MINUTE DINNER BREAK)

14.4 REPORT - URGENCY ORDINANCE TO IMPOSE TEMPORARY MORATORIUM ON THE OUTDOOR CULTIVATION OF CANNABIS FOR EITHER PERSONAL OR COMMERCIAL PURPOSES

BACKGROUND: In an urban setting, the outdoor cultivation of cannabis can create adverse impacts on surrounding neighbors, including odor, security risks and environmental hazards. State law allows local jurisdictions, at their discretion, to regulate, or prohibit entirely, the outdoor cultivation of cannabis, whether for personal use and/or commercial purposes.

Over the past year, the Council's Medical Cannabis Policy Subcommittee

has been working with staff and with cannabis industry stakeholders to develop comprehensive policies to regulate medical cannabis businesses within the City limits. The Subcommittee has recognized the potential adverse impacts of outdoor cannabis cultivation and has recommended that the draft policy include a ban on all outdoor growing of cannabis. The draft policy is expected to be released for public review next month.

In the interim, state law and the City Code currently permit outdoor cannabis cultivation under limited circumstances.

To best protect the public peace, health and safety while the City completes the evaluation and public processing of the draft comprehensive policy, a moratorium on all outdoor cultivation of cannabis is proposed. The proposed moratorium will affect only the outdoor cultivation of cannabis. The proposed moratorium will not affect current state and local allowances for the personal use or possession of cannabis, personal or commercial cultivation of cannabis indoors or in greenhouses, or the manufacturing, distribution or dispensing of medical cannabis

The proposed moratorium is an urgency ordinance under Government Code section 65858 that would go into effect immediately upon enactment and last for an initial period of 45 days. If, after the initial period of 45 days, additional time is necessary for the issue to be studied and regulations finalized, Council may adopt a subsequent urgency ordinance to maintain the moratorium in effect for up to an additional 10 months and 15 days. Under the City Charter, five affirmative votes are necessary to adopt an urgency ordinance.

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Council (1) adopt an urgency ordinance to impose a temporary moratorium on the outdoor cultivation of cannabis, for either personal or commercial purposes, to allow time for development of appropriate regulations, and (2) direct staff to return to the Council on May 2, 2017 to present, for Council's consideration, a written report describing the measures taken to alleviate the condition leading to the adoption of the urgency ordinance and to provide Council an opportunity to determine whether to extend the temporary moratorium on the outdoor cultivation of cannabis for an additional 10 months and 15

days to allow additional time for study and finalization of appropriate regulations.

Attachments [Staff Report](#)
[Ordinance](#)
[Presentation](#)

14.5 REPORT - CITY WEBSITE (SRCITY.ORG) REDESIGN PROJECT

BACKGROUND: This item will update the Council on the progress of the City Website (srcity.org) Redesign Project and provide information regarding the design of the new website, updated website features and timing for the launch of the new website. Staff is working with the website design firm to complete and launch the website on April 1, 2017.

RECOMMENDATION: It is recommended by the Information Technology Department that the Council, by motion, accept the City Website Redesign Project report.

Attachments [Staff Report](#)
[Presentation \(Revised 3/27/2017\)](#)

14.6 REPORT - AMENDMENT TO THE CITY CLASSIFICATION AND SALARY PLAN TO CREATE THE CLASSIFICATION OF CHIEF COMMUNICATIONS AND INTERGOVERNMENTAL RELATIONS OFFICER

BACKGROUND: The City Manager recently identified the need to establish a new classification responsible for developing, coordinating, and managing all of the City's comprehensive communications, public information, intergovernmental affairs, and governmental relations activities.

In consultation with City management and City Council, this critical position will be charged with crafting and executing a strategic Communication Plan for the City to promote the initiatives and priorities of the City of Santa Rosa. This position will serve as the City's chief communications officer bringing consistency to the City's written, oral, and multi-media communications with the public, the news media, social media platforms, and City staff. Additionally, this position will be responsible for tracking, reviewing, analyzing and evaluating current and proposed legislative issues at the State and Federal level to determine the potential or real impact to the City and will develop and implement

outreach efforts to the City's state legislative representatives to advocate for the City's legislative issues.

RECOMMENDATION: It is recommended by the City Manager's Office that the Council, by resolution, amend the City Classification and Salary Plan to create the classification of Chief Communications and Intergovernmental Relations Officer with a salary range of \$131,875 to \$164,989 annually, in Unit 10 - Executive Management and authorize the addition of one (1.0) FTE to the City Manager's Office.

Attachments [Staff Report \(Revised 3/27/2017\)](#)

[Resolution](#)

[Presentation](#)

15. PUBLIC HEARINGS - NONE.

16. WRITTEN COMMUNICATIONS - NONE.

17. PUBLIC COMMENTS ON NON-AGENDA MATTERS

This is the time when any person may address the Council on matters not listed on this agenda, but which are within the subject matter jurisdiction of the Council. Each speaker will be allowed three minutes.

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

19. ADJOURNMENT OF MEETING

20. UPCOMING MEETINGS

This schedule is tentative and subject to change pending final publication and posting of the City Council Meeting Agenda.

20.1 UPCOMING MEETINGS LIST

Attachments [List](#)

***Did not appear on the preliminary agenda.**

****Quasi-judicial or adjudicative action.**

City Council

MARCH 28, 2017

The City of Santa Rosa does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings are available by contacting the City Clerk Office at 543-3015 or cityclerk@srcity.org one week prior to the meeting. TDD 543-3063 Meeting information can also be accessed via the internet at <http://srcity.org>

Any writings or documents provided to a majority of the City Council prior to this meeting regarding any item on this agenda, excluding closed session items, are available for public review in the City Clerk's Office, Room 10, City Hall, 100 Santa Rosa Ave, during normal business hours.