



City of Santa Rosa

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

CITY COUNCIL REGULAR MEETING AGENDA AND SUMMARY REPORT JANUARY 28, 2025

4:00 P.M. - REGULAR SESSION

MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY ATTENDING IN-PERSON FROM COUNCIL CHAMBER AT 100 SANTA ROSA AVENUE (IT IS RECOMMENDED THAT SOCIAL DISTANCING BE OBSERVED).

THE PUBLIC CAN ALSO VIEW OR LISTEN TO THE MEETING LIVE AT:

- 1. [HTTPS://SANTA-ROSA.LEGISTAR.COM/CALENDAR](https://santa-rosa.legistar.com/calendar). CLICK ON THE "IN PROGRESS" LINK TO VIEW;**
- 2. VIA ZOOM WEBINAR BY VISITING [HTTPS://SRCITY-ORG.ZOOM.US/J/84471867952](https://srcity-org.zoom.us/j/84471867952), OR BY DIALING 877-853-5257 AND ENTERING WEBINAR ID: 844 7186 7952;**
- 3. COMCAST CHANNEL 28, AT&T U-VERSE CHANNEL 99; AND**
- 4. VIA YOUTUBE AT [HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)**

Public Comment may be made live during the meeting In-Person from Council Chamber or submitted in advance via email at cc-comment@srcity.org by 5:00 p.m. the Monday before the City Council Meeting.

IN THE EVENT A COUNCIL MEMBER PARTICIPATES REMOTELY BASED ON JUST CAUSE OR EMERGENCY CIRCUMSTANCES PURSUANT TO AB 2449, THE CITY WILL ALSO ALLOW FOR PUBLIC COMMENT THROUGH THE ZOOM LINK OR DIAL-IN NUMBER ABOVE.

PLEASE NOTE THAT ALL E-MAILS SENT TO THE CITY COUNCIL ARE CONSIDERED TO BE PUBLIC RECORDS AND SUBJECT TO DISCLOSURE UNDER THE CALIFORNIA PUBLIC RECORDS ACT.

DEADLINES AND ADDITIONAL INSTRUCTION FOR PUBLIC COMMENT ARE SET FORTH BELOW.

COUNCIL MAY RECESS DURING THE EVENING FOR BREAKS. PUBLIC HEARING MATTERS WILL BEGIN NO EARLIER THAN 5:00 P.M.

MATTERS ON THE AGENDA MAY BE TAKEN OUT OF ORDER.

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.

Live Public Comment: Members of the public can provide comment on an Agenda Item In-Person from Council Chamber by completing a Speaker Card or signing up with the Administrator in Council Chamber.

Advanced Public Comment Via E-mail: To submit an e-mailed public comment to the City Council, please send to: cc-comment@srcity.org by 5:00 p.m., the Monday prior to the Council Meeting. Identify in the subject line of your e-mail the Agenda Item Number on which you wish to comment, and provide your name and comment in the body of the e-mail. E-mail public comments received by the deadline will be distributed to City Council members and uploaded to the agenda prior to the start of the City Council Meeting for public access.

Non-Agenda Items are 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 14) will begin no earlier than 5:00 p.m. and will be limited to twelve speakers selected randomly by the Mayor. Each speaker will be allowed up to three minutes. Speakers who do not have an opportunity to

Speak during this time will be allowed to make public comment under Agenda Item 18.

4:00 P.M.

1. CALL TO ORDER AND ROLL CALL

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

To consider and take action on any request from a Council Member to participate in a meeting remotely due to Just Cause or Emergency Circumstances pursuant to AB 2449 (Government Code Section 549539(f)).

3. ANNOUNCEMENT OF CLOSED SESSION ITEMS - NONE.

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.

4. STUDY SESSION - NONE.

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

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**

Attachments: [Proclamation](#)

8. 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.

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

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.

Attachments: [Litigation Report](#)

10. STATEMENTS OF ABSTENTION/RECUSAL BY COUNCIL MEMBERS

11. MAYOR'S/COUNCIL MEMBERS' REPORTS

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)

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))

11.1.8 Groundwater Sustainability Agency (GSA)

11.1.9 Sonoma County Homeless Coalition

11.1.10 Renewal Enterprise District (RED)

11.1.11 Public Safety Subcommittee

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.

11.3 COUNCIL LIAISON POSITIONS ON JOINT POWERS AUTHORITY

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.

Attachments: [Attachment 1 - Council Policy 000-06](#)

11.5 COUNCIL SUBCOMMITTEE POSITIONS

11.5.1 COUNCIL SUBCOMMITTEE APPOINTMENTS

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

12. APPROVAL OF MINUTES - NONE.

13. CONSENT ITEMS

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.

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

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.

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).

Attachments: [Staff Report](#)
[Attachment 1 - Redlined PLHA Plan](#)
[Resolution](#)
[Exhibit A - Revised PLHA 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.

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

- 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).

Attachments: [Ordinance](#)

14. 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 twelve speakers selected randomly by the Mayor. Each speaker will be allowed up to three minutes. Speakers who do not have an opportunity to speak during this time will be allowed to make public comment under Agenda Item 18.

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.

Attachments: [Staff Report](#)
[Resolution 1](#)
[Resolution 2](#)
[Exhibit A](#)
[Exhibit B](#)
[Presentation](#)

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.)

Attachments: [Staff Report](#)
[Attachment 1 - Year Two Implementation Plan \(2024\)](#)
[Presentation](#)

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.

Attachments: [Staff Report](#)
[Attachment 1 - Redline of Proposed Edits](#)
[Ordinance](#)
[Presentation](#)

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).

Attachments: [Staff Report](#)
[Attachment 1 - Budget Reductions](#)
[Attachment 2 - RED Memo](#)
[Resolution 1 - Primary](#)
[Exhibit A - Primary](#)
[Resolution 2 - Parks Maintenance](#)
[Exhibit A - Parks Maintenance](#)
[Presentation](#)

16. PUBLIC HEARINGS

Public Hearing matters will begin no earlier than 5:00 p.m. or as soon thereafter as the matters are reached on the agenda.

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.

Attachments: [Staff Report](#)
[Public Hearing Notice](#)
[Presentation](#)
[Revised Presentation \(Uploaded 01-29-2025\)](#)

17. WRITTEN COMMUNICATIONS - NONE.

18. 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 and not able to speak under Agenda Item 14. Each speaker will be allowed up to three minutes.

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

21. UPCOMING MEETINGS

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

21.1 UPCOMING MEETINGS LIST

Attachments: [Upcoming Meetings List](#)

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

****Quasi-judicial or adjudicative action, ex-parte communication disclosure is required.**

The Open Government Ordinance was adopted by City Council in December 2020 (ORD-2020-018) and amended in July 2021 (ORD-2021-007). These ordinances added and amended Chapter 1-10 to the City Code to codify the City of Santa Rosa's commitment to embrace a culture of open government to ensure public trust, engage the community, and establish a system of transparency, public participation, and collaboration. To view a full versions of the Open Government Ordinances go to <http://srcity.org/OpenGovOrdinance> and <http://srcity.org/OpenGovOrdinanceAmend>. To request paper copies of the Open Government Ordinances contact the City Clerk's Office at 707-543-3015 (TTY Relay at 711) or cityclerk@srcity.org.

The City of Santa Rosa does not discriminate against individuals with disabilities in its employment, services, benefits, facilities, programs, or activities. Requests for accommodations, auxiliary aids, or services necessary to participate in a City program, service, or activity, including printed information in alternate formats, are available by contacting the City Clerk's Office at 707-543-3015 (TTY Relay at 711) or cityclerk@srcity.org. If the request is received at least 7 business days prior to the City Council meeting, the copy shall be provided no later than two (2) business days prior to the City Council meeting. 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.