



**City Council
Regular Meeting Minutes - Final**

Tuesday, September 26, 2017

3:00 PM

1. CALL TO ORDER AND ROLL CALL

Mayor Coursey called the meeting to order at 3:05 p.m.

Present: 7 - Mayor Chris Coursey, Vice Mayor Jack Tibbetts, Council Member Julie Combs, Council Member Ernesto Olivares, Council Member Chris Rogers, Council Member John Sawyer and Council Member Tom Schwedhelm

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS - NONE.

3. STUDY SESSION

3.1 OVERVIEW OF HOMELESS SYSTEM OF CARE STUDY SESSION

Staff from Housing and Community Services and the Sonoma County Community Development Commission (Commission) will provide a presentation on current homeless needs and the effectiveness of the existing system of care, including the way in which funding decisions have been made and the outcomes measured and evaluated.

Preliminary recommendations for redesigning the system will be offered by consulting firm, HomeBase/The Center for Common Concerns, to elicit feedback from the Council.

Attachments: [Staff Report](#)
[Attachement 1](#)
[Presentation](#)

Presented by Kelli Kuykendall, Housing and Community Services Manager.

PUBLIC COMMENT

Gregory Fearon spoke in support of the item and requested that the focus be the local vision.

Duane DeWitt spoke in support of increasing shelters promptly.

Victoria Yanez spoke in support of additional County-supported services and is concerned of the police treatment towards the homeless.

Anita Lafollette spoke in support of the Community Homeless Assistance Program.

Cara Recine, business owner, spoke in opposition to the camp encampments at 6th Street on the underpass.

Thomas Ells spoke in support of the item and requested that additional collaboration efforts be made.

Peggy Hendrix spoke regarding the concerns and impact of the unsafe environment of the homeless at Doyle Park.

Heather Black spoke regarding the concerns and impact of the unsafe environment of the homeless at Doyle Park.

Jadon Black spoke regarding the concerns and impact of the unsafe environment of the homeless at Doyle Park.

Adrienne Lauby spoke regarding the concerns of the lack of shelter availability for the homeless and the support of encampments.

Karen Evans spoke in support of the services provided.

Colleen Fernald spoke regarding the concerns of the lack of shelter availability for the homeless.

This item was received and filed. Mayor and Council Members provided direction to staff.

4. ANNOUNCEMENT OF ROLL CALL

Present: 7 - Mayor Chris Coursey, Vice Mayor Jack Tibbetts, Council Member Julie Combs, Council Member Ernesto Olivares, Council Member Chris Rogers, Council Member John Sawyer and Council Member Tom Schwedhelm

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

There was nothing to report.

6. PROCLAMATIONS/PRESENTATIONS - NONE.

7. STAFF BRIEFINGS - NONE.

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

There was nothing to report.

9. STATEMENTS OF ABSTENTION BY COUNCILMEMBERS

There were no abstentions made.

10. MAYOR'S/COUNCILMEMBERS' REPORTS

Mayor and Council Members made announcements and reports of interest to the Council.

Mayor Coursey appointed Ramon Meraz as Measure O Oversight Committee Chair.

10.1 SONOMA COUNTY SECURE FAMILIES FUND

In response to new deportation practices being put in place by the current federal administration, a local non-profit organization, the Sonoma County Community Foundation, is leading an effort to raise money for a "Sonoma County Secure Families Fund." This fund will provide grants to eligible nonprofits to fill a serious resource gap in the County for deportation defense and other programs intended to support at risk families to take advantages of protections available to them under current law.

Attachments: [Presentation](#)

Presented by Bruce Goldstein, Sonoma County Counsel.

PUBLIC COMMENT

Chris Grabill spoke in support of funding the Sonoma County Secure Families Fund.

Richard Coshnear, Immigration Attorney, spoke in support of funding the Sonoma County Secure Families Fund.

Colleen Fernald spoke in opposition to local government funding and requested that federal government provide funding to the Sonoma County Secure Families Fund.

Bob Hansen spoke in opposition to funding the Sonoma County Secure Families Fund.

Adrienne Lauby spoke regarding the impact of the Latino community and other cultures in Sonoma County preventing homelessness.

Duane DeWitt spoke in opposition to local government funding and requested that other types of funding be considered for the Sonoma County Secure Families Fund.

Thomas Ells spoke regarding creating a committee to address alternative options to finding a solution for families.

Mayor and Council Members requested that Sonoma County Counsel Bruce Goldstein come back to Council with additional information.

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

10.2.1 Council Subcommittee Reports

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

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

10.2.4 Association of Bay Area Governments (ABAG)

10.2.5 Sonoma County Agricultural Preservation and Open Space District Advisory Committee

10.2.6 Sonoma Clean Power Authority (SCPA)

10.2.7 Sonoma County Waste Management Agency (SCWMA)

10.2.8 Other

11. APPROVAL OF MINUTES

11.1 August 29, 2017, Regular Meeting.

Attachments: [Draft Minutes](#)

Approved as submitted.

12. CONSENT ITEMS

PUBLIC COMMENT

Thomas Ells spoke in support of Item 12.3.

Approval of the Consent Agenda

A motion was made by Mayor Coursey, seconded by Council Member Olivares, to waive reading of the text and adopt Consent Items 12.1 through 12.5. The motion carried by the following vote:

Yes: 7 - Mayor Coursey, Vice Mayor Tibbetts, Council Member Combs, Council Member Olivares, Council Member Rogers, Council Member Sawyer and Council Member Schwedhelm

12.1 RESOLUTION - ACCEPTANCE OF THE 2017 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT

RECOMMENDATION: It is recommended by the Police Department that the Council, by resolution, authorize the City Manager to execute the 2017 Edward Byrne Memorial Justice Assistance Grant agreement and any amendments, subject to approval by the City Attorney; and the Police Department to administer the grant; and authorize the Chief Financial Officer to recognize the revenue and increase expenditure appropriations by the approved grant amount not to exceed \$45,571. Purchases include zero emission motorcycles, a forensic computer, and cellular phones.

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

This Consent - Resolution was adopted.

RESOLUTION NO. RES-2017-192 ENTITLED: RESOLUTION OF THE

COUNCIL OF THE CITY OF SANTA ROSA AUTHORIZING THE CITY MANAGER TO APPROVE AND EXECUTE THE 2017 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM AWARD AGREEMENT AND ANY AMENDMENTS THERETO; AUTHORIZING THE CHIEF FINANCIAL OFFICER TO AMEND THE FISCAL YEAR 2017-18 ADOPTED BUDGET TO INCREASE APPROPRIATIONS BY THE APPROVED GRANT AMOUNT

12.2 RESOLUTION - EXTENSION OF PROCLAMATION OF LOCAL HOMELESS EMERGENCY

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Council, by resolution, approve an extension of Resolution No. 28839 which formally proclaimed a local homeless emergency within Santa Rosa.

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

This Consent - Resolution was adopted.

RESOLUTION NO. RES-2017-193 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA EXTENDING A PROCLAMATION OF LOCAL HOMELESS EMERGENCY (Government Code Sections 8630 et seq.)

12.3 RESOLUTION - MULTIPLE BID AWARD AND APPROVAL OF THREE PROFESSIONAL SERVICE AGREEMENTS FOR TEMPORARY HELP SERVICES

RECOMMENDATION: It is recommended by the Human Resources Department that the Council, by resolution, approve a multiple bid award of RFP 17-03 and approve Professional Service Agreements for Temporary Help Services to Gary D. Nelson Associates, Inc. dba Nelson Staffing Solutions; Howroyd-Wright Employment Agency, Inc. dba AppleOne Employment Services; and to Artizen Staffing for three-year contracts with up to three years of extension options in the amount of \$1,500,000.00 each, for a combined total amount not to exceed \$4,500,000.00.

Attachments: [Staff Report](#)
[Attachment 1](#)
[Attachment 2](#)
[Attachment 3](#)
[Resolution](#)
[Exhibit A](#)
[Exhibit B](#)
[Exhibit C](#)
[Presentation](#)

This Consent - Resolution was adopted.

RESOLUTION NO. RES-2017-194 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA APPROVING THREE PROFESSIONAL SERVICES AGREEMENTS FOR TEMPORARY HELP SERVICES TO GARY D. NELSON ASSOCIATES, INC. DBA NELSON STAFFING SOLUTIONS, HOWROYD -WRIGHT EMPLOYMENT AGENCY, INC. DBA APPLEONE EMPLOYMENT SERVICES, AND ARTIZEN STAFFING

12.4 MOTION - APPROVING A CLERICAL CORRECTION TO RESOLUTION RES-2017-159 (LEGAL SERVICES AGREEMENT - LABOR)

RECOMMENDATION: It is recommended by the City Attorney's Office and Human Resources that the Council, by motion, approve a clerical correction to the recitals of Resolution RES-2017-159 to clarify need for Legal Services Agreement (Labor).

Attachments: [Staff Report](#)
[Attachment 1](#)
[Presentation](#)

This Consent - Motion was approved.

12.5 RESOLUTION - AMENDING THE FISCAL YEAR 2017-18 ADOPTED BUDGET TO APPROPRIATE \$315,000 FROM FUND BALANCE IN THE SPECIAL REVENUE FUND KNOWN AS SRTBIA AND APPROPRIATE \$883,298 FROM FUND BALANCE IN THE GENERAL FUND THAT IS DESIGNATED FOR ECONOMIC DEVELOPMENT PURPOSES ONLY

RECOMMENDATION: It is recommended by the Finance Department and the Planning and Economic Development Department that the Council, by resolution, amend the fiscal year 2017-18 adopted budget to appropriate \$315,000 from fund balance in the Special Revenue fund known as SRTBIA and appropriate \$883,298 from fund balance in the

General Fund that is designated specifically for Economic Development purposes only.

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

This Consent - Resolution was adopted.

RESOLUTION NO. RES-2017-195 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING THE FISCAL YEAR 2017-18 ADOPTED BUDGET TO APPROPRIATE \$315,000 FROM FUND BALANCE IN THE SPECIAL REVENUE FUND KNOWN AS SRTBIA AND APPROPRIATE \$883,298 FROM FUND BALANCE IN THE GENERAL FUND THAT IS DESIGNATED FOR ECONOMIC DEVELOPMENT PURPOSES ONLY

13. PUBLIC COMMENT ON NON-AGENDA MATTERS

Sue Lunsford spoke regarding the concerns of the safety and affects of a gas station development in the West College neighborhood.

Bob Hansen spoke regarding the concerns of the homeless issues.

Colleen Fernald spoke regarding the concerns of the North Korea issues.

Mayor Coursey recessed the meeting at 7:12 p.m. and reconvened the meeting at 7:30 p.m. All Council Members were present.

14. REPORT ITEMS

14.1 REPORT - RESOLUTION APPROVING A CITY COUNCIL POLICY 00-068 - INTERNAL AUDIT POLICY

BACKGROUND: The City of Santa Rosa conducts an external audit every year, and as part of that audit, a cursory review of internal controls is performed. However, the City had not completed a full review of internal controls in some time. In 2015, the City contracted with Moss Adams to perform a citywide internal controls review, of which they issued a final report on February 4, 2016.

Based on the findings of the Moss Adams report, the Finance Department felt it was in the City's interest to create an internal audit program and hire a full time internal auditor. The Internal Audit Unit is housed within the Financial Reporting Section, and the Accountant job description was revised to include internal audit duties.

RECOMMENDATION: It is recommended by the Long Term Financial Policy and Audit Sub-Committee and the Finance Department that the Council, by resolution, adopt a City Council policy on Internal Audit.

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

Presented by Deborah Lauchner, Chief Financial Officer.

A motion was made by Council Member Sawyer, seconded by Council Member Rogers, to waive reading of the text and adopt:

RESOLUTION NO. RES-2017-196 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA ESTABLISHING AND ADOPTING COUNCIL POLICY 00-068 - INTERNAL AUDIT POLICY

The motion carried by the following vote:

Yes: 7 - Mayor Coursey, Vice Mayor Tibbetts, Council Member Combs, Council Member Olivares, Council Member Rogers, Council Member Sawyer and Council Member Schwedhelm

14.2 REPORT - ACCEPTANCE OF THE CITY OF SANTA ROSA'S VIOLENCE PREVENTION PARTNERSHIP'S 2017-2022 STRATEGIC PLAN

BACKGROUND: The City of Santa Rosa's Violence Prevention Partnership (The Partnership) is presenting it's 2017-2022 Strategic Plan (Plan) for acceptance by City Council after completing a comprehensive planning process from fall 2016 through summer 2017. The Partnership (formerly known as the Mayor's Gang Prevention Task Force) is a collaborative effort of over 50 organizations representing multiple sectors of the community. The Partnership is a model of shared responsibility to strengthen youth and families and create safe neighborhoods through mobilizing and engaging parents, schools, community-based organizations, the faith community, business,

government, and local law enforcement. The Plan addresses the findings from the 2016 Community Safety Scorecard and informs the investment of Measure O resources for violence prevention and intervention services for Santa Rosa youth and families. The pillars of new plan are to Invest, Lead, and Educate. These pillars reinforce collaborative efforts of the broad spectrum of partners committed to sharing responsibility and accountability for improving outcomes and prospects for Santa Rosa youth and by extension the overall safety of the community.

RECOMMENDATION: It is recommended by the Office of Community Engagement that the Council, by motion, accepts the City of Santa Rosa's Violence Prevention Partnership's 2017-2022 Strategic Plan.

Attachments: [Staff Report](#)
[Attachment](#)
[Presentation](#)

Presented by Caluha Barnes, Community Engagement Director, and Jason Carter, Program Manager.

PUBLIC COMMENT

Duane DeWitt spoke in support of increasing youth participation and employment.

Colleen Fernald spoke of increasing youth projects.

A motion was made by Council Member Schwedhelm, seconded by Council Member Olivares, to accept the City of Santa Rosa's Violence Prevention Partnership's 2017-2022 Strategic Plan. The motion carried by the following vote:

Yes: 7 - Mayor Coursey, Vice Mayor Tibbetts, Council Member Combs, Council Member Olivares, Council Member Rogers, Council Member Sawyer and Council Member Schwedhelm

14.3 REPORT - ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017 (SB1) TRANSPORTATION FUNDING BUDGET AMENDMENT

BACKGROUND: In August 2017, the California Transportation Commission (CTC) adopted the final FY 2017-18 Road Repair and Accountability Act of 2017 (SB1) reporting guidelines for local streets

and road funding. The passage of SB1 established a Road Maintenance and Rehabilitation Account (RMRA) that requires local agencies to demonstrate that SB1 funds are amended into the City's adopted FY 2017-18 budget and reported to the CTC by October 16, 2017. The RMRA funds will be provided to cities on a monthly basis, with the first installment anticipated in January 2018. The League of California Cities' CaliforniaCityFinance.com webpage has estimated that Santa Rosa will receive a total of \$992,535 for FY 2017-18.

RECOMMENDATION: It is recommended by the Transportation and Public Works Department that the Council by resolution, amend the fiscal year (FY) 2017-18 adopted capital improvement program budget to appropriate \$992,535 of SB1 funding, subject to availability, to the project identified as Fulton Road Reconstruction - Occidental Road to West Third Street.

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

Presented by Jason Nutt, Director of Transportation and Public Works.

PUBLIC COMMENT

Colleen Fernald spoke regarding the need of road maintenance.

A motion was made by Council Member Combs, seconded by Council Member Sawyer, to waive reading of the text and adopt:

RESOLUTION NO. RES-2017-197 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING THE FISCAL YEAR 2017-18 ADOPTED CAPITAL IMPROVEMENT PROGRAM BUDGET TO APPROPRIATE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017 (SB1) TRANSPORTATION FUNDING FOR THE FULTON ROAD RECONSTRUCTION - OCCIDENTAL ROAD TO WEST THIRD STREET PROJECT

The motion carried by the following vote:

Yes: 7 - Mayor Coursey, Vice Mayor Tibbetts, Council Member Combs, Council Member Olivares, Council Member Rogers, Council Member Sawyer and Council Member Schwedhelm

14.4 REPORT - PROPOSED RENTER ADVOCACY AND LEGAL REPRESENTATION SERVICES

BACKGROUND: The Council has been reviewing options for various rent stabilization, rental inspection, renter / property owner education and mediation services, and renter advocacy and legal representation. The Council has the option to direct staff to establish a contract and award General Fund funding to Legal Aid of Sonoma County to provide renter advocacy and legal representation services.

RECOMMENDATION: The Housing a Community Services Department requests that the City Council: 1) by motion, direct staff to present to the City Council an agreement with Legal Aid of Sonoma County for the provision of renter advocacy and education, and legal services to tenants and low income landlords, in an amount not to exceed \$87,000 at a later meeting; or 2) by Resolution, authorize the City Manager to enter into such an agreement, or 3) take no action.

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

Presented by Dave Gouin, Director of Housing and Community Services.

PUBLIC COMMENT

Colleen Fernald spoke in support of the item.

Ronit Rubinoff spoke in support of the item.

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

RESOLUTION NO. RES-2017-198 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA AUTHORIZING AN AGREEMENT WITH LEGAL AID OF SONOMA COUNTY IN AN AMOUNT NOT TO EXCEED \$87,000; AMENDING THE FY 2017-18 GENERAL FUND BUDGET TO INCREASE APPROPRIATIONS IN THE HOUSING AND COMMUNITY SERVICES DEPARTMENT BY \$17,000

The motion carried by the following vote:

Yes: 6 - Mayor Coursey, Vice Mayor Tibbetts, Council Member Combs, Council Member Olivares, Council Member Rogers and Council Member Schwedhelm

No: 1 - Council Member Sawyer

15. PUBLIC HEARINGS - NONE.

16. WRITTEN COMMUNICATIONS - NONE.

17. PUBLIC COMMENTS ON NON-AGENDA MATTERS

Duane DeWitt spoke regarding the Roseland Creek Community Park clean-up event and the concerns to the Bicycle and Pedestrian Master Plan Update and its redesign.

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

Hearing no further business, Mayor Coursey adjourned the meeting at 8:56 p.m. The next regularly scheduled meeting will take place on October 3, 2017, at a time set by the Mayor.

20. UPCOMING MEETINGS

20.1 UPCOMING MEETINGS LIST

Attachments: [List](#)

This item was received and filed.

Approved on: November 14, 2017

/s/

Daisy Gomez
City Clerk