



City Council
Regular Meeting Minutes - Final

Tuesday, December 16, 2025

4:00 PM

1. CALL TO ORDER AND ROLL CALL

Mayor Stapp called the meeting to order at 4:00 p.m.

Present: 7 - Mayor Mark Stapp, Vice Mayor Jeff Okrepkie, Council Member Eddie Alvarez, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Natalie Rogers

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

3. ANNOUNCEMENT OF CLOSED SESSION ITEMS - NONE.

4. INTERVIEWS FOR BOARDS, COMMISSIONS AND COMMITTEES

4.1 HOUSING AUTHORITY INTERVIEWS

The Council will conduct interviews for one At-Large Housing Authority vacancy.

Attachments: [Staff Report](#)
[Attachment 1 - Notice of Application Availability](#)
[Attachment 2 - Council Policy 000-06](#)
[Attachment 3 - HA Resolution](#)
[Late Correspondence \(Uploaded 12-16-2025\)](#)

Council Member Bañuelos announced recusal from Item 4.1 in an abundance of caution due to sitting on the Sonoma County Coalition Board as does one of the applicants.

Council interviewed the following applicants:

Veronica Castro
Gregory Fearon
John Way
Kimberly Luis (not present)

PUBLIC COMMENTS:

Duane Dewitt spoke on the item.

5. STUDY SESSION - NONE.

6. ANNOUNCEMENT OF ROLL CALL (IF NEEDED)

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

8. PROCLAMATIONS/PRESENTATIONS - NONE.

9. STAFF BRIEFINGS - NONE.

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

Maraskeshia Smith, City Manager, had no report.

10.1 REPORT OF SETTLEMENTS AND ACTIVE LITIGATION

The City Attorney will report on all settlements authorized by Council in closed session that were finalized in November 2025, 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](#)

Teresa Stricker, City Attorney, reported there was one settlement of \$40,000, California River Watch, which was previously authorized by Council in the month of November. The City paid from the Sewer Enterprise Fund. The caseload remains constant with 34 litigation matters, with trial dates assigned to approximately one-third of those matters.

Mayor Stapp and Council Members acknowledged this as City Manager Smith's final meeting and highlighted her service over the last four years.

City Manager Smith expressed gratitude to Council, the community, City Attorney's Office, City Manager's staff, and the leadership team, and for the partnership and trust over the last four years.

PUBLIC COMMENTS:

Duane De Witt spoke on the item.

Janice Karrman spoke on the item.

Alexa Forrester spoke on the item.

This item was received and filed.

11. STATEMENTS OF ABSTENTION/RECUSAL BY COUNCIL MEMBERS

As previously noted, Council Member Bañuelos announced recusal from Item 4.1.

Council Member MacDonald announced recusal from portions of Item 16.5 due to a personal relationship.

12. MAYOR'S/COUNCIL MEMBERS' REPORTS

Council Member Rogers reported on a recent community events attended and community toy drives.

Council Member Fleming reported on the recent ribbon cutting at Hearn Overcrossing and other community events attended.

Vice Mayor Okrepkie reported on recent community events attended.

Mayor Stapp reported on recent community events attended.

No public comments were made.

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

12.1.1 Council Subcommittee Reports

12.1.2 Sonoma County Transportation and Climate Authorities (SCTCA)

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

12.1.4 Association of Bay Area Governments (ABAG)

12.1.5 Sonoma County Agricultural Preservation and Open Space District Advisory Committee

12.1.6 Sonoma Clean Power Authority (SCPA)

Mayor Stapp provided a brief report.

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

12.1.8 Groundwater Sustainability Agency (GSA)

12.1.9 Sonoma County Homeless Coalition

12.1.10 Renewal Enterprise District (RED)

12.1.11 Public Safety Subcommittee

12.1.12 Other

12.2 BOARD, COMMISSION & COMMITTEE APPOINTMENTS

12.2.1 COUNCIL MAY VOTE TO MAKE AN APPOINTMENT TO THE HOUSING AUTHORITY

The Council, by motion, may appoint one member to fill an At-Large vacancy with a term expiring December 31, 2026.

Council Member Bañuelos left the dais at approximately 4:50 p.m.

PUBLIC COMMENTS:

Duane De Witt spoke on the item.

A motion was made by Council Member Fleming, seconded by Council Member Alvarez, to appoint Gregory Fearon to fill the At-Large vacancy with a term expiring December 31, 2026.

The motion carried by the following vote:

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

Recused: 1 - Council Member Caroline Bañuelos

13. APPROVAL OF MINUTES

Council Member Bañuelos returned to the dais at approximately 4:53 p.m.

13.1 December 2, 2025, Regular Meeting Minutes.

Attachments: [Draft Minutes](#)

PUBLIC COMMENTS:

Janice Karrman spoke on the item.

Approved as submitted.

14. CONSENT ITEMS

Dina Manis, City Clerk, read into record summary statements in accordance with the Brown Act related to Items 14.9 and 14.10.

PUBLIC COMMENTS:

Duane Dewitt spoke on Item 14.9.

Fred Allebach spoke on Item 14.9 and 14.10.

Approval of the Consent Agenda

A motion was made by Vice Mayor Okrepkie, seconded by Council Member Rogers, to adopt Consent Items 14.1 through 14.10.

The motion carried by the following vote:

Yes: 7 - Mayor Mark Stapp, Vice Mayor Jeff Okrepkie, Council Member Eddie Alvarez, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Natalie Rogers

14.1 MOTION - APPROVAL OF FIRST AMENDMENT TO BLANKET PURCHASE ORDER NUMBER 174020 WITH CREAM'S TOWING, INC.

RECOMMENDATION: The Police and Finance Departments

recommend that the Council, by motion, approve the First Amendment to Blanket Purchase Order Number 174020 with Cream's Towing, Inc., Santa Rosa, California to increase compensation in the amount of \$200,000, for a total contract not to exceed \$295,000 and authorize the Purchasing Agent to make non-substantive changes to the blanket purchase order and execute the Amendment. This item has no impact on current fiscal year budget.

Attachments: [Staff Report](#)

This Consent - Motion was approved.

14.2 MOTION - RATIFICATION ON US ENVIRONMENTAL PROTECTION AGENCY MIDSIZE AND LARGE DRINKING WATER SYSTEM INFRASTRUCTURE RESILIENCE AND SUSTAINABILITY GRANT PROGRAM APPLICATION

RECOMMENDATION: The Santa Rosa Water Department recommends that the Council, by motion, ratify the submission of the grant application, dated October 5, 2025. This item has no impact on current fiscal year budget.

Attachments: [Staff Report](#)
[Attachment 1 – Farmers Lane WTP Grant Application Summary Narrative](#)

This Consent - Motion was approved.

14.3 MOTION - APPROVAL OF AMENDMENT TO BLANKET PURCHASE ORDER 170867 WITH CIVIC PROUD ENTERPRISES, INC. DBA FASTSIGNS

RECOMMENDATION: The Transportation and Public Works and Finance Departments recommend that the Council, by motion, approve the Third Amendment to Blanket Purchase Order 170867 with Civic Proud Enterprises, Inc. dba FASTSIGNS of Santa Rosa and Petaluma (FASTSIGNS), California to extend the term and increase compensation in the amount of \$85,000, for a total not to exceed amount of \$185,000, and authorize the Purchasing Agent to execute the changes to the Blanket Purchase Order. This item has no impact on current fiscal year budget.

Attachments: [Staff Report](#)

This Consent - Motion was approved.

14.4 MOTION - CONTRACT AWARD - SONOMA AVENUE PAVEMENT REHABILITATION - FARMERS LANE TO HAHMAN DRIVE

RECOMMENDATION: The Transportation and Public Works Department recommends that the Council, by motion, award Contract Number C02261, Sonoma Avenue Pavement Rehabilitation - Farmers Lane to Hahman Drive, in the amount of \$1,459,629 to the lowest responsible bidder, Ghilotti Bros., Inc, of San Rafael, California, approve a 20% contract contingency in the amount of \$291,925.80 and authorize the City Manager or designee to execute the Contract and any change orders in a total contract amount of \$1,751,554.80. The source of funds are Capital Facilities Fee and Water Enterprise Funds. No City General Fund money is included in this project.

Attachments: [Staff Report](#)
 [Attachment 1 - Location Map](#)
 [Attachment 2 - Bid Summary](#)

This Consent - Motion was approved.

14.5 RESOLUTION - APPROVAL OF NEW MASTER PROFESSIONAL SERVICE AGREEMENT, REVISION TO THE SCOPE OF SERVICES LIST AND AUTHORIZATION TO EXECUTE PROJECT WORK ORDERS UNDER THE AGREEMENTS

RECOMMENDATION: The Transportation and Public Works Department recommends that the Council, by resolution: 1) approve one (1) Master Professional Services Agreement (MPSA) for Cinquini & Passarino Inc.; 2) amend the MPSA Program Scope of Services list to include Hogan Land Services and Cinquini & Passarino Inc. under the Land Surveying category; 3) delegate authority to certain staff to execute the Master Professional Services Agreements; and 4) delegate authority to certain staff to execute Project Work Orders issued under the Master Professional Services Agreements. This item has no impact on current fiscal year budget.

Attachments: [Staff Report](#)
 [Resolution](#)
 [Exhibit A - MPSA Scope of Services](#)
 [Exhibit B - MPSA Agreement Form](#)

This Consent - Resolution was adopted.

RESOLUTION NO. RES-2025-189 ENTITLED: RESOLUTION OF THE

COUNCIL OF THE CITY OF SANTA ROSA 1) APPROVING ONE (1) MASTER PROFESSIONAL SERVICES AGREEMENT; 2) AMENDING THE MASTER PROFESSIONAL SERVICES AGREEMENT SCOPE OF SERVICES LIST; 3) DELEGATING AUTHORITY TO CERTAIN STAFF TO EXECUTE THE MASTER PROFESSIONAL SERVICES AGREEMENTS; AND 4) DELEGATING AUTHORITY TO CERTAIN STAFF TO EXECUTE PROJECT WORK ORDERS ISSUED UNDER MASTER PROFESSIONAL SERVICES AGREEMENTS

14.6 RESOLUTION - THIRD AMENDMENT AND ASSIGNMENT AND ASSUMPTION OF PROFESSIONAL SERVICES AGREEMENT NUMBER F008324 WITH GENERAL CODE PUBLISHING, LLC

RECOMMENDATION: The City Clerk's Office recommends that the Council, by resolution: 1) ratify the Second Amendment to Professional Services Agreement Number F008324 with Quality Code Publishing, LLC and associated compensation changes of \$50,000 and payments; 2) approve the Third Amendment and Assignment and Assumption of Professional Services Agreement Number F008324 with General Code, LLC, Rochester, New York revising the scope of services and increasing compensation in the amount of \$100,000 for a total contract amount not to exceed \$212,882.18; and 3) authorize the City Manager or designee to make non-substantive changes to the Third Amendment, subject to approval by the City Attorney, and execute the Third Amendment and Assignment and Assumption. This item has no impact on current fiscal year budget.

Attachments: [Staff Report](#)
 [Attachment 1 - Original Agreement F008324](#)
 [Attachment 2 - First Amendment](#)
 [Attachment 3 - Second Amendment](#)
 [Resolution](#)
 [Exhibit A](#)

This Consent - Resolution was adopted.

RESOLUTION NO. RES-2025-190 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA RATIFYING THE SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT NUMBER F008324 WITH QUALITY CODE PUBLISHING, LLC, APPROVING THE THIRD AMENDMENT AND ASSIGNMENT AND ASSUMPTION OF AGREEMENT NUMBER F008324 TO GENERAL CODE PUBLISHING, LLC, AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE ASSIGNMENT AND ASSUMPTION AND THIRD AMENDMENT

14.7 RESOLUTION - AUTHORIZATION OF THE EXAMINATION OF TRANSACTIONS (SALES) AND USE TAX RECORDS

RECOMMENDATION: The Finance Department recommends that the Council, by resolution, authorize designated City of Santa Rosa officials and the City's revenue analysis and support services consultant, Hinderliter, de Llamas & Associates to examine confidential transactions (sales) and use tax records of the California Department of Tax and Fee Administration in accordance with the California Revenue and Taxation Code. This item has no impact on current fiscal year budget.

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

This Consent - Resolution was adopted.

RESOLUTION NO. RES-2025-191 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA AUTHORIZING EXAMINATION OF SALES OR TRANSACTIONS AND USE TAX RECORDS

14.8 ORDINANCE ADOPTION SECOND READING - ORDINANCE ENTITLED: ORDINANCE OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING CHAPTERS 11-08 AND 11-20 OF THE SANTA ROSA CITY CODE TO UPDATE STAFF DELEGATIONS AND TITLES AND REMOVE REQUIREMENT OF COUNCIL APPROVAL TO INSTALL MIDBLOCK CROSSWALKS, ROAD UNDULATIONS AND OTHER TRAFFIC CALMING MEASURES

RECOMMENDATION: The Transportation and Public Works Department recommends that the Council approve the second reading and adopt an ordinance revising staff delegations entitled Chapter 11-08 and 11-20 of the City Code. This ordinance, introduced at the December 2, 2025, Regular Meeting, passed by a 7-0-0-0 vote.

Attachments: [Ordinance](#)

This Consent - Ordinance was adopted on second reading.

ORDINANCE NO. ORD-2025-020 ENTITLED: ORDINANCE OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING CHAPTERS 11-08 AND 11-20 OF THE SANTA ROSA CITY CODE TO UPDATE STAFF DELEGATIONS AND TITLES AND REMOVE REQUIREMENT OF COUNCIL APPROVAL TO INSTALL MIDBLOCK CROSSWALKS, ROAD

UNDULATIONS AND OTHER TRAFFIC CALMING MEASURES

- 14.9** ORDINANCE ADOPTION SECOND READING - ORDINANCE ENTITLED: ORDINANCE OF THE COUNCIL OF THE CITY OF SANTA ROSA ESTABLISHING MONTHLY SALARY OF \$24,266.66 (\$291,200 ANNUALLY) AND OTHER COMPENSATION AND BENEFITS FOR THE INTERIM CITY MANAGER

RECOMMENDATION: The Council recommends approval of the second reading and adoption of an ordinance establishing a monthly salary of \$24,266.66 (\$291,200 annually) and other compensation and benefits for the Interim City Manager effective January 2, 2026. This ordinance, introduced at the December 2, 2025, Regular Meeting, passed by a 7-0-0-0 vote.

Attachments: [Ordinance](#)
[Exhibit A - Employment Agreement \(Uploaded 12-18-2025\)](#)

This Consent - Ordinance was adopted on second reading.

ORDINANCE NO. ORD-2025-021 ENTITLED: ORDINANCE OF THE COUNCIL OF THE CITY OF SANTA ROSA ESTABLISHING MONTHLY SALARY OF \$24,266.66 (\$291,200 ANNUALLY) AND OTHER COMPENSATION AND BENEFITS FOR THE INTERIM CITY MANAGER

- 14.10** RESOLUTION - AMENDMENT TO THE CITY CLASSIFICATION AND SALARY PLAN INCREASING THE TOP OF THE SALARY RANGE OF THE ASSISTANT CITY MANAGER, POLICE CHIEF, FIRE CHIEF, WATER DIRECTOR, DIRECTOR OF TRANSPORTATION & PUBLIC WORKS, CHIEF FINANCIAL OFFICER, CHIEF INFORMATION OFFICER, DIRECTOR OF HOUSING & COMMUNITY SERVICES, HUMAN RESOURCES DIRECTOR, DIRECTOR OF PLANNING & ECONOMIC DEVELOPMENT, CHIEF COMMUNICATIONS & INTERGOVERNMENTAL RELATIONS OFFICER, AND CITY CLERK

RECOMMENDATION: The Human Resources Department recommends that the Council, by resolution, amend the City's Classification and Salary Plan to increase the top of the salary range of the following executive level positions to address pay compaction/compression issues: Assistant City Manager, Police Chief, Fire Chief, Water Director, Director of Transportation and Public Works, Chief Financial Officer, Chief Information Officer, Director of Housing &

Community Services, Human Resources Director, Director of Planning & Economic Development, Chief Communication & Intergovernmental Relations Officer, and City Clerk. This item is requesting appropriations for on-going funding.

Attachments: [Staff Report](#)
[Resolution](#)
[Exhibit A](#)
[Exhibit B](#)
[Late Correspondence \(Uploaded 12-17-2025\)](#)

This Consent - Resolution was adopted.

RESOLUTION NO. RES-2025-192 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING THE CITY CLASSIFICATION AND SALARY PLAN TO INCREASE THE TOP OF THE SALARY RANGE FOR ASSISTANT CITY MANAGER, POLICE CHIEF, FIRE CHIEF, WATER DIRECTOR, DIRECTOR OF TRANSPORTATION & PUBLIC WORKS, CHIEF FINANCIAL OFFICER, CHIEF INFORMATION OFFICER, DIRECTOR OF HOUSING & COMMUNITY SERVICES, HUMAN RESOURCES DIRECTOR, DIRECTOR OF PLANNING & ECONOMIC DEVELOPMENT, CHIEF COMMUNICATIONS & INTERGOVERNMENTAL RELATIONS OFFICER, AND CITY CLERK

15. PUBLIC COMMENT ON NON-AGENDA MATTERS

Bruce Castleberry introduced himself as the new editor of the Press Democrat.

Robert Coppock spoke on corruption - collusion, city and police - Fletcher Pinkham issue (comment description provided from speaker card).

Duane De Witt expressed gratitude towards the City and the large staff effort at a recent creek clean-up work at Roseland Creek.

Jenny Mercado spoke on solutions for public schools of Sonoma County (comment description provided from speaker card).

Alexa Forrester requested that Council spearhead efforts to consolidate the number of Santa Rosa school districts.

Ethan Cosgrove advocated for council to get involved helping to

solve school financial crisis (comment description provided from speaker card).

Adrian Covert supported City Council looking into consolidating city school districts (comment description provided from speaker card).

Adina Flores, Civil Rights 707, expressed concerns on Santa Rosa City Schools and other topics.

Janice Karrman spoke on Calistoga Road, Highway 12 and Montecito Ave safety concerns, and roads around Montgomery High School.

LATE CORRESPONDENCE

Attachments: [Late Correspondence \(Uploaded 12-16-2025\)](#)
[Late Correspondence \(Uploaded 12-17-2025\)](#)

16. REPORT ITEMS

16.1 REPORT - COMMUNITY ADVISORY BOARD (CAB) WORK PLAN AND ANNUAL REPORT

BACKGROUND: Established in 2002 by City Charter, CAB was created to represent community perspectives on issues of interest to the City Council. Over the years, CAB has undergone several structural changes, including Resolution RES-2024-200, which restructured CAB to seven district-based members. The work plan was adopted in March 2025 and extended through 2027 in November to align with Council's goal-setting cycle.

RECOMMENDATION: The Communications and Intergovernmental Relations Office (CIRO) and the Community Advisory Board (CAB) recommend that the Council, by motion, approve the 2025-2027 CAB Work Plan and accept the 2025 CAB Annual Report.

Attachments: [Staff Report](#)
[Attachment 1 - CAB 2025-2027 Work Plan](#)
[Attachment 2 - CAB 2025 Annual Report](#)
[Presentation](#)

Ana Horta, Community Engagement Manager, Andrea Rodriguez, Community Advisory Board Chair, and Jude Frates, Community

Advisory Board, Vice Chair, presented.

PUBLIC COMMENTS:

Duane Dewitt spoke on Item 16.1.

Adina Flores spoke on Item 16.1.

A motion was made by Council Member Fleming, seconded by Council Member MacDonald, to approve the 2025-2027 Community Advisory Board work plan and accept the 20205 Community Advisory Board Annual Report.

The motion carried by the following vote:

Yes: 7 - Mayor Mark Stapp, Vice Mayor Jeff Okrepkie, Council Member Eddie Alvarez, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Natalie Rogers

16.2 REPORT - AMENDED FEE SCHEDULES FOR THE PARKING DIVISION RATE ADJUSTMENTS CORRECTION (THIS ITEM WAS PUBLISHED ON THE PRELIMINARY AGENDA AS A PUBLIC HEARING AS ITEM 17.1 AND IS NOW BEING HEARD AS A REPORT ITEM AS A PUBLIC HEARING IS NOT REQUIRED)

BACKGROUND: This action is intended to finalize the amendments to the Parking District fee schedules recommended by the Finance Department. It follows the Public Hearing held on November 4, 2025, and the Study Session on September 9, 2025. The original Exhibits A and B attached to Resolution No. RES-2025-180 contained clerical errors, which this action now resolves.

RECOMMENDATION: The Finance Department recommends that the Council, by resolution, approve the amended fee schedules for the Parking District. These schedules, Exhibits A and B, apply to all on-street and off-street parking and the amendments address clerical errors related to the effective date of the rate adjustments as well as the omission of the Premium Zone Lot fee. This item has no impact on current fiscal year budget.

Attachments: [Staff Report](#)
[Attachment 1 - RES-2025-180 with Original Exhibits](#)
[Attachment 2 - Redline to Exhibit A](#)
[Attachment 3 - Redline to Exhibit B](#)
[Resolution](#)
[Exhibit A - Schedule of Parking Fees-Revised](#)
[Exhibit B - Schedule of Parking Fines and Penalties-Revised](#)
[Presentation](#)

Chad Hedge, Parking Manager, presented.

PUBLIC COMMENTS:

Adina Flores spoke on Item 16.2.

Ana Diaz spoke on Item 16.2.

A motion was made by Council Member Bañuelos, seconded by Council Member Rogers, to waive reading of the text and adopt a resolution as presented by staff:

RESOLUTION NO. RES-2025-193 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA APPROVING THE AMENDED FEE SCHEDULES FOR THE PARKING DIVISION RATE ADJUSTMENTS

The motion carried by the following vote:

Yes: 7 - Mayor Mark Stapp, Vice Mayor Jeff Okrepkie, Council Member Eddie Alvarez, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Natalie Rogers

16.3 REPORT - WATER SUPPLY ASSESSMENT FOR THE WOODLANDS AT CHANATE

BACKGROUND: The State of California, per SB 610, requires that water suppliers provide a Water Supply Assessment (WSA) to planning agencies for any proposed projects which are subject to CEQA and would demand an amount of water equivalent to or greater than the amount of water required by a 500-dwelling unit project. The proposed Project, Woodlands at Chanate, is subject to CEQA and has an increase of 660.5 residential dwelling units over the current Santa Rosa General Plan.

RECOMMENDATION: Santa Rosa Water recommends that the

Council, by resolution, approve the Water Supply Assessment for the Woodlands at Chanate. This item has no impact on current fiscal year budget.

Attachments: [Staff Report](#)
[Resolution](#)
[Exhibit A - Water Supply Assessment for Woodlands at Chanate Presentation](#)
[Late Correspondence \(Uploaded 12-17-2025\)](#)

Claire Nordlie, Senior Water Resources Planner, presented.

PUBLIC COMMENTS:

Adina Flores spoke on Item 16.3.

A motion was made by Council Member Rogers, seconded by Vice Mayor Okrepkie, to waive reading of the text and adopt a resolution as presented by staff:

RESOLUTION NO. RES-2025-194 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA ADOPTING THE WATER SUPPLY ASSESSMENT FOR THE WOODLANDS AT CHANATE

The motion carried by the following vote:

Yes: 7 - Mayor Mark Stapp, Vice Mayor Jeff Okrepkie, Council Member Eddie Alvarez, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Natalie Rogers

16.4 REPORT - CODE ADOPTION AND AMENDMENTS TO THE CALIFORNIA BUILDING CODE

BACKGROUND: Every three years the State of California updates the California Code of Regulations, Title 24 (CCR-T24) including its thirteen-component building and safety codes (collectively, the California Building Standards Code). Through the State code adoption cycle, the State of California adopts and publishes amendments to national model codes and updates codes specific to California. Such model codes with State amendments and California specific codes go into effect in every city and county in the State of California 180 days after publication. The new California Building Standards (CCR-T24) was published on July 1, 2025 and will take effect on January 1, 2026.

Similarly, every three years the International Code Council updates the International Property Maintenance Code with the most recent update occurring in 2024. Adoption of the International Property Maintenance Code is at the discretion of the local agency. In addition, The Health and Safety Code allows local jurisdictions to change or modify the State adopted model codes based on local geologic, climatic, or topographic conditions. The Planning and Economic Development Department is requesting adoption of the 2025 California Building Standards Code as well as the updated 2024 International Property Maintenance Code, with certain local amendments and administrative changes.

RECOMMENDATION: The Planning and Economic Development Department recommends that the Council: 1) introduce an ordinance adopting by reference, with local amendments, the 2025 California Administrative Code, 2025 California Building Code, 2025 California Residential Code, 2025 California Green Building Standards Code, 2025 California Electrical Code, 2025 California Mechanical Code, 2025 California Plumbing Code, 2025 California Energy Code, 2025 California Wildland-Urban Interface Code, 2025 California Historical Building Code, 2025 California Existing Building Code, 2025 California Referenced Standards Code, 2024 International Property Maintenance Code, and the National Pollutant Discharge Elimination Permit and Waste Discharge Requirements; 2) adopt a resolution setting a public hearing on January 13, 2026, for adoption of the ordinances. This item has no impact on current fiscal year budget. Ordinance entitled: ORDINANCE OF THE COUNCIL OF THE CITY OF SANTA ROSA ADOPTING BY REFERENCE, WITH LOCAL AMENDMENTS, THE 2025 CALIFORNIA ADMINISTRATIVE CODE, 2025 CALIFORNIA BUILDING CODE, 2025 CALIFORNIA RESIDENTIAL CODE, 2025 CALIFORNIA ELECTRICAL CODE, 2025 CALIFORNIA MECHANICAL CODE, 2025 CALIFORNIA PLUMBING CODE, 2025 CALIFORNIA ENERGY CODE, 2025 CALIFORNIA HISTORICAL BUILDING CODE, 2025 CALIFORNIA EXISTING BUILDING CODE, 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE, 2025 CALIFORNIA REFERENCED STANDARDS CODE, 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE, 2025 CALIFORNIA WILDLAND-URBAN INTERFACE CODE, AND THE NATIONAL POLLUTANT DISCHARGE ELIMINATION PERMIT AND WASTE DISCHARGE REQUIREMENTS.

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

Jimmy Bliss, Chief Building Official, presented.

No public comments were made.

A motion was made by Council Member Alvarez, seconded by Council Member Rogers, to introduce on first reading as presented by staff:

ORDINANCE ENTITLED: ORDINANCE OF THE COUNCIL OF THE CITY OF SANTA ROSA ADOPTING BY REFERENCE, WITH LOCAL AMENDMENTS, THE 2025 CALIFORNIA ADMINISTRATIVE CODE, 2025 CALIFORNIA BUILDING CODE, 2025 CALIFORNIA RESIDENTIAL CODE, 2025 CALIFORNIA ELECTRICAL CODE, 2025 CALIFORNIA MECHANICAL CODE, 2025 CALIFORNIA PLUMBING CODE, 2025 CALIFORNIA ENERGY CODE, 2025 CALIFORNIA HISTORICAL BUILDING CODE, 2025 CALIFORNIA EXISTING BUILDING CODE, 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE, 2025 CALIFORNIA REFERENCED STANDARDS CODE, 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE, 2025 CALIFORNIA WILDLAND-URBAN INTERFACE CODE, AND THE NATIONAL POLLUTANT DISCHARGE ELIMINATION PERMIT AND WASTE DISCHARGE REQUIREMENTS

and adopt a resolution as presented by staff:

RESOLUTION NO. RES-2025-195 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA SETTING A TIME AND PLACE FOR A PUBLIC HEARING FOR THE PROPOSED ADOPTION, BY REFERENCE, OF PORTIONS OF THE 2025 CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24) AND THE 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE, EACH WITH LOCAL AMENDMENTS; THE RELATED REPEAL OF SELECTED SECTIONS OF THE SANTA ROSA CITY CODE THAT ARE OBSOLETE OR NO LONGER RELEVANT

The motion carried by the following vote:

Yes: 7 - Mayor Mark Stapp, Vice Mayor Jeff Okrepkie, Council Member Eddie Alvarez, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, and Council Member Natalie Rogers

16.5 REPORT - RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA CENSURING COUNCIL MEMBER DIANNA MACDONALD

BACKGROUND: The Code of Conduct for Council Members and Board and Commission Members (“Code of Conduct”) requires that City Council Members adhere to the highest standards of respect, Council Policies, civility, and honesty in ensuring the effective maintenance of intergovernmental relationships and treat others with respect to maintain public confidence in City government. The City’s Harassment, Discrimination, and Retaliation Prevention Policy (“Anti-Harassment Policy”) is intended to prohibit and prevent discrimination, harassment, and retaliation in the City’s workplace. The Anti-Harassment Policy sets forth procedures for reporting, investigating, and resolving complaints of discrimination, harassment, or retaliation in the workplace, and for protecting City employees who make such complaints or participate in workplace investigations. Among other things, the Anti-Harassment Policy requires City managers and supervisors to model appropriate behavior, take all steps necessary to prevent harassment, discrimination, and retaliation from occurring, receive complaints in a fair and serious manner, take appropriate action to stop potential policy violations, implement appropriate disciplinary and remedial actions, and participate in appropriate periodic training.

In June 2025, the City received allegations that Council Member Dianna MacDonald engaged in allegedly negative and offensive behavior towards City employees that appeared motivated by the Council Member’s publicly-known, consensual romantic relationship with a different City employee (“Consensual Relationship”). The City followed procedures set forth in the Anti-Harassment Policy and referred the matter to outside independent attorney investigator (“Investigator”) who conducted a confidential, independent and objective workplace investigation.

The Investigator concluded it was more likely than not that Council Member MacDonald engaged in negative behavior towards City employees because of her Consensual Relationship, made unwelcomed remarks of a sexual nature about her Consensual Relationship to City employees, and attempted to influence a City

operational decision based on her perception that it may benefit her romantic partner. Based on those findings, the Investigator further concluded that it was more likely than not that Council Member MacDonald's conduct violated the Anti-Harassment Policy.

RECOMMENDATION: Based on direction from City Council, the City Attorney brings forward this item for City Council to consider whether, in light of the findings of an independent attorney workplace investigator, to adopt a resolution: 1) censuring (which means publicly admonishing) Council Member MacDonald; 2) urging Council Member MacDonald to re-commit to her obligations under the Code of Conduct and Anti-Harassment Policy; 3) directing the City Manager to implement any further reasonable and appropriate operational steps in response to the Investigator's findings; 4) directing the City Manager to bring forward for Council's consideration any recommended changes to the Code of Conduct and Anti-Harassment Policy; 5) directing the City Manager to schedule a study session for Council to provide direction about a possible new policy to address intimate relationships between Council Members and City employees; and 6) directing the City Manager to prepare and provide, by March 31, 2026, additional training for Council Members related to the investigator's findings. This item has no impact on current fiscal year budget.

Attachments: [Staff Report](#)
[Attachment 1 - Council Policy 000-51](#)
[Attachment 2 - Council Policy 700-03](#)
[Resolution](#)
[Resolution 1_Redlined \(Uploaded 12-16-2025\)](#)
[Resolution 1_Final \(Uploaded 12-16-2025\)](#)
[Resolution 2_Redlined \(Uploaded 12-16-2025\)](#)
[Resolution 2_Final \(Uploaded 12-16-2025\)](#)
[Presentation \(Uploaded 12-16-2025\)](#)
[Late Correspondence \(Uploaded 12-17-2025\)](#)

City Attorney Stricker, and Jenica Maldonado, special counsel, reported on Resolution 1 and answered questions from Council.

PUBLIC COMMENTS ON RESOLUTION 1:

Adina Flores spoke in opposition to the item.

Iris Harrell spoke in support of Council Member MacDonald and

Council Member MacDonald is a great city council member for Oakmont constituents (comment description provided from speaker card).

Ana Diaz spoke in support of Council Member MacDonald.

Janice Karrman spoke in support of the item.

A motion was made by Vice Mayor Okrepkie, seconded by Mayor Stapp, to adopt Resolution 1 as presented by staff:

RESOLUTION NO. RES-2025-196 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA CENSURING COUNCIL MEMBER DIANNA MACDONALD AND TAKING REMEDIAL ACTIONS BASED ON THE FINDINGS OF AN INDEPENDENT WORKPLACE INVESTIGATOR

Council Member MacDonald provided a statement.

The motion carried by the following vote:

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

No: 1 - Council Member Dianna MacDonald

City Attorney Stricker and Special Counsel Maldonado continued on to a presentation on Resolution 2.

PUBLIC COMMENTS:

Janice Karrman spoke on Resolution 2.

Adina Flores spoke in support of a future study session related to this item.

Iris Harrell spoke in support of bringing policy forward for clarity.

A motion was made by Vice Mayor Okrepkie, seconded by Council Member Rogers, to adopt Resolution 2 as presented by staff:

RESOLUTION NO. RES-2025-197 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA CENSURING COUNCIL MEMBER

**DIANNA MACDONALD AND TAKING ADDITIONAL REMEDIAL ACTION
BASED ON THE FINDINGS OF AN INDEPENDENT WORKPLACE
INVESTIGATOR**

The motion carried by the following vote:

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

Recused: 1 - Council Member Dianna MacDonald

17. PUBLIC HEARINGS - NONE.

18. WRITTEN COMMUNICATIONS - NONE.

19. PUBLIC COMMENT ON NON-AGENDA MATTERS

No public comments were made.

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

21. ADJOURNMENT OF MEETING

Mayor Stapp adjourned the meeting at 7:24 p.m. The next regularly
scheduled meeting will be held on January 13, 2026, at a time to be
set by the Mayor.

22. UPCOMING MEETINGS

22.1 UPCOMING MEETINGS LIST

Attachments: [Upcoming Meetings List](#)

Approved on: January 13, 2026

/s/ Dina Manis, City Clerk