



## **City of Santa Rosa**

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

### **CITY COUNCIL REGULAR MEETING AGENDA AND SUMMARY REPORT - PRELIMINARY - OCTOBER 21, 2025**

**2:00 P.M. - STUDY SESSION**

**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, SANTA ROSA.**

**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](mailto: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:**

PUBLIC COMMENT PERIOD WILL NOT OPEN UNTIL FINAL AGENDA IS  
PUBLISHED.

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](mailto: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.

**2:00 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.

**RECESS CLOSED SESSION(S) AND RECONVENE TO OPEN SESSION IN THE COUNCIL CHAMBER AND VIA ZOOM.**

**4. STUDY SESSION**

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

**4.1 GENERAL FUND FINANCIAL UPDATE**

This Study Session will provide an update on the financial condition of the General Fund and present preliminary results for fiscal year 2024-25. This item is to provide an opportunity for City Council to receive information, ask questions and give general guidance for FY 2026-27 budget development. No action is necessary.

**4:00 P.M.**

**5. ANNOUNCEMENT OF ROLL CALL (IF NEEDED)**

**6. REPORT, IF ANY, ON STUDY AND CLOSED SESSIONS**

**7. PROCLAMATIONS/PRESENTATIONS - NONE.**

**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 September 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.

**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 and Climate Authorities (SCTCA)**

**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**

**12. APPROVAL OF MINUTES - NONE.**

**13. CONSENT ITEMS**

**13.1 MOTION - DELEGATION OF AUTHORITY TO THE DESIGN REVIEW AND PRESERVATION BOARD**

RECOMMENDATION: The Planning and Economic Development Department recommends that the Council, by motion, delegate the authority to the newly formed Design Review and Preservation Board to approve the final meeting minutes of the former Design Review Board and Cultural Heritage Board and take any other actions necessary to wrap up other unfinished business of these dissolved boards. This item has no impact on current fiscal year budget.

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

**13.2 MOTION - APPROVAL AND ISSUANCE OF A PURCHASE ORDER FOR THE PURCHASE OF SIX (6) BMW R1300RT-P MOTORCYCLES**

RECOMMENDATION: The Transportation and Public Works Department recommends that the Council, by motion, approve a Purchase Order to purchase six (6) 2026 BMW R1300RT-P motorcycles from RCA Investments Inc., dba Long Beach BMW Motorcycles, Long Beach, California utilizing cooperative purchasing through the City of San Bernardino General Purchase Agreement 2026-000000140, San Bernardino, California for a total not to exceed amount of \$271,214.64 and authorizes the Purchasing Agent to execute

the Purchase Order.

**13.3 MOTION - APPROVAL OF PROFESSIONAL SERVICES AGREEMENT  
- CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES  
FOR THE ROUTE 101 BICYCLE AND PEDESTRIAN  
OVERCROSSING**

RECOMMENDATION: The Transportation and Public Works Department recommends that the Council, by motion: 1) approve a Professional Services Agreement to provide construction management and inspection services for the Route 101 Bicycle and Pedestrian Overcrossing project (CML-5028(083)) with Dynamic Dzyne Associates, Inc. dba Substrate (or Substrate, Inc.) of Novato, California in an amount not to exceed \$1,800,000 with a City controlled contingency of \$200,000; and 2) authorize the Department Head or delegee to make non-substantive changes to the Agreement, subject to approval by the City Attorney, and execute the Agreement. This item has no impact on current fiscal year budget.

**13.4 MOTION - APPROVAL AND ISSUANCE OF A PURCHASE ORDER  
FOR THE PURCHASE OF ONE MADVAC LS175 COMPACT STREET  
SWEEPER**

RECOMMENDATION: The Transportation and Public Works Department recommends that the Council, by motion, approve a Purchase Order to purchase one (1) MadVac LS175 Compact Street Sweeper from RJMS Corporation, dba Total Industries of Los Angeles, California, utilizing cooperative purchasing through the Sourcwell Cooperative Contract 093021-EXP for a total not to exceed \$168,913.80 and authorize the Purchasing Agent to execute the Purchase Order.

**13.5 MOTION - SECOND AMENDMENT TO PROFESSIONAL SERVICES  
AGREEMENT NUMBER F002929 WITH JARVIS FAY LLP FOR  
SPECIALIZED LEGAL SERVICES**

RECOMMENDATION: The City Attorney and the Transportation and Public Works Department recommend that the Council, by motion, approve the Second Amendment to Professional Services Agreement Number F002029 with Jarvis Fay LLP, Oakland, California to increase

compensation by \$50,000 for a total contract amount not to exceed \$150,000 for continued legal advice relating to public works, public contracting and general procurement matters, and authorize the City Attorney to execute the amendment. This item has no impact on current fiscal year budget.

**13.6 RESOLUTION - AMENDMENT TO PROFESSIONAL SERVICE AGREEMENT NUMBER F002714A WITH PENA INVESTIGATIONS FOR PRE-EMPLOYMENT BACKGROUND CHECK SERVICES**

RECOMMENDATION: The Fire Department recommends that the Council, by resolution, approve a Second Amendment to Professional Service Agreement Number F002714A with Pena Investigations, Windsor, California for pre-employment background check services in an amount of \$125,000, for a total amount not to exceed \$224,000. This item has no impact on current fiscal year budget.

**13.7 RESOLUTION - CLASSIFICATION AND COMPENSATION & SALARY PLAN AND SCHEDULE**

RECOMMENDATION: The Human Resources Department recommends that the Council receive the attached Human Resources Classification/Compensation Reports, and by resolution: 1) approve the proposed new classifications, salaries, associated reclassifications, budget adjustments, and adopt the updated Salary Plan and Schedule; and 2) approve the deletion of 2.0 FTE Fire Inspector II and addition of 2.0 FTE Fire Inspector to correct an error in the titles of the budgeted allocations. This item is requesting appropriations for ongoing funding.

**13.8 RESOLUTION - APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH RAFTELIS FINANCIAL CONSULTANTS, INC., FOR AN OPERATIONAL AND STAFFING ASSESSMENT**

RECOMMENDATION: The City Manager's Office recommends that the Council, by resolution, approve the Professional Services Agreement with Raftelis Financial Consultants, Inc., a North Carolina corporation, for the purpose of conducting an Organization and Staffing Assessment for the City of Santa Rosa, for a total amount not to exceed \$144,550, and authorize the City Manager to make non-substantive changes to the Agreement, subject to approval by the City Attorney, and execute

the Agreement. This item is requesting appropriations for one-time funding.

**13.9**      ORDINANCE INTRODUCTION - CITY CODE TEXT AMENDMENT -  
MINOR PROCEDURAL AMENDMENT TO TOBACCO RETAIL  
LICENSE ORDINANCE

RECOMMENDATION: The City Manager's Office recommends that the Council introduce an ordinance to make minor procedural amendments to Chapter 6-20 of the City Code, previously adopted by Council on August 6, 2024, to clarify the appeal processes for Tobacco Retail Licenses. This item has no impact on current fiscal year budget.

**Attachments:**    [Staff Report](#)  
                              [Attachment 1 - Ch 6-20 Redline Changes](#)  
                              [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 CALIFORNIA FIRE AND WILDLAND-URBAN  
INTERFACE CODE ADOPTION WITH LOCAL AMENDMENTS

BACKGROUND: Every three years the State of California updates the California Code of Regulations, Title 24 (CCR-T24) including the California Fire Code and the new California Wildland-Urban Interface Code. 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 codes were published on July 1, 2025 and will take effect on January 1, 2026. The Fire Department is requesting adoption of the 2025 California Fire Code and the 2025 California Wildland-Urban Interface Code with local



amendments and administrative changes.

RECOMMENDATION: The Fire Department recommends that the Council: 1) introduce an ordinance adopting by reference the 2025 edition of the California Fire Code as adopted and amended by the State of California, and further amended based on local condition, repeal existing sections not applicable to new codes and modify Chapter 18-44 of the Santa Rosa City Code to reflect the new model code; 2) introduce an ordinance adopting by reference the 2025 California Wildland Urban Interface code, as adopted and amended by the State of California, and further amended based on local condition, added as Chapter 18-46 to the Santa Rosa City Code to reflect the new model code; 3) adopt a resolution setting a public hearing on November 18, 2025, for adoption of the ordinances. This item has no impact on current fiscal year budget.

**15.2 REPORT - REVISIONS TO CITY COUNCIL VOTING PROCEDURE FOR ELECTING MAYOR AND VICE MAYOR**

BACKGROUND: The City Council held a study session on September 9, 2025, to discuss and provide direction to staff about possible changes to current Council policies related to voting processes Council uses to appoint (1) individuals to vacant Council seats outside of an election cycle, (2) members of certain boards, commissions and committees, and (3) Mayor and Vice Mayor. Given the upcoming election of Vice Mayor in November, staff has prioritized updating the Mayor and Vice Mayor election process. Staff will bring the updates to policies for appointing individuals to boards, commissions, committees, and vacant Council seats outside of an election cycle, at a future date.

RECOMMENDATION: The City Attorney recommends that the Council, by resolution, revise the City Council Manual of Procedures and Protocols to modify the voting procedure the City Council uses to elect the Mayor and Vice Mayor. This item has no impact on current fiscal year budget.

**16. PUBLIC HEARINGS - NONE.**

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

## 17. WRITTEN COMMUNICATIONS

### 17.1 NOTICE OF FINAL MAP - Dutton Meadow - For Council action.

**Attachments:** [Notice of Submittal](#)  
[Location Map](#)

## 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

**\*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](mailto:cityclerk@srcity.org).

**City Council**

**- PRELIMINARY -**

**OCTOBER 21, 2025**

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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](mailto: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.*