



City of Santa Rosa

City Hall, Council
Chamber
100 Santa Rosa Avenue
Santa Rosa, CA 95401

CITY COUNCIL REGULAR MEETING AGENDA AND SUMMARY REPORT OCTOBER 24, 2017

Council Member Julie Combs will be participating in the meeting via teleconference from Shanghai Fuyue Hotel, No. 1 Lane 208 Rongyue Road, Shanghai, 201600.

This agenda shall be posted at this location.

2:30 P.M. - CLOSED SESSION (MAYOR'S CONFERENCE ROOM)

4:00 P.M. - REGULAR SESSION (COUNCIL CHAMBER)

PUBLIC COMMENTS:

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

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

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

2:30 P.M. (MAYOR'S CONFERENCE ROOM, ROOM 10)

1. CALL TO ORDER AND ROLL CALL

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

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

2.1 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: Demand Letter for Southwest Voter Registration Education Project under California Voting Rights Act.

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

Name of Case: Veronica A. Smith v. City of Santa Rosa, et al. Sonoma County Superior Court Case No. SCV-260202

RECESS CLOSED SESSION(S) AND RECONVENE TO OPEN SESSION IN THE COUNCIL CHAMBER

3. STUDY SESSION - NONE.

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

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

4. ANNOUNCEMENT OF ROLL CALL

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

6. PROCLAMATIONS/PRESENTATIONS - NONE.

7. STAFF BRIEFINGS - NONE.

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

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

9. STATEMENTS OF ABSTENTION BY COUNCILMEMBERS

10. MAYOR'S/COUNCILMEMBERS' REPORTS

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

10.1.1 Council Subcommittee Reports

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

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

10.1.4 Association of Bay Area Governments (ABAG)

10.1.5 Sonoma County Agricultural Preservation and Open Space District Advisory Committee

10.1.6 Sonoma Clean Power Authority (SCPA)

10.1.7 Sonoma County Waste Management Agency (SCWMA)

10.1.8 Other

11. APPROVAL OF MINUTES

11.1 September 19, 2017, Regular Meeting.

Attachments: [Draft Minutes](#)

12. CONSENT ITEMS

12.1 MOTION - AMENDMENT TO WORK ORDER APPROVAL - GREEN VALLEY CONSULTING ENGINEERS, INSPECTION SERVICES ASSOCIATED WITH STONY POINT ROAD WIDENING - PHASE 2

RECOMMENDATION: It is recommended by the Transportation and Public Works Department that the Council, by motion, approve an amendment to Project Work Order PWO #A010013-2011-24A, with

Green Valley Consulting Engineers of Santa Rosa, California, for inspection services associated with Stony Point Road Widening - Phase 2, increasing the contract amount by \$451,165.00, for a total amount of \$926,805.00.

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

12.2 RESOLUTION - SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT APPROVAL - HARRIS & ASSOCIATES, INC. FOR CONSTRUCTION MANAGEMENT SUPPORT SERVICES ASSOCIATED WITH STONY POINT ROAD WIDENING - PHASE 2

RECOMMENDATION: It is recommended by the Transportation and Public Works Department that the Council, by resolution, approve a Second Amendment to Professional Services Agreement #F000951, with Harris & Associates, Inc., a California Corporation, for construction management support services associated with Stony Point Road Widening - Phase 2, increasing the contract amount by \$250,000.00, for a total amount of \$2,114,726.16.

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

12.3 RESOLUTION - RATIFICATION OF PURCHASE ORDER AND PAYMENTS TO PLAYCORE WISCONSIN FOR PLAYGROUND EQUIPMENT AND INSTALLATION AND WAIVER OF ANY DEFECTS IN PURCHASING PROCESS

RECOMMENDATION: It is recommended by the Finance Department and City Manager that the Council, by resolution, ratify the Purchase Order and associated payments made to PlayCore Wisconsin dba Gametime Inc. for playground equipment and installation at 2375 West College Avenue, and waive any defects in the purchasing process.

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

12.4 RESOLUTION - RATIFICATION OF PURCHASE ORDERS AND APPROVAL OF PAYMENTS TO PUBLIC RESTROOM COMPANY, AND WAIVER OF DEFECTS IN THE ASSOCIATED PURCHASING PROCESS

RECOMMENDATION: It is recommended by the Finance Department and City Manager that the Council, by resolution, ratify the Purchase Order and approve the associated payments made to Public Restroom Company for the purchase and installation of a turn-key public restroom and storage room, and waive any defects in that purchasing process.

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

12.5 RESOLUTION - SANTA ROSA TOURISM BUSINESS IMPROVEMENT AREA ADVISORY BOARD APPOINTMENTS

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that Council, by resolution, appoint Tony Bucklen of Hilton Sonoma Wine Country and Todd Anderson of Best Western Plus Wine Country Inn & Suites to the Santa Rosa Tourism Business Improvement Area (SRTBIA) Advisory Board.

Attachments: [Staff Report](#)
[Attachment 1 - Ordinance 3946](#)
[Resolution](#)
[Presentation](#)

12.6 RESOLUTION - PROFESSIONAL SERVICES AGREEMENT WITH SARTIN DENNY PRODUCTIONS, LLC, DBA THE ENGINE IS RED, FOR CREATIVE SUPPORT SERVICES RELATED TO POST-FIRE REBUILD AND PROCESS IMPROVEMENT COMMUNICATIONS, AND OTHER DEPARTMENT INITIATIVES

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Council, by resolution,

approve a professional services agreement with Sartin Denny Productions, LLC, DBA The Engine is Red, a Santa Rosa, California limited liability corporation, for creative support services related to post-fire rebuild and process improvement communications, and other Department initiatives for a total amount not to exceed \$96,000.00.

Attachments: [Staff Report](#)
[Attachment 1 - Campaign Guide](#)
[Attachment 2 - PSA](#)
[Resolution](#)
[Exhibit A](#)
[Presentation](#)

12.7 RESOLUTION - APPROVAL AND ADOPTION OF THE CITY'S SALARY SCHEDULE

RECOMMENDATION: The Human Resources Department recommends that the Council, by resolution, approve and adopt the City's Salary Schedule.

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

12.8 RESOLUTION - AMENDMENT TO THE CITY CLASSIFICATION AND SALARY SCHEDULE TO RECLASSIFY 1.0 FTE ADMINISTRATIVE ASSISTANT TO SENIOR ADMINISTRATIVE ASSISTANT AND CHANGING THE STATUS OF THE EMPLOYEE RELATIONS MANAGER CLASSIFICATION FROM AT-WILL TO CLASSIFIED

RECOMMENDATION: The Human Resources Department recommends that the Council, by resolution, approve the reclassification of 1.0 FTE vacant Administrative Assistant position to Senior Administrative Assistant in the City Manager's Office, and further

recommends that the status of the Employee Relations Manager classification be changed from "At-Will" to Classified.

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

12.9 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](#)

13. PUBLIC COMMENT ON NON-AGENDA MATTERS

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

14. REPORT ITEMS

14.1 REPORT - ROSELAND ANNEXATION ACTION ITEMS: BUDGET AMENDMENT, APPROVAL OF FIRST AMENDMENT TO AGREEMENT WITH SOUTH PARK SANITATION DISTRICT TRANSFER TO THE CITY, RECLASSIFICATION OF 1 FTE CODE ENFORCEMENT OFFICER TO HOUSING AND COMMUNITY SERVICES MANAGER, REGIONAL HOUSING NEEDS ASSESSMENT ALLOCATION AND CREDIT TRANSFER LETTER

BACKGROUND: This report includes four actions related to the Roseland Annexation Area. The first amends the current year budget

by increasing appropriations to pay for one-time startup costs, capital investment and operating costs relative to the Roseland Annexation. The second action item is to amend the agreement with South Park County Sanitation District to address treatment of the District upon annexation. The third action item is a reclassification of a position within the Housing and Community Services Department to better manage Code Enforcement and improve capacity to address issues coming from the annexation area. The final action item is approval of a letter and authorizing the mayor to sign the letter that will request the transfer of RHNA allocation and credits from the County to the City as a result of annexation. ABAG and Government Code §65584.07(d) require that the City and County submit a written notice requesting any transfers of allocations and credits.

RECOMMENDATION: It is recommended by the City Manager, Finance, Water, Human Resources Housing and Community Services and Planning and Economic Development Departments that the Council, (1) by resolution, amend the Fiscal Year (FY) 2017-18 adopted budget to include budget for Roseland Annexation operating costs; (2) by resolution, approve the First Amendment to the Amended and Restated Agreement Regarding South Park County Sanitation District Operations and Transfer to the City of Santa Rosa; (3) by resolution, approve the reclassification of 1.0 Full Time Equivalent (FTE) vacant Code Enforcement Officer to Housing and Community Services Manager in the Housing and Community Services Department; and (4) by motion, authorize the mayor to sign a joint letter with Sonoma County requesting that the Association of Bay Area Governments (ABAG) transfer 421 Regional Housing Needs Assessment (RHNA) allocations and credits in the Roseland Annexation Area from the County to the City.

Attachments: [Staff Report](#)
[Attachment 1](#)
[Attachment 2](#)
[Resolution - Budget Amendment](#)
[Exhibit A to Budget Amendment Resolution](#)
[Resolution - SPCSD First Amendment](#)
[Exhibit A to SPCSD First Amendment](#)
[Resolution - Reclassify Code Enforcement Position](#)
[Presentation](#)

14.2 REPORT - ADOPTION OF MITIGATED NEGATIVE DECLARATION AND MITIGATION AND MONITORING PROGRAM; APPROVAL OF THE FULTON ROAD WIDENING IMPROVEMENT PROJECT BETWEEN GUERNEVILLE ROAD AND PINER ROAD

BACKGROUND: A proposed Mitigated Negative Declaration (MND) was issued for public notice and review for 30 days, beginning on June 23, 2017 and ending in July 24, 2017. Comments from the public notice and review have been addressed, but no substantial revisions to the IS/MND have been identified.

The City must adopt the MND for the Fulton Road Widening Improvement Project between Guerneville Road and Piner Road, approve the Project, and adopt a Mitigation Monitoring Program (MMP) for the Project in order to proceed with the next steps in implementing the Project.

Upon adoption of the MND and approval of the Project by the City Council, a Notice of Determination (NOD) will be filed with the Sonoma County Clerk's Office and the State Clearinghouse, completing the environmental review process.

RECOMMENDATION: It is recommended by the Transportation and Public Works Department that Council, by resolution, 1) adopt the Mitigated Negative Declaration (MND) for the Fulton Road Widening Improvement Project between Guerneville Road and Piner Road; 2) approve the Project; and 3) adopt a Mitigation Monitoring Program (MMP) for the Project.

Attachments: [Staff Report](#)
[Attachment 1](#)
[Attachment 2](#)
[Resolution](#)
[Presentation](#)

***14.3** REPORT - URGENCY ORDINANCES ADDING ZONING CODE SECTION 20-28.100, RESILIENT CITY (-RC) COMBINING DISTRICT, REZONING PROPERTIES TO THE -RC DISTRICT, AND PROHIBITING RENTAL HOUSING PRICE GOUGING, TO FACILITATE REBUILDING AND THE IMPLEMENTATION OF RESILIENCY INITIATIVES TO THOSE PARTS OF THE CITY OF SANTA ROSA MOST SEVERELY IMPACTED BY THE TUBBS AND NUNS FIRES OF OCTOBER 2017.

BACKGROUND: Beginning on the evening of October 8, 2017, and continuing for days thereafter, a series of wildfire events damaged or destroyed thousands of residential and commercial structures within the City of Santa Rosa. There is an urgent need to rebuild and repopulate those areas affected by the fires. To facilitate and expedite the process, staff has developed the Resilient City (-RC) combining zoning district, to be applied to the base zoning of each property impacted by the Fires. In addition, City officials have been alerted to the possibility of price gouging of rental housing in the City. To address this issue, staff is recommending a prohibition on rental housing price gouging. The proposed -RC Combining District and prohibition on price gouging are urgency ordinances under Government Code section 36937(b) and would go into effect immediately upon enactment. Under the City Charter, five affirmative votes are necessary to adopt an urgency ordinance.

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Council adopt three urgency ordinances, (1) to amend Title 20 of the Santa Rosa City Code, to add Section 20-28.100, Resilient City (-RC) Combining District, to facilitate rebuilding and the implementation of resiliency initiatives in those parts of the City of Santa Rosa most severely impacted by the Tubbs and Nuns Fires (Fires) of October 2017, (2) to reclassify

properties directly impacted by the Fires to add the -RC Combining District to the base zoning district of each property in the area, and (3) to impose a prohibition on rental housing price gouging following the Fires.

Attachments: [Staff Report](#)
[Urgency Ordinance - RC Combining District](#)
[Urgency Ordinance - RC Combining Districts \(Revised 10/24/2017\)](#)
[Urgency Ordinance - RC rezoning \(corrected 10/24/2017\)](#)
[Urgency Ordinance - RC Combining Districts Redlined \(Revised 10/24/2017\)](#)
[Urgency Ordinance - Price Gouging Presentation](#)

14.4 REPORT - AMENDING THE CITY CLASSIFICATION AND SALARY PLAN TO: CHANGE THE TITLE OF THE CLASSIFICATION OF COMMUNICATIONS AND INTERGOVERNMENTAL AFFAIRS OFFICER TO COMMUNICATIONS AND INTERGOVERNMENTAL RELATIONS OFFICER; MODIFY THE SALARY RANGE; AND APPROVE THE JOB DESCRIPTION

BACKGROUND: In February 2017, the City Manager requested Human Resources to create a new classification to be responsible for two (2) major City Programs: 1) Developing, coordinating, managing, and executing a comprehensive communications program for the City; and 2) Administer and facilitate the City's intergovernmental affairs and legislative advocacy program. The City Charter states that the compensation of all employees is subject to approval of the City Council. In June 2017, by resolution, the position was approved as part of the FY 2017-18 adopted budget, with the understanding that the City Manager's Office would not fill this position until Council approves the final job description and salary range being presented to Council for approval.

RECOMMENDATION: It is recommended by the Human Resources Department recommends that the Council, by Resolution amend the City's Classification and Salary Plan to: 1) change the title of the classification from Communications and Intergovernmental Affairs Officer to Communications and Intergovernmental Relations Officer; 2) approve the job description; and 3) modify the salary range to be

\$108,216 - \$135,303.

Attachments: [Staff Report](#)
[Staff Report \(Revised 10/24/2017\)](#)
[Attachment A](#)
[Attachment A \(Revised 10/24/2017\)](#)
[Resolution](#)
[Presentation](#)
[Presentation \(Revised 10/24/2017\)](#)

- *14.5** REPORT - RESOLUTION AMENDING THE CITY OF SANTA ROSA SALARY AND COMPENSATION PLAN TO AUTHORIZE STRAIGHT-TIME OVERTIME FOR ALL EXEMPT CITY EMPLOYEES DURING EMERGENCY AND DISASTER ACTIVATION, AND TEMPORARILY INCREASING THE VACATION ACCRUAL MAXIMUM, AND AUTHORIZING DEVELOPMENT AND IMPLEMENTATION OF A DISASTER LEAVE

BACKGROUND: This item is in response to the federally declared emergency of the fire disaster affecting the City of Santa Rosa. This item addresses employee pay and benefits related issues due to the fire disaster, and addresses the City Council goal to promote a City organization that is service-sustainable and maintains employee morale.

RECOMMENDATION: It is recommended by the City Manager, the Human Resources Director and the Chief Financial Officer that the Council, by resolution, approve an amendment to the City's Compensation and Salary plan, effective October 9, 2017, to allow payment of straight-time overtime to exempt employees for hours worked beyond 40 hours in a workweek during the current fire disaster. Furthermore, City Manager, Human Resources Director, and Chief Financial Officer recommend approving straight-time overtime to exempt employees for hours worked beyond 40 hours in a workweek for any emergency or disaster hereto forward declared by the City Manager, as the Director of Emergency Services, and/or proclaimed by the City Council, caused by but not limited to such conditions as fire, flood, storm, mudslides, torrential rain, wind, earthquake, drought, or other causes. All city employees are disaster service workers. During the current fire emergency relief efforts, management employees are

working long hours and many consecutive days with little to no time off. Per the Federal Fair Labor Standards Act, City management employees are typically exempt from overtime pay

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

15. 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.

16. WRITTEN COMMUNICATIONS - NONE.

17. PUBLIC COMMENTS ON NON-AGENDA MATTERS

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

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

19. ADJOURNMENT OF MEETING

20. UPCOMING MEETINGS

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

20.1 UPCOMING MEETINGS LIST

Attachments: [List](#)

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

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

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

City Council

OCTOBER 24, 2017

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.