



City of Santa Rosa

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

CITY COUNCIL REGULAR MEETING AGENDA AND SUMMARY REPORT NOVEMBER 17, 2020

1:30 P.M. - CLOSED SESSION (VIDEO CONFERENCE)

2:30 P.M. - STUDY SESSION (VIDEO CONFERENCE)

4:00 P.M. - REGULAR SESSION (VIDEO CONFERENCE)

DUE TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20 WHICH SUSPEND CERTAIN REQUIREMENTS OF THE BROWN ACT, AND THE ORDER OF THE HEALTH OFFICER OF THE COUNTY OF SONOMA TO SHELTER IN PLACE TO MINIMIZE THE SPREAD OF COVID-19, THE CITY COUNCIL MEMBERS WILL BE PARTICIPATING VIA ZOOM WEBINAR.

MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY VISITING [HTTPS://SRCITY-ORG.ZOOM.US/J/91775475227](https://srcity-org.zoom.us/j/91775475227) OR BY DIALING 877-853-5257 AND ENTER WEBINAR ID: 917 7547 5227

THE MEETING WILL ALSO BE LIVE STREAMED AT [HTTPS://SANTA-ROSA.LEGISTAR.COM/CALENDAR](https://santa-rosa.legistar.com/calendar).

CLICK ON THE "IN PROGRESS" LINK TO VIEW.

THE MEETING CAN ALSO BE VIEWED ON COMCAST CHANNEL 28, AT&T U-VERSE CHANNEL 99, AND AT [HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)

Public Comment may be made live during the meeting via Zoom or submitted by 5:00 pm, the Monday before the City Council Meeting via e-mail at cc-comment@srcity.org, recorded voice message at 707-543-3005 or through the eComment feature at <https://santa-rosa.legistar.com>.

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:

Live Public Comment: The public accessing the meeting through the Zoom link or dial-in will be able to provide public comment on agenda items at the time an Agenda Item is discussed during the City Council Meeting. Go to <https://srcity.org/virtualparticipation> for more information.

E-mail Public Comment: To submit an e-mailed public comment to the City Council, please send to: cc-comment@srcity.org by 5:00 p.m., Monday, November 16. Identify in the subject line of your e-mail the Agenda Item Number on which you wish to comment, provide your name in the body of the e-mail and your comment. Please limit your e-mail to approximately 400 words (which is a speaking rate of 133 words per minute).

eComment: To submit an eComment, go to <https://santa-rosa.legistar.com> and click the eComment link near the agenda link. eComment period will close at 5:00 p.m., Monday November 16.

Recorded Voice Message Public Comment: To submit a voice message public comment, please call 707-543-3005 by 5:00 p.m., Monday, November 9. State your name, the Agenda Item Number(s) on which you wish to comment, and your comment.

E-mail and eComment 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. Recorded voice message public comments will be played during the meeting at the time the item is heard.

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. Comments from the public on non-agenda items, are regularly heard under both Agenda Items 13 (first ten speakers) and 17 (any additional speakers wishing to speak on non-agenda items).

1:30 P.M. (VIDEO CONFERENCE)

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 PUBLIC EMPLOYEE - EVALUATION OF PERFORMANCE
(Government Code section 54957(b))

Title: City Manager

RECESS CLOSED SESSION(S) AND RECONVENE TO OPEN SESSION VIA ZOOM.

2:30 P.M. (VIDEO CONFERENCE)

3. STUDY SESSION

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

3.1 REPORT ON PUBLIC INPUT FOR USE OF PG&E SETTLEMENT FUNDS

It is recommended by the Finance Department that the City Council hold a Study Session to receive a report on the public input for the use of the PG&E settlement funds.

Attachments: [Staff Report](#)
[Attachment 1- PG&E Settlement Funds Survey Report Presentation](#)
[REVISED Presentation \(Uploaded 11-16-2020\)](#)
[Late Correspondence \(Uploaded 11-16-2020\)](#)

4:00 P.M. (VIDEO CONFERENCE)

4. ANNOUNCEMENT OF ROLL CALL

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

6. PROCLAMATIONS/PRESENTATIONS - NONE.

7. STAFF BRIEFINGS

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.

7.1 COVID-19 RESPONSE UPDATE

This will be a standing item on the agenda. No action will be taken except for possible direction to staff.

7.2 COMMUNITY EMPOWERMENT PLAN UPDATE

This will be a standing item on the agenda. No action will be taken except for possible direction to staff.

7.3 GLASS FIRE UPDATE

This will be a standing item on the agenda. No action will be taken except for possible direction to staff.

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

9. STATEMENTS OF ABSTENTION BY COUNCIL MEMBERS

10. MAYOR'S/COUNCIL MEMBERS' REPORTS

10.1 MAYOR'S/COUNCIL MEMBERS' 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 Zero Waste Sonoma (formerly known as Sonoma County Waste
Management Agency (SCWMA))**

10.1.8 Groundwater Sustainability Agency (GSA)

10.1.9 Home Sonoma County (HSC)

10.1.10 Renewal Enterprise District (RED)

10.1.11 Public Safety Subcommittee

10.1.12 Other

11. APPROVAL OF MINUTES - NONE.

12. CONSENT ITEMS

- 12.1** RESOLUTION - ADOPTION OF MEMORANDUM OF UNDERSTANDING EXTENSION AGREEMENT UNITS 3, 4, 6, 7, 8, 13, 14, 17, 18 EFFECTIVE JULY 1, 2020 THROUGH JUNE 30, 2021

RECOMMENDATION: It is recommended by the Human Resources Department and the City Manager's Office that the Council, by seven (7) separate resolutions, adopt Extension Agreements between the City of Santa Rosa for and on behalf of, employee Bargaining Units 3, 4, 8, 13, 14, 17, and 18, extending the Memorandum of Understanding by one (1) year to be effective July 1, 2020 through June 30, 2021.

Unit 3 - Maintenance, represented by the Operating Engineers, Local 3 (OE3)

Units 4 - Support Services, 6 - Professional, and 7 - Technical,

represented by the International Brotherhood of Teamsters (IBT) Local Union Number 856
Unit 8 - Transit, represented by SEIU Local 1021
Unit 13 - Mechanics, represented by OE3
Unit 14 - Police Civilian Technical, represented by SEIU Local 1021
Unit 17 - Santa Rosa Attorneys Association, in affiliation with the International Brotherhood of Teamsters (IBT) Local Union Number 856
Unit 18 - Santa Rosa Management Association (SRMA), represented by SRMA, in affiliation with the International Brotherhood of Teamsters (IBT) Local Union Number 856.

Attachments: [Staff Report](#)
[Resolution 1 - Extension Agreement Unit 3](#)
[Exhibit A to Resolution 1 - Extension Agreement Unit 3](#)
[Resolution 2 - Extension Agreement Unit 4, 6, 7](#)
[Exhibit A to Resolution 2 - Extension Agreement Unit 4, 6,](#)
[Resolution 3 - Extension Agreement Unit 8](#)
[Exhibit A to Resolution 3 - Extension Agreement Unit 8](#)
[Resolution 4 - Extension Agreement Unit 13](#)
[Exhibit A to Resolution 4 - Extension Agreement Unit 13](#)
[Resolution 5 - Extension Agreement Unit 14](#)
[Exhibit A to Resolution 5 - Extension Agreement Unit 14](#)
[Resolution 6 - Extension Agreement Unit 17](#)
[Exhibit A to Resolution 6 - Extension Agreement Unit 17](#)
[Resolution 7 - Extension Agreement Unit 18](#)
[Exhibit A to Resolution 7 - Extension Agreement Unit 18](#)
[Presentation](#)

12.2 RESOLUTION - AMENDING THE CITY OF SANTA ROSA SALARY AND COMPENSATION PLAN TO AUTHORIZE STRAIGHT-TIME OVERTIME FOR ALL EXEMPT CITY EMPLOYEES DURING ACTIVATION OF THE EMERGENCY OPERATIONS CENTER

RECOMMENDATION: It is recommended by the City Manager, Human Resources Director, and Chief Financial Officer that the Council, by resolution, approve an amendment to the City's Salary and Compensation Plan to allow payment of straight-time overtime to exempt City employees for hours worked beyond the normally

scheduled 40 hours in a workweek, for any activation of the Emergency Operations Center caused by, but not limited to, such conditions as fire, flood, storm, mudslides, torrential rain, wind, earthquake, drought, or other causes.

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

12.3 RESOLUTION - AMENDMENT TO COOPERATIVE AGREEMENT BETWEEN THE STATE OF CALIFORNIA AND THE CITY OF SANTA ROSA FOR THE HEARN AVENUE INTERCHANGE AT HIGHWAY 101 PROJECT

RECOMMENDATION: It is recommended by the Transportation and Public Works Department that Council, by resolution, approve the Amendment No. 1 to Cooperative Agreement No. 04-2600-A1 between the State of California and the City of Santa Rosa for Quality Management Assessment during the preparation of the project plans, specifications and estimate; right-of-way support; and right-of-way acquisition for the Hearn Avenue Interchange at Highway 101 Project.

Attachments: [Staff Report](#)
[Attachment 1 - Map](#)
[Resolution](#)
[Exhibit A - Amendment to Agreement 04-2600](#)
[Presentation](#)

12.4 RESOLUTION - STANDARDIZATION OF BATTERY BACKUP SYSTEMS FOR CITY OF SANTA ROSA TRAFFIC SIGNAL SYSTEMS

RECOMMENDATION: It is recommended by the Transportation and Public Works Department that Council, by resolution, 1) approve a standardization for battery backup systems manufactured by Alpha Technologies Limited, of Burnaby, British Columbia, Canada, Clary Corporation, of Monrovia, California, or ZincFive Inc., of Tualatin, Oregon, for all new traffic signal system installations as well as the retrofitting of 175 of the city's 214 current traffic signals; 2) authorize the City Manager or his designee to negotiate for and purchase such standardized battery backup systems in an amount not to exceed

\$1,418,850 through a period ending December 2021; and 3) authorize the Purchasing Agent to issue purchase orders for the purchase of battery backup systems in conformance with this resolution.

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

12.5 RESOLUTION - AUTHORIZATION TO AMEND GENERAL SERVICES AGREEMENT F002071 HVAC MAINTENANCE AND REPAIR SERVICES

RECOMMENDATION: It is recommended by the Transportation and Public Works and Finance Departments that the Council, by resolution, authorize the City Manager or his designee to negotiate and amend General Services Agreement Number F002071 with Matrix HG, Inc., Novato, California for HVAC Maintenance and Repair Services in an amount not-to-exceed \$150,000, bringing the not-to-exceed amount under the Agreement to \$362,842.84 if the additional funding is utilized.

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 is normally limited to ten speakers selected randomly by the Mayor. For this meeting, e-mail and eComment 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.

Voice message recorded public comments received for non-agenda items may be played under Agenda Item 13 or at Item 17. Recorded public comments are limited to 3 minutes to mirror in-person meeting protocols.

LATE CORRESPONDENCE - Provided for information.

Attachments: [Late Correspondence \(Uploaded 11-16-2020\)](#)

14. REPORT ITEMS

14.1 REPORT - APPROVE PURCHASE OF BATTERY ELECTRIC BUSES AND SELECTED COMPONENTS FROM PROTERRA, INC USING STATE COOPERATIVE PURCHASING CONTRACT

BACKGROUND: Staff seeks approval of a purchase of four 40-foot battery-electric transit buses and selected components from Proterra Inc using the California Department of General Services State Cooperative Purchasing Contract (SCPC). The buses will be purchased using two competitive grant awards from the Federal Transit Administration's 5339 Buses and Bus Facilities Program, as well as local match from the Transit Division's Transportation Development Act (TDA) Article VI funds.

RECOMMENDATION: It is recommended by the Transportation and Public Works Department that the Council, by resolution: 1) approve the Cooperative Procurement purchase under the California Department of General Services State Cooperative Purchase Contract 1-19-23-17C of four 40-foot battery-electric transit buses and selected components from Proterra Inc, Burlingame, California; 2) authorize the Purchasing Agent to issue a purchase order to Proterra Inc in an amount not to exceed \$3,513,708; 3) authorize the Director of Transportation and Public Works or his designee to execute all documents, including any necessary agreement(s), to effect the purchase, subject to approval as to form by the City Attorney; and 4) authorize the Chief Financial Officer to pay all proper claims for this purchase from the Transit Capital Fund.

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

14.2 REPORT - APPROVAL OF AMENDMENT NO. 4 TO CITY MANAGER'S EMPLOYMENT AGREEMENT AND INTRODUCTION OF ORDINANCE TO INCREASE THE COMPENSATION OF THE CITY MANAGER BY PROVIDING, EFFECTIVE JULY 7, 2019, (1) A 2.5% COST OF LIVING SALARY ADJUSTMENT, AND (2) AN INCREASE IN CONTRIBUTION BY THE CITY FOR THE 2019-2020 FISCAL YEAR IN AN AMOUNT EQUAL TO 0.25% OF BASE WAGE TO THE CITY

MANAGER'S RETIREE HEALTH SAVINGS PLAN, FOR A TOTAL CONTRIBUTION BY THE CITY OF 0.75% OF BASE WAGE

BACKGROUND: The City Manager's salary and compensation are set by ordinance adopted by City Council as required by the City Charter, and the City's employment agreement with the City Manager is approved by the Council by resolution.

As established by ordinance, and provided in the City Manager's employment agreement as previously amended ("Employment Agreement"), the City Manager's current salary is \$19,946 per month.

The Employment Agreement currently provides that "the City Manager's compensation shall change by the percentage of the cost of living salary adjustment, if any, and benefits adjustment, if any, paid to the City's executive management in the then current fiscal year, unless the Council fixes some different amount for the City Manager in advance of July 1st."

RECOMMENDATION: It is recommended by the Human Resources Department that the Council, by resolution, approve Amendment No. 4 to the Employment Agreement of the City Manager and introduce an ordinance to increase the compensation of the City Manager by providing, effective July 7, 2019, (1) a 2.5% cost of living salary adjustment, and (2) an increase in contribution by the City for Fiscal Year 2019-2020 in an amount equal to 0.25% of base wage to the City Manager's Retiree Health Savings Plan, for a total contribution of 0.75% of base wage.

Attachments: [Staff Report](#)
[Attachment](#)
[Resolution](#)
[Exhibit A- Amendment No. 4](#)
[Ordinance](#)
[Presentation](#)

15. PUBLIC HEARINGS

Public Hearing matters will begin no earlier than 5:00 p.m. or as soon

thereafter as the matters are reached on the agenda.

15.1 PUBLIC HEARING - EXTENSION AND MODIFICATIONS OF CITY CODE CHAPTER 20-16 RESILIENT CITY CODE DEVELOPMENT MEASURES

BACKGROUND: This ordinance extends and modifies the Resilient City Development Measures to address continued fire recovery with additional measures addressing COVID-19 pandemic recovery. Specifically, this project expands opportunities for mobile food vending, expands opportunities for large family daycares and child care centers, extends time limits for temporary uses, consolidates and streamlines review processes for certain land use entitlements, provides flexibility for nonconforming uses, and includes additional minor amendments for clarifications and technical corrections.

RECOMMENDATION: It is recommended by the Planning Commission and the Planning and Economic Development Department that the Council introduce an ordinance to amend Title 20 of the Santa Rosa City Code to extend and modify Chapter 20-16, Resilient City Development Measures, to address housing needs and economic development within the City following community emergency events including fires and the COVID-19 pandemic.

Attachments: [Staff Report](#)
[Attachment 1 - Chapter 20-16 Amendments Redline](#)
[Attachment 2 - Chapter 20-16 Amendments, Clean.docx](#)
[Attachment 3 - Public Comment](#)
[Ordinance](#)
[Presentation](#)

15.2 PUBLIC HEARING - REZONE 4620 SONOMA HIGHWAY - RE-USE WITH DRIVE-THROUGH

BACKGROUND: Ordinance to amend the Planned Development (PD) 403 Policy Statement to support the operation of a coffee shop with accessory drive-through service and extended hours of operation located at 4620 Highway 12. Specifically, this project would add "Coffee Shop - Counter Ordering" to the list of conditionally permitted uses at the subject parcel, identified as "Parcel B" in the policy statement.

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Council introduce an ordinance to include “Coffee Shop - Counter Ordering” to the list of conditionally approved uses at “Parcel B” as identified in the Policy Statement for Planned Development 403 (PD 403), also identified as Sonoma County Assessor’s Parcel Number 032-190-029, to support the operation of a coffee shop with accessory drive-through and extended hours of operation.

Attachments: [Staff Report](#)
[Attachment 1 - Indemnification and Disclosure](#)
[Attachment 2 - Location Map](#)
[Attachment 3 - Project Narrative](#)
[Attachment 4 - Revised Project Plan Set dated 8-20-2020](#)
[Attachment 5 - Focused Traffic Study dated 9-10-20 prepared](#)
[Attachment 6 - Climate Action Plan \(CAP\) Checklist and di](#)
[Attachment 7 - Public Correspondence and Neighborhood](#)
[Attachment 8 - MJP98-053 - MISSION ARBORS RITE AID](#)
[Attachment 9 - Planned Development 403 \(Ord 3442\) Polic](#)
[Attachment 10 - Planning Commission Resolution 12026](#)
[Ordinance](#)
[Presentation](#)

15.3 PUBLIC HEARING - DOWNTOWN STATION AREA SPECIFIC PLAN IMPLEMENTATION PACKAGE

BACKGROUND: The project includes Zoning Code Map and Text Amendments and Design Guidelines Amendments to implement the Downtown Station Area Specific Plan (DSASP). These Amendments include parcel specific rezonings of properties within the DSASP boundary, including the primary zoning district and applicable combining districts. Additional amendments to the Zoning Code text, to provide consistency with the DSASP, are also addressed and include, but are not limited to, the following: four new downtown zoning districts and associated permitted land uses, site and building design standards, parking, additions to the Historic combining district, modifications to the Landmark Alteration and Design Review processes, and additional or

modified definitions and general site development requirements. Section 2 of the Design Guidelines covering the Downtown Station Area are proposed to be updated to (1) reflect new guidelines from the DSASP, (2) remove design concepts addressed by the standards of the DSASP, and (3) eliminate redundancy and overlap that exists in the 2002 document.

The project also includes a limited General Plan and Specific Plan Amendments to clarify development criteria (density and height) for 12 properties within the St. Rose Preservation District to implement the City Council's direction provided on October 13, 2020.

RECOMMENDATION: The Planning Commission and the Planning and Economic Development Department recommend that the City Council, (1) by resolution, approve limited General Plan and Downtown Specific Plan amendments, and (2) introduce two ordinances, approving Zoning Code and Zoning Map Amendments of 888 properties located within the boundaries of the Downtown Station Area Specific Plan, to implement the Downtown Station Area Specific Plan.

The Design Review Board, Cultural Heritage Board, and Planning and Economic Development Department recommend that the City Council, by resolution, approve amendments to Section 2 of the City's Design Guidelines to implement the Downtown Station Area Specific Plan.

Attachments: [Staff Report](#)
[Attachment 1 - Zoning Code Text Amendments Redline](#)
[Attachment 2 - Design Guidelines Redline, Section 2 - Dow](#)
[Resolution - GPA and DSASP Amendments](#)
[Resolution - Design Guideline Amendments](#)
[Exhibit A - Design Guideline Amendment Reso](#)
[Ordinance - Zoning Code Text Amendments](#)
[Ordinance - Zoning Map Amendments](#)
[Presentation](#)
[REVISED Presentation \(Uploaded 11-17-2020\)](#)

16. WRITTEN COMMUNICATIONS

**16.1 QUARTERLY BOARDS, COMMISSIONS AND COMMITTEES
ATTENDANCE REPORT - Provided for information.**

Attachments: [Attendance Report](#)

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: [Upcoming Meetings List](#)

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

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

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. Requests should be submitted as far in advance as possible, but no later than two business days before the scheduled 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.