



# 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 12, 2024

**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 (IT IS RECOMMENDED THAT SOCIAL DISTANCING BE OBSERVED).**

**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/89643446933](https://srcity-org.zoom.us/j/89643446933), OR BY DIALING 877-853-5257 AND ENTERING WEBINAR ID: 896 4344 6933;**
- 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:**

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.

**4:00 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 - NONE.**

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

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

**6. REPORT, IF ANY, ON STUDY AND CLOSED SESSIONS - NONE.**

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

**8. 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.

**8.1 COMMUNITY EMPOWERMENT PLAN UPDATE**

This is a standing item on the agenda. No action will be taken except

for possible direction to staff.

**9. CITY MANAGER'S/CITY ATTORNEY'S REPORTS**

**10. STATEMENTS OF ABSTENTION 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 Authority/Regional Climate Protection Authority (SCTA/RCPA)**

**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**

**11.2 MAYOR'S/COUNCIL MEMBERS' APPOINTMENTS**

**11.2.1 Mayor's Appointments to County, Regional and State Positions**

Appointments to county, regional and state bodies on which the City is represented per City Charter section 15.

Mayor N. Rogers may announce the appointment of Shawn Kara as the alternate member to Zero Waste Sonoma and request Council approval of this selection.

#### **11.2.2 APPROVAL OF BOARD MEMBER LEAVE OF ABSENCE**

Housing Authority Commissioner Wayne Downey requested a leave of absence from October 7, 2024 through December 2024. Per Council Policy 000-06 - Appointments to Boards/Commissions/Committees, section J3, the Council may grant an approved leave of absence and the Council may appoint a temporary person to fill the position.

**RECOMMENDATION:** It is recommended by the Housing Authority Executive Director and the City Clerk, that the Council, by motion, approve the leave of absence for Commissioner Downey through the end of December 2024, and approve a temporary person to fill the position upon completion of interviews of those applications on file for the Housing Authority to fill the seat throughout the term of the leave of absence.

**Attachments:** [Attachment 1 - Council Policy 000-06 - Appointments to Bc](#)

### **12. APPROVAL OF MINUTES**

**12.1** October 22, 2024, Regular Meeting Minutes.

**Attachments:** [Draft Minutes](#)

### **13. CONSENT ITEMS**

**13.1** MOTION - AUTHORITY TO ISSUE DESIGN-BUILD REQUEST FOR PROPOSALS FOR ENERGY CONSERVATION AND EFFICIENCY IMPROVEMENTS

**RECOMMENDATION:** It is recommended by the Transportation and Public Works Department that the Council, by motion, approve the use of the Design-Build procurement method as in the best interest of the

City and authorize issuance of a Request for Proposals for energy conservation and efficiency improvements. This project aligns with the City's climate action goals by incorporating solar photovoltaic systems, battery storage, and energy efficiency upgrades at municipal facilities, in line with the City's commitment to sustainability and resilience.

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

**13.2 RESOLUTION - APPROVAL OF SECOND AMENDMENT TO BLANKET PURCHASE ORDER 166149 FOR THE PURCHASE OF AUTOMOTIVE PARTS AND SUPPLIES**

RECOMMENDATION: It is recommended by the Transportation and Public Works and Finance Departments that the Council, by resolution, approve the Second Amendment to Blanket Purchase Order 166149 with Smothers Parts International, Inc., Santa Rosa, California, for the purchase of automotive parts and supplies, to add funds and increase compensation in the amount of \$150,000 for a total amount not to exceed of \$597,000.

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

**13.3 RESOLUTION - AUTHORIZATION TO FILE APPLICATIONS FOR FEDERAL TRANSIT ADMINISTRATION FORMULA FUNDS AND SURFACE TRANSPORTATION PROGRAM FUNDS FOR FY2025 AND FY2026**

RECOMMENDATION: It is recommended by the Transportation and Public Works Department that the Council, by resolution, authorize the City Manager or designee to execute and file the annual grant applications with the Metropolitan Transportation Commission for the Federal Transit Administration Formula Program and Surface Transportation Program funding for fixed route operating, ADA paratransit operating, fixed route preventive maintenance, and bus purchase projects for FYs 2025 and 2026 and committing up to \$5,028,268 in local matching funds.

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

**13.4 RESOLUTION - SECOND AMENDMENT TO PROFESSIONAL**

SERVICES AGREEMENT NUMBER F002419A WITH CATHOLIC CHARITIES OF THE DIOCESE OF SANTA ROSA FOR THE INRESPONSE PROGRAM

RECOMMENDATION: It is recommended by the Police Department that the Council, by resolution: 1) approve the Second Amendment to Professional Services Agreement Number F002419A with Catholic Charities of the Diocese of Santa Rosa to provide services for the inRESPONSE Mental Health Support Team extending the term of the agreement to November 1, 2029 and increasing the total contract amount to \$4,090,561; and 2) delegate authority to the City Manager or designee to execute the agreement.

**Attachments:** [Staff Report](#)  
[Resolution](#)  
[Exhibit A - Second Amendment](#)

**13.5** RESOLUTION - AMENDMENT TO THE CITY'S CLASSIFICATION AND SALARY PLAN CREATING THE CLASSIFICATION OF TECHNICAL SERVICES MANAGER AND ADDING 2 FTE; ELIMINATING 1 TECHNICAL SERVICES DIVISION MANAGER, 1 COMMUNITY SERVICES OFFICER, AND 1 SENIOR ADMINISTRATIVE ASSISTANT

RECOMMENDATION: It is recommended by the Police Department and the Human Resources Department that the Council, by resolution, amend the City Classification and Salary Plan to: 1) create the classification of Technical Services Manager with a salary range of \$115,900- \$148,916 annually in Unit 18 - Miscellaneous Mid-Management; 2) add 2.0 FTE Technical Services Managers; and 3) eliminate 1.0 FTE Technical Services Division Manager, 1.0 FTE Community Services Officer, and 1.0 FTE Senior Administrative Assistant.

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

**13.6** RESOLUTION - AMENDMENT TO BLANKET PURCHASE ORDER 164049 TO INCREASE COMPENSATION WITH JET MULCH, INC.

RECOMMENDATION: It is recommended by the Recreation and Parks

(RP) and Finance Departments that the Council, by resolution, approve an amendment to Blanket Purchase Order (BPO) 164049 to add funds and increase compensation in the amount of \$44,000 for ASTM Certified (ASTM) Engineered Wood Fiber (EWF) product supply and installation with Jet Mulch, Inc., Soquel, California, (Jet Mulch) for a total amount not to exceed \$113,997.75.

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

#### 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 - APPROVAL OF RATE INCREASE OF 3.4% FOR RESIDENTS OF THE CITY OF SANTA ROSA WHO UTILIZE RECOLOGY SANTA ROSA (RECOLOGY SONOMA MARIN), EFFECTIVE JANUARY 1, 2025

**BACKGROUND:** The City of Santa Rosa grants Recology Sonoma Marin (Recology) an exclusive franchise agreement for the collection and hauling of solid waste, including the three main streams of recycling, landfill, and organic waste. The City awarded this agreement to Recology Sonoma Marin in November of 2017 through a competitive process. Any rate increase for Santa Rosa Recology customers is subject to City oversight. Staff requested a detailed rate review to ensure Recology is appropriately compensated, but also to ensure Santa Rosa's residents' refuse rates are competitive.

**RECOMMENDATION:** It is recommended by the Transportation and Public Works Department that the Council, by motion, approve a 3.4% rate increase for City of Santa Rosa customers of Recology Sonoma

Marin effective January 1, 2025.

**Attachments:** [Staff Report](#)  
[Attachment 1 - Rate Increase Request](#)  
[Attachment 2 - Refuse Rate Summary-2025](#)  
[Presentation](#)

**15.2 REPORT - AFFORDABLE HOUSING CAPITAL FACILITIES FEE PILOT PROGRAM**

**BACKGROUND:** Development impact fees provide a mechanism for new development projects to contribute financially to the cost of improving and expanding the public infrastructure and facilities needed to accommodate that development. Impact fees are commonly used by local agencies throughout California and in many other states as one of many funding sources for capital improvement programs. Impact fees are a one-time, non-recurring revenue source that is typically collected at the completion of a private development project. While development impact fees are necessary to support public infrastructure, the payment of impact fees may constitute a barrier for the construction of affordable housing. The Planning and Economic Development Department has analyzed the existing impact fee program, progress of housing development, and researched other jurisdictions' responses to this issue, and will present the Affordable Housing Capital Facilities Fee Pilot Program. The program proposes to set the Capital Facilities Fee for certain deed restricted affordable units to zero dollars for a limited period of time to encourage affordable housing development and achievement of the City's Regional Housing Needs Allocation requirements.

**RECOMMENDATION:** It is recommended by the Planning and Economic Development Department that the Council, by resolution, adopt an Affordable Housing Capital Facilities Fee Pilot Program reducing the Capital Facilities Fee for certain deed restricted affordable residential unit types to encourage the near-term development of specific affordable housing units needed to comply with the Regional Housing Needs Allocation.

**Attachments:** [Staff Report](#)  
[Resolution](#)  
[Presentation](#)  
[Late Correspondence \(Uploaded 11-12-2024\)](#)

## 16. 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.

**16.1 PUBLIC HEARING - AMEND THE SANTA ROSA FEE SCHEDULE TO ADD AN ANNUAL TOBACCO RETAIL LICENSE FEE (THIS ITEM WAS CONTINUED FROM THE OCTOBER 22, 2024, REGULAR MEETING)**

BACKGROUND: The City Council will hold a public hearing to consider adding an annual Tobacco Retail License Fee to the Fee Schedule to cover costs associated with compliance monitoring of Chapter 6-20 of the Santa Rosa City Code titled "Regulation of Retail Tobacco Sales", adopted by Council on August 6, 2024, and in effect on September 7, 2024. Council will be provided with a presentation describing how the proposed fee was developed in compliance with Government Code Section 50076 to ensure it does not exceed the estimated reasonable cost of providing the compliance monitoring activities. The public hearing will provide the public with an opportunity to provide feedback relating to the proposed fee.

RECOMMENDATION: It is recommended by the City Manager's Office that the Council: 1) hold a public hearing to discuss adding an annual Tobacco Retail License Fee; and 2) by resolution, add an annual Tobacco Retail License Fee associated with one compliance visit per fiscal year to the Santa Rosa Fee Schedule as Section 7.07, effective January 1, 2025.

**Attachments:** [Staff Report](#)  
[Attachment 1 - Option 1 - Exhibit A](#)  
[Attachment 2 - Option 2 - Exhibit A](#)  
[Attachment 3 - 2024 Fee Schedule Update](#)  
[Resolution](#)  
[Public Hearing Notice](#)  
[Presentation](#)

**16.2 PUBLIC HEARING - RESILIENT CITY MUNICIPAL CODE TEXT AND ZONING MAP AMENDMENTS**

BACKGROUND: The Resilient City (-RC) Combining District was created on October 24, 2017, through an Urgency Ordinance. The Resilient City Development Measures were adopted as an Ordinance on May 11, 2018. Both ordinances were extended to December 31, 2024 to allow staff time to complete a comprehensive update and recommendations. This Zoning Code Text and Map Amendment includes multiple changes across the Zoning Code to incorporate both ordinances and new updates without a sunset date.

RECOMMENDATION: It is recommended by the Planning Commission and the Planning and Economic Development Department that the Council introduce three separate ordinances: 1) amending Title 20 of the Santa Rosa City Code to add Chapter 20-35 Resilient City Measures, Remove Chapter 20-16 Resilient City Development Measures, implement multiple sections of Chapter 20-16 into applicable Zoning Code sections, update multiple sections of the Zoning Code, and remove Section 20-28.100 Resilient City ( RC) Combining District; 2) adopting a Zoning Map Amendment to reclassify 8,383 parcels to remove the Resilient City (-RC) Combining District in order to expand and implement Santa Rosa resiliency initiatives; and 3) amending Title 19 - Subdivisions of the Santa Rosa City Code to add the first and second Tubbs/Nuns Fire tentative map extensions.

- Attachments:** [Staff Report](#)  
[Attachment 1 - Summary of Changes to City Code](#)  
[Attachment 2 - Redline City Code Text Amendments](#)  
[Attachment 3 - Zoning Code Chapter 20-16 Resilient City \[](#)  
[Attachment 4 - Zoning Code Section 20-28.100 Resilient C](#)  
[Attachment 5 - Modifications to Design Review Developer |](#)  
[Attachment 6 - Public Survey Results](#)  
[Attachment 7 - Public Comment](#)  
[Attachment 8 - Resilient City \(-RC\) Combining District Parc](#)  
[Ordinance 1](#)  
[Ordinance 2](#)  
[Ordinance 3](#)  
[Presentation](#)  
[Public Hearing Notice](#)  
[Revised Staff Report \(Uploaded 11-12-2024\)](#)  
[Revised Attachment 1 - Summary of Changes to City Code](#)  
[Revised Attachment 2 - Redline City Code Text Amendme](#)  
[Revised Ordinance 1 \(Uploaded 11-12-2024\)](#)  
[Revised Presentation \(Uploaded 11-12-2024\)](#)

## 17. WRITTEN COMMUNICATIONS

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

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

- 17.2 NOTICE OF FINAL MAP - Roseland Village Phase 1 Subdivision: 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**

**Attachments:** [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).

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.*