



City of Santa Rosa

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

City Council Regular Meeting Minutes - Draft

Tuesday, October 14, 2025

1:30 PM

1. CALL TO ORDER AND ROLL CALL

Mayor Stapp called the meeting to order at 1:32 p.m.

Present: 6 - Mayor Mark Stapp, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, Council Member Jeff Okrepkie, and Council Member Natalie Rogers

Absent: 1 - Vice Mayor Eddie Alvarez

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

3. ANNOUNCEMENT OF CLOSED SESSION ITEMS

PUBLIC COMMENT:

Duane De Witt spoke on Items 3.2 and 3.3.

Janice Karrman spoke on Item 3.3.

Mayor Stapp recessed into closed session at 1:38 p.m. to discuss Items 3.1 through 3.3 as listed on the agenda.

3.1 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9: three potential cases

This item was received and filed.

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

Cornerstone Communities II, LLC v. The City of Santa Rosa, The City Council of the City of Santa Rosa, et al.

Sonoma County Superior Court Case No. 25CV06089

This item was received and filed.

3.3 PUBLIC EMPLOYMENT

(Government Code Section 54957)

Titles: City Manager and Interim City Manager

This item was received and filed.

Mayor Stapp adjourned closed session at approximately 2:58 p.m. and reconvened the meeting to open session at 4:01 p.m.

4. STUDY SESSION - NONE.

5. INTERVIEWS FOR BOARDS, COMMISSIONS AND COMMITTEES

Present: 6 - Mayor Mark Stapp, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, Council Member Jeff Okrepkie, and Council Member Natalie Rogers

Absent: 1 - Vice Mayor Eddie Alvarez

5.1 PERSONNEL BOARD INTERVIEWS

The Council will conduct interviews for one At-Large Personnel Board vacancy.

The Council interviewed Stacy Spector and Marcus Corey for the Personnel Board.

6. ANNOUNCEMENT OF ROLL CALL (IF NEEDED)

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

Teresa Stricker, City Attorney, reported there was no reportable action taken in closed session.

8. PROCLAMATIONS/PRESENTATIONS

8.1 PROCLAMATION - ZERO WASTE WEEK

Council Member MacDonald read and presented the proclamation to Leslie Lukacs, Executive Director Zero Waste Sonoma.

Leslie Lukacs provided an update on Zero Waste Sonoma.

PUBLIC COMMENT:

Duane De Witt spoke in support of Zero Waste Sonoma and

suggested coordinating with City creek cleanup volunteers for recycling.

9. STAFF BRIEFINGS

9.1 COMMUNITY EMPOWERMENT PLAN UPDATE

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

Ana Horta, Community Engagement Manager, provided a brief report on recent and upcoming engagement events.

PUBLIC COMMENT:

Duane De Witt spoke on an upcoming community meeting, Roseland Creek cleanup, and projects beginning in Roseland.

This item was received and filed.

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

City Manager Smith spoke on the upcoming Business ExpertXpress seminar on October 20th, designed to help new business owners launch and grow their businesses, and the Halloween at Howarth trick or treat event on October 25th.

No public comments were made.

11. STATEMENTS OF ABSTENTION/RECUSAL BY COUNCIL MEMBERS

No statements of abstention or recusal were made.

12. MAYOR'S/COUNCIL MEMBERS' REPORTS

Council Member MacDonald provided highlights on the Violence Prevention Program seminar and reported on the Park-A-Month at Northwest Community Park.

Council Member Rogers reported on being sworn in as President of League of California Cities North Bay division, City Manager Smith being sworn in as Vice President of the Cal Cities Manager's Group, and thanked the Santa Rosa Police Department for the Faith & Blue

event.

Council Member Okrepkie reported on the success of the Live at Juilliard Concert Series, the Second Sundays event, and discussed the upcoming Santa Rosa Public Art Walk.

Council Member Fleming reported on the opening of the Novato narrows and upcoming projects to increase connectivity to San Francisco, thanked staff for contributing to the success of the district 4 meeting, and noted the passing of colleague Mark Milberg.

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

Council Member Okrepkie provided a brief report on the Economic Development Subcommittee.

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)

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 PERSONNEL BOARD

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

No public comments were made.

A motion was made by Council Member Fleming, seconded by Council Member MacDonald, to appoint Stacy Spector to the Personnel Board. The motion carried by the following vote:

Yes: 6 - Mayor Mark Stapp, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, Council Member Jeff Okrepkie, and Council Member Natalie Rogers

Absent: 1 - Vice Mayor Eddie Alvarez

12.3 COUNCIL LIAISON POSITIONS ON JOINT POWERS AUTHORITY

12.3.1 APPOINTMENT OF ALTERNATE TO ZERO WASTE SONOMA AGENCY

The Council may, by motion, select and appoint an alternate to the Zero Waste Sonoma Agency Board of Directors.

Mayor Stapp announced the appointment of staff member Josh Carstensen as the alternate to Zero Waste Sonoma.

PUBLIC COMMENT:

Duane Dewitt spoke regarding an interest in being appointed.

A motion was made by Council Member Okrepkie, seconded by Council Member MacDonald, to appoint Josh Carstensen as the alternate to Zero Waste Sonoma. The motion carried by the following vote:

Yes: 6 - Mayor Mark Stapp, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, Council Member Jeff Okrepkie, and Council Member Natalie Rogers

Absent: 1 - Vice Mayor Eddie Alvarez

13. APPROVAL OF MINUTES

13.1 September 30, 2025, Regular Meeting Minutes.

Approved as submitted.

14. CONSENT ITEMS

PUBLIC COMMENT:

Duane De Witt spoke in support of Item 14.1 and suggested a HAWK lighting system be installed on Burbank Avenue at Roseland Creek Elementary and Roseland Middle School.

Dan Hennessey, Director of Transportation and Public Works, answered questions from Council regarding Item 14.1.

Approval of the Consent Agenda

A motion was made by Council Member Okrepkie, seconded by Council Member Rogers, to waive reading of the text and adopt Consent Items 14.1 through 14.5. The motion carried by the following vote:

Yes: 6 - Mayor Mark Stapp, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, Council Member Jeff Okrepkie, and Council Member Natalie Rogers

Absent: 1 - Vice Mayor Eddie Alvarez

14.1 MOTION - CONTRACT AWARD - PINER CREEK CROSSING - HAWK (HIGH-INTENSITY ACTIVATED CROSSWALK)

RECOMMENDATION: The Transportation and Public Works Department recommends that the Council, by motion, award Contract Number C01643, Piner Creek Crossing - HAWK (High-Intensity Activated Crosswalk) in the amount of \$460,480 to the lowest responsible bidder, Mike Brown Electric Co. of Cotati, California, approve a 15% contract contingency in the amount of \$69,072 and authorize the City Manager or designee to execute the Contract and any change orders in a total contract amount of \$529,552. The source of funds is gas taxes. No City General Fund money is included in this project.

This Consent - Motion was approved.

- 14.2** MOTION - APPROVAL OF FIRST AMENDMENT TO GENERAL SERVICES AGREEMENT NUMBER F002803 WITH GREEN TARA, INC., DBA CLONE DIGITAL PRINT AND COPY

RECOMMENDATION: The Finance Department recommends that the Council, by motion, approve the First Amendment to General Services Agreement Number F002803 with Green Tara, Inc., dba Clone Digital Print and Copy, Santa Rosa, California, to increase compensation in the amount of \$150,000, for a total contract not to exceed \$250,000, subject to approval by the City Attorney. This item has no impact on current fiscal year budget.

This Consent - Motion was approved.

- 14.3** MOTION - FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH ACCELA, INC. FOR PERMITTING AND INSPECTION SOFTWARE

RECOMMENDATION: The Information Technology Department recommends that the Council, by motion, approve the First Amendment to Professional Services Agreement Number F002876 with Accela, Inc., San Ramon, California, to incorporate ePermitHub plan review software, in the amount of \$264,761.72, for a total contract not to exceed \$2,744,562.83, subject to approval as to form by the City Attorney. This item has no impact on current fiscal year budget.

This Consent - Motion was approved.

- 14.4** RESOLUTION - THIRD AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT F002578 WITH DTA PUBLIC FINANCE, INC

RECOMMENDATION: The Planning and Economic Development Department recommends that the Council, by resolution, approve the Third Amendment to Professional Services Agreement Number F002578 with DTA Public Finance, Inc., Irvine, California to revise the scope of services, extend the time of performance, and increase compensation in the amount of \$50,000, for a total contract not to exceed \$301,500, and authorize the Assistant City Manager to make non-substantive changes to the Amendment, subject to approval by the City Attorney, and execute the Amendment. This item has no impact on

current fiscal year budget.

This - Consent - Resolution was adopted as amended.

RESOLUTION NO. RES-2025-166 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA APPROVING THE THIRD AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT NO. F002578 WITH DTA PUBLIC FINANCE, INC.

14.5 ORDINANCE ADOPTION SECOND READING - ORDINANCE OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING SECTION 1-08 OF THE SANTA ROSA CITY CODE AND ADDING SECTION 1-09 TO THE SANTA ROSA CITY CODE

RECOMMENDATION: The City Clerk's and City Attorney's Offices recommend that the Council approve the second reading and adopt an ordinance to amend Santa Rosa City Code (SRCC) Sections 1-08.010 and 1-08.020 to eliminate the requirement of reading ordinance and resolution titles prior to adoption and add Section 1-09 to codify authority to correct scrivener's errors. This ordinance, introduced at the September 30, 2025, Regular Meeting, passed by a 5-0-2-0 vote (Rogers and Fleming absent).

This Consent - Ordinance was adopted on second reading.

ORDINANCE NO. ORD-2025-012 ENTITLED: ORDINANCE OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING SECTION 1-08 OF THE SANTA ROSA CITY CODE AND ADDING SECTION 1-09 TO THE SANTA ROSA CITY CODE

The time not being 5:00 p.m., Mayor Stapp recessed the meeting at 4:44 p.m. and reconvened to open session at 5:00 p.m.

Present: 6 - Mayor Mark Stapp, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, Council Member Jeff Okrepkie, and Council Member Natalie Rogers

Absent: 1 - Vice Mayor Eddie Alvarez

15. PUBLIC COMMENT ON NON-AGENDA MATTERS

PUBLIC COMMENT:

Duane De Witt spoke on the Santa Rosa EIR/EIS project of 1997 and an upcoming storm water project.

Adina Flores congratulated City Manager Smith on the Sacramento City Manager position, spoke on a memo received in a records request regarding approvals for time off requests, and spoke on the Faith & Blue event.

Janice Karrman spoke on board and commission members being appointed from the Council Member's district.

16. REPORT ITEMS - NONE.

17. PUBLIC HEARINGS

17.1 PUBLIC HEARING - FEE ADJUSTMENT FOR RECREATION AND PARKS RELATED PROGRAMS AND SERVICES

BACKGROUND: The Recreation Division of the Housing and Community Services Department provides a wide range of fee-based services, including facility use, admissions, and program activities. The Department is proposing updated fees to adjust to increasing expenses, support greater cost recovery and improve operational efficiencies.

RECOMMENDATION: The Housing and Community Services Department recommends that the Council, by resolution: 1) approve the proposed fee schedule for various facilities and services effective January 1, 2026; and 2) delegate authority to the Director of Housing and Community Services to set the necessary fees for seasonal program activities, excursions, special events, and athletic league fees.

Jeff Tibbetts, Deputy Director and Jacqui Hamann, Administrative Services Officer, presented and answered questions from Council.

Mayor Stapp opened and closed the public hearing at 5:35 p.m. as no public comments were made.

A motion was made by Council Member Bañuelos, seconded by Council Member Fleming, to waive reading of the text and adopt

RESOLUTION NO. RES-2025-167 ENTITLED: RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA ESTABLISHING NEW AND REVISED FEES WITHIN THE CITY'S FEE SCHEDULE FOR RECREATION AND PARKS RELATED PROGRAMS AND SERVICES

The motion carried by the following vote:

Yes: 6 - Mayor Mark Stapp, Council Member Caroline Bañuelos, Council Member Victoria Fleming, Council Member Dianna MacDonald, Council Member Jeff Okrepkie, and Council Member Natalie Rogers

Absent: 1 - Vice Mayor Eddie Alvarez

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 5:38 p.m. The next regularly scheduled meeting will be held on November 4, 2025, at a time to be set by the Mayor.

22. UPCOMING MEETINGS

22.1 UPCOMING MEETINGS LIST

This item was received and filed.

Approved on:

Rhonda Bolla
Deputy City Clerk