MINUTES

City Council /Housing Authority Meeting
September 3, 2025
6:00 PM
City Council Chambers, 311 Vernon Street

I. CALL TO ORDER

Mayor Bernasconi called the meeting to order at 6:02 PM.

II. ROLL CALL

Present: Vice Mayor Alvord, Councilmember Houdesheldt, Councilmember Mendonsa, Councilmember Roccucci, Mayor Bernasconi.

III. PLEDGE OF ALLEGIANCE

Captain Brandon Hernandez led the Pledge of Allegiance.

IV. MEETING PROCEDURES

City Clerk Carmen Avalos announced the procedures for addressing the City Council.

V. PRESENTATIONS

1. Roseville Coalition of Neighborhood Associations - Annual Update

Summary: An informational update on the activities of the Roseville Coalition of Neighborhood Associations (RCONA) by RCONA Vice President Charles Aquino and RCONA Board Member Ed Kriz.

CONTACT: Erin Dunlay 916-774-5397 ecdunlay@roseville.ca.us

The presentation was made by Roseville Coalition of Neighborhood Association Vice President Charles Aquino.

Ed Kriz, Vice President of Fiddyment Farms Homeowners Association, continued the presentation.

Bonnie Shadle, recording secretary of the Roseville Coalition of Neighborhood Association, continued the presentation.

Melinda Surmani-Hawkes, Roseville Coalition of Neighborhood Association Board Member, continued the presentation.

Randy Schwarts, of the Stoneridge Neighborhood Association, continued the presentation.

Charles Aquino, Vice President of Roseville Coalition of Neighborhood Association, continued the presentation.

VI. PUBLIC COMMENTS

This is the first opportunity to make a public comment on non-agenda items.

Jay Reed - Requested Roseville adopt a resolution in opposition to Proposition 50.

Leah Schoffstall - Requested a low barrier encampment site in Roseville.

Steven Alesci - Spoke on issues related to only having 20 minutes to vacate homeless encampments.

Jennifer Chapman - Spoke on emergency preparedness planning in neighborhoods.

VII. CONSENT CALENDAR

Motion by Councilmember Mendonsa; seconded by Councilmember Roccucci, to Approve the Consent Calendar as recommended. The motion Passed.
Ayes: Vice Mayor Alvord, Councilmember Houdesheldt, Councilmember Mendonsa, Councilmember Roccucci, Mayor Bernasconi.

2. **Roseville Sports Complex Maintenance Yard - Approval of Plans and Specifications and Design Assist Construction Agreement Amendment** (PARKS, RECREATION, AND LIBRARIES DEPARTMENT - PARK DEVELOPMENT)

Summary: Staff recommends approval of the plans for the Roseville Sports Complex Maintenance Yard and a design-assist construction agreement amendment with Robert A. Bothman, Inc. dba Robert A. Bothman Construction, Inc. in the amount of $1,783,750 for the Roseville Sports Complex West Side Maintenance Yard, that will provide a 3,300-square-foot shop, underground utilities hook-ups for the shop and portable office building, and tenant improvements to add a restroom in the shop. Staff also requests authority for staff to approve change order requests in an amount not to exceed 10% of the contracted amendment amount. Funding was approved in the General Fund in FY2024-25 from FY2023-24 General Fund year-end surplus funds.

CONTACT: Tara Gee 916-774-5253 tgee@roseville.ca.us

The City Council will consider the recommendation to:

a. Approve the plans for the Roseville Sports Complex West Side Maintenance Yard project; and

b. Adopt Resolution No. 25-292 approving a Design-Assist Construction Agreement Amendment, by and between the City of Roseville and Robert A. Bothman, Inc. DBA Robert A. Bothman Construction, Inc., authorizing the City Manager to execute it on behalf of the City of Roseville; and

c. Authorize the City Manager or his designee the authority to approve change orders for the project, consistent with the contract terms, provided that the net cost of all change orders shall not exceed 10% of the contract amendment price.

3. **Enterprise Project Management Software - Contract Purchase Agreement** (INFORMATION TECHNOLOGY DEPARTMENT - STRATEGIC PLANNING)

   Summary: Staff recommends approval of a contract purchase agreement with Metafuse Incorporated dba Project Insight in an estimated amount of $340,500 to provide a citywide enterprise project management solution for an initial five-year period. Additionally, staff recommends authorization for the Chief Information Officer to approve change orders up to an additional 10% to cover unexpected changes to the project scope or schedule and authorization for three optional renewal years without further Council approval, pending Council's approval of the yearly budget. Funding is included in the Enterprise Project Management Software Project in the General Fund, enterprise funds, and internal service funds.

   CONTACT: Sajanbir Kaur 916-774-5421 skaur@roseville.ca.us

   The City Council will consider the recommendation to:

   a. Adopt Resolution No. 25-291 approving a Contract Purchase Agreement, by and between the City of Roseville and Metafuse Incorporated DBA Project Insight and authorizing the City Manager to execute it on behalf of the City of Roseville.

4. **HOUSING AUTHORITY/CITY COUNCIL – Quarterly Status Update, 2nd Qtr 2025** (ECONOMIC DEVELOPMENT DEPARTMENT - HOUSING)

   Summary: Staff recommends City Council, acting as the Roseville Housing Authority Board, receive a status report on the Housing Authority’s Housing Choice Voucher Program for the 2nd Quarter of 2025. This report is for informational purposes only and has no impact on the City's General Fund.

   CONTACT: Danielle OConnell 916-774-5277 doconnell@roseville.ca.us

   The City Council will consider the recommendation to:

   This is an informational item and requires no City Council action.

5. **Cirby Substation Switchgear Replacement Civil Construction Project – Notice of Completion** (ELECTRIC DEPARTMENT - ENGINEERING)

   Summary: Staff recommends approval of the Notice of Completion for the Cirby Substation Switchgear Replacement Civil Construction Project. The total amount of the contract with Interstate Construction, Inc. was $248,280 and was funded by the Electric Department's capital improvement project budget in the Electric Fund. Staff have made final inspection of this project and have found the civil improvement work complete in accordance with the improvement plans and City specifications.

CONTACT: Austin Kurth 916-774-5661 akurth@roseville.ca.us

The City Council will consider the recommendation to:

a. Accept the Cirby Substation Switchgear Replacement Civil Construction Project as complete and;

b. Adopt Resolution No. 25-284 accepting the Public Work known as the Cirby Substation Switchgear replacement civil construction project, approving the "Notice of Completetion", and authorizing the Electric Utility Director to execute said Notice on behalf of the City of Roseville.

6. **Solid Waste Recycling Site Creekview Lot 26 - Grant Deed** (ENVIRONMENTAL UTILITIES DEPARTMENT - TECHNICAL SERVICES)

Summary: Staff recommends acceptance of a Grant Deed of Land offered on the Final Map of Creekview Large Lot Subdivision in order to facilitate the construction of the Creekview Solid Waste Recycling Site. The action requested has no fiscal impact to the City.

CONTACT: Rana Moore 916-774-5581 rcmoore@roseville.ca.us

The City Council will consider the recommendation to:

a. Authorize the City Clerk or her designee to record the Resolution of Acceptance and the Grant Deed at the Recorder's Office of Placer County; and

b. Adopt Resolution No. 25-290 accepting a Grant Deed and authorizing the City Manager to execute the Deed and any other documents required to effectuate the Recordation and Enforcement of this Acceptance.

7. **Urban Water Management Plan and Water Management Plan 2025 Updates – Professional Services Agreement** (ENVIRONMENTAL UTILITIES DEPARTMENT - WATER)

Summary: Staff recommends approval and award of a professional services agreement to Water Works Engineers, LLC in the amount of $194,399 for 2025 updates to the Urban Water Management Plan (UWMP) and Water Management Plan (WMP). The UWMP is required by the California Urban Water Management Planning Act, as codified in Section 10610 et seq., of the California Water Code and the Department of Water Resources' guidebook. The WMP is required by the Central Valley Improvement Act of 1992 and Section 210(b) of the Reclamation Reform Act of 1982, which requires certain entities that enter into a water service or repayment contract with the Bureau of Reclamation to prepare and submit to Reclamation a Water Management Plan. Funding for this project is from the Water Operations Fund.

CONTACT: Janice Gainey 916-774-5535 jrgainey@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 25-283 approving a Professional Services Agreement, by and between the City of Roseville and Water Works Engineers, LLC, and authorizing the City Manager to execute it on behalf of the City of Roseville.

8. **Church Street and Pump Station 26 Collection System Improvements Project - Professional Services Agreement Amendment** (ENVIRONMENTAL UTILITIES DEPARTMENT - TECHNICAL SERVICES)

Summary: Staff recommends approval of an amendment to Inferrera Construction Management's professional services agreement for the Church Street (Schedule A) and Pump Station 26 (Schedule B) Collection System Improvements Project (Project). The Project has adequate funds for the amendment in the amount of $100,000 with $50,000 funded by the Wastewater Rehabilitation Fund for Schedule A and $50,000 funded by the South Placer Wastewater Authority for Schedule B.

CONTACT: William Montz 916-774-5545 wlmontz@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution 25-289 approving a First Amendment to Professional Services Agreement, by and between the City of Roseville and Inferrera Construction Mangement Group, Inc., and authorizing the City Manager to execute it on behalf of the City of Roseville.

9. **Service and Support of Accela Software - Professional Services Agreement Amendment** (DEVELOPMENT SERVICES DEPARTMENT - BUSINESS SERVICES DIVISION)

Summary: Staff recommends approval of an amendment to the professional services agreement with True Point Solutions LLC, with a not-to-exceed amount of $300,000 annually for the recommended agreement amendment and future optional renewals. The funding source is the Development Services Department's Technology Replacement Fund, funded by development through building permit fees for development-driven technology improvements. Funding for FY2025-26 is included in the Department's budget. Staff also recommends authorization for the City Manager to execute future amendments to extend the agreement for up to two (2) additional one-year renewal terms on behalf of the City.

CONTACT: Stacie Marchetti 916-774-5278 smarchetti2@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 25-285 approving a first amendment to Professional Services Agreement, by and between the City of Roseville and Truepoint Solutions LLC, and authorizing the City Manager to execute it on behalf of the City of Roseville.

10. **Sierra Vista Phase 2 Backbone - Notice of Completion** (DEVELOPMENT SERVICES DEPARTMENT - ENGINEERING DIVISION)

Summary: Staff recommends approval of the Notice of Completion for the Sierra Vista Phase 2 Backbone Project as complete. The Engineering Division has made final inspection of the project and has found the roadway infrastructure work complete in accordance with the improvement plans and City specifications. This action has no fiscal impact on the City's General Fund. Construction costs were paid by the developer.

CONTACT: Ignacio Vizcarra 916-774-5578 ivizcarra@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 25-287 of the Council of the City of Roseville accepting the Public Work known as Sierra Vista Phase 2 Backbone Project, approving the "Notice of Completion", and authorizing and directing the City Engineer to execute said Notice on behalf of the City of Roseville, therefore, and accepting a portion of the dedications offered on the recorded map of the subdivision.

11. Sierra Vista KT Phase 2, Vista Grande Blvd. & Sierra Village Dr. - Notice of Completion (DEVELOPMENT SERVICES DEPARTMENT - ENGINEERING DIVISION)

Summary: Staff recommends approval of the Notice of Completion for the Sierra Vista KT Phase 2, Vista Grande Blvd. & Sierra Village Dr. as complete. The Engineering Division has made final inspection of the project and has found the roadway infrastructure work complete in accordance with the improvement plans and City specifications. This action has no fiscal impact on the City's General Fund. Construction costs were paid by the developer.

CONTACT: Ignacio Vizcarra 916-774-5578 ivizcarra@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 25-286 of the Council of the City of Roseville accepting the Public Work known as Vista Grande Blvd & Sierra Village Dr Project, approving the "Notice of Completion", and authorizing and directing the City Engineer to execute said Notice on behalf of the City of Roseville, therefore, and accepting a portion of the dedications offered on the recorded map of the subdivision.

12. Sierra Vista Santucci Boulevard - Notice of Completion (DEVELOPMENT SERVICES DEPARTMENT - ENGINEERING DIVISION)

Summary: Staff recommends approval of the Notice of Completion for the Sierra Vista Santucci Boulevard Project as complete. The Engineering Division has made final inspection of the project and has found the roadway infrastructure work complete in accordance with the improvement plans and City specifications. This action has no fiscal impact on the City's General Fund. Construction costs were paid by the developer.

CONTACT: Ignacio Vizcarra 916-774-5578 ivizcarra@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Resolution No. 25-288 of the Council of the City of Roseville accepting the Public Work known as Santucci Boulevard Project, approving the "Notice of Completion", and authorizing and directing the City Engineer to execute said Notice on behalf of the City of Roseville, therefore, and accepting a portion of the dedications offered on the recorded map of the subdivision.

13. Second Reading - Formation of Creekview Phase 5 Community Facilities District No. 1 (Public Facilities) (FINANCE DEPARTMENT)

Summary: Staff recommends approval of a Second Reading Ordinance Levying Special Taxes Within the City of Roseville Creekview Phase 5 Community Facilities District No. 1 (Public Facilities).

CONTACT: Jeannine Thrash 916-774-5473 jthrash@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Ordinance No. 6987 of the City Council of the City of Roseville Levying Special Taxes within City of Roseville Creekview Phase 5 Community Facilities District No. 1 (Public Facilities).

14. Resolution - Farida Khan

Summary: Commend Farida Khan for her 24 years of outstanding service and dedication to the City of Roseville and the Development Services Department, congratulate her for her many accomplishments, and wish her a long, healthy, and fulfilling retirement.

CONTACT: Blair Hutchison 916-774-5266 bmhutchison@roseville.ca.us

15. Council Discretionary Funds - Budget Adjustment (CITY MANAGER DEPARTMENT - CITY MANAGER)

Summary: Staff recommends approval of a budget adjustment in the amount of $5,821 to carry forward unappropriated FY2024-25 Discretionary Funds for use in FY2025-26.

CONTACT: Heather Blanco 916-746-1171 hblanco@roseville.ca.us

The City Council will consider the recommendation to:

a. Adopt Ordinance 6984 of the Council of the City of Roseville authorizing certain amendments to the Fiscal Year 2024-25 budget and declaring this ordinance to be immediately effective as an appropriation measure.

16. Minutes of Prior Meetings (CITY CLERK DEPARTMENT)

Summary: Staff recommends approval of the minutes of the August 20, 2025 City Council Meeting.

CONTACT: Melissa Lipp 916-774-5268 MLLipp@roseville.ca.us

The City Council will consider the recommendation to:

a. Approve the minutes of the August 20, 2025 City Council Meeting.

END OF CONSENT CALENDAR

VIII. PRESENTATIONS/REPORTS

17. Planning Commission Vacancy - Appointment (CITY CLERK DEPARTMENT)

Summary: Staff recommends Council appoint one (1) individual to the Planning Commission to a term expiring June 30, 2026, from applications received from Michael Bradford, Einar Maisch, Lewis McGeorge, Jason Probst, and Jim Ratliff.

CONTACT: Katrina Six 916-774-5267 kmsix@roseville.ca.us

The City Council will consider the recommendation to:

a. Appoint one (1) individual to the Planning Commission to a term expiring June 30, 2026 from applications received from Michael Bradford, Einar Maisch, Lewis McGeorge, Jason Probst, and Jim Ratliff.

City Clerk Technician Katrina Six made the presentation to the City Council.

No public comment received.

Motion by Councilmember Mendonsa; seconded by Councilmember Roccucci, to Appoint Einar Maisch to the Planning Commission to a term expiring June 30, 2026. The motion Passed.

Ayes: Vice Mayor Alvord, Councilmember Houdesheldt, Councilmember Mendonsa, Councilmember Roccucci, Mayor Bernasconi

18. Roseville Venture Lab - New Non-Capital Multi-Year Project Approval, Program Agreement, Professional Services Agreement, Sponsorship Agreements, and Budget Adjustment (ECONOMIC DEVELOPMENT DEPARTMENT)

Summary: Staff recommends approval of a new Non-Capital Multi-Year Project for the Roseville Venture Lab (RVL), a Program Agreement with the Growth Factory to administer accelerator and incubator programs, a professional services agreement with the Roseville Area Chamber of Commerce to manage the day-to-day operations of the RVL facility, and authorization to execute Sponsorship Agreements with community partners in support of the RVL initiative. Staff also recommends approval of a budget adjustment in the amount of $394,500 for the new Roseville Venture Lab Project, to cover the expense of program implementation, space management and grant funding allocations associated with operation of RVL. Funding for the proposed initiative will come from the Strategic Improvement Fund ($300,000), the Electric Fund ($20,000), the Environmental Utilities operating funds ($25,000 already budgeted, but being moved to the new project), and other partnering sponsors ($74,500), and will not impact the General Fund.

CONTACT: Wayne Wiley 916-774-5283 wwiley@roseville.ca.us

The City Council will consider the recommendation to:

a. Approve a new Non-Capital Improvement Project; and

b. Adopt Resolution No. 25-293 approving an amended and restated Program Agreement, by and between the City of Roseville and Growth Factory, and authorizing the City Manager to execute it on behalf of the City of Roseville; and

c. Adopt Resolution No. 25-294 approving a Professional Services Agreement, by and between the City of Roseville and The Roseville Area Chamber of Commerce, and authorizing the City Manager to execute it on behalf of the City of Roseville; and

d. Adopt Resolution No. 25-295 approving the form of the Standard Partner Sponsorship Funding Agreement; and

e. Adopt Ordinance No. 6986 authorizing certain amendments to the Fiscal Year 2025-26 Budget and declaring this ordinance to be immediately effective as an appropriation measure.

Economic Development Director Melissa Anguiano made the presentation to the City Council.

Economic Development Project Manager Wayne Wiley continued the presentation to the City Council.

The following individuals spoke in support of the item:
Ananda Rochita Chief Execute Officer of Roseville Area Chamber of Commerce
Jasmine Ward Vice President of Marketing and Communications of Greater Sacramento Economic Council
Dr. Amy Schultz, Executive Dean of Sierra College Workforce and Strategic Initiatives
Dr. Tu Carroz, Assistant Superintendent of Education Services at Roseville Joint Union High School District
Vasu Vallurupalli, Board Member of Placer Robotics
J. Ross, City of Auburn Economic Development Commission
Jeff Taylor, Local Business Owner
Jenny Darlington-Person, Executive Director of Arts Council of Placer County
Mehrshad Mansouri, Growth Factory Program Director

Motion by Councilmember Houdesheldt; seconded by Councilmember Roccucci, to Approve a new Non-Capital Improvement Project; and Adopt Resolution No. 25-293 approving an amended and restated Program Agreement, by and between the City of Roseville and Growth Factory, and authorizing the City Manager to execute it on behalf of the City of Roseville; and Adopt Resolution No. 25-294 approving a Professional Services Agreement, by and between the City of Roseville and The Roseville Area Chamber of Commerce, and authorizing the City Manager to execute it on behalf of the City of Roseville; and Adopt Resolution No. 25-295 approving the form of the Standard Partner Sponsorship Funding Agreement; and Adopt Ordinance No. 6986 authorizing certain amendments to the Fiscal Year 2025-26 Budget and declaring this ordinance to be immediately effective as an appropriation measure. The motion Passed.

Ayes: Vice Mayor Alvord, Councilmember Houdesheldt, Councilmember Mendonsa, Councilmember Roccucci, Mayor Bernasconi.

IX. PUBLIC COMMENTS

This is the second opportunity to make a public comment on non-agenda items.

No public comment received.

X. STAFF/COUNCIL REPORTS

Councilmember Houdesheldt reported on various community events.

Vice Mayor Alvord reported on various community events.

Councilmember Mendonsa thanked Roseville Electric Staff for restoring power to the residents quickly.

Councilmember Roccucci spoke on the passing of Audrey Huisking.

Mayor Bernasconi spoke on the passing of Harry Crabb.

XI. ADJOURNMENT

Mayor Bernasconi adjourned the meeting at 7:21 p.m in honor of Audrey Huisking and Harry Crabb.