

COUNCIL MEMBERS  
Lisa Diaz Nash, Mayor  
Rob Newsom Jr., Deputy Mayor  
Rich Hedges  
Amourance Lee  
Adam Loraine

# CITY OF SAN MATEO

## Regular Meeting Minutes

### City Council Meeting

City Hall  
330 W. 20th Avenue  
San Mateo CA 94403  
www.cityofsanmateo.org

**August 19, 2024**  
**City Hall Council Chambers 7:00 PM**  
**Regular Meeting**

#### **CALL TO ORDER at 7:01 p.m.**

Pledge of Allegiance

Roll Call

Present: Mayor Diaz Nash, Deputy Mayor Newsom, Council Members: Hedges, Lee, and Loraine

AB 2449 Requests and Considerations for Meeting Participation by Teleconference due to Just Cause or Emergency Circumstances – Council Member Hedges requested to teleconference remotely as he will be assisting an immediate family member for a medical reason. Motion passed 4-0.

Moved: Newsom, Seconded: Loraine

Ayes: Diaz Nash, Newsom, Lee, and Loraine

Noes: None

#### **CEREMONIAL**

1. San Mateo American Little League 12U - Recognition – Jason Gordon, Team Manager, players and coaches received recognition and certificates.
2. Peninsula Clean Energy Update - CEO Shawn Marshall gave the Presentation.

#### **CONSENT CALENDAR**

The following items, 3 through 6 and 8 through 24, were considered to be routine by the City Council. Item 7 was removed to be considered at a later date. After the titles of the items were read by the City Clerk, the public was invited to comment and there were no speakers. Motion passed 5-0.

Public Comment: Robert Whitehair expressed appreciation for the City Council's efforts in exploring electrification for public works vehicles and encouraged further efforts to find electric options for police motorcycles and other vehicles to support climate crisis initiatives.

Moved: Hedges, Seconded: Loraine

Ayes: Diaz Nash, Newsom, Hedges, Lee, and Loraine

Noes: None

3. State Route 82/State Route 92 Interchange Landscaping Improvements Project – Agreement  
Approve an agreement with Marina Landscape, Inc. for the State Route 82/State Route 92 Interchange Landscaping Improvements Project in the amount of \$1,650,150; establish a contingency reserve in the amount of \$250,000; and authorize the Public Works Director to execute the agreement in substantially the form presented and issue change orders as allowed by the contract documents and within the contingency amount.

**4. Central Recreation Center Roof Improvements – Agreement**

Adopt a Resolution approving an alternative purchasing procedure to award an agreement with McGinnis Chen Associates, Inc. for design professional services in an amount not to exceed \$93,025; establish a contingency reserve of \$10,000; and authorize the Public Works Director to execute the agreement in substantially the form presented and issue amendments within the contingency amount.

Enactment: Resolution No. 67 (2024)

**5. 1001 Haddon Drive Ponding Repair – Agreement**

Approve an agreement with W.R. Forde Associates, Inc. for 1001 Haddon Drive Ponding Repair Project in the amount of \$163,415.00; establish a contingency reserve in the amount of \$24,500; and authorize the Public Works Director to execute the agreement in substantially the form presented and issue change orders as allowed by the contract documents and within the amount of the contingency amount.

**6. 731 and 771 Crystal Springs Road Access Easements – Acceptance**

Adopt Resolutions to accept two Grants of Easement on 731 Crystal Springs Road and 771 Crystal Springs Road; and authorize the City Manager to execute the Grants of Easement in substantially the form presented.

Enactment: Resolution Nos. 68 and 69 (2024)

**8. Staff Augmentation Services – Agreement**

Approve a professional consultant services agreement to SNG & Associates, Inc. in an amount not to exceed \$200,000; establish a contingency reserve of \$20,000; and authorize the Public Works Director to execute the agreement in substantially the form presented and issue any future amendments within the contingency amount.

**9. Afterschool Enrichment Services for School Year 2024-2025 – Agreement**

Approve an agreement with San Mateo Union High School District for afterschool enrichment services for Empowerment Through Action (ETA) Program in an amount not to exceed \$31,000 starting on August 20, 2024 through May 29, 2025 and authorize Parks and Recreation Director to execute the agreement in substantially the form presented.

**10. Police Department Roof Improvements – Construction Contract**

Adopt a Resolution approving an alternative purchasing procedure to award a construction contract to Angeles Contractor, Inc. in the amount of \$1,607,434.64 for the Police Department Roof Improvements project; establish a contingency reserve in the amount of \$160,000.00; and authorize the Public Works Director to execute the contract in substantially the form presented and issue change orders within the contingency amount.

Enactment: Resolution No. 70 (2024)

**11. League of California Cities Annual Conference – Voting Delegate Designation**

Designate Deputy Mayor Rob Newsom Jr as the City's Voting Delegate and Council Member Rich Hedges as the alternate for the 2024 League of California Cities Annual Conference.

**12. Community Development Permit Tracking Software – Amendment**

Approve Amendment No. 2 to the Agreement with Tyler Technologies, Inc. to convert the existing on-premises EnerGov Permitting and Licensing software to a cloud-based service hosted by Tyler Technologies; increase the annual service maintenance/support fee from \$90,759 to \$194,381; and authorize the Community Development Director to execute the Amendment in substantially the form presented.

**13. Wastewater Treatment Plant Upgrade and Expansion Project Easement – Amendment**

Adopt a Resolution to approve an amendment to the Easement Deed and Agreement between the City of San Mateo and All American Self Storage, L.P. modifying the Public Utility Easement for the Wastewater Treatment Plant site; and authorize the Mayor to execute the amendment in substantially the form presented.

Enactment: Resolution No. 71 (2024)

- 14. Wastewater Treatment Plant Upgrade and Expansion Project Owner-Controlled Insurance Program – Policy Extension**  
Approve an extension to the City’s Owner-Controlled Insurance Program policy with Old Republic General Insurance Corporation to extend coverage for construction of the Wastewater Treatment Plant Upgrade and Expansion Project in an amount not to exceed \$1,069,153, for a revised total not to exceed cost of \$10,569,153; approve a contingency reserve in the amount of \$350,000 for potential additional extensions; and authorize the City Manager to approve the policy extension in substantially the form presented and additional policy extensions within the contingency amount.
- 15. Wastewater Treatment Plant Upgrade Engineering Services During Construction – Amendment & Contingency Increase**  
Approve Amendment No. 11 to the agreement with HDR Engineering, Inc. for additional engineering services during construction for the Wastewater Treatment Plant Upgrade and Expansion Project in the amount of \$1,607,808 for a new total agreement amount of \$18,095,235; increase the contingency reserve by \$320,000 for a new total contingency amount of \$3,664,000; and authorize the Public Works Director to execute the amendment and issue change orders within the contingency amount.
- 16. High Voltage Streetlight Conversion (Phase 5) Project – Agreement**  
Approve an agreement with Columbia Electric, Inc. for construction of the High Voltage Streetlight Conversion (Phase 5) Project in the amount of \$2,050,325; establish a contingency reserve in the amount of \$315,000; and authorize the Public Works Director to execute the agreement in substantially the form presented and issue change orders as allowed by the contract documents and within contingency amount.
- 17. Police Department Radio Replacement – Agreement**  
Adopt a Resolution to use an alternative purchasing procedure in accordance with Municipal Code Section 3.60.070(h)(3) to approve an agreement with Metro Mobile Communications for the purchase of replacement handheld and mobile radios for the San Mateo Police Department in the amount of \$721,055.83; authorize the Chief of Police to execute the agreement in substantially the form presented; and authorize the Chief of Police to issue change orders of up to \$50,000 cumulatively and the City Manager to issue change orders in excess of \$50,000 but not to exceed \$100,000 cumulatively.

Enactment: Resolution No. 72 (2024)
- 18. Marina Library Structural Improvements Project – Amendment and Contingency Increase**  
Approve Amendment No. 4 with Siegel & Strain Architects for design professional services for the Marina Library Structural Improvements project in an amount not to exceed \$506,694 for a new agreement amount of \$903,551; increase the contingency reserve in the amount of \$54,000 for a total contingency of \$90,000; and authorize the Public Works Director to execute the amendment in substantially the form presented and any future amendments within the contingency amount.
- 19. Tuolumne County Resource Conservation District – Agreement**  
Approve an agreement for a term from September 2, 2024, to June 30, 2025, with the Tuolumne County Resource Conservation District for compost procurement services in the amount of \$3,600 and authorize the City Manager to execute the agreement in substantially the form presented.

**20. Police Department Motorcycle Replacement – Contract**

Adopt a Resolution to approve an alternative purchasing procedure and approve a purchase contract with National Auto Fleet Group, a Division of Chevrolet of Watsonville, for the purchase of four (4) new BMW RT 1250 police specification motorcycles in the total amount not to exceed \$165,582.83; establish a contingency reserve in the amount of \$20,000; and authorize the Public Works Director to issue change orders and execute the purchase contract in substantially the form presented.

Enactment: Resolution No. 73 (2024)

**21. City Wide In-Person Safety Training – Amendment**

Approve Amendment No. 2 to the professional consultant services agreement with Du-All Safety, LLC, for in-person safety training of City employees; increase the agreement by \$240,000, for a new not-to-exceed total amount of \$360,000; approve a contingency reserve increase of \$40,000, for a new contingency total of \$52,000; extend the term of the agreement through August 31, 2026; and authorize the Public Works Director to execute the amendment in substantially the form presented and execute amendments within the contingency amount, including no-cost time extensions.

**22. Clean Water Program – Program Management Contingency**

Approve an increase to the contingency reserve associated with Amendment No. 9 to the agreement with CH2M Hill Engineers, Inc., for program management services for the Clean Water Program, in the amount of \$250,000, for a revised contingency reserve of \$1,697,000; and authorize the Public Works Director to execute amendments within the contingency amount.

**23. Library Materials Acquisition – Amendment**

Approve an amendment to the agreement with Baker & Taylor for a 3-year extension to be the primary vendor to provide library materials including books, audiobooks, DVDs, CDs and customized collection development services in the amount not to exceed \$500,000 annually for fiscal years 2024-25, 2025-26, and 2026-27 and authorize the City Manager to execute the amendment in substantially the form presented.

**24. Worker Resource Center at 171 North Amphlett Boulevard – Lease Amendment**

Adopt a Resolution to appropriate \$5,000 from the General Fund to the Worker Resource Center Fund to cover the additional cost of leasing the property at 171 North Amphlett Boulevard; approve Amendment No. 1 to the lease agreement for the property at 171 North Amphlett Boulevard for a period of one year at the rate of \$5,627.54 per month for use as the Worker Resource Center; and authorize the City Manager to execute the lease amendment in substantially the form presented.

Enactment: Resolution No. 74 (2024)

**END OF CONSENT CALENDAR**

**REMOVED FROM CONSENT CALENDAR**

**7. Parks and Recreation Department Field Mowers - Purchase Contract**

Item #7 has been removed for consideration at the request of staff and will be brought forward at a later date.

**PUBLIC COMMENT**

Yiwei Tong expressed concern about the unsightly damage to city streets caused by the installation of 5G cell towers and requested that telecommunications companies take responsibility for repairs. Irena voiced concerns about the aesthetic

and environmental impact of 5G cell tower installations, including increased radiation levels and potential harm to public health, citing the need for more stringent measures like those in Hillsborough.

## **OLD BUSINESS**

### **25. Community Relations Commission Amendment – Ordinance Introduction**

Denise Garcia, Management Analyst, gave the presentation.

Public Comment – There were no speakers.

Council made comments.

Motion to Introduce an Ordinance to amend the San Mateo Municipal Code Chapter 2.21 "Community Relations Commission" to incorporate diversity, equity, and inclusion issues or topics into the scope of work of the commission. Motion passed 5-0.

Moved: Hedges, Seconded: Lee  
Ayes: Diaz Nash, Newsom, Hedges, Lee, and Loraine  
Noes: None

### **26. Youth Commissioners – Ordinance Introduction**

Martin McTaggart, City Clerk, gave the presentation.

Public Comment – Owen Day expressed his support for this item.

Council comments followed.

Motion to Introduce an ordinance to amend San Mateo Municipal Code Chapter 2.15 "Library Board," Chapter 2.28 "Sustainability and Infrastructure Commission," and Chapter 2.29 "Senior Citizens Commission" to provide for Council appointment of two non-voting youth advisory members to each of these entities. Motion passed 5-0.

Moved: Hedges, Seconded: Lee  
Ayes: Diaz Nash, Newsom, Hedges, Lee, and Loraine  
Noes: None

## **NEW BUSINESS**

### **27. 2000 S. Delaware Street Affordable Housing Development Transfer to MidPen Housing - Reassignment and Amendment of Ground Lease and Conditional Loan Commitment Term Sheet**

Rachel Horst, Housing and Neighborhood Services Manager, gave the presentation.

Felix AuYeung(?), Midpen Representative, provided a presentation with more details.

Public Comment – There were no speakers.

Council commented and asked questions.

Motion to Approve: (1) a reassignment of the ground lease for the affordable housing project at 2000 S. Delaware Street from Westlake Reality Group to MP 2000 Delaware, LLC and amendments to the ground lease to deepen the affordability of the units in the Project to households at or below 80% of Area Median Income; and authorize the City Manager to execute the reassigned and amended ground lease in substantially the form provided; (2) a Term Sheet that includes a conditional loan commitment of \$500,000 in exchange for deepening the affordability of the 60 rental units in the Project from moderate to low-income; and direct staff to return to City Council by end

of November with a regulatory agreement, loan agreement, and other documents required to fulfill the commitments in the Term Sheet, for City Council approval. Motion passed 5-0.

Moved: Lee, Seconded: Newsom  
Ayes: Diaz Nash, Newsom, Hedges, Lee, and Loraine  
Noes: None

Enactment: Resolution No. 38 (2024)

## REPORTS AND ANNOUNCEMENTS

City Manager, City Attorney and Council Members reported on their various assignments and liaison roles and noted past and future events.

Council Member Lee requested a revision to the block party ordinance requiring 100% of property signatures for approval, stating that it was restrictive; the council unanimously supported modernizing the policy, and staff will return with the item in the fall. Council Member Lee also requested waiving or reducing facility rental fees for nonprofits providing free services, particularly health and human services, and the council directed staff to explore this with Parks and Recreation. Additionally, Council Member Lee asked for a council position in support of Proposition 5, which will be reviewed by the Legislative Committee in September. Council Member Loraine requested the Legislative Committee review the Federal Poverty Line Act for possible endorsement, which received full council support and will be referred to the committee. Deputy Mayor Newsom requested no fees for block parties during National Night Out, and staff noted this for future planning. Newsom also requested exploring a new pilot program for electric motorcycles, which the city manager will follow up on with the police chief.

## CLOSED SESSION

Following the opportunity for public comment, there were no speakers, the City Council convened into Closed Session at 9:06- p.m. to consider:

**28. Conference with Legal Counsel – Existing Litigation**

(Paragraph (1) of subdivision (d) of Government Code Section 54956.9)

Name of Case: Interstate Grading and Paving, Inc. v. City of San Mateo, San Mateo Superior Court Case No.: 23-CIV-05188

**ADJOURNMENT** –The meeting adjourned at 9:45 p.m.

APPROVED BY:

Lisa Diaz Nash, Mayor

SUBMITTED BY:

Martin McTaggart, City Clerk