

COUNCIL MEMBERS
Lisa Diaz Nash, Mayor
Rob Newsom Jr., Deputy Mayor
Rich Hedges
Amourence 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

June 17, 2024
City Hall Council Chambers 7:00 PM
Regular Meeting

CALL TO ORDER at 7:07 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 – there were no requests.

CEREMONIAL

1. Juneteenth - Recognition - Carolyn Hoskins, Hoskins Black History Museum & Learning Center, received the proclamation.
2. Mayor's Quarterly Hero Award – Flood Free San Mateo - Alex Cwirko-Godycki and Mareva Godfrey, Flood Free San Mateo, received the proclamation.

CONSENT CALENDAR

The following items, 3 through 22, were considered to be routine by the City Council. 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.

Moved: Lee, Seconded: Loraine

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

Noes: None

3. Citywide Custodial Services – Amendment
Approve Amendment No. 7 to the service agreement with Imperial Maintenance Services, Inc. for Citywide Custodial Services to exercise the final one-year extension; increase the agreement by \$1,048,870.97, for a total agreement amount not to exceed \$6,420,635.22; and authorize the Public Works Director to execute Amendment No. 7 in substantially the form presented.
4. City Standard Drawings – Update
Adopt a Resolution to update the City's Standard Drawings for trenching and asphalt speed cushions and to include new drawings for pavement restoration, streetlight details, pavement markings, and signposts and authorize the Director of Public Works to sign the drawings as approved.

Enactment: Resolution No. 42 (2024)

5. Technical Planning Services for Fiscal Year 2022-2023 – Agreement

Adopt a Resolution to approve an alternative purchasing procedure; approve an agreement in an amount not to exceed \$31,663.75 with Good City Company for technical planning services delivered during fiscal year 2022-23; and authorize the City Manager to execute the agreement in substantially the form presented.

Enactment: Resolution No. 43 (2024)

6. Caltrans 82/ECR Roadway Rehabilitation Upgrade Project – Agreement

Adopt a Resolution to approve an agreement with Caltrans for 82/ECR Roadway Rehabilitation Upgrade Project and authorize the Public Works Director to execute the agreement in substantially the form presented.

Enactment: Resolution No. 44 (2024)

7. On-Call Transportation Services for Various Projects – Amendments

Approve Amendment No. 1 to the agreements with AECOM Technical Services, Inc., Fehr & Peers, Kittelson and Associates, Inc. and Steer Davies and Gleave, Inc. to extend each agreement term through June 30, 2026, include up to one optional one-year extension, and increase each agreement by \$150,000 for total not-to-exceed amounts of \$400,000 each; and authorize the Public Works Director to execute the amendments in substantially the form presented and execute any future term extensions or amendments that do not change the not-to-exceed amount of the agreements.

8. Fiscal Year 2024-25 General Liability and Property Insurance – Purchase Authorization

Authorize a staff committee comprised of the City Manager, the Finance Director, and the City Attorney to select the most cost-effective program to insure the City's general liability, property risks, and Library, and authorize the City Attorney to execute all required documents to purchase the selected insurance for fiscal year 2024-25.

9. 2023 Rail Corridor Transportation Management Association – Annual Report

Review and accept the 2023 San Mateo Rail Corridor Transportation Management Association Annual Report.

10. Wastewater Treatment Plant Upgrade and Expansion Project Engineering Services – Amendment

Approve Amendment No. 2 to the agreement with Trussell Technologies, Inc. for additional engineering services for the Wastewater Treatment Plant Upgrade and Expansion Project and increase the agreement by \$122,763, for a new not-to-exceed total agreement amount of \$222,713; approve a contingency reserve in the amount of \$12,000; and authorize the Public Works Director to execute the amendment in substantially the form presented and issue amendments within the contingency amount.

11. Fiscal Year 2024-25 Water Quality Control Plant Supply of Chemicals – Contracts

Award contracts for chemical supplies to: (1) Univar Solutions USA, Inc. to supply sodium hypochlorite in the amount of \$1,438,280; (2) Thatcher Company of California, Inc. to supply sodium bisulfite in the amount of \$359,570; (3) Kemira Water Solutions, Inc. for the supply of ferric chloride in the amount of \$492,984; (4) Brenntag Pacific, Inc. for the supply of sodium hydroxide in the amount of \$394,157; and (5) Brenntag Pacific Inc. for the supply of citric acid in the amount of \$76,299; establish a 10% contingency reserve for each contract; and authorize the Public Works Director to execute the contracts in substantially the form presented and issue change orders within the contingency amounts.

12. Water Quality Control Plant Supply of Liquid Emulsion Polymer – Contract

Adopt a Resolution to approve an alternative purchasing procedure and award a one-year contract to SNF Polydyne for the supply of liquid emulsion polymer in the amount of \$523,018, including sales tax and tariff; and authorize the Public Works Director to execute the contract in substantially the form presented.

Enactment: Resolution No. 45 (2024)

13. Stormwater Fee for County Tax Rolls – Agreement

Approve a Special Charge Agreement through fiscal year 2024-2025, with annual renewals, with the County of San Mateo to administer collection of the City's Community Flood and Storm Protection Fee, at a projected rate of \$1.42 per parcel; and authorize the City Manager to execute the agreement in substantially the form presented.

14. November 5, 2024 General Municipal Election – Calling the District Election for Candidates

Adopt a Resolution to call for and conduct the November 5, 2024 General Municipal Election; request consolidation with San Mateo County for election services; and authorize the City Clerk to execute the Service Agreement for the Provision of Election Services with the County of San Mateo for the Candidate election, in substantially the form presented.

Enactment: Resolution No. 46 (2024)

15. Private Development and Right-of-Way Support Services – Agreements

Approve professional consultant services agreements for wireless permit review support services through June 30, 2026, with up to two optional one-year extensions, with: Envirobusiness, Inc. dba EBI Consulting, in an amount not to exceed \$100,000; OSC Engineering in an amount not to exceed \$100,000; and Waterford Consultants, LLC in an amount not to exceed \$100,000; and authorize the Public Works Director to execute the agreements in substantially the form presented and issue amendments within the budget amount including no-cost term extensions.

16. Storm Drain Master Plan Update - Budget Transfer and Amendment

Adopt a Resolution to authorize a budget transfer in the amount of \$600,000 from the Wet Weather Preparation Activities project to the Stormwater System Management and Improvement Program project; approve Amendment No. 1 with Schaaf and Wheeler for the Storm Drain Master Plan Update in the amount not to exceed \$1,009,190 for a new total agreement amount of \$1,104,190; establish a contingency reserve of \$110,000; and authorize the Public Works Director to execute the amendment in substantially the form presented and any future amendments within the contingency amount.

Enactment: Resolution No. 47 (2024)

17. Partial Excess General Liability Insurance Settlement Offer for Covid-19 Business Interruption for Parks and Recreation - Authorization

Authorize the City Attorney to take all necessary steps and execute appropriate documents to accept a partial excess general liability settlement offer from the City's excess general liability insurance carrier, McLarens, for fiscal year 2019-2020, in the amount of \$54,878, for loss of revenue and other expenses related to COVID-19 for the Parks and Recreation department. In addition, authorize the City Attorney to execute all required general liability insurance documents to recover the loss for all future settlement offers related to this claim.

18. Police Department Trailer Camera Purchase - Change Order

Approve a change order in the amount of \$10,568.25 to the Purchase Order with Mobile Pro Systems for the purchase of two grant-funded surveillance camera trailers; authorize the Chief of Police to issue change orders of up to \$50,000 cumulatively; and authorize the City Manager to issue change orders in excess of \$50,000 but not to exceed \$100,000 cumulatively.

19. Central Recreation Center Self-Help for the Elderly – Lease Amendment

Adopt a Resolution to approve an alternative purchasing method; approve a lease amendment to extend the term

of the lease with Self-Help for the Elderly for the use of Central Recreation Center; authorize the City Manager to execute the lease amendment in substantially the form presented.

Enactment: Resolution No. 48 (2024)

20. Department of Information Technology – Classification Updates

Adopt a Resolution to correct the salary range for the classification of Customer Service Manager.

Enactment: Resolution No. 49 (2024)

21. Recruitment Services – Change Order

Approve Change Order No. 2 to the contract with It's Personnel Consulting for the purpose of professional recruitment services in the amount of \$60,000.00 for a new contract total of \$150,000.00; and authorize the City Manager to execute the change order in substantially the form presented.

22. Boards and Commissions Appointment Subcommittee – Appointment Recommendation

Appoint Jennifer Kim to the Community Relations Commission for a partial term from June 17, 2024, through June 10, 2026, and place Charles Hansen and Lamoin Werlein-Jaén on the eligibility list for six months, should another vacancy on the Commission occur. Appoint Edward “Rich” Kranz to the Sustainability and Infrastructure Commission for a full-term beginning June 17, 2024, through June 10, 2028, and place Theodore McKinnon and Segio Zygmunt on the eligibility list for six months, should another vacancy on the Commission occur. Appoint Annie Tsai to the Library Board for a partial term from June 17, 2024, through June 10, 2025, and place Lindsey Martinson and Alison Joly on the eligibility list for six months, should another vacancy on the Board occur. Appoint Adam Klafter to the Planning Commission for a full-term beginning June 17, 2024, through June 10, 2028, and place Dianne Whitaker and Jennifer Kim on the eligibility list for six months, should another vacancy on the Commission occur.

The newly appointed commissioners and board member were sworn into office by the City Clerk.

PUBLIC COMMENT

Amy Jussel spoke about the fire on Mariner’s Island on June 12th and its effect on the birds. Selina Zhang, Mark Yu, Amanda Yu, and Griffin Lee commented on the impacts of artificial turf on the environment and community health.

PUBLIC HEARING

23. Downtown Business Improvement Area – Annual Renewal

Jennifer Chen, Economic Development Manager, and Mackenzi Jakoubek, Downtown San Mateo Association, gave the presentation.

The Mayor opened public comment.

Public Comment – Amy Lee; Katherine Levit; Robert Anderson; and Erica Woods, San Mateo Chamber of Commerce, spoke to the item.

The Mayor closed public comment.

Council asked questions of staff and made comments.

Motion to Adopt a Resolution to Levy the Annual Assessments for the Downtown Business Improvement Area for fiscal year 2024-25. Motion passed 5-0.

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

Enactment: Resolution No. 50 (2024)

Council recessed from 8:16 p.m. to 8:21 p.m.

- 24.** By-Right Housing Opportunity Overlay District – Zoning Code and Map Amendments – Ordinance Introduction
Steve Golden, Principal Planner, gave the presentation.

Council recessed from 9:24 p.m. to 9:30 p.m.

The Mayor opened public comment.

Public Comment – Anthony Carroll, Edward Evans, and Michael Reagan spoke to the item.

The Mayor closed public comment.

Council asked questions of staff and made comments.

For the second section, rezoning the parcel at 200 South Fremont Street, Council Member Lee recused herself because she lives within 500 feet of the real property interest.

The Mayor opened public comment and there were no speakers. The Mayor closed public comment.

Motion to Introduce an Ordinance amending San Mateo Municipal Code Title 27 Zoning, to add Chapter 27.94, Housing Opportunities Overlay District (H), which would allow certain types of housing projects by-right on specified parcels, and amending the San Mateo Zoning Map to establish the “H” overlay on 39 parcels. Motion passed 4-1.

Moved: Lee, Seconded: Loraine
Ayes: Diaz Nash, Newsom, Lee, and Loraine
Noes: Hedges

Introduce a separate ordinance reclassifying the zoning for 200 S. Fremont Street from R4-D to R4-D/H; and find that the ordinances are exempt from further environmental review pursuant to California Environmental Quality Act (CEQA) Section 15183 (Projects Consistent With A Community Plan, General Plan, or Zoning). Motion passed 4-0.

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

- 25.** 1528 S. El Camino Real - Zoning Map Amendment and Modifications to an Existing Mixed-Use Building (PA-2023-057)

Elaine Ling, AICP, Principal Planner, gave the presentation.

Michael Kastrop, The Kastrop Group, Inc., Applicant, gave a presentation.

The Mayor opened public comment and there were no speakers. The Mayor closed public comment.

Council asked questions of staff and made comments.

Motion to Introduce an Ordinance to approve a Zoning Map Amendment to rezone a portion of the site at 1528 El Camino Real from R3 to C2-1/R4; and adopt a Resolution to approve the Site Plan and Architectural Review (SPAR) for interior changes and modifications to the conditions of approval for an existing mixed-use building to replace ten (10) live-work units with ten (10) residential units; and determine the project is exempt from the California Environmental Quality Act pursuant to Section 15183, based on the Findings for Approval and subject to the Conditions of Approval. Motion passed 5-0.

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

Enactment: Resolution No. 51 (2024)

26. Fiscal Year 2024-25 Operating and Capital Budgets and Gann Appropriations Limit Adoption and Fiscal Years 2024-29 Capital Improvement Program – Approval

Karen Huang, Finance Director, gave the presentation.

The Mayor opened public comment and there were no speakers. The Mayor closed public comment.

Council asked questions of staff and made comments.

Motion to Adopt Resolutions to approve the fiscal year 2024-25 operating and capital budgets, the 2024-29 Capital Improvement Program and the fiscal year 2024-25 Gann appropriations limit. Motion passed 5-0.

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

Enactment: Resolution Nos. 52, 53, and 54 (2024)

REPORTS AND ANNOUNCEMENTS

City Manager, City Attorney and Council Members reported on their various assignments and liaison roles. Hedges commented on bike lanes. Newsom commented on mosquito abatement facility. Future events were noted.

ADJOURNMENT –The meeting adjourned at 9:38 p.m.

APPROVED BY:

SUBMITTED BY:

Lisa Diaz Nash, Mayor

Martin McTaggart, City Clerk