

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

June 3, 2024
City Hall Council Chambers 7:00 PM
Regular Meeting

CALL TO ORDER at 7:06 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. Pride Month – Proclamation - Craig Wiesner, County of San Mateo LGBTQIA+ Commission, received the proclamation.
2. Diversity, Equity, and Inclusion (DEI) Task Force – Recognition - Denise Garcia, Management Analyst, City Manager’s Office; James Moore, City Librarian; and Lisa Tealer received the proclamation.

CONSENT CALENDAR

The following items, 3 through 14, 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. Council Member Hedges commented on Item 10 thanking the City Manager for having the idea to do this. Mayor Diaz Nash commented on Items 4 and 8. Motion passed 5-0.

Moved: Hedges, Seconded: Newsom

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

Noes: None

3. California Transportation Commission Local Streets and Roads – Project List Fiscal Year 2024-25
Adopt a Resolution to submit a list of projects proposed to be funded with the Road Repair and Rehabilitation Account, Senate Bill 1 funding, to the California Transportation Commission for Fiscal Year 2024-25.

Enactment: Resolution No. 39 (2024)

4. Fiscal Year 2024-25 General Obligation Bond – Tax Rate Levy
Adopt a Resolution to levy the property tax rate of \$0.0030 per \$100 of assessed value, equating to \$3.00 per \$100,000 assessed value, for the voter-approved General Obligation Bond annual debt service payment.

Enactment: Resolution No. 40 (2024)

5. Fleet Maintenance Services – Amendment
Approve Amendment No. 6 to the agreement with First Vehicle Services, Inc. for vehicle maintenance and repair services to extend the term through June 30, 2025 and increase the agreement by \$1,119,903.23 for a new not-to-exceed total agreement amount of \$8,083,421.04; establish a contingency reserve in the amount of \$100,000.00; and authorize the Public Works Director to execute the amendment in substantially the form presented and issue amendments within the contingency amount.
6. Domestic Violence Co-Response Advocate Program – Memorandum of Understanding
Approve a Memorandum of Understanding with the County of San Mateo and City of Daly City for the Domestic Violence Co-Response Advocate program for a two-year term; and authorize the Chief of Police to execute the agreement in substantially the form presented.
7. B Street Pedestrian Mall Improvements Project – Agreement
Approve an agreement with W.R. Forde Associates, Inc. for the B Street Pedestrian Mall Improvements Project in the amount of \$534,866; establish a contingency reserve in the amount of \$80,230; 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.
8. Downtown Business Improvement Area – Resolution of Intent for Annual Renewal
Accept the fiscal year 2023-24 Downtown San Mateo Association Annual Report; adopt a Resolution of Intent to Levy the Annual Assessments for the Downtown Business Improvement Area for fiscal year 2024-25; and set a public hearing for the June 17, 2024 City Council meeting for the annual levy.

Enactment: Resolution No. 41 (2024)

9. Columbia Drive/Crystal Springs Storm Drain Improvement – Amendment
Approve Amendment No. 1 to the agreement with Freyer & Laureta, Inc. for design professional services for the Columbia Drive/Crystal Springs Storm Drain Improvement Project in the amount of \$28,000, for a new total agreement amount of \$136,400; extend the term of the agreement through October 1, 2025; and authorize the Public Works Director to execute the amendment in substantially the form presented and issue amendments within the contingency amount.
10. Administrative Hearing Officer On-Call Services – Agreements
Approve agreements with Civica Law, Nastich Law, and Michael Roush for on-call administrative hearing officer services for a period of five years in the amount of \$300,000 for each agreement, for a total not-to-exceed amount of \$900,000; and authorize the City Manager to execute each agreement in substantially the form presented.
11. Summer Camp Bus Transportation – Agreement
Approve an agreement for \$109,730.80 with First Student Inc. to provide bus transportation services for City of San Mateo summer camps ; establish a contingency reserve of \$10,973.00; and authorize the Director of Parks and Recreation to execute the agreement in substantially the form presented.
12. 2024-2025 School Crossing Guards – Agreement
Approve an agreement with the San Mateo-Foster City School District for school crossing guards in the amount not to exceed \$78,000.00 and authorize Chief of Police Ed Barberini to execute the agreement in substantially the form presented.
13. Community Development Permit Tracking Software – Amendment
Approve an Amendment to the Agreement with Tyler Technologies, Inc. to add payment processing services to the EnerGov Permitting and Licensing software; increase the annual service/maintenance fee by \$1,080, for an annual

total amount not to exceed \$90,758.63; and authorize the Community Development Department Director to execute the Amendment in substantially the form provided.

14. 390 1st Avenue – Lease Amendment

Approve the 2nd amendment to the lease between the City and Tong Sui, LLC, for the City owned property at 390 1st Avenue to assign the lease to Antoine Patisserie, LLC, dba Anton SV Pâtisserie, under the existing lease terms; authorize a security deposit amount of \$1,253.76; and authorize the City Manager to execute the amendment in substantially the form presented.

PUBLIC COMMENT

Nicholas Imbody, Gary Welte, Ashley Snodgrass, Vivian Seto, Tracy Brummet, James Yang, Sang Hee Cho, Laura Richstone, Mauricio Gonzalez, and Somer Smith, all commented on the negotiations with the City of San Mateo. Lisa Tealer, Bay Area Community Health, thanked the City for sponsorship and soul stroll. Marcella McCollum would like to request for future planning to not schedule the Citywide garage sale the same weekend as the San Mateo County Pride Parade.

OLD BUSINESS

15. Citywide Complete Streets Plan – Update

Sue-Ellen Atkinson, Principal Transportation Planner, Public Works, provided an update on the San Mateo Citywide Complete Streets Plan and requested feedback from Council.

Council provided general feedback on the Complete Streets Plan and a majority provided direction for a Secondary Priority Area for El Camino Real.

Council recessed from 9:05 p.m. to 9:12 p.m.

PUBLIC HEARING

16. Fiscal Year 2024-25 Proposed Budget and 2024-29 Capital Improvement Program – Review

Karen Huang, Finance Director, gave the presentation.

Council reviewed, questioned, and commented on the fiscal year 2024-25 proposed budget and the 2024-29 Capital Improvement Program and will conduct a public hearing prior to the scheduled adoption at the June 17, 2024 City Council meeting.

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 Loraine inquired whether staff intend to bring forward a discussion on unfunded pension liabilities. City Manager Khojikian clarified this may not be the appropriate time to discuss due to the financial forecasts, this request was withdrawn by Council Member Loraine.

CLOSED SESSION

Following the opportunity for public comment, there were no speakers, Council convened into Closed Session at 10:15 p.m. to consider:

17. Conference with Legal Counsel – Existing Litigation

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

Name of Case: Housing Action Coalition v. City of San Mateo, San Mateo Superior Court Case No.: 24-CIV-03126

ADJOURNMENT –The meeting adjourned at 11:02 p.m.

APPROVED BY:

SUBMITTED BY:

Lisa Diaz Nash, Mayor

Martin McTaggart, City Clerk