

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](http://www.cityofsanmateo.org)

**January 16, 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. Commendatory Resolution C-3 – Recognizing Amourence Lee for her term as Mayor**

Council and the following members of the public offered their thanks to Council Member Lee for her service as Mayor: Noelia Corzo, Alexis Lewis, Seema Patel, Jonathan New, Jordan Grimes, Robert Whitehair, and Teri Whitehair

Council recessed from 7:36 p.m. to 7:41 p.m.

**2. HIP Housing – 2024 Calendar Presentation - Dianne Whitaker, Board Member, provided a presentation and Thien-Tuong Nam, Contest Winner, read his quote.**

#### **CONSENT CALENDAR**

The following items, 3 through 15, were considered to be routine by the City Council. After the titles of the items were read by the Deputy City Clerk, the public was invited to comment and there were three speakers. Rick Bonilla requested a description of the scope of work on Item #6. Laurie and Lisa Vande Voorde both commented on funds allocated for Items #10 and #11. Motion passed 5-0.

Moved: Hedges, Seconded: Lee

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

Noes: None

**3. Microsoft Enterprise Agreement – Agreement**

Adopt a Resolution to approve an alternative purchasing procedure and award an agreement with CDW-Government, LLC for a three-year renewal of the City's Microsoft Enterprise Agreement for software licensing, cloud hosting, upgrades, and technical support in the amount of \$765,737; and authorize the Director of Information Technology to execute the agreement in substantially the form presented.

Enactment: Resolution No. 2 (2024)

4. Uniform Laundry Services – Amendment  
Approve Amendment No. 1 to the City's current agreement with Cintas, Inc. for uniform maintenance services through Fiscal Year 2025-26; increase the total contract amount by \$330,000, and establish a contingency reserve of \$25,000; and authorize the Public Works Director to execute the amendment in substantially the form presented and issue change orders within the contingency amount.
  
5. Wastewater Treatment Plant Upgrade and Expansion Project – Final Parcel Map  
Adopt a Resolution to authorize the Mayor to sign the Owner's Statement on the Final Parcel Map for the Wastewater Treatment Plant.  
  
Enactment: Resolution No. 3 (2024)
  
6. 2nd & El Camino Garage Improvements – Amendment  
Approve Amendment No. 2 to the design professional services agreement with MBH Architects, Inc. in the amount of \$266,222, for a total agreement amount of \$858,263; increase the contingency reserve in the amount of \$23,000, for a total contingency amount of \$80,000; and authorize the Public Works Director to execute the agreement in substantially the form presented and issue change orders within the contingency amount.
  
7. 2nd and El Camino Garage Improvements Phase 1 – Construction Contract  
Adopt a Resolution to approve an alternative purchasing procedure to award a construction contract to Angeles Contractor, Inc. in the amount of \$691,909.95; establish a contingency reserve in the amount of \$105,000; 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. 4 (2024)
  
8. Basin B Sanitary Sewer Rehabilitation Project – Construction Agreement  
Award a construction agreement to Westland Contractors, Inc. for the Basin B Sanitary Sewer Rehabilitation Project in an amount not to exceed \$3,766,098.80; establish a contingency reserve in the amount of \$570,000; and authorize the Public Works Director to execute the agreement in substantially the form presented and issue change orders within the contingency amount.
  
9. California Department of Transportation Sustainable Communities Grant Application – Letter of Support  
Approve a letter of support to the California Department of Transportation for the Fiscal Year 2024-25 Sustainable Communities Grant application and authorize the Mayor to sign the letter on behalf of the City Council in substantially the form presented.
  
10. Ballot Measure and Community Surveys – Appropriation and Agreement  
Adopt a Resolution to approve a supplemental budget appropriation of \$42,800 of unassigned fund balance from the General Fund and \$14,300 of unassigned fund balance from the Advanced Planning Fund to increase the City Manager's Office 2023-24 operating budget, approve an agreement with True North Research for professional services for ballot measure and community surveys in the amount of \$57,100, and authorize the City Manager to execute the agreement in substantially the form presented.  
  
Enactment: Resolution No. 5 (2024)

**11. Ballot Measure Communications Consulting Services for the November 2024 General Election – Appropriation and Agreement**

Adopt a Resolution to approve an alternative purchasing procedure and a supplemental budget appropriation of \$38,000 of unassigned fund balance from the General Fund and \$152,000 of unassigned fund balance from the Advanced Planning Fund to increase the City Manager’s Office 2023-24 operating budget, approve an agreement with TeamCivX for ballot measure communications consulting services in an amount not to exceed \$190,000, and authorize the City Manager to execute the agreement in substantially the form presented.

Enactment: Resolution No. 6 (2024)

**12. Updated City Council Appointments List**

Approve the updated San Mateo Council Appointments list for 2024 that assigns Council Member Rich Hedges as external liaison to the America Supporting Americans board.

**13. Business License and Regulations, and Building Security Code Amendments – Ordinance Adoption**

Adopt an Ordinance to amend Section 5.44.050(q) “Business Licenses and Regulations – Massage Operating Requirements” to change the lighting measurement to lumens to reflect current lighting requirements; amend Section 23.54.005 “Building Security Code – Purpose and Intent,” to remove reference to an antiquated design term, “Defensible Space Techniques;” and amend Section 23.54.020, “Building Security Code – City Communications System – High Rise Buildings” to more clearly define building heights that trigger requirements to maintain essential public safety communication networks.

Enactment: Ordinance No. 2024-01

**14. Department Heads and Deputy Directors, Merit Employees’ and Hourly Per Diems Salary Schedules – Approval**

Adopt a Resolution to authorize and approve the City of San Mateo Department Heads, Deputy Directors’, Merit Employees’ and Hourly Per Diems’ current pay rates and ranges (salary schedules).

Enactment: Resolution No. 7 (2024)

**15. Police Officer’s Association - Memorandum of Understanding Changes**

Adopt a Resolution to amend the Memorandum of Understanding with the Police Officer’s Association for a term through January 3, 2027, and to approve a supplemental budget appropriation in the amount of \$400,000.

Enactment: Resolution No. 8 (2024)

**PUBLIC COMMENT (15 requests to speak)**

Kelly Ryerson, Irena Mavridis, Blanca Batile, Lindsay Raike, Vikash Bhagwandin spoke on small cell facility permit process concerns; Laura Wood, Heather Wolnick, Bry Myers, Theresa Kong, Ian Chiu, Mike Swire, Jonathan New, Yiming Luo spoke on concerns relating to safety of streets and sidewalks; Lindsay Reich expressed the need to act now and enact emergency ordinance to stop installation of 5G cell towers; Jonathan New spoke on street safety. Mike Caggiano spoke regarding the conflict between Israel and Palestine; Dave Cohen spoke to standards for ethical code conduct.

City Manager Alex Khojikian provided a brief update on Vision Zero.

## OLD BUSINESS

### 16. Community Flood and Storm Protection Fee – Ballot Results

Jimmy Vo, Senior Engineer, and Chris Coulter, Senior Consultant, SCI Consulting Group, provided a presentation outlining the process used to conduct the balloting and detailing the resulting vote in support of the fee

Public Comment: Danielle Cwirko-Godycki, Michelle Cwirko-Godycki, Mareva Godfrey, Jeff Lamont, Rich Kranz thanked property owners, Council, staff and volunteers for protecting the community from flood risk.

Motion to Adopt a Resolution certifying the tabulation results for the Community Flood and Storm Protection Fee, ordering levy of the fee for Fiscal Year 2024-25; and designating the City Manager to administer fee collection. Motion passed 5-0.

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

Enactment: Resolution No. 9 (2024)

Council recessed from 9:10 p.m. to 9:15 p.m.

## NEW BUSINESS

### 17. Solid Waste – 2024 Rate Setting and Proposition 218 Notification

Brad Underwood, Director of Public Works Provide, and Jack Johnson, Waste Management Supervisor, provided a presentation and sought direction on whether to increase solid waste rates by \$5, \$6, or \$7 per month for residential solid waste customers; increase commercial solid waste and organics collection rates; and authorize staff to mail a notice to all property taxpayers proposing a not-to-exceed increase in solid waste, recycling, and compost collection rates for 2024. Rick Simonson, Vice President at HF&H, and Gabe Sasser HF&H Project Manager were also present to answer questions.

Consensus of Council was to support the \$5 increase.

## REPORTS AND ANNOUNCEMENTS

City Manager, City Attorney and Council Members reported on their various assignments and liaison roles. Council Member Hedges requested a portion of the \$4 million dollars for stormwater protection be set aside in a fund to in case it is needed in the future. He also suggested that the Council move forward with an emergency ordinance regarding cell towers. There was not a majority Council in favor of these proposals.

**ADJOURNMENT** – Following a moment of silence, the meeting adjourned in memory of Council Member Lee’s Aunt at 10:10 p.m.

APPROVED BY:

SUBMITTED BY:

Lisa Diaz Nash, Mayor

Martin McTaggart, Deputy City Clerk