

COUNCIL MEMBERS  
Joe Goethals, Mayor  
Eric Rodriguez, Deputy Mayor  
Rick Bonilla  
Diane Papan  
Amourence Lee

# City of San Mateo Regular Meeting Minutes City Council

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

Monday, March 2, 2020  
City Hall Council Chambers 7:00 PM  
Regular Meeting

## CALL TO ORDER

Pledge of Allegiance: Cub Scout Pack 3

### Roll Call

Present: Mayor Goethals, Deputy Mayor Rodriguez, Council Members: Bonilla, Papan and Lee

## CEREMONIAL

1. "March for Meals" – Meals on Wheels

## CONSENT CALENDAR

The following items, 2 through 7, 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: Bonilla, Seconded: Papan  
Ayes: Goethals, Rodriguez, Bonilla, Papan and Lee  
Noes: None

2. City Council Meeting Minutes - Approval  
Approve the minutes of the City Council's special and regular meetings of February 18, 2020.
3. Private Development and Right-of-Way Support Services Agreement – Amendment  
Approve Amendment No. 2 to the agreement with CSG Consultants, Inc. for professional consultant services for private development and right-of-way support services in the amount of \$110,000, for a new agreement total of \$200,000; extend the term of the agreement to be completed on or about March 2, 2021; and authorize the Public Works Director to execute the amendment in substantially the form presented.
4. Building Access Control System Maintenance – Agreement  
Adopt a Resolution to make the required findings that competitive bidding was impractical; approve a five-year agreement with Edgeworth Integration, LLC, for Building Access Control System Maintenance in the amount of \$112,400; establish a contingency reserve of \$12,000; and authorize the Public Works Director to execute the agreement in substantially the form presented and issue change orders up to the contingency amount.

Enactment: Resolution No. 18 (2020)

5. Main Library Children's Area Remodel - Contract Change Order  
Approve Change Order No. 1 to the contract with City Building Inc. for additional scope of work at the children's

area in the Main Library in the amount of \$40,982, for a new contract total of \$116,973, and authorize the Public Works Director to execute the change order in substantially the form presented.

**6. Annual Sewer Basin Rehabilitation – On Call Agreements**

Approve four on-call professional design services agreements for the Clean Water Program with 1) CSG Consultants, 2) Water Works Engineers, 3) Schaaf & Wheeler and 4) Harris & Associates for various sewer pipe rehabilitation projects in amounts not-to-exceed \$1,000,000 for each consultant; and authorize the Public Works Director to execute the agreements in substantially the form presented and issue project-specific task orders under these agreements.

**7. Board and Commission Appointment Subcommittee - Park & Recreation Commission**

Appoint Mayor Goethals and Council Member Lee to the Park & Recreation Commission Appointment Subcommittee.

## **PUBLIC HEARING**

**8. Parking In-Lieu Fee Increase – Approval**

Sue-Ellen Atkinson, Principal Transportation Planner, provided a presentation on the Parking In-Lieu Fee History. Council asked questions of staff. The Mayor opened the Public Hearing - there were no speakers. The Mayor closed the Public Hearing.

Adopt a Resolution to increase the Parking In-Lieu Fee and update the City's fiscal year 2019-20 and fiscal year 2020-21 Comprehensive Fee Schedules. Motion passed 5-0.

Moved: Papan, Seconded: Rodriguez  
Ayes: Goethals, Rodriguez, Bonilla, Papan and Lee  
Noes: None

Enactment: Resolution No. 19 (2020)

**9. Fiscal Year 2020-21 Comprehensive Fee Schedule – Approval**

Karley Hamilton, Finance Department Management Analyst, Council asked questions of staff. Sheila Canzian Director of Parks & Recreation responded to Council's questions regarding fees for tree replacements.

Public Comment – Shawn Fahrenbruch commented on tree replacement deposits and the need to change the ordinance.

Adopt a Resolution to approve the revisions to the proposed fiscal year 2020-21 Comprehensive Fee Schedule. Motion passed 5-0.

Moved: Bonilla, Seconded: Rodriguez  
Ayes: Goethals, Rodriguez, Bonilla, Papan and Lee  
Noes: None

Enactment: Resolution No. 20 (2020)

## **OLD BUSINESS**

**10. Accessory Dwelling Unit (ADU)/Junior Accessory Dwelling Unit (JADU) Ordinance Update**

Phillip, Brennan, Associate Planner, provided an update on changes to State law associated with ADU and JADU development and asked for direction on areas of regulation which remain under local agency discretion.

Public Comment – Karin Sarraf, stated a hard cap at 850 sq.ft. for detached units, and incentives be provided to execute one-year leases and concern with two story ADUs because of fire code issues. Shawn Fahrenbruch, asked questions about objective design standards and requested details on the process. William Huth had questions about height limitations.

1. Should the City increase the exempted minimum “by-right” ADU sq. ft. provision from 800 sq. ft. up to 1,200 sq. ft.? Council expressed interest in exploring: a tiered approach based on size of lot; not allowing on small lots; including parking impacts and what other cities are doing; and discussion ensued on process for approval from expediting approval when implementing minimum requirements to ensuring neighbors are notified through a standard planning process if doing a larger square footage.
2. Should the City limit the size of an ADU to 800 sq. ft. when both an ADU & JADU are on the same lot? Council expressed interest in: rolling this question into the tiered study; need to get the community involved in any study and Council was split on whether to allow this and a concern was raised that this item may be out of local control.
3. Should the City defer to the State statute for building height (at least 16 feet”) or study alternative building height or other objective standards? Council generally in favor and expressed the importance of 24’ height for building on top of garages and the need for stringent objective standards to minimize impact on neighbors.
4. Should the City consider an amendment to the Zoning Code to accommodate more flexible off-street parking standards (i.e., wider driveways) for lots with an ADU or JADU? Council was amenable to considering this.
5. Should the City consider impact fees for ADUs/JADUS and conduct a nexus study? The Council was unanimous in not needing a study.
6. Should the City develop objective design standards for ADUs/JADUs? Council felt this was adequately addressed in question 4.
7. Does the City want to continue prohibiting short-term rentals for all ADUs/JADUs? Council was in favor.
8. Does the City Council want to consider provisions for permanent amnesty to allow existing illegal non-conforming ADUs to remain in perpetuity? Council discussed the opportunity for a grace period length of time to comply to address safety issues.

Council and staff responded to questions from the public.

## **NEW BUSINESS**

**11. Local Historic Markers in the Public Right-of-Way – Policy Approval**

Samantha Weigel, Communications Analyst, provided a presentation and policy decisions needed for the placement of historic markers in the public right-of-way. Council asked questions of staff.

Public Comment – Frederick Arn Hansson, leading the proposal of Ching Lee Laundry marker and stated his opinion for above ground interpretive sign. Aleen Ghanem stated she is not in favor of in ground historical markers. Cliff Robbins stated this could be the first step of an urban trail that turns the City into a park. Melanie Lew stated it is such a good idea to have this become an urban trail for San Mateo and the message should choose the marker.

Council discussion ensued on policies including it is not a requirement for a marker to recognize someone posthumously; considering the needs of downtown for uniformity the look of the marker needs careful study; sometimes the location needs to inform the format of the marker; directly affixed to buildings or on private property is the preferred over in the public right-of-way; building in flexibility to the policy; a desire to make them educational and tell a story – not just a something was here; consistent look is important; and if there is a decision to put a marker in the public right-of-way then it should become the City’s responsibility to maintain it.

Discussion then ensued on supporting the Ching Lee Laundry marker in its current design – across the street, above ground, in public right-of-way. Majority yes with a caveat to look more closely at location. Staff offered to sit down with the proposers and Public Works staff to review the design.

Staff’s recommendation to adopt a Resolution to approve the proposed Council Policy on Local Historic Markers in the Public right-of-way was tabled and deferred for a future policy discussion.

Motion to move forward with commemorating the Ching Lee laundry with that proposal at the corner with the design proposed by the Park & Recreation Foundation and that any formal discussion on a policy for markers is deferred to a later time. Motion passed 3-2.

Moved: Goethals, Seconded: Bonilla  
Ayes: Goethals, Bonilla, Lee  
Noes: Papan, Rodriguez

## REPORTS AND ANNOUNCEMENTS

The City Manager, City Attorney and City Council reported on their various committees and liaison roles. Council Member Bonilla asked to have a presentation from the Gun Buy-back group. A vote was not taken on this matter.

Following the opportunity for public comment, there were no speakers. The City Council adjourned to closed session to take up the following matter:

## CLOSED SESSION

### 12. Conference with Labor Negotiators (Government Code Section 54957.6)

City designated representatives: Stacey Cue and Casey Echarte Employee Organizations: Management Association, Safety Management Association, SEIU Library Merit Unit, SEIU Library Per Diem Unit

## ADJOURNMENT

The meeting adjourned at approximately 10:30 pm.

APPROVED BY:

SUBMITTED BY:

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Joe Goethals, Mayor

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Patrice M. Olds, City Clerk