

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

# City of San Mateo Regular Meeting Minutes City Council

City Hall  
330 W. 20th Avenue  
San Mateo CA 94403  
[www.cityofsanmateo.org](http://www.cityofsanmateo.org)

**Monday, November 2, 2020  
Remote 7:00 PM  
Regular Meeting**

**CALL TO ORDER** This meeting is being held under the provisions of State of California Governor Gavin Newsom's Executive Order N-29-20; in which Brown Act regulations are relaxed to allow members to remote in due to the Coronavirus Covid-19 health emergency.

## Pledge of Allegiance

## Roll Call

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

## **CEREMONIAL**

### **1. San Mateo Buddhist Temple 110th Anniversary – Proclamation**

## **CONSENT CALENDAR**

The following items, 2 through 11 were considered to be routine by the City Council, and item 12 was removed to be considered separately. 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: Papan, Seconded: Lee

Ayes: Goethals, Rodriguez, Bonilla, Papan and Lee

Noes: None

### **2. City Council Meeting Minutes – Approval**

Approve the minutes of the Special and Regular meetings of October 19, 2020.

### **3. Classification Updates – City Clerk's Department**

Adopt a Resolution to approve the updates to the Fair Labor Standards Act status and Bargaining Unit representation of the Deputy City Clerk classification and revisions to the job specification for the classification of Deputy City Clerk.

Enactment: Resolution No. 117 (2020)

### **4. Parking Citation Processing – Amendment**

Approve Amendment No. 1 to the agreement with Turbo Data Systems, Inc. for the purpose of parking citation processing and adjudication services to extend the term expiration to June 30, 2021.

5. Commercial Property Management – Agreement  
Approve a three-year contract with Prodesse Property Group to manage City-owned properties in the Downtown with a minimum annual service fee the greater of \$12,000, or 6% of collected monthly gross income; and authorize the City Manager to execute the agreement in substantially the form presented.
6. Central Park Tennis Court Garage Repair – Contract Change Order  
Approve Contract Change Order #2 to the contract with Newton Construction and Management, Inc. in the amount of \$279,903.18 for a new contract total of \$1,030,197.44; increase the contingency reserve by \$25,000 for a total contingency amount of \$100,000; and authorize the Public Works Director to execute the contract in substantially the form presented and issue change orders within the contingency amount.
7. Wastewater Treatment Plant Upgrade Engineering Design Services During Construction – Amendment  
Approve Amendment No. 2 to the agreement with HDR Engineering, Inc. for additional engineering services during construction for the third construction package of the Wastewater Treatment Plant Upgrade and Expansion Project in an amount not-to-exceed \$12,273,376; approve a contingency reserve in the amount of \$2,244,000; and authorize the Public Works Director to execute the amendment in substantially the form presented and issue change orders within the contingency amount.
8. Wastewater Treatment Plant Immediate Action Projects, Package III – Amendment  
Approve Amendment No. 1 of the professional services agreement to HDR, Inc. to provide engineering services for Immediate Action Projects, Package III in an amount not to exceed \$801,564; increase the contingency reserve in an amount not to exceed \$60,000; and authorize the Public Works Director to execute the agreement and issue change orders within the contingency amount in substantially the form presented.
9. Wastewater Treatment Plant Centrifuges Repair – Agreement  
Adopt a Resolution to approve an alternative purchasing process for the agreement with GEA Mechanical Equipment US Inc. for the wastewater treatment plant centrifuges repair in the amount of \$162,200 and authorize the Public Works Director to execute the agreement in substantially the form presented.  
  
Enactment: Resolution No. 118 (2020)
10. Potable Reuse Exploratory Plan Phase 3 Feasibility Study – Memorandum of Agreement  
Adopt a Resolution to approve a Memorandum of Agreement between the Bay Area Water Supply and Conservation Agency, California Water Service Company, City and County of San Francisco Public Utilities Commission, and Silicon Valley Clean Water to participate in the Potable Reuse Exploratory Plan Phase 3 Feasibility Study, which will incorporate the City of San Mateo as a party to the agreement and commit to a cost share not to exceed \$40,000; and authorize the Director of Public Works to execute the Memorandum of Agreement in substantially the form attached.  
  
Enactment: Resolution No. 119 (2020)
11. Basin 4 Collection System Improvements Project – Amendment  
Approve Amendment No. 4 to the professional design services agreement with Woodard and Curran to provide engineering design services for the Basin 4 Collection System Improvements Project in an amount not to exceed \$721,439, increase the contingency fund by \$70,000, and authorize the Public Works Director to execute the amendment in substantially the form presented.

## **END OF CONSENT CALENDAR**

## REMOVED FROM CONSENT CALENDAR

**12.** South Bayside Waste Management Authority – Town of Atherton Withdrawal

Council Member Bonilla pulled this item to provide comments on the history of this as he is a member of the South Bayside Waste Management Authority.

Motion to Adopt a Resolution to approve the Town of Atherton’s withdrawal from membership in the South Bayside Waste Management Authority provided it liquidates its proportional share of debt, obligation, and liability as determined by the South Bayside Waste Management Authority Board on August 20, 2020, and that it does so prior to December 31, 2020. Motion passed 5-0.

Moved: Bonilla, Seconded: Papan

Ayes: Goethals, Rodriguez, Bonilla, Papan and Lee

Noes: None

Enactment: Resolution No. 120 (2020)

## PUBLIC COMMENT

Keith MacKenzie, California Auto Body & Repair, provided a petition urging Council to extend the commercial eviction moratorium to align more with the State moratorium to extend to January 31, 2021.

## OLD BUSIENSS

**13.** COVID-19 Update #19

City Manager Drew Corbett provided an update on operational impacts and other City efforts related to COVID-19. Public Comment – There were no speakers.

Motion to confirm the continued need for proclamation of local emergency. Motion passed 5-0.

Moved: Goethals, Seconded: Papan

Ayes: Goethals, Rodriguez, Bonilla, Papan and Lee

Noes: None

## REPORTS AND ANNOUNCEMENTS

The City Manager, City Attorney and Council Members reported on their various assignments and liaison roles.

**ADJOURNMENT** – Following a moment of silence in honor of Donna Mason, City Attorney Shawn Mason’s sister who was lost suddenly and will be greatly missed by all who loved and knew her, the meeting adjourned at 7:27 p.m.

APPROVED BY:

SUBMITTED BY:

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Joe Goethals, Mayor

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Patrice M. Olds, City Clerk