

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

# CITY OF SAN MATEO

## Regular Meeting Minutes

### City Council

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

**Monday, May 3, 2021**  
**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.

Roll Call

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

### CEREMONIAL

1. High School 4.0 Honors Recognition
2. San Mateo County Mental Health Month
3. National Police Week

### CONSENT CALENDAR

The following items, 4 through 13 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: Goethals  
Ayes: Rodriguez, Bonilla, Lee, Papan and Goethals  
Noes: None

4. City Council Meeting Minutes – Approval  
Approve the minutes of the City Council Special and Regular meeting of April 19, 2021.
5. Ordinance Adoption – “Protected Trees” Ordinance and Administrative Guidelines Approval  
Adopt an Ordinance to amend the San Mateo Municipal Code to add a new Chapter 13.40 “Protected Trees” to replace the existing Chapters 13.35 “Street Trees” and Chapter 13.52 “Heritage Trees” and approve the “Protected Trees Ordinance Administrative Guidelines”.

Enactment: Ordinance No. 2021-13

6. City Council Guidelines and Boards and Commissions Rules and Procedures – Update  
Approve the amendments to the City Council Guidelines and to the Boards and Commissioner Rules and Procedures.
7. Board and Commissions – Confirm Reappointments, Appoint to Personnel Board, and Establish Annual Appointment Subcommittees  
Appoint the following Appointment Subcommittees: Mayor Rodriguez and Council Member Lee to the Park & Recreation Commission and Mayor Rodriguez and Deputy Mayor Bonilla to the Community Relations Commission.

At the recommendation of the Personnel Board Subcommittee, appoint Debra Kaiser to a term ending 6-10-2025 and make the following reappointments to their next terms: Library Board - Lester Chen and Lisa Diaz Nash; Park & Recreation Commission – Heather Wolnick; Planning Commission – John Ebnetter and Ellen Mallory; Senior Citizen’s Commission – Irene Bluth; and Sustainability & Infrastructure – Susan Rowinski.

**8. Community Development Block Grant 2021-22 Annual Action Plan – Adoption**

Adopt the 2021-22 Annual Action Plan for the Community Development Block Grant Program.

**9. Classification Updates – Community Development Department**

Adopt a Resolution to approve the revisions to the job specifications for the classifications of Senior Building Inspector, Building Inspector I-II, Principal Planner and Building Official.

Enactment: Resolution No. 39 (2021)

**10. California State Library Services and Technology Act – Budget Appropriation**

Adopt a Resolution to approve a supplemental budget appropriation in the amount of \$9,570 for a grant awarded by the California State Library to the San Mateo Public Library to support the “Maker Camps!” project.

Enactment: Resolution No. 40 (2021)

**11. Contracts with Contingency Component – Update**

Receive the report on citywide contracts contingency fund expenditures for the period from July 1, 2015 through February 28, 2021.

**12. Coyote Point and Poplar Pump Stations Design Services - Amendment**

Approve Amendment No. 4 to the agreement with Schaaf & Wheeler for expanded scope and services for the Coyote Point and Poplar Avenue Pump Stations project, in an amount not to exceed \$187,010, bringing the total agreement amount to \$1,318,080; and authorize the Public Works Director to execute the amendment in substantially the form presented.

**13. Energy Innovation and Carbon Dividend Act of 2021 – Letter of Support**

Approve the letter of support to Representative Jackie Speier for HR 2307: The Energy Innovation and Carbon Dividend Act of 2021 and authorize the Mayor to sign the letter on behalf of City Council.

**PUBLIC COMMENT**

There were no speakers.

**OLD BUSINESS**

**14. COVID-19 Update**

City Manager Drew Corbett provided an update on operational impacts and other City efforts related to COVID-19, and outlined rules and regulations issued by the City Manager acting as the Director of Emergency Services in response to the declared emergency. Public Comment – There were no speakers.

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

Moved: Papan, Seconded: Bonilla

Ayes: Rodriguez, Bonilla, Lee, Papan and Goethals

Noes: None

**REPORTS AND ANNOUNCEMENTS**

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

**ADJOURNMENT**

Following a moment of silence, the Council adjourned in memory of James Harris and Connie Trewin at 7:32 p.m.

APPROVED BY:

SUBMITTED BY:

\_\_\_\_\_

\_\_\_\_\_

Eric Rodriguez, Mayor

Patrice M. Olds, City Clerk