

CITY OF SAN MATEO
City Council Regular Meeting
January 21, 2025
7:00 PM



COUNCIL MEMBERS

Robert Newsom Jr.
Adam Loraine
Nicole Fernandez
Danielle Cwirko-Godycki
Lisa Diaz Nash

City Hall Council Chamber
Entrance is on O'Farrell Street

AGENDA

**THIS MEETING CAN BE ATTENDED IN PERSON OR REMOTE BY JOINING ZOOM – SEE CODES BELOW.
PUBLIC COMMENTS WILL BE ACCEPTED BOTH IN PERSON AND REMOTELY.
SEE END OF AGENDA FOR OPTIONS AND INSTRUCTIONS ON HOW TO PARTICIPATE IN THE MEETING.**

**To join via Zoom – click here: [January 21, 2025](#)
To join via telephone: (408) 638-0968
Webinar ID: 813 0997 9074 Passcode: 391107**

**The City Council meeting will conclude by 11:00 p.m. unless otherwise extended by council vote.
Any unheard items will automatically move forward to the next regular meeting.**

CALL TO ORDER

Pledge of Allegiance

Roll Call

AB 2449 Requests and Consideration for Meeting Participation by Teleconference due to Just Cause or Emergency Circumstances

CEREMONIAL

1. Kent Trasher, Fire Chief – Commendatory Resolution
2. HIP Housing Calendar – Recognition
3. Rethink Waste – Poster Contest Winner

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered by the Council to be routine and will be enacted by one motion without discussion. If discussion is desired, that item may be removed and considered separately.

4. CalHome Housing Rehabilitation Loan Program Administration – Agreement

Approve an agreement with Rebuilding Together Peninsula (RTP) in the amount of \$140,000 to provide program administration services for the City's housing rehabilitation loan program funded by the State of California CalHome grant program.

CEQA: This Agreement is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b) (5).)

5. Wastewater Treatment Plant Digester 2 Cleaning — Agreement

Adopt a Resolution approving an alternative purchasing procedure to award an Agreement to Bristola, LLC for Wastewater Treatment Plant Digester 2 Cleaning services in the amount of \$364,100, with a contingency in the amount of \$36,000; and authorize the Public Works Director to execute the agreement in substantially the form presented and approve change orders within the approved contingency amount.

CEQA: This project is categorically exempt from CEQA as an “existing facility,” in that the cleaning of Digester 2 consists of the operation, repair, or maintenance of an existing public structure, facility, or mechanical equipment involving negligible or no expansion of existing or former use. (CEQA Guidelines Section 15301.)

6. Enterprise Resource Planning Software Project – Supplemental Budget Appropriation and Change Orders

Adopt a Resolution to approve a supplemental budget appropriation of \$210,172 from unassigned fund balance of the Equipment Replacement Fund to increase the capital budget for the Enterprise Resource Planning Project; approve Change Order No. 8 to the master services agreement with Collaborative Solutions, LLC for ERP implementation services in the amount of \$199,922 for a new agreement total of \$4,739,292; approve Change Order No. 485765 to the master subscription agreement with Workday, Inc. for delivery assurance services in the amount of \$10,250 for a new agreement total of \$187,605; and authorize the City Manager to execute the Change Orders in substantially the form presented.

CEQA: Approval of the change orders for ERP implementation support is not subject to CEQA review under the common sense exemption in it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment (CEQA Guidelines Section 15061.) In addition, approval of a supplemental budget appropriation for the Project is not subject to CEQA review in that it consists of a governmental fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines Section 15378(b)(4).))

7. Examination of Sales or Transactions and Use Tax Records – Approval

Adopt a Resolution to authorize Hinderlighter de Llamas and Associates to examine sales or transactions and use tax records for all sales and transactions and use taxes.

CEQA: This Resolution to authorize examination of sales or transactions and use tax records is not a project subject to CEQA, because it consists of a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines Section 15378(b)(4).)

8. New Construction Reach Codes for the 2022 Code Cycle — Ordinance Adoption

Adopt an Ordinance to amend the San Mateo Municipal Code Chapter 23.24 “Energy Code” and Chapter 23.70 “Green Building Code” to require enhanced energy performance for new construction, repeal unenforceable measures of the City’s current reach codes, and make a minor edit to the City’s electric-readiness requirements.

CEQA: This action to adopt reach codes and amend the energy Code and Green Building Code is categorically exempt from CEQA as an “existing facility,” because it consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use. (CEQA Guidelines Section 15301.)

9. Parks and Recreation — Classification Updates

Adopt a Resolution to approve the revised job specifications for the Landscape Laborer and Landscape Maintenance Worker I/II to reflect a flexible staffed series pursuant to the recent MOU agreement.

CEQA: This classification update is not a project subject to CEQA, because it is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical

impact on the environment.(CEQA Guidelines Section 15378(b)(4).)

PUBLIC COMMENT

Members of the public wishing to comment on any item not appearing on the agenda may address the City Council at this time. State law prevents Council from taking action on any matter not on the agenda; your comments may be referred to staff for follow up. Public comment is limited to a total of 15 minutes; however, an opportunity for additional public comment may be provided later in the agenda.

NEW BUSINESS

10. Historic Policy Update Effort Professional Services – Appropriation and Agreement

Review and provide direction on historic preservation policies, including: the adoption of a Resolution to appropriate \$328,743 (Option 1) or \$394,450 (Option 2) from the Advance Planning Fund to the Historic Policy Update project, with each option corresponding to a different project schedule; and approve an agreement with Rincon Consultants for community outreach and technical support related to historic policy and code amendments; and authorize the City Manager to execute the agreement in substantially the form presented and to revise it as needed based on the selected option.

CEQA: The appropriation of funds and agreement approval is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment.(CEQA Guidelines Section 15378(b)(5).)

REPORTS AND ANNOUNCEMENTS

City Manager, City Attorney and Council Members report on their various assignments and liaison roles and Council requests for scheduling future items.

ADJOURNMENT

AGENDAS: Agendas and material are posted on the City's website on the Friday preceding each Council Meeting and can be viewed on the City's website at www.cityofsanmateo.org . Any supplemental material distributed to the Council after the posting of the agenda will be made part of the official record.

WATCHING A MEETING ON TV: City Council meetings are broadcast live on Comcast/channel 27, Wave/channel 26, or AT&T/channel 99. For transmission problems during the broadcast, please call (650) 522-7099. For all other broadcast comments, call (650) 522-7040, Monday-Friday, 8 a.m. - 5 p.m.

WATCHING A MEETING ON A COMPUTER: There are three ways to stream.

- 1) Public Meeting Portal www.cityofsanmateo.org/publicmeetings
- 2) City YouTube channel and stream it on YouTube: <http://youtube.com/CityofSanMateo>
- 3) Watch TV live stream: <https://www.cityofsanmateo.org/193/Channel-San-Mateo-Live-Stream>

PUBLIC COMMENTS/REQUEST TO SPEAK

Prior to the Meeting

Send comments to: clerk@cityofsanmateo.org until 4 p.m. the day of the meeting.

During the meeting

By Zoom: Click the link at the top of the agenda and you'll be added to the meeting. All attendees are muted by default. When the item of interest is open for consideration, select the "Raise Your Hand" icon and you will be called on at the appropriate time.

By telephone: Call (408) 638-0968 and enter the conference ID found at the top of the meeting agenda. When the item of interest is open for consideration, select *9 to raise your hand. When called upon, press *6 to unmute, state your name and provide your comments.

In Person: At the meeting complete a "Request to Speak" form, submit a request at the speaker kiosk or scan the QR code.

ACCESSIBILITY: In compliance with the Americans with Disabilities Act, those with disabilities requiring special accommodations to participate in this meeting may contact the City Clerk's Office at (650) 522-7040 or clerk@cityofsanmateo.org . Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.