

MAYOR JEFF GEE
VICE MAYOR LISSETTE ESPINOZA-GARNICA
COUNCIL MEMBER ALICIA C. AGUIRRE
COUNCIL MEMBER KAIA EAKIN
COUNCIL MEMBER DIANE HOWARD
COUNCIL MEMBER ELMER MARTINEZ SABALLOS
COUNCIL MEMBER CHRIS STURKEN

APPROVED MINUTES
1017 MIDDLEFIELD ROAD
REDWOOD CITY, CA

JOINT CITY COUNCIL/
SUCCESSOR AGENCY/
PUBLIC FINANCE AUTHORITY
REGULAR MEETING AGENDA
Monday, June 12, 2023, 6:00 PM

1. **CALL TO ORDER** – Mayor Gee called the meeting to order at 6:00 p.m.
2. **ROLL CALL** – Council Members Aguirre, Eakin, Howard, Martinez Saballos and Sturken, and Mayor Gee were present. Vice Mayor Espinoza-Garnica was absent.

Staff present: City Manager Melissa Stevenson Diaz, City Attorney Veronica Ramirez, and City Clerk Pamela Aguilar.

3. **PLEDGE OF ALLEGIANCE** – Mayor Gee led the pledge of allegiance.
4. **AB 2449 REQUESTS AND CONSIDERATIONS FOR MEETING PARTICIPATION BY TELECONFERENCE DUE TO JUST CAUSE OR EMERGENCY CIRCUMSTANCES**
5. **CLOSED SESSION**

Mayor Gee called for public comment prior to convening the closed session. None was received.

The City Council convened a Closed Session at 6:03 p.m. to discuss the following:

5.A. Closed session regarding labor negotiations pursuant to California Government Code Section 54957.6

City’s Negotiators: Kelly Tuffo, Liebert Cassidy Whitmore
Michelle Katsuyoshi, Human Resources Director

Employee Organizations: Executive Management

San Mateo County Firefighters International
Association of Firefighters Local 2400
Service Employees International Union Local 521
Redwood City Management Employees Association
Redwood City Police Supervisors Association

The meeting reconvened into open session at approximately 6:55 p.m. No reportable action was taken.

6. PRESENTATIONS/ACKNOWLEDGEMENTS

6.A. Swearing in of newly appointed members of the Arts Commission and Transportation Advisory Committee

City Clerk Pamela Aguilar administered the Oath of Office to the newly appointed Arts Commission and Transportation Advisory Committee Members.

7. PUBLIC COMMENT ON THE CONSENT CALENDAR, MATTERS OF COUNCIL INTEREST AND ITEMS NOT ON THE AGENDA

The following members of the public spoke:

- Lizbeth Estrada
- Guadalupe Guzman
- Sha Sun
- Marcelene Luna

8. CONSENT CALENDAR

Council Member Aguirre pulled item 8E for further discussion.

Council Member Martinez Saballos stated that due to the project site being within close proximity to his place of work, he will be recusing himself from voting on item 8J regarding 1548 Maple Street (*referred to during the meeting as item 8F*).

Motion and second, Aguirre and Howard, to approve the Consent Calendar, except for items 8D and 8J (*referred to during the meeting as item 8F*), passes 5-0-2 by electronic vote, with Council Member Martinez Saballos abstained and Vice Mayor Espinoza-Garnica absent.

Motion and second, Howard and Eakin, to approve item 8J (*referred to during the meeting as item 8F*), passes 5-0-2 by electronic vote, with Council Member Martinez Saballos recused and Vice Mayor Espinoza-Garnica absent.

8.A. Amendment No. 3 to agreement with CherryRoad Technologies to reduce the scope of implementation of the new Financial and Human Capital Management (HCM) Software and Services as part of the City’s Enterprise Resource Planning (ERP) system, and to increase needed technical expertise support service hours for Oracle ERP/HCM system (304) MO 23-082

Recommendation:

By motion, approve and authorize the City Manager to execute Amendment No. 3 to Agreement for Services with CherryRoad Technologies (CRT), removing from the scope of the contract Phase 3 Extended HCM and transferring funding previously allocated for Phase 3 to be applied instead toward increased service hours.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

8.B. Annual Appropriations Limit for Fiscal Year 2023-24 (501) Reso 16140 (0039)

Recommendation:

Adopt a resolution establishing the Appropriations Limit for Fiscal Year 2023-24.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

8.C. Adopt a resolution granting consent to the City of Burlingame to include areas under the territorial jurisdiction of the City of Redwood City in the proposed San Francisco Peninsula Tourism Marketing District, enabling commercial lodging facilities in Redwood City and throughout San Mateo County to fund activities that promote tourism (301) Reso 16141 (0042)

Recommendation:

Adopt a resolution granting consent to the City of Burlingame to include areas under the territorial jurisdiction of the City of Redwood City in the proposed San Francisco Peninsula Tourism Marketing District.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

8.D. Agreement with William R. Gray and Company DBA Gray-Bowen-Scott for project delivery services for the US 101/84 Interchange Reconstruction Project, a major highway infrastructure project requiring expertise beyond City staff experience

Recommendation:

1. By motion, approve and authorize the City Manager to execute the Agreement for

Services with William R. Gray and Company DBA Gray-Bowen-Scott in an amount not-to-exceed \$3,312,996 for project delivery services, and to amend the Agreement, if necessary, up to 10% of the Agreement amount, not to exceed \$3,644,296, and
2. Adopt a resolution approving an appropriation amendment to the FY 2022-2023 budget to increase the budget by \$2,897,404 for contract costs associated with the reconstruction of 101/84 Interchange.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

This item was continued to a future meeting.

8.E. Outdoor Business – Resolution establishing a pilot program authorizing the temporary closure of the 2000 block of Broadway to study establishing a pedestrian mall (701) Reso 16142 (0050)

Recommendation:

Adopt a resolution approving a pilot program authorizing the temporary closure of a portion of Broadway Street to study establishing a pedestrian mall.

CEQA:

Piloting the creation of the pedestrian mall is categorically exempt from CEQA. California Code of Regulations, title 14, section 15306 provides that basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource and are conducted strictly for information gathering purposes, or as part of a study leading to an action which a public agency has not yet approved, adopted, or funded are categorically exempt from the provisions of the California Environmental Quality Act. Additionally exempt as an “existing facility,” because the project consists of only minor alterations to an existing City street (CEQA Guidelines Section 15301, Class 1). Finally, the project is exempt as closing the street to personal vehicles is “minor alterations to land,” with no significant physical alterations to the right of way (CEQA Guidelines Section 15304, Class 4). The proposed action is also exempt under the Public Resources Code section 21080.25 since it will be improving pedestrian and bicycle facilities and not increasing automobile capacity.

8.F. Award Redwood Shores Library Fan Coil Retrofitting Project to Pacific Coast Sales and Service, Inc. dba Pacific Coast Trane Controls in the amount of \$213,970 in order to replace inoperable equipment required to ensure proper cooling of the Redwood Shores Library; and authorize the City Manager or their designee to increase the contract amount, if necessary, up to 10% of the amount awarded in an amount not to exceed \$21,397 for a total amount of \$235,367. (304) MO 23-083

Recommendation:

By motion, approve and authorize the City Manager to execute the contract documents and award the standard form contract for the Redwood Shores Library Fan Coil Retrofitting Project to Pacific Coast Sales and Service, Inc. dba Pacific Coast Trane Controls of Sunnyvale, CA for their responsive and responsible low total bid of \$213,970; and authorize the City Manager or their designee to increase the contract amount, if necessary, up to 10% of the amount awarded in an amount not to exceed \$21,397 for a total amount of \$235,367.

CEQA:

Categorically Exempt - Class 1. Existing Facilities

**8.G. Purchase of National Fitness Campaign (NFC) Fitness Court in the amount of \$153,825
(304) MO 23-084**

Recommendation:

By motion, approve and authorize the City Manager or their designee to execute a purchase agreement for National Fitness Campaign's Fitness Court in the amount of \$153,825.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

**8.H. Authorization for the disposal of surplus personal property through donation to sister city organizations or sale at public auction
(205) MO 23-085**

Recommendation:

By motion, declare personal property listed in Attachment A as surplus personal property which may be disposed of in accordance with Article V of Chapter 2 of the Redwood City Municipal Code.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

**8.I. Final acceptance of the Fair Oaks Community Center Library (Classroom 7) Remodel Project
(304) MO 23-086**

Recommendation:

By motion, accept the Fair Oaks Community Center Library (Classroom 7) Remodel Project at Fair Oaks Community Center, and authorize the release of bonds and retention according to City procedures.

CEQA:

Categorically Exempt - Class 1. Existing Facilities

- 8.J. Waive second reading and adopt an ordinance approving a Third Amendment to the Development Agreement between the City and 1548 Maple, LLC for the 1548 Maple Street project extending the five-year initial term of the Development Agreement by three years and making minor adjustments to the Bay Trail construction schedule to address public safety issues (301) Ord 2524 (0004)**

(This item was referred to during the meeting as item 8F)

Recommendation:

Waive the second reading and adopt an ordinance approving a Third Amendment to the Development Agreement between the City and 1548 Maple, LLC for the 1548 Maple Street project (Project) extending the five-year initial term of the Development Agreement by three years and making minor adjustments to the Bay Trail construction schedule to address public safety issues.

CEQA:

The City Council certified the Environmental Impact Report for the Project and the associated Mitigation Monitoring and Reporting Program in 2018 in connection with the initial Project approvals and approved the EIR Addendum on September 27, 2021. The Third Amendment does not propose substantial changes to the Project and there are no substantial changes with respect to circumstances under which the Project would be undertaken or new information of substantial importance of the kind that would require additional environmental review pursuant to Section 15162 of the CEQA Guidelines.

- 8.K. Approve May 22, 2023 City Council Minutes (301) MO 23-087**
- 8.L. Approve claims and checks from June 12, 2023 to June 26, 2023 and the usual and necessary payments through June 26, 2023 (303) MO 23-088**

9. PUBLIC HEARINGS

- 9.A. Public hearing and consideration of any protests related to the collection of sewer service charges on the tax roll for residential customers with one dwelling unit per parcel and resolution authorizing the collection of sewer services charges on the tax roll for residential customers with one dwelling unit per parcel; no changes in sewer service rates for Fiscal Year 2023-24. (802) Reso 16143 (0044)**

Public Works Services Director Terence Kyaw introduced the item, and Public Works Services Superintendent Robin Kim gave a presentation.

Mayor Gee opened the public hearing. The following members of the public spoke:

- Amanda

Mayor Gee closed the public hearing.

Recommendation:

Hold a public hearing and, if protests are not made by the property owners of a majority of the affected parcels, adopt a resolution adopting the Sewer Service Charges Report for Fiscal Year 2023-24 and authorizing the collection of sewer service charges on the tax roll for residential customers with one dwelling unit per parcel.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

Motion and second, Aguirre and Howard, to adopt a resolution adopting the Sewer Service Charges Report for Fiscal Year 2023-24 and authorizing the collection of sewer service charges on the tax roll for residential customers with one dwelling unit per parcel, passes 6-0-1 by electronic vote, with Vice Mayor Espinoza-Garnica absent.

10. STAFF REPORTS

10.A. **Receive Citygate Associates, LLC. Standards of Cover and Community Risk Assessment Study findings and recommendations associated with Fire Department services (705) MO 23-089**

City Manager Melissa Stevenson Diaz and Fire Chief Ray Iverson introduced the item, and Citygate Associates LLC consultant Stewart Gary gave a presentation.

There was no public comment.

Recommendation:

Receive the staff report and presentation on the final Standards of Cover Study and Community Risk Assessment associated with Fire Department services, and direct staff to evaluate the recommendations and develop an implementation plan by November 1, 2023.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

Motion and second, Martinez Saballos and Howard, to direct staff to evaluate the recommendations and develop an implementation plan by November 1, 2023, passes 6-0-1 by electronic vote, with Vice Mayor Espinoza-Garnica absent.

10.B. Fiscal Year 2023-24 Budget study session and date setting for the public hearing and adoption of the Fiscal Year 2023-24 Recommended Budget (501) Reso 16144 (0047)

City Manager Melissa Stevenson Diaz and Assistant City Manager and Administrative Services Director Michelle Poche Flaherty gave a presentation.

The following members of the public spoke:

- Chris Robell
- Clara Jaeckel

Recommendation:

1. Receive and provide feedback regarding the FY 2023-24 Recommended Budget; and
2. Adopt a resolution setting June 26, 2023 as the date for the public hearing on and adoption of the FY 2023-24 Budget, directing copies of the FY 2023-24 Recommended Budget to be filed with the City Clerk, and authorizing and directing the City Clerk to publish notice of the availability of the FY 2023-24 Recommended Budget and the date of the public hearing.

CEQA:

This is not a project under California Environmental Quality Act (CEQA)

Motion and second, Howard and Eakin, to adopt a resolution setting June 26, 2023 as the date for the public hearing on and adoption of the FY 2023-24 Budget, directing copies of the FY 2023-24 Recommended Budget to be filed with the City Clerk, and authorizing and directing the City Clerk to publish notice of the availability of the FY 2023-24 Recommended Budget and the date of the public hearing, passes 6-0-1 by electronic vote, with Vice Mayor Espinoza-Garnica absent.

11. MATTERS OF COUNCIL INTEREST

11.A. City Council Member Report of Conferences and Meetings Attended

Council Member Eakin reported on attending the San Francisco Airport Community Roundtable meeting on June 7.

11.B. City Council Committee Reports

A. Finance / Audit Sub-Committee – Council Member Aguirre gave an update.

B. Equity and Social Justice Sub-Committee – Council Member Martinez Saballos gave an update.

11.C. City Manager (Oral) Update – City Manager Melissa Stevenson Diaz gave updates on the following:

- As part of the Community Development and Transportation Department study, the consultant will be reaching out to the community and holding in-person focus groups to receive feedback
- A survey on the Anti-Displacement Strategy will be going out next week through the end of June, and an update will be presented to the City Council at the July 24 meeting
- The City will be cohosting a virtual community meeting with Caltrans on June 21 at 6:30 p.m. regarding biking on El Camino Real

12. ADJOURNMENT – Mayor Gee adjourned the meeting at 10:01 p.m.

Respectfully submitted.



Pamela Aguilar, CMC
City Clerk

Approved at the June 26, 2023 meeting