

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, July 24, 2023, 6:00 PM

1. **CALL TO ORDER** – Mayor Gee called the meeting to order at 6:00 p.m.
2. **ROLL CALL** – All Council Members were present.

Staff present: City Manager Melissa Stevenson Diaz, City Attorney Veronica Ramirez, and Interim City Clerk Yessika Castro.

3. **PLEDGE OF ALLEGIANCE** – Council Member Martinez Saballos led the pledge of allegiance.
4. **AB 2449 REQUESTS AND CONSIDERATIONS FOR MEETING PARTICIPATION BY TELECONFERENCE DUE TO JUST CAUSE OR EMERGENCY CIRCUMSTANCES**  
None

5. **CLOSED SESSION**

Council Member Eakin stated her conflict of interest with item 5B due to her employment.

Mayor Gee called for public comment prior to convening the Closed Session. None was received.

The City Council convened a Closed Session at 6:06 p.m. to discuss the following:

**5.A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of California Government Code Section 54956.9: 1 case

**5.B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

Litigation, to which the City is a party, has been initiated formally pursuant to paragraph (1) of subdivision (d) of California Government Code Section 54956.9.

Name of Case: Westpoint Harbor LLC v. City of Redwood City  
San Mateo Superior Court No. 23CIV00954

The meeting reconvened into open session at approximately 7:05 p.m. No reportable action was taken.

**6. PRESENTATIONS/ACKNOWLEDGEMENTS**

**6.A. Proclamation honoring Assistant City Manager Alex Khojikian**

Assistant City Manager Alex Khojikian accepted the proclamation.

**6.B. Presentation by Jenny Obiaya on Boys and Girls Club of the Peninsula**

Boys and Girls Club of the Peninsula Chief Executive Officer Jenny Obiaya gave a presentation.

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

The following members of the public spoke:

- Kimberly Koch & Dylan Finch
- Ted Hannig
- Elmer Guerrero
- Kathy Harris
- Stacy Talomantes
- Jimmy Hedges
- Filip Crnogorac
- Jim Crampton
- Nicholas Ibarra Jr.

**8. CONSENT CALENDAR**

Council Member Eakin stated her conflicts of interest with items 8K and 8O due to her place of employment, and as well as item 8R due to her place of residence.

Mayor Gee stated his conflict of interest with item 8O due to being on the governing board of one of the grant recipients, Casa Circulo Cultural, as well as item 8S due to his parent company working with a separate division of the applicant.

**Motion and second, Howard and Sturken, to approve all items on the Consent Calendar, except for items 8K, 8O, 8R, and 8S, passed unanimously by electronic vote.**

**Motion and second, Martinez Saballos and Sturken, to approve items 8K and 8R, passed 6-0-1 by electronic vote, with Council Member Eakin recused.**

**Motion and second, Howard and Martinez Saballos, to approve item 8O, passed 5-0-2 by electronic vote, with Council Member Eakin and Mayor Gee recused.**

**Motion and second, Martinez Saballos and Sturken, to approve item 8S, passed 6-0-1 with Mayor Gee recused.**

**8.A. Rejection of general liability claim by minor A. Batres-Mendoza, c/o Mario Caesar Velladares, Esq (303)**

Recommendation:  
Approve Rejection of subject claim.

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

**8.B. Agreement for Legal Services with The Sohagi Law Group, PLC for the Port of Redwood City Ferry Terminal Project (304)**

Recommendation:  
By motion, approve and authorize the City Attorney to execute an Agreement for Legal Services with The Sohagi Law Group, PLC for a not-to-exceed amount of \$225,000.

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

**8.C. Agreements for Services with True North Compliance Services, Inc., TRB and Associates, Inc., and Shums Coda Associates, Inc. for On-Call Professional Building Services (304)**

Recommendation:  
1. By motion, approve and authorize the City Manager to execute agreement for On-Call Professional Building Services with True North Compliance Services, Inc. in an amount not-to-exceed \$1,000,000 for a one-year term;

2. By motion, approve and authorize the City Manager to execute agreement for On-Call Professional Building Services with TRB and Associates, Inc. in an amount not-to-exceed \$200,000 for a one-year term; and
3. By motion, approve and authorize the City Manager to execute agreement for On-Call Professional Building Services with Shums Coda Associates, Inc. in an amount not-to-exceed \$100,000 for a one-year term.

CEQA:

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

**8.D. Award of contract for the Roosevelt Avenue Quick-Build Traffic Calming Project (304)**

Recommendation:

By motion, approve and authorize the City Manager to execute the contract documents and award the standard form contract for the Roosevelt Avenue Quick-Build Traffic Calming Project to Golden Bay Construction, Inc. of Hayward, CA for their responsive and responsible low total bid of \$1,732,592 and authorize the City Manager or the City Manager's designee to increase the contract amount, if necessary, up to 10 percent of the amount awarded, in an amount not to exceed \$1,905,851.

CEQA:

Categorically Exempt - Class 1. Existing Facilities

**8.E. Authorize grant applications for the Multimodal Project Discretionary Grant (MPDG) Program and the Highway Program seeking an estimated \$184 million in grant funding for the US 101/Woodside Road (SR 84) Interchange Improvement Project (505) Reso 16164 (0077)**

Recommendation:

1. By motion, authorize staff to submit a funding application to the Multimodal Project Discretionary Grant (MPDG) program for the US 101/Woodside Road (SR 84) Interchange Improvement Project.
2. Adopt a resolution supporting the US 101/Woodside Road (SR 84) Interchange Improvement Project and authorizing submittal of an application for the San Mateo County Transportation Authority's 2023 Measure A and W Highway Program funds for the US 101/Woodside Road (SR 84) Interchange Improvement Project.
3. By motion, authorize the City Manager, or their designee, to execute any grant-related documents, if awarded.

CEQA:

This activity is not a project under California Environmental Quality Act (CEQA) as defined in CEQA Guidelines, section 15378, because authorizing submission of a funding application and executing a funding agreement has no potential to result in a

direct or reasonably foreseeable indirect physical change in the environment. The California Department of Transportation was the lead agency for CEQA for the US 101/Woodside Road (SR 84) Interchange Improvement Project and prepared an Initial Study with Negative Declaration/Environmental Assessment for the project, which was approved on December 16, 2016.

**8.F. Parcel Map and associated agreements for the 690 Veterans Boulevard development by 690 Veterans, LLC. (304)**

Recommendation:

1. By motion, approve and authorize the City Manager to execute a Subdivision Improvement Agreement with 690 Veterans, LLC.
2. By motion, approve and authorize the City Manager to execute a Landscape Maintenance Agreement with 690 Veterans, LLC.
3. By motion, approve and authorize the City Manager to execute a Stormwater Treatment Measures and Maintenance Agreement with 690 Veterans, LLC.
4. By motion, approve Parcel Map No. 2022-004, the Parcel Map for the development at 690 Veterans Boulevard.

CEQA:

This activity is not a project under California Environmental Quality Act (CEQA). The project is Categorical Exempt - Class 32. In-Fill Development Projects

**8.G. Establishment of the Affordable Housing Preservation Program and Program Guidelines (505) Reso 16165 (0081) Reso 16166 (0082)**

Recommendation:

1. Adopt a Resolution establishing an Affordable Housing Preservation Program, approving the Program Guidelines and the template Loan Documents, and authorizing the City Manager to fund affordable housing acquisition, rehabilitation, and preservation loans under the Program without returning to the City Council.
2. Adopt a Resolution
  - (1) Authorizing the use of funds for the Affordable Housing Preservation Program; and
  - (2) Approving an appropriation amendment to increase the Housing Support Fund revenue and expenditure budgets by \$890,000 for the Prohousing Incentive Pilot Program grant; and
  - (3) Approving an appropriation amendment to increase the Affordable Housing Impact Fee Fund expenditure budget by \$630,000 using available fund balance.

CEQA:

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

**8.H. Agreement for Services with RSG, Inc. (“RSG”) and Amendment No. 2 to Agreement for Services with Silicon Valley Synergy, LLC (“SVS”) to provide real property consulting services as needed (304)**

Recommendation:

By motion, approve and authorize the City Manager to execute the following:

- 1) Agreement for Services with RSG, Inc. for a two-year term in an amount not-to-exceed \$200,000; and
- 2) Amendment No. 2 to Agreement for Services with Silicon Valley Synergy, LLC for a two-year term in an amount not-to-exceed \$50,000, for a total contract amount not-to-exceed \$150,000.

CEQA:

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

**8.I. Authorize by resolution the acceptance of a \$70,000 grant from Get Healthy San Mateo County to fund the implementation of economic mobility programs and partnerships and the expansion of community engagement capability within the organization by extending an existing Management Fellow position in the City Manager’s Office (505) Reso 16167 (0078)**

Recommendation:

1. Adopt resolution authorizing the acceptance of a \$70,000 grant from San Mateo County Get Healthy and submission of any documents, and reports required, for the continuation of a Management Fellow position.
2. By motion, authorize the City Manager, or designees, to receive and execute grant agreement and related contract documents with the San Mateo County Health Department and commit funds to complete the projects, submit invoices and reports as needed.

CEQA:

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

**8.J. Amendment No. 5 to Agreement for Professional Services with City Consultants & Research, LLC for technical assistance to the City of Redwood City’s Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) programs in an amount not-to-exceed \$50,000, for a total contract amount not-to-exceed \$123,550 (304)**

Recommendation:

By motion, approve and authorize the City Manager to execute Amendment No. 5 to Agreement for Professional Services with City Consultants & Research, LLC for technical assistance to the City of Redwood City’s Community Development Block Grant (CDBG)

and Home Investment Partnerships (HOME) programs covering the time period of the Effective Date of the original agreement to June 30, 2024 in an amount not-to-exceed \$50,000, for a total contract amount not-to-exceed \$123,550.

CEQA:

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

**8.K. Revocable License Agreement with the Redwood City Downtown Business Group for the location of a Farmers' Market at Courthouse Square, 2200 Broadway, Redwood City, CA 94063 for a term of one year with four one-year extensions (304)**

Recommendation:

By motion, authorize the City Manager to execute a Revocable License Agreement with the Downtown Business Group to operate a Farmers Market at Courthouse Square for a term of one (1) year, with four (4) one-year extensions.

CEQA:

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

**8.L. Agreement with All City Management Services, Inc. for crossing guard services (304)**

Recommendation:

By motion, approve and authorize the City Manager to execute a one-year agreement not to exceed \$403,182, between the City of Redwood City and All City Management Services, Inc. to provide crossing guard services for the Fiscal Year 2023-2024.

CEQA:

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

**8.M. Amendment to the existing radio maintenance service agreement with Daryl D. Jones dba: Telecommunications Engineering Associates to allow for the installation of radio console and base station equipment (304)**

Recommendation:

By motion, approve and authorize the City Manager to execute Amendment No. 1 to Agreement for Services with Daryl D. Jones, dba: Telecommunications Engineering Associates increasing the not-to-exceed amount by \$84,552, for a total not-to-exceed contract amount of \$290,909.

CEQA:

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

**8.N. Amendment No. 2 to Agreement with Gilbane Building Company for project management services, and Amendment No. 3 to Agreement with ELS Architecture and Urban Design for construction administration services for the Veterans Memorial Building/Senior Center-YMCA Project, for extended time and services due to construction delays (304) Reso 16168 (0073)**

Recommendation:

1. By motion, approve and authorize the City Manager to execute: Amendment No. 2 to the Agreement for Services with Gilbane Building Company for project management services for the Veterans Memorial Building/Senior Center for a not-to-exceed amount of \$653,782, for a total not-to-exceed amount of \$3,676,130;
2. By motion, approve and authorize the City Manager to execute Amendment No. 3 to the Agreement for Services with ELS Architecture and Urban Design for construction administration services for a not-to-exceed amount of \$248,472, for a total not-to-exceed amount of \$8,814,756; and
3. Adopt a resolution approving an appropriation amendment to the FY 2023-2024 budget transferring unencumbered funds from other capital projects in the amount of \$902,254 for professional services costs.

CEQA:

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

**8.O. Reconsider the Arts Commission FY 2023-2024 funding recommendations for large grant recipients (505)**

Recommendation:

- 1) By motion, suspend Rosenberg's Rules of Order and reconsider the Arts Commission's proposed funding recommendations for large grant recipients for FY 2023-2024 that was originally approved at the June 26th City Council Meeting (requires 5/7 vote)
- 2) By motion, approve the Arts Commission's proposed funding recommendations for large grant recipients for FY 2023-2024 as provided in Attachment A

CEQA:

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

**8.P. Approval of an agreement with Shape, Inc. for Flygt pump parts, maintenance, and repair services in an amount not to exceed a total of \$863,425 in order to ensure timely repair and maintenance of sanitary sewer and storm Flygt pumps (304)**

Recommendation:

By motion, determine that due to the specialized nature of the equipment and services, there is only one reasonable and practicable source for the required service, and the

contract may be awarded without a competitive bidding process; and approve and authorize the City Manager to execute a five-year agreement for services through 2028 with Shape, Inc. in an amount not to exceed a total of \$863,425 (requires 5/7 vote).

CEQA:

Categorically Exempt - Class 1. Existing Facilities

**8.Q. Resolution authorizing the Public Works Director to create and administer an assistance program funded by \$75,000 in Climate Action funds to assist Redwood City food service businesses facing financial hardship due to transitioning to foodware that is compliant with the Disposable Foodware Ordinance (501) Reso 16169 (0072)**

Recommendation:

Adopt a resolution authorizing the Public Works Director to create and administer an assistance program for Redwood City food service businesses to comply with the Disposable Foodware Ordinance.

CEQA:

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

**8.R. Waive second reading and adopt ordinance amending the Zoning Code and Zoning Map, ordinance amending Zoning Ordinance Article 29 (Requirements for Affordable Housing), and ordinance amendment the Municipal Code to implement the 2023-2031 Housing Element (303) Ord 1130-386 (0006)  
Ord 1130-387 (0008)  
Ord 2526 (0007)**

Recommendation:

1. Waive second reading and adopt an ordinance amending the Zoning Code and Zoning Map to implement the 2023-2031 Housing Element;
2. Waive second reading and adopt an ordinance amending Zoning Ordinance Article 29 (Requirements For Affordable Housing); and
3. Waive second reading and adopt an ordinance amending the Municipal Code to implement the 2023-2031 Housing Element.

CEQA:

Environmental Impact Report

- 8.S. Waive second reading and adopt an ordinance approving a Zoning Map Amendment to Article 60 (Zoning District Boundaries - Maps) to rezone the property located at 505 E. Bayshore Road from General Commercial to Mixed-Use Waterfront (303) Ord 1130-388 (0005)**

Recommendation:

Waive second reading and adopt an ordinance approving a Zoning Map Amendment to Article 60 (Zoning District Boundaries - Maps) to rezone the property located at 505 East Bayshore Road from General Commercial to Mixed-Use Waterfront.

CEQA:

Environmental Impact Report

- 8.T. Approve June 26, 2023 City Council Minutes (301)**
- 8.U. Approve claims and checks from July 24, 2023 to August 28, 2023 and the usual and necessary payments through August 28, 2023 (303)**

**9. PUBLIC HEARINGS**

- 9.A. Initiation of a review to consider the repeal of the Westport Specific Plan and replacement with a new Precise Plan for a Research & Development Office and Life Sciences Campus at 800 – 3400 Bridge Parkway (Redwood Life) (613) Reso 16170 (0076)**

Assistant City Manager Alex Khojikian introduced the item, and Consulting Planner Margaret Netto gave the staff presentation.

Longfellow partners Tara Korlipara and Peter Fritz gave the applicant presentation.

Vice Mayor Espinoza-Garnica made a motion to implement a 1-minute time limit for each public comment. As there was no second, the motion failed.

Mayor Gee opened the public hearing.

The following members of the public spoke:

- Ronald Beaman
- Michael Ochoa
- Frances Szlapka
- Carol Ann Leonard
- Pabla Balderas
- Rigo Gallardo
- Bart Pantoja

- Carl Pearl
- Ray Fowler
- Amy Buckmaster
- Adelaide Nye
- Rona Gundrum
- Mary Morissey Parden
- Liane Redford
- Rich Hedges
- Connie Chaltus
- Bob Highsmith
- Ali Sapirman
- Krysta Waldrop
- SS Wong
- Mary Rodriguez
- Tony Gapastione
- Steven Goodale
- Rupesh Patel
- Michelle Winter
- Gail Raabe
- Chris MacIntosh
- Judy Hagelshaw
- Christine Padilla
- Sue Nix
- Joao Bastista DaRosa
- Andrea Osgood
- David Shen
- Shelley
- Andrew Young
- Gary Baldocchi
- Debbie Baldocchi
- Angelissa Rodriguez
- Earl Aiken
- DJ
- Christy Shirilla
- Juliann Fusaro
- Nina Goodale
- Gita Dev

Mayor Gee closed the public hearing.

Recommendation:

Adopt a resolution of Intention to initiate proceedings to consider repeal of the Westport Specific Plan and adoption of a Precise Plan for the Redwood Life Research & Development Office and Life Sciences Campus proposal.

CEQA:

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

**Motion and second, Martinez Saballos and Howard, to adopt a resolution of Intention to initiate proceedings to consider repeal of the Westport Specific Plan and adoption of a Precise Plan for the Redwood Life Research & Development Office and Life Sciences Campus proposal, with the friendly amendment to implement a 6-month communication plan and present a project status update to the City Council in 18 months, passed unanimously by electronic vote.**

**At 10:51 p.m., motion and second, Howard and Espinoza-Garnica, to extend the meeting to 12:00 a.m., passed 6-1 with Council Member Aguirre opposed.**

**9.B. Ordinance amendments to Municipal Code and Zoning Ordinance to establish regulations for retail sale of firearms and ammunition (301)**

Assistant City Manager and Administrative Services Director Michelle Poché Flaherty, Redwood City Police Department Lieutenant Ed Conover, and Principal Planner John Francis gave a presentation.

Mayor Gee opened the public hearing.

The following members of the public spoke:

- Katie Goetz
- Elizabeth Molina
- Clara Jaeckel

Mayor Gee closed the public hearing.

Recommendation:

1. Waive first reading and introduce an ordinance amending Chapters 37 and 37A of the Municipal Code to adopt licensing and security requirements for retail establishments selling firearms or ammunition; and
2. Waive first reading and introduce an ordinance amending Section 31.12 of Article 31 of the Zoning Ordinance and adding Article 58 to the Zoning Ordinance to require a conditional use permit for firearms and ammunition retail sale use and to establish locational restrictions on such uses.

CEQA:

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

**Motion and second, Martinez Saballos and Espinoza-Garnica, to:**

- 1. Waive first reading and introduce an ordinance amending Chapters 37 and 37A of the Municipal Code to adopt licensing and security requirements for retail establishments selling firearms or ammunition, with the friendly amendment to Section 37.35 of the Municipal Code to publish all warnings required under this section in the three most commonly used languages according to the most current U.S. Census, and to also direct staff to include an annual reporting requirement; and**
- 2. Waive first reading and introduce an ordinance amending Section 31.12 of Article 31 of the Zoning Ordinance and adding Article 58 to the Zoning Ordinance to require a conditional use permit for firearms and ammunition retail sale use and to establish locational restrictions on such uses.**

**The motion passed 6-1 by electronic vote, with Council Member Howard opposed.**

**At 11:54 p.m., motion and second, Espinoza-Garnica and Sturken, passed 6-1 by electronic vote, with Council Member Aguirre opposed.**

## **10. STAFF REPORTS**

### **10.A. Actuarial Report regarding impact of proposed restructure of retiree health benefits in order to reduce City costs for bargaining unit represented by Redwood City Police Supervisors' Association (904)**

Human Resources Director Michelle Katsuyoshi gave a presentation.

There was no public comment.

Recommendation:

By motion, receive and review the findings in the actuarial report reflecting anticipated savings associated with proposed restructuring of retiree health benefits for employees represented by the Redwood City Police Supervisors' Association.

CEQA:

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

**Motion and second, Howard and Espinoza-Garnica, to receive and review the findings in the actuarial report reflecting anticipated savings associated with proposed restructuring of retiree health benefits for employees represented by the Redwood City Police Supervisors' Association, passed unanimously by electronic vote.**

**10.B. Appointment of retired annuitant Jeffrey Schwob as Interim Community Development and Transportation Director (904) 16171 (0080)**

Human Resources Director Michelle Katsuyoshi gave a presentation.

There was no public comment.

Recommendation:

Adopt a resolution appointing retiree Jeffrey Schwob as Interim Community Development and Transportation Director effective July 25, 2023.

CEQA:

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

**Motion and second, Howard and Martinez Saballos, to adopt a resolution appointing retiree Jeffrey Schwob as Interim Community Development and Transportation Director effective July 25, 2023, passed unanimously by electronic vote.**

**11. MATTERS OF COUNCIL INTEREST**

**11.A. City Council Member Report of Conferences Attended**

Council Member Eakin reported on the June 27 San Francisco Airport Roundtable meeting.

Council Member Aguirre reported on the July 11-13 National Association of Latino Elected Officials (NALEO) annual conference in New York City.

Mayor Gee reported on the July 12-16 Organization of Chinese Americans (OCA) 50<sup>th</sup> anniversary national convention in Washington, D.C.

**11.B. City Council Committee Reports**

**A. Transportation/Mobility Sub-Committee**

Council Member Howard gave an update.

**11.C. City Manager (Oral) Update**

City Manager Melissa Stevenson Diaz reported on the authorization of an emergency sewer line repair at Redwood Shores Parkway.

**12. ADJOURNMENT**

Mayor Gee read a biography for Keith Blackey and adjourned the meeting in his memory at 12:12 a.m.

Respectfully submitted.

A handwritten signature in blue ink that reads "Yessika Castro". The signature is written in a cursive style with a large, looped initial "Y".

Yessika Castro, CMC, CPMC  
Interim City Clerk

Approved at the August 28, 2023 City Council meeting.