

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

MINUTES

1017 MIDDLEFIELD ROAD  
REDWOOD CITY, CA

JOINT CITY COUNCIL/  
SUCCESSOR AGENCY/  
PUBLIC FINANCE AUTHORITY  
REGULAR MEETING AGENDA  
Monday, November 27, 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 City Clerk Yessika Castro.

3. **PLEDGE OF ALLEGIANCE** – Council Member Aguirre led the pledge of allegiance.
4. **PRESENTATIONS/ACKNOWLEDGEMENTS** - None
5. **PUBLIC COMMENT ON THE CONSENT CALENDAR, MATTERS OF COUNCIL INTEREST AND ITEMS NOT ON THE AGENDA**

The following members of the public provided comments:

- Kent Manske
- Elizabeth Gomez
- Jim Recker
- Chris Robell
- Francine Taylor
- Audrey Meisner

**6. CONSENT CALENDAR**

Council Member Howard pulled item 6B for further discussion.

**Motion and second, Aguirre and Eakin, to approve all items on the Consent Calendar, passed unanimously by electronic vote.**

**6.A. Single Audit Report and other Independent Auditor’s Reports for the fiscal year ended June 30, 2022 (502)**

Recommendation:

By motion, accept the City’s Single Audit Report and other Independent Auditor’s Reports for the fiscal year ended June 30, 2022, and Independent Accountant’s Report on Agreed-Upon Procedures for Compliance with the Proposition 111 Appropriation Limit for fiscal year ended June 30, 2023.

CEQA:

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

**6.B. Award contract to Kimley-Horn to complete the design phase for Access to Downtown Bikeway Corridors Project (304)**

Recommendation:

By motion, authorize the City Manager to execute the agreement for services with Kimley-Horn to develop Plans, Specifications, and Estimates (PS&E) for Access to Downtown Bikeway Corridors Project in the amount of \$664,980; and authorize the City Manager to increase the contract amount, if necessary, up to 10% above the contract amount.

CEQA:

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

**6.C. Purchase of a forensic extraction device (Magnet Forensic’s GrayKey Unit and software license) for the City of Redwood City with a three-year service contract from Grayshift (304)**

Recommendation:

By motion, determine that due to the nature of the services, a competitive bidding process is not likely to serve the best interests of the City, and, approve and authorize the City Manager to execute an agreement to purchase the forensic extraction device from Magnet Forensics LLC and a three-year software license I, covering the time period December 15, 2023 to December 14, 2026 for a not-to-exceed amount of \$88,445 (requires 5/7 vote).

CEQA:

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

**6.D. Approve November 13, 2023 City Council Minutes (301)**

**6.E. Approve claims and checks from November 27, 2023 to December 4, 2023 and the usual and necessary payments through December 4, 2023 (303)**

**7. PUBLIC HEARINGS - None**

**8. STAFF REPORTS**

**8.A. Direct staff to further research the feasibility of two revenue enhancement options with the intent of considering one revenue measure on the November 2024 ballot: 1) changing the City's Business License Tax to a gross receipts model, and 2) increasing the Documentary and Property Transfer Tax; and to contract with firms to assist in this effort, including polling of City voters and additional forms of community and stakeholder engagement (307)**

Assistant City Manager and Administrative Services Director Michelle Pochè Flaherty gave a presentation.

The following members of the public provided comments:

- Fernando Peña
- Chris Robell
- Jim Recker
- David Love
- Dennis Weaver
- Pallavi Vishnoi
- Julie Shiraishi
- Martin Elliott
- Will Maroun
- John Cuneo
- Ellen Cuneo
- Annette Granatelli
- Diane Julien
- David Cortes
- Jon Frymann
- Rosanne Simon-Manning
- Bobby Samuel

- Molly Tinney
- Joseph Ward
- Carol Ward
- Irena Nicholas
- Ekaterina Stomakhina
- Martin Janecek
- Wendy Enriquez
- Janice Valleta
- Gabriel Gross
- Jennifer Lebsack
- Charles “Chip” Schmelz
- William Parrish
- Jenny Lee
- Erin Cespedes
- Kendra Bronstein
- Erika S. Hathaway
- Michael C. Wasman
- Doraine Couillard
- Lorraine Tondino
- Joanne Kurz
- Whitney Trucios
- Iliana Rodriguez
- Marylu Weisheimer
- Rebecca Hurst
- Rachel Bynum
- Rona Gundrum
- Liza Vernazza
- Cheryl Rick
- Joe Fragola
- Robert Vernazza
- Anonymous
- Bill and Nancy McSweeney
- Ron Bianconi
- Chet Laned
- Richard Rea
- Donna Schreiber
- Kristin Forbes
- Nacho
- Linda and Ken Dulaney
- Johanna Rasmussen
- John Twomey

- Marilyn Flores
- Rosario Gonzalez
- Ronald Clot
- Nina Feirman
- Kathy Wright
- Jason McMinn
- Michelle Mackey
- Graciela Alvarez
- Jenn Baker
- Shaun Gaffney
- Julie Pardini
- Robin Okada
- Lindy Sherwood
- Ann
- Brent Adams
- Sandra Amundson
- Todd and Judy Freeman
- Kendra Bronstein
- Brady Deitrickp
- Mark Nagel
- Laura Tebbe
- Catherine DePuy
- Ed Richter
- Pam and Eugene Tavernier
- Ravi Navani
- Chris Rasmussen
- Ray Fowler
- Cris
- Amy Buckmaster
- Lauren Nagel
- Arlene Storm
- Michelle G
- Dave and Teri Andersen
- Gerd
- Thomas Harris
- William Byrnes
- Christine DeLaRosa
- Linda Zuniga
- Erin Callaghan
- Cindy Asrir
- D'Artagnan

- Gato K. Rivera
- Christopher Keane
- Anonymous
- Elaine De La Cruz
- Kris Johnson
- Christina Umhofer
- Brian Strathdee
- Kate Clancy
- Bryan E. Burr
- Edward Davidovits
- David Menche
- Paul Bocanegra
- Cherrill Roth
- Cheryl Clawson
- Merrily Robinson
- Anming Xiong
- Sandy and Ed Bettencourt
- Kay Sylvia
- Bill Buckleman
- Carolyn Foster
- Karen Cage
- Nisha Thatte-Potter

Recommendation:

The Finance and Audit Sub-Committee recommends that the City Council, by motion, direct staff to further research the feasibility of two revenue enhancement options: 1) changing the City’s Business License Tax to a gross receipts model, similar to that labeled 3A in the report included as Attachment A, and 2) increasing the Documentary and Property Transfer Tax to an amount similar to comparison cities; to contract with firms to assist in this effort as needed, including polling of City voters and additional forms of community and stakeholder engagement.

CEQA:

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

**Motion and second, Espinoza-Garnica and Sturken, to direct staff to further research the feasibility of two revenue enhancement options: 1) changing the City’s Business License Tax to a gross receipts model, similar to that labeled 3A in the report included as Attachment A, and 2) increasing the Documentary and Property Transfer Tax to an amount similar to comparison cities; to contract with firms to assist in this effort as needed, including polling of City voters and additional forms of community and stakeholder engagement, passed unanimously by electronic vote.**

**8.B. Acceptance of Sanitary Sewer Capacity Master Plan**

**(304)**

Senior Civil Engineer Ahmad Haya gave a presentation.

There was no public comment.

Recommendation:

By motion, approve and adopt the Sanitary Sewer Capacity Master Plan and direct staff to implement through the Capital Improvement Program process.

CEQA:

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

**Motion and second, Howard and Eakin, to approve and adopt the Sanitary Sewer Capacity Master Plan and direct staff to implement through the Capital Improvement Program process, passed unanimously by electronic vote.**

**8.C. Recommended implementation plan in response to Police Operations and Data Analysis Report**

**(706)**

City Manager Melissa Stevenson Diaz and Chief of Police Kristina Bell gave a presentation.

The following member of the public provided comments:

- Clara Jaeckel

Recommendation:

Approve proposed implementation plan in response to the Center for Public Safety Management's Police Operations and Data Analysis of the Redwood City Police Department presented to the City Council on May 8, 2023.

CEQA:

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

**Motion and second, Espinoza-Garnica and Martinez Saballos, to approve the proposed implementation plan in response to the Center for Public Safety Management's Police Operations and Data Analysis of the Redwood City Police Department presented to the City Council on May 8, 2023, passed unanimously by electronic vote.**

**At 10:55 p.m., motion and second, Howard and Espinoza-Garnica, to extend the meeting to 11:30 p.m., passed unanimously by electronic vote.**

**8.D. Recommended implementation plan in response to the Standards of Cover and Community Risk Assessment Reports (706)**

Fire Chief Ray Iverson gave a presentation.

There was no public comment.

Recommendation:

Endorsement of proposed implementation plan in response to the Fire Department Standards of Cover Study and Community Risk Assessment Reports presented to the City Council on June 12, 2023.

CEQA:

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

**Motion and second, Howard and Espinoza-Garnica, to endorse the proposed implementation plan in response to the Fire Department Standards of Cover Study and Community Risk Assessment Reports presented to the City Council on June 12, 2023, passed unanimously by electronic vote.**

**9. MATTERS OF COUNCIL INTEREST**

**A. Accept 2024 City Council Meeting Calendar (301)**

Recommendation:

By motion, accept the 2024 City Council meeting calendar.

**Motion and second, Aguirre and Eakin, to accept the 2024 City Council meeting calendar, passed unanimously by electronic vote.**

**9.B. City Council Member Report of Meetings and Conferences Attended – None**

**9.C. City Council Committee Reports**

**A. Governance Sub-Committee –** Mayor Gee gave an update.

**B. Utilities Sub-Committee –** Council Member Aguirre gave an update.

**9.D. City Manager (Oral) Update – None**

10. **ADJOURNMENT** – Mayor Gee adjourned the meeting in memory of Reina Barragan and Don Horsley at 11:27 p.m.

Respectfully submitted.

A handwritten signature in blue ink that reads "Yessika Castro". The signature is stylized, with a large, looping initial "Y" and the name "Castro" written in a cursive script.

Yessika Castro, CMC, CPMC  
City Clerk

Approved at the December 4, 2023 City Council meeting.