

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
Monday, January 22, 2024 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, Sturken, Vice Mayor Espinoza-Garnica and Mayor Gee were present.

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

3. **PLEDGE OF ALLEGIANCE** – Council Member Sturken led the pledge of allegiance.
4. **PRESENTATIONS/ACKNOWLEDGEMENTS**

4.A. Recognition of winners of the Annual Water Conservation Poster Contest by the City of Redwood City's Public Works Water Division
Public Works Superintendent Justin Chapel gave a presentation and presented certificates to the winners. Mayor Gee congratulated each winner as their names were called.

4.B. Presentation by the San Mateo County Juvenile Justice and Delinquency Prevention Commission
San Mateo County Juvenile Justice and Delinquency Prevention Commission Chair Johanna Rasmussen gave a presentation.

4.C. Presentation by Center for Creativity on Feasibility Study
Lisa Preville and Kent Manske from the Center for Creativity gave a presentation.

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

The following member of the public provided comments:

- Ali Ahmad
- Manasa Yeiuru
- Allison Chang
- M Ali
- Wayne Regalia
- Koosha
- Tammi Michael
- Sema Shami
- Alice Robinson
- Mishal Riaz
- Brandon H.
- Mary Bernier
- Zahra M.
- Laksh
- Zack K.
- Lesly Vazquez
- Sharat Lin
- Vish Soroushian
- Dannie Wang
- Clara Jaeckel
- Paloma Salazar
- Stephanie Castillo
- Marisol Sierra
- Esperanza Godinez Garcia
- Griselda Hernandez
- Jennifer Godinez
- Fernando Soto Reyes

6. CONSENT CALENDAR

Council Member Howard pulled item 6J for further discussion, and Council Member Sturken pulled item 6H for further discussion.

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

6.A. Wireless Communication Site License Agreement with GTE Mobilnet of California Limited Partnership, dba Verizon Wireless to license a portion of the Radio Road Tower for wireless communication infrastructure (304)

Recommendation:

By motion, approve and authorize the City Manager to execute a Wireless Communication Site License Agreement with GTE Mobilnet of California Limited Partnership, dba Verizon Wireless to license a portion of the Radio Road Tower located at 1000 Radio Road for an initial term of five years at \$13,000 annually with a 3% annual cost escalator with revenue of \$69,019 for the initial term and three automatic renewals of five years each for a total term of 20 years, commencing on January 23, 2024 and expiring on January 22, 2044, with total revenue of \$349,315.

CEQA:

Categorically Exempt - Class 1. Existing Facilities, Class 2. Replacement or Reconstruction; and Class 4. Minor Alterations to Land

6.B. Award of contract for the Hawes Park Synthetic Turf Field Replacement Project (304)

Recommendation:

By motion, approve and authorize the City Manager to execute the standard form construction contract documents and award a contract for the Hawes Park Synthetic Turf Field Replacement Project to the lowest responsive and responsible bidder, FieldTurf USA, Inc. of Montreal, Quebec, Canada for their low bid of \$749,532; and authorize the City Manager, or their designee, to increase the contract amount, if necessary, up to 10 percent of the original contract amount, for a not to exceed total in the amount of \$824,485.

CEQA:

Categorically Exempt - Class 1. Existing Facilities

6.C. Award Sanitary Sewer Pump Station 8 & 9 Improvements Project (304)

Recommendation:

By motion, approve and authorize the City Manager to execute the contract documents and award the contract for the Sanitary Sewer Pump Station 8 & 9 Improvements Project to Casey Construction, Inc. of Emerald Hills for their responsive and responsible low total bid of \$3,118,510; 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 \$3,430,361.

CEQA:

Categorically Exempt - Class 2. Replacement or reconstruction

6.D. Resolution approving and adopting revisions to the Engineering Standards for the City of Redwood City Reso 16201 (701)

Recommendation:

Adopt a resolution approving and adopting revisions to the Engineering Standards for the City of Redwood City.

CEQA:

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

6.E. Waive first reading and introduce an ordinance amending Redwood City Code Chapter 38 (Water System Regulations), Article VI (Water Main Upgrade), Section 38.26 relating to water main upgrade standards (301)

Recommendation:

Waive first reading and introduce an ordinance amending Redwood City Code Chapter 38 (Water System Regulations), Article VI (Water Main Upgrade), Section 38.26 relating to water main upgrade standards.

CEQA:

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

6.F. Waive second reading and adopt an ordinance adopting the Transportation Impact Fee Nexus Study and associated Transportation Fee Project List, and amending Article XV (Transportation Impact Fee) of Chapter 18 of the Redwood City Municipal Code updating the City's Transportation Impact Fee and an ordinance amending Chapter 38, Articles III (Connection Fees) and VII (Cross Connection Control), and Chapter 27, Articles IX (Fees and Charges) and X (Sewer Fund), of the Redwood City Municipal Code updating the City's water capacity and connection fees, wastewater collection capacity and connection fees, and water and wastewater user and penalty fees

Ord 2532 (301)

Ord 2533 (301)

Recommendation:

1. Waive second reading and adopt an ordinance adopting the Transportation Impact Fee Nexus Study and associated Transportation Fee Project List, and amending Article XV (Transportation Impact Fee) of Chapter 18 of the Redwood City Municipal Code updating the City's Transportation Impact Fee; and
2. Waive second reading and adopt an ordinance amending Chapter 38, Articles III (Connection Fees) and VII (Cross Connection Control), and Chapter 27, Articles IX (Fees

and Charges) and X (Sewer Fund), of the Redwood City Municipal Code updating the City's water capacity and connection fees, wastewater collection capacity and connection fees, and water and wastewater user and penalty fees.

CEQA:

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

6.G. Amendment to agreement with WeHOPE to provide comprehensive mobile hygiene services to people experiencing homelessness in Redwood City through June 30, 2024 and authorize agreement extension for an additional year, subject to available funding (304)

Recommendation:

By motion, approve and authorize the City Manager to execute an amendment to the Agreement for Services with WeHOPE to provide mobile hygiene services in an amount not to exceed \$20,200 for a total contract amount of \$210,370 through June 30, 2024, and authorizing the City Manager to extend the term of the agreement for one additional year in an amount not to exceed \$94,570, subject to available funding.

CEQA:

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

6.H. Agreement with All-Star Talent marketing firm to develop a comprehensive marketing, advertising, and recruitment campaign for sworn police officer and non-sworn professional positions (304)

Recommendation:

By motion, approve and authorize the City Manager to execute an agreement with All-Star Talent for recruiting marketing and advertising services, covering the time period February 2024 to February 2026 for a not-to-exceed amount of \$161,350.

CEQA:

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

6.I. Amendment No. 3 to agreement with CSG Consultants, Inc. for engineering inspection services required to address workload exceeding staff capacity (304)

Recommendation:

By motion, approve and authorize the City Manager to execute Amendment No. 3 to Agreement for Services with CSG Consultants, Inc. for engineering inspection services in an amount not to exceed \$500,000 for a six month term, for a total not to exceed amount of \$1,500,000.

CEQA:

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

- 6.J. Increase in benefit amounts for the Utility Rate Assistance Program to assist low-income customers with planned and adopted increases to water, solid waste, and sewer utility rates in 2024 (205)**

Recommendation:

By motion, approve and direct the Public Works Services Director to implement increases to the benefit amount for the Utility Rate Assistance Program in coordination with planned and adopted increases to water, solid waste, and sewer rates in 2024.

CEQA:

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

- 6.K. Amend the City of Redwood City's Classification and Salary and Wage Plan to reflect salary ranges previously approved for Police Officers Association (POA), Police Supervisors' Association (PSA), Police Officer Trainee, Police Captain, International Association of Fire Fighters (IAFF), and Fire Fighter Trainee; update the salary range for certain classifications to meet 2024 local minimum wage requirements; amend the job description for Lead Equipment Mechanic; and amend the adopted Fiscal Year 2023-24 budget to update the full-time equivalent employee table Reso 16202 (905)**

Recommendation:

Adopt a resolution 1) amending the City of Redwood City's Classification and Salary and Wage Plan to reflect salary ranges previously approved for the Redwood City Police Officers Association, Redwood City Police Supervisors' Association, Police Officer Trainee, Police Captain, San Mateo County Firefighters International Association of Fire Fighters Local 2400, and Fire Fighter Trainee, to update the salary range for certain classifications to meet 2024 local minimum wage requirements, and to amend the job description for classification of Lead Equipment Mechanic, and 2) amending the adopted fiscal year 2023-24 budget to update the full-time equivalent employee table.

CEQA:

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

- 6.L. Approve January 8, 2024 City Council Minutes (301)**
- 6.M. Approve claims and checks from January 22, 2024 to February 12, 2024 and the usual and necessary payments through February 12, 2024 (303)**

7. PUBLIC HEARINGS - None

8. STAFF REPORTS

- 8.A. Waive first reading and introduce an ordinance to amend Section 5.1 of Article 1 of Chapter 5 of the Redwood City Municipal Code to adopt by reference the Animal Control Ordinance of San Mateo County Consisting of Chapter 6.04 of Title 6 of the Code of Ordinances of the County of San Mateo; and Article VII (Penalty) of Chapter 5 of the Redwood City Municipal Code to establish penalties for violations of the Animal Control Ordinance (301)**

Deputy City Manager Jennifer Yamaguma, and San Mateo County Animal Control & Compliance Director Lori Morton-Feazell gave a presentation.

There was no public comment.

Recommendation:

1. Waive the first reading and introduce an Ordinance amending Section 5.1 of Article I of Chapter 5 of the Redwood City Municipal Code to adopt by reference the Animal Control Ordinance of San Mateo County consisting of Chapter 6.04 of Title 6 of the Code of Ordinances of the County of San Mateo; and Article VII (Penalty) of Chapter 5 of the Redwood City Municipal Code to establish penalties for violations of the Animal Control Ordinance; and
2. Set a Public Hearing on the second reading and adoption of the ordinance on February 12, 2024.

CEQA:

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

Motion and second, Martinez Saballos and Howard, to waive the first reading and introduce an Ordinance amending Section 5.1 of Article I of Chapter 5 of the Redwood City Municipal Code to adopt by reference the Animal Control Ordinance of San Mateo County consisting of Chapter 6.04 of Title 6 of the Code of Ordinances of the County of San Mateo; and Article VII (Penalty) of Chapter 5 of the Redwood City Municipal Code to establish penalties for violations of the Animal Control Ordinance; and to set a Public Hearing on the second reading and adoption of the ordinance on February 12, 2024, passed unanimously by electronic vote.

- 8.B. Amendments to the City of Redwood City Classification and Salary and Wage Plan incorporating new classifications of Engineering and Transportation Director and Assistant Engineering and Transportation Director and amending job descriptions for Assistant Community Development & Transportation Director and Community Development and Transportation Director related to Community Development Proposed Reorganization, amending job descriptions for classifications of Assistant City Manager, Finance Director, and Parks, Recreation and Community Services**

Director, incorporating salary range adjustments for the classifications of Assistant City Manager and Police Chief due to salary compaction, incorporating a salary range adjustment for the classifications of Library Director, Community Development Director, and Community Development Manager – Building for internal alignment, and deleting classifications of Deputy Police Chief and Community Development Manager – Engineering, and amendments to Executive Management Summary of Benefits updating list of classifications, amending internal alignment language, and amending salary ranges for certain Executive Management classifications Reso 16203 (905)

Human Resources Director Michelle Kastuyoshi gave a presentation.

The following member of the public provided comments:

- Chris Robell
- Chris Snyder

Recommendation:

Adopt a resolution 1) amending the City of Redwood City Classification and Wage and Salary Plan to establish new classifications of Engineering and Transportation Director and Assistant Engineering and Transportation Director, to amend job descriptions for classifications of Assistant City Manager, Finance Director, Parks, Recreation and Community Services Director, Community Development and Transportation Director including title change to Community Development Director, and Assistant Community Development and Transportation Director including title change to Assistant Community Development Director, to adjust the salary ranges for the classifications of Assistant City Manager, Police Chief, Library Director, Community Development Director, and Community Development Manager – Building, and to delete the classifications of Deputy Police Chief and Community Development Manager – Engineering; and 2) amending the Executive Management Summary of Benefits effective January 22, 2024.

CEQA:

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

Motion and second, Espinoza-Garnica and Martinez Saballos, to adopt a resolution amending the City of Redwood City Classification and Wage and Salary Plan to establish new classifications of Engineering and Transportation Director and Assistant Engineering and Transportation Director, to amend job descriptions for classifications of Assistant City Manager, Finance Director, Parks, Recreation and Community Services Director, Community Development and Transportation Director including title change to Community Development Director, and Assistant Community Development and Transportation Director including title change to Assistant Community Development Director, to adjust the salary ranges for the classifications of Assistant City Manager, Police Chief, Library Director, Community Development Director, and Community Development Manager – Building, and to delete the classifications of Deputy Police

Chief and Community Development Manager – Engineering; and amending the Executive Management Summary of Benefits effective January 22, 2024, passed unanimously by electronic vote.

9. MATTERS OF COUNCIL INTEREST

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

Vice Mayor Espinoza-Garnica reported on the January 9 Community Collaboration for Children’s Success (CCCS) North Fair Oaks/Redwood City Law Enforcement Communication Relations Initiative.

Council Member Eakin reported on the January 17 City/County Association of Governments (C/CAG) Resource Management and Climate Protection (RMCP) Committee meeting, and January 18 Emergency Services Management Council meeting.

Council Member Howard announced San Mateo County District 4 Supervisor Warren Slocum’s retirement at the end of 2024, and a candidate forum sponsored by the League of Women Voters of South San Mateo County. Another candidate forum will be held on Saturday, January 26 from 2-3:30 p.m. at the Methodist Church in Redwood City.

Mayor Gee reported on the January 16 Boys and Girls Club Youth of the Year selection panel, and the finalists will be recognized at a future Council meeting.

9.B. City Council Committee Reports - None

9.C. City Manager (Oral) Update

City Manager Melissa Stevenson Diaz thanked Vice Mayor Espinoza-Garnica and Council Member Howard for their service on the Leadership Council, and mentioned its broad support for RWC Together and many other operating initiatives, including an analysis of the success of children and families across school districts and other entities. She also noted that Redwood City Together is doing a tremendous job at fundraising and continue to seek and receive grant funding to support community programs.

City Manager Stevenson Diaz also reported a new GIS feature on the City’s website that reflects current transportation projects.

Lastly, she announced that the new owner of Sequoia Station will present their current plan for the station at the February 12 City Council meeting.

10. ADJOURNMENT - Mayor Gee adjourned the meeting at 9:02 p.m. in memory of Barbara Valley.

Respectfully submitted.

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

Yessika Castro, CMC, CPMC
City Clerk

Approved at the February 12, 2024 City Council Meeting.