

COUNCIL MEMBERS
Rick Bonilla, Mayor
Diane Papan, Deputy Mayor
Maureen Freschet
Joe Goethals
Eric Rodriguez



City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

CITY OF SAN MATEO

Regular Meeting Agenda

City Council

Monday, June 18, 2018

7:00 PM

City Hall Council Chambers

OPENING

Pledge of Allegiance: San Mateo Fire Department Color Guard

Roll Call

CONSENT CALENDAR – CITY COUNCIL

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.

1. [Climate Action Plan Implementation - Annual Update](#)

Receive an update on the Climate Action Plan implementation to date.

[Att 1 - 2018 Climate Action Plan Update](#)

[Att 2 - Climate Action Plan Key Metrics](#)

2. [Employee Applicant Tracking System Services - Agreement](#)

Approve an agreement with the City of Foster City for shared hosting services for an applicant tracking system for recruitment through CalOpps, at a cost of \$3,500 per year and authorize Human Resources Director to execute the agreement.

[Att 1 - Agreement with Foster City for CalOpps](#)

3. [Contract Planning Services - Agreement](#)

Approve an agreement with Lorraine Weiss Design and Development Review for on call planning services for an amount not to exceed \$250,000 for a two-year term; and authorize the Community Development Director to execute the agreement in substantially the form presented.

[Att 1 - Agreement](#)

4. [Vision Service Plan - Extension](#)

Approve the amendment to the agreement with Vision Service Plan for employee vision insurance for an extension of two years, from July 1, 2018 to June 30, 2020, and authorize the Human Resources Director to sign the amendment.

[Att 1 - 2018 VSP Amendment](#)

[Att 2 - 2009 VSP Contract](#)

5. [Workers' Compensation Program Third Party Administration - Contract](#)

Approve a contract with LWP Claims Solutions, Inc., for third party administration of the City's self-insured workers' compensation program for a three year term, with an option to extend for up to two additional years, and authorize the City Manager to execute the contract.

[Att 1 - Contract](#)

[Att 2 - Cost Analysis](#)

6. [Senior Meal Service Provider - Agreement](#)

Approve an agreement with Corporate Cuisine (doing business as Creekside Grill) to prepare and deliver senior lunch meals for an anticipated value of \$100,000 for the period of July 1, 2018 through June 30, 2019; and authorize the Director of Parks and Recreation to execute the agreement and approve change orders up to \$10,000.

[Att 1 – Corporate Cuisine 1819 Agreement.docx](#)

7. [Youth Music Classes - Agreement](#)

Approve an agreement with Peninsula Music Together to provide youth music classes in an amount not to exceed \$130,000 for the period of June 10, 2018 through June 11, 2019; and authorize the Director of Parks and Recreation to execute the agreement and approve change orders up to \$25,000.

[Att 1 - Agreement](#)

8. [Summer Theatre Program - Agreement](#)

Approve an agreement with Bay Area Educational Theatre Company to provide Summer Children's and Youth Theatre programs in an amount not to exceed \$140,000 for the period of June 12, 2018 through June 11, 2019; and authorize the Director of Parks and Recreation to execute the agreement and approve change orders up to \$25,000.

[Att 1 - Agreement](#)

9. [Arborist Consulting Services - Agreement](#)

Approve a professional services agreement with Fujitrees Consulting LLC for on-call arborist services in an amount not to exceed \$182,000 for a two-year term; and authorize the Community Development Director to execute the agreement in substantially the form presented.

[Att 1 - Agreement](#)

10. [Classification Updates - Department of Information Technology and Public Works](#)

Adopt a Resolution to approve the job specification and salary for the new classifications of Technical Support Supervisor, Laborer, and Central Services Worker; and authorize these updates to the Salary Schedule.

[Att 1 - Proposed Resolution](#)

[Att 2 - Merit Salary Schedule Revisions](#)

11. [Predevelopment Expenses - Cost Reimbursement Agreement](#)

Approve a Cost Reimbursement Agreement with MidPen Housing for predevelopment expenses for the former Redevelopment Agency Properties in Downtown San Mateo in an amount not to exceed \$500,000 and authorize the City Manager to execute the agreement.

[Att 1 - Cost Reimbursement Agreement](#)

12. [2018-22 Consolidated Plan and 2018-19 Annual Action Plan for Community Development Block Grant Funds](#)

Approve the 2018-22 Consolidated and 2018-19 Annual Action Plans for the Community Development Block Grant Program, as recommended by the Community Relations Commission.

[Att 1 - 2018-22 Consolidated and 2018-19 Annual Action Plans](#)

[Att 2 - Letter of Support, CRC](#)

13. [Fire Apparatus Maintenance Contract - Change Order](#)

Approve Change Order No. 2 with Central County Fire Department for apparatus maintenance services for fiscal year 2017-18 in the amount of \$25,000 and authorize the Fire Chief to execute the change order.

[Att 1 - Change Order No. 2](#)

14. [Fire Protection Services - Agreement](#)

Approve an Agreement with Belmont Fire Protection District to provide Fire Prevention Services for a term ending June 2019 in an estimated amount of \$108,000 and authorize the City Manager to execute the agreement.

[Att 1 - Agreement](#)

15. [Stormwater Pollution Prevention Construction Permit Fee - Revision](#)

Adopt a Resolution to amend the Stormwater Pollution Prevention Construction Permit Fee in the Adopted Comprehensive Fee Schedule for fiscal year 2018-2019.

[Att 1 - Proposed Resolution](#)

[Att 2 - Proposed Changes to Fee Schedule](#)

16. [Downtown Twinkle Light Project - Budget Appropriation](#)

Adopt a Resolution to transfer \$50,000 from the North B Street Improvement Initiative to the Downtown Twinkle Light Project.

[Att 1 - Proposed Resolution](#)

17. [Downtown Business Improvement Area - Resolution of Intent for Annual Renewal](#)

Accept the Fiscal Year 2017-18 Downtown San Mateo Annual Report; adopt a Resolution of Intent to levy the annual assessment for the Downtown Business Improvement Area; and set a public hearing for the July 16, 2018 City Council meeting to consider levying the annual assessment.

[Att 1 - Proposed Resolution of Intent](#)

[Att 2 - DSMA Annual Report 2017-18](#)

18. [Rail Shuttle Bus Service Administration Agreement - Amendments](#)

Approve amendments to the Rail Shuttle Bus Service Administration Agreements with the Peninsula Corridor Joint Powers Board for an extension of shuttle operations for a total amount of \$53,800 and authorize the Public Works Director to execute the amendments.

[Att 1 - Campus Drive Shuttle Agreement Amendment 4](#)

[Att 2 - Norfolk Area Shuttle Agreement Amendment 4](#)

19. [PG&E Gas Main Replacement Construction Management and Inspection Services - Agreement](#)

Approve an agreement with Ghirardelli Associates to provide construction coordination and inspection services in the amount not to exceed \$156,784; establish a contingency of \$16,000; and authorize the Public Works Director to execute the agreement in substantially the form presented and approve amendments within the contingency reserve.

[Att 1 - Agreement](#)

20. [Fleet Vehicle Services Agreement - Change Order](#)

Approve Change Order No. 1 to the agreement with First Vehicle Services, Inc. for Fleet Management and Maintenance Services, in an amount not to exceed \$150,000, increasing the total contract amount, which includes the original \$100,000 contingency amount and this \$150,000 change order, to \$975,512.58, and authorize the Public Works Director to execute the change order in substantially the form presented.

[Att 1 - Change Order](#)

21. [US-101/Peninsula Avenue Interchange Project Memorandum of Understanding - Amendment](#)

Approve an amendment to the Memorandum of Understanding with the San Mateo County Transportation Authority for the US-101/Peninsula Avenue Interchange Project and authorize the Public Works Director to execute the amendment.

[Att 1 - Amendment No. 1](#)

22. [2017-18 Sanitary Sewer Root Foaming - Agreement](#)

Approve an agreement with Duke's Root Control, Inc. for 2017-18 Sanitary Sewer Root Foaming (North Basin) in the amount of \$187,098.30; establish a contingency reserve of \$18,700; and authorize the Public Works Director to execute the agreement in substantially the form presented and approve contract change orders within that contingency reserve.

[Att 1 - Agreement](#)

[Att 2 - Bid Summary](#)

[Att 3 - Project Location Map](#)

23. [2018 Sanitary Sewer Rehabilitation Project Construction Services - Agreement](#)

Approve an agreement with EPS Inc. to perform construction services for the 2018 Sanitary Sewer Rehabilitation Project - Various Locations in an amount not to exceed \$743,860; establish a contingency fund in an amount not to exceed \$74,386; authorize the Public Works Director to execute the agreement in substantially the form presented and issue change orders within the contingency amount.

[Att 1 - Agreement](#)

[Att 2 - Bid Summary](#)

24. [2 North B Street - Lease Assignment and Amendment](#)

Approve the Lease Assignment and Third Amendment of the lease for 2 North B Street to MPF of San Mateo, LLC, the new franchise owner of the Melting Pot; agree to waive rent payments under the lease from March through July 2018; and authorize the City Manager to execute the Assignment and Amendment of the Lease in substantially the form presented.

[Att 1 - Lease Assignment and Third Amendment of Lease](#)

25. [Compressed Natural Gas Utility Truck Bodies - Agreement](#)

Approve an agreement with Western Truck Fabrication, Inc. for the purchase and installation of eleven utility truck bodies to be installed on City-owned compressed natural gas truck chassis for a total cost of \$312,194.65 and authorize the Public Works Director to execute the agreement in substantially the form presented.

[Att 1 - Agreement](#)

26. [Urgent Street Repair - Agreement](#)

Adopt a Resolution to use an alternative purchasing method and approve an agreement with G. Bortolotto & Company, Inc. for emergency street repairs in the amount of \$199,967.64; approve a contingency reserve of \$20,000; and authorize the Public Works Director to execute the agreement in substantially the form presented and approve change orders within the reserve contingency amount.

[Att 1 - Proposed Resolution](#)

[Att 1 - Agreement](#)

27. [Fiscal Year 2018-2019 General Liability and Property Insurance - Agreements](#)

Approve agreements with Argonaut Insurance Company and Berkley National Insurance Company for the purchase of general liability insurance for an amount not to exceed \$407,200; and purchase property insurance through the Alliant Property Insurance Program for an amount to be determined and provided at the council meeting; and authorize the City Attorney to execute all necessary agreements.

28. [Park & Recreation and Planning Commission Appointments - Subcommittee Recommendation](#)

Approve the recommendation from the City Council acting as the Park and Recreation and Planning Commission Appointment Subcommittees to appoint Amourence Lee to the Park & Recreation Commission for an unexpired partial term ending June 10, 2019; and to appoint Ellen Mallory Ulrich to the Planning Commission for an unexpired partial term ending June 10, 2021 and Ramiro Maldonado to the Planning Commission for an unexpired partial term ending June 10, 2020.

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.

PUBLIC HEARING

City Council action on the following public hearing(s) represents a final decision concluding all administrative proceedings. Judicial review may be had only if a petition is filed with the Court not later than the 90th day following the date the decision is made. Judicial review of environmental determinations may be subject to a time period for litigation as short as 30 days following the date the decision is made.

29. [Fiscal Year 2018-19 Operating and Capital Budgets and Gann Appropriations Limit and Fiscal Years 2018-23 Capital Improvement Program](#)

Adopt Resolutions to approve the fiscal year 2018-19 operating and capital budgets and Gann appropriations limit and the fiscal years 2018-23 Capital Improvement Program.

[Att 1 - Proposed Resolution: FY 2018-19 Operating and Capital budgets](#)

[Att 2 - Proposed Resolution: FY 2018-23 Capital Improvement Program](#)

[Att 3 - Proposed Resolution: FY 2018-19 Gann Appropriations Limit](#)

30. [Ordinance Introduction - Wireless Telecommunications Facilities in the Public Right of Way](#)

Introduce an Ordinance to add Chapter 17.10, "Wireless Communication Facilities in the Public Right-of-Way", to the San Mateo Municipal Code Title 17 "Streets and Sidewalks" and review the proposed Design and Engineering Standards and Application Requirements.

[Att 1 - Proposed Ordinance](#)

[Att 2 - Design and Engineering Standards and Application Requirements](#)

[Att 3 - Public Comment Received by 5/30/18](#)

[Att 4 - Public Comment Received by 6/13/18](#)

OLD BUSINESS**31. [General Plan - Public Participation Plan](#)**

Approve the General Plan Committee composition and appointment process.

32. [Council Sponsored Ballot Measure to Amend City's General Plan](#)

Consider environmental analysis and provide direction to staff on provisions to include in a council sponsored ballot measure to amend the general plan.

[Att 1 - Addendum to the 2014-2022 Housing Element Initial Study/Negative Dec](#)

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 are posted on the City's website on the Friday preceding each Council Meeting. Background material can be viewed at City Hall or on the City's website www.cityofsanmateo.org. Any supplemental material distributed to the Council after the posting of the agenda will be available for review in the City Clerk's Office.

City Council meetings are broadcast live at 7:00 p.m. on Cable Channel 27 for Comcast, Channel 26 for Astound, and Channel 99 for AT&T customers. 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.

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Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.