

COMMISSION MEMBERS  
Clifford Robbins, Chair  
Rafael Reyes, Vice-Chair  
Adam Loraine  
Susan Rowinski  
Greg St. Clair

# CITY OF SAN MATEO

## Regular Meeting Minutes

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

### Sustainability and Infrastructure Commission

Wednesday, February 13, 2019  
7:00 PM

#### Regular Meeting

#### CALL TO ORDER

Pledge of Allegiance

Roll Call

Present: 3 - Chair Robbins, Commissioner St. Clair and Commissioner Rowinski  
Absent and Excused: 2 - Commissioner Reyes and Commissioner Loraine

Kathy Kleinbaum, Assistant City Manager, announced that Commissioner Loraine had to resign due to personal circumstances.

#### CONSENT CALENDAR

Motion by Rowinski, seconded by St. Clair to CONSENT CALENDAR. The motion carried by the following vote:

Yes: 3 - Commissioner St. Clair, Chair Robbins, and Commissioner Rowinski

1. [Sustainability and Infrastructure Commission January 9, 2019 regular meeting minutes approval](#)

#### PUBLIC COMMENT

No public comment.

#### NEW BUSINESS

2. [Protest of Minor Wireless Permit Approval at 201 North Amphlett Boulevard](#)

Tracy Scramaglia, Senior Engineer, presented the report and asked the Commission to hold a public hearing to consider a protest of a minor wireless permit and uphold the Director of Public Works' decision. Caio Arellano, Assistant City Attorney, was also available to answer questions.

Abby Reed, Project Manager of Modus, also made a presentation.

No public comment.

The protester was not present.

Abby Reed, Project Manager of Modus Inc. submitted as public record, a formal response letter to the appeal for the proposed small cell site at 201 N. Amphlett.

Shari Bryant submitted an email as public record, in support of the project.

Motion by Robbins, seconded by St. Clair, to propose that the appeal be denied and uphold the Director of Public Works' decision. The motion carried by the following vote:

Yes: 3 - Chair Robbins, Commissioner Rowinski, and Commissioner St. Clair.

3. [Proposed Verizon Master License Agreement for Use of City Owned Poles](#)

Tracy Scramaglia, Senior Engineer, presented the report and asked the Commission to review the proposed Master License Agreement with Verizon, Inc., provide comments to staff, and make a recommendation to the City Council. Caio Arellano, Assistant City Attorney, was also available to answer questions.

Maureen Cruzen, Municipal Engagement Specialist for Verizon, also made a presentation.

Public Comment:

Erika Powell asked that the proposed site at 903\* 9th Avenue be relocated to an alternate location.

Laurie Watanuki had concerns about proposed sites at 712 E. 4th and 903\* 9th Avenue. Asked if the 9th Avenue site could be relocated to a commercial area.

\*903 9th Avenue site was later confirmed by Ms. Scramaglia, Ms. Powell, and Ms. Watanuki, to actually be 803 9th Avenue.

Motion by Robbins, seconded by St. Clair, to recommend to the City Council that Modus/Verizon will be able to install small cell facilities on City-owned street light poles but will still need to obtain Wireless Communication Facilities permits and follow all requirements of the ordinance, including noticing for neighborhood meetings and conditional approval by the Director of Public Works, as well as allowing the public to appeal the Director's decision.

The motion carried by the following vote:

Yes: 3 - Chair Robbins, Commissioner Rowinski and Commission St. Clair

4. [Building Demolition Polychlorinated Biphenyls \(PCBs\) Program Update](#)

Sarah Scheidt, Environmental Compliance Manager, presented the report and asked the Commission to receive an update regarding the City's progress developing a new building demolition program to reduce the discharges of polychlorinated biphenyls in stormwater.

No public comment:

No motion needed for this update.

**REPORTS AND ANNOUNCEMENTS FROM COMMISSIONERS AND STAFF**

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Due to the heavy agenda in March, Ms. Kleinbaum asked the Commission to consider an earlier start time of possibly 5:30 pm, a 6:30 pm dinner break, then resuming at 7:00 pm. Ms. Kleinbaum foresees 2019 as heavily impacted with items including the Climate Action Plan and the Bike Master Plan. Commissioner Robbins asked Ms. Kleinbaum to send an email to the Commissioners for their input on an earlier start time.

Ms. Kleinbaum also stated that the survey on the bike share program and interest in e-scooters started a week ago and is available for two more weeks on our City's homepage. There have been over 500 responses to date.

Commissioner Rowinski would like to have an item on TAP managing the Hillsdale area.

Director Underwood will have an agenda item on Bay Meadows TAP in March and there will be a general overview of all TAP in May.

## **ADJOURNMENT**

Adjourn at 8:40 PM

Agendas and background material are posted on the City's website [www.cityofsanmateo.org](http://www.cityofsanmateo.org) at least 72 hours preceding each Commission meeting. Any supplemental material distributed to Commissioners after the posting of the agenda will be available for public review at City Hall, City Manager's office, 330 W. 20th Avenue, San Mateo.

In compliance with the Americans with Disabilities Act, those with disabilities requiring special accommodations to participate in this meeting may contact Kathy Kleinbaum, Deputy City Manager, at (650) 522-7153 or [kkleinbaum@cityofsanmateo.org](mailto:kkleinbaum@cityofsanmateo.org). Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.