



**San Carlos City Council/Successor Agency to the
Redevelopment Agency/Housing Authority Regular Meeting
Council Chambers, City Hall
600 Elm Street, San Carlos, CA 94070
February 10, 2025 7:00 PM**

MINUTES

ROLL CALL

City Council Present: John Dugan, Councilmember
Sara McDowell, Mayor
Adam Rak, Councilmember
Pranita Venkatesh, Vice Mayor
Neil Layton, Councilmember

Staff Present: Nil Blackburn, Assistant City Manager
Lauren Burd, Recreation Supervisor
Rendell Bustos, Senior Planner
Rucha Dande, Principal Planner
Sajuti Haque, Economic Development & Housing Manager
Steven Machida, Public Works Director
Jeff Maltbie, City Manager
Andrea Mardesich, Assistant Community Development Director
Rebecca Mendenhall, Administrative Services Director
Crystal Mui, City Clerk
Mark Myers, Police Captain
Lisa Porras, Planning Manager
Laura Richstone, Senior Planner
Gregory Rubens, City Attorney
Al Savay, Community Development Director

1. CALL TO ORDER

Mayor McDowell called the meeting to order at 7:00 PM.

2. ASSEMBLY BILL 2449 TELECONFERENCE REQUESTS

None.

3. PLEDGE OF ALLEGIANCE

Mayor McDowell led the Pledge of Allegiance.

4. CHANGES TO THE ORDER OF THE AGENDA

None.

5. REPORT FROM CLOSED SESSION

None.

6. PRESENTATIONS

- a. Present a Proclamation Recognizing February as American Heart Month.

Mayor McDowell presented a proclamation to Molly St. Clair, Senior Development Director at American Heart Association, recognizing American Heart Month.

Ms. St. Clair expressed her gratitude to the Council for passing a strong tobacco retail license and for recognizing American Heart Month.

- b. Receive an Annual Report from the San Carlos Library.

Francis Hebert, San Carlos Library Branch Manager, presented statistics and accomplishments from the past year for the San Mateo County Library. He then turned the presentation over to Manny Serrano, the San Carlos Library’s Community Technology Specialist, who focused on San Carlos Library’s accomplishments and community outreach efforts. Mr. Hebert and Mr. Serrano responded to Council questions.

Council requested a status update on the Makerspace Project. Mr. Herbert confirmed it will be provided offline.

7. COUNCIL COMMUNICATIONS AND ANNOUNCEMENTS

Councilmember Layton provided an update on the Airport Roundtable meeting he recently attended, including information on air traffic control staffing at the San Carlos airport.

Mayor McDowell thanked everyone for their participation in the Week of the Family and the Community Foundation of San Carlos’ Gala.

8. PUBLIC COMMENT

Susan Rose, resident and Week of the Family President, provided an update on Week of the Family’s activities and the community’s participation. She thanked their committee, involved foundations and the City for their support.

Sonia Elkes, resident, spoke about the Week of the Family Bike Fair and Fun Ride. She thanked Mayor McDowell and Councilmember Dugan for their participation and acknowledged community members who provided support.

9. CONSENT CALENDAR

Councilmember Rak pulled Item d- Facility Use Agreement, from the Consent Calendar for a separate discussion.

MOTION:	Adopt City Council Consent Calendar items ‘a’ through ‘c’ and ‘e’ and ‘f’.
MOVER:	Layton
SECONDER:	Rak
AYES:	Rak, Dugan, Layton, Venkatesh, McDowell
NAYS:	None
RESULT:	Motion Passed 5 – 0

- a. Motion to Waive Reading of All Ordinances.
- b. Approve the January 13, 2025 City Council Regular Meeting Minutes.

- c. Adopt a Resolution Authorizing the City Manager to Execute a Two- Year Professional Services Agreement with Flock Group Inc. for Flock Safety Automatic License Plate Recognition (ALPR) Cameras/Licenses in the Amount of \$147,000 and Authorizing the Approval of the Use of Prior Year Savings from the Law Enforcement Services Agreement with the San Mateo County Sheriff's Office in the Amount of \$147,000 for this Service. **Resolution 2025-007**
- d. Adopt a Resolution Approving a Facility Use Agreement Between Starbucks Corporation and Tesla Inc. Related to the Ground Lease Agreement between the City of San Carlos and San Carlos Properties, LLC, Pertaining to the City-Owned Property at 505 Skyway Road (APN 046-250-020) for the Purposes of Installing Eight Electric Vehicle Chargers.

Item was pulled from the Consent Calendar for separate discussion.

- e. Adopt a Resolution Authorizing the City Manager to Execute a Primary Grant Agreement with the San Mateo County Transportation Authority for Measures A and/or W Funding. **Resolution 2025-008**
 - f. Adopt a Resolution Authorizing the City Manager to Execute an Agreement for Professional Services with Kingston Media for Video Services for the City Centennial (C2309) in the Amount of \$104,500 and Authorizing the Expenditure of Contingency of \$10,000 for a Total Contract Amount Not to Exceed \$114,500. **Resolution 2025-009**
- 9d. Adopt a Resolution Approving a Facility Use Agreement Between Starbucks Corporation and Tesla Inc. Related to the Ground Lease Agreement between the City of San Carlos and San Carlos Properties, LLC, Pertaining to the City-Owned Property at 505 Skyway Road (APN 046-250-020) for the Purposes of Installing Eight Electric Vehicle Chargers.

Councilmember Rak expressed concern about the extent of redactions in the proposed agreement.

City Attorney Greg Rubens and Principal Planner Rucha Dande responded to Council questions.

Council directed staff to revise the agreement, limiting redactions to proprietary information only, and to bring it back for further consideration and approval.

10. STUDY SESSION

- a. Receive a Presentation and Provide Staff with Direction on the Objective Design Standards (ODS) for Future Residential Development in the Mixed-Use (MU) and Multi-Family (RM) Zoning Districts.

Principal Planner Rucha Dande opened the item with background on the Objective Design Standards and an overview of their community outreach efforts. She then turned the presentation over to Rick Williams, Principal Architect with VMWP, who presented the key recommended updates.

Ms. Dande, Mr. Williams, Assistant Community Development Director Andrea Mardesich, Planning Manager Lisa Porras and City Manager Jeff Maltbie responded to Council questions and requests for clarification.

Public Comment

- David Tuzman, resident, spoke in support of more housing in the City.

- Winston Wyckoff, resident, raised a question about the developments' impact on neighbors' solar roofs.

- Caroline, resident, provided input on the proposed amendments.

At the Mayor's request, Mr. Williams responded to questions raised during public comments.

Council provided the following feedback to staff:

- Encourage retail and commercial development in the downtown area, along El Camino Real and Laurel Street.
- Include a summary of the State's density bonus waivers and concessions in future staff reports for orientation.
- Conduct further study on setbacks, including an analysis of different setback distances (15', 20') and their impact on housing unit capacity.
- Consider a 20' rear setback for projects along East San Carlos Avenue.
- Council supports making El Camino Real 100% residential on the first floor, with a preference to mandate activated first-floor uses on Laurel Street outside the specific plan boundary—pending legal review.
- Emphasize ornamentation requirements to enhance articulation and avoid "cookie-cutter" designs.
- Continue incorporating survey data in decision-making.
- Council supports eliminating the maximum floor area ratio for residential development.

Council recessed at 9:53 PM and reconvened the meeting at 10:00 PM.

- Receive a Presentation and Provide Direction to Staff on the Design and Layout of Key Features for Improvements to the 700 Block of Laurel Street and Harrington Park (Phase 1 Downtown Implementation Component).

Planning Manager Lisa Porras commenced the item with a review of the project and introduced James Stickley, Principal-in-Charge Consultant, to present on the proposed design layout for the 700 block of Laurel Steet and Harrington Park.

MOTION:	At 10:24 PM, Extend the Meeting to 11:15 PM.
MOVER:	Rak
SECONDER:	Dugan
AYES:	Layton, Venkatesh, Rak, Dugan, McDowell
NAYS:	None
RESULT:	Motion Passed 5 – 0

Mr. Stickley, City Manager Jeff Maltbie and City Attorney Greg Rubens responded to Council's questions.

Public Comment

- Karen Molinari, resident, voiced support for the downtown updates to increase businesses in the downtown.
- Caroline, resident, spoke in support of having sinks outside of restrooms.

Council provided the following feedback:

- Ensure the stage is large enough to accommodate at least an average-size band.
- Emphasize the pavilion as the focal piece, incorporating a natural, organic aesthetic.
- Integrate natural elements into the water feature and ensure a fluid design around it.
- Begin informing the public about the planned placement of memorial bricks.

- Retain newspaper boxes in the downtown area.
- Explore the addition of a gateway or structure by the alleyway.
- Include a water refill station and/or drinking fountain.
- Install diaper changing stations in the restrooms.
- Provide backless seating for flexible seating options and additional seating around the fountain.
- Add bike parking on the alley side of Harrington Park.
- Ensure the space remains accessible and navigable, even during performances and large gatherings.

11. AGENDA SETTING

None.

12. ADJOURNMENT

The meeting adjourned at 11:07 PM.

Crystal Mui,
City Clerk