



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  
April 28, 2025 7:00 p.m.

**MINUTES**

ROLL CALL

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

Staff Present: Nil Blackburn, Assistant City Manager  
Rendell Bustos, Senior Planner  
Jeri Cosens, Administrative Sergeant  
Rucha Dande, Senior Planner  
Sajuti Haque, Economic Development and Housing Manager  
Paul Harris, Financial Services Manager  
Hanieh Houshmandi, Senior Traffic Engineer  
Steven Machida, Public Works Director  
Jeff Maltbie, City Manager  
Andrea Mardesich, Assistant Community Development Director  
Rebecca Mendenhall, Administrative Services Director  
Tyler Muela, Recreation Supervisor  
Crystal Mui, City Clerk  
Mark Myers, Police Captain  
Lisa Porras, Advance Planning Manager  
Gregory Rubens, City Attorney  
Al Savay, Community Development Director  
Tracy Scramaglia, Assistant Public Works Director  
Chris Valley, Building Official

1. CALL TO ORDER

Mayor McDowell called the meeting to order at 7:03 p.m..

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 April 2025 as Parkinson’s Awareness Month.

Mayor McDowell recognized April as Parkinson’s Awareness Month with a proclamation presented to Vikas Chinnan. Mr. Chinnan spoke about his journey with Parkinson’s disease and introduced his movement disorder specialist, Dr. Salima Brillman, founder of the Silicon Valley Parkinson’s Disease. He thanked Council for the recognition and commended the Adult Community Center for being a welcoming and supportive environment.

7. COUNCIL COMMUNICATIONS AND ANNOUNCEMENTS

Council Member Dugan commended the Parks and Recreation Foundation for organizing the No Foolin’ Foot Race held over the weekend.

Council Member Rak shared that he presented awards to the winners of Rethink Waste’s Trash to Art contest.

Mayor McDowell highlighted the events she attended this past Saturday, including the No Foolin’ Foot Race, a mental health first aid training for adults working with youth, and the City’s first DART (Disaster Airlift Response Team) exercise, where volunteer pilots practiced providing emergency assistance.

8. PUBLIC COMMENT

Holly Danell shared public safety concerns for fire risk and emphasized the need for preventative measures.

Tony Paul discussed a method for protecting the exterior of homes from fire and requested that the Council consider agendaing the topic for further study.

Sami Khalak, resident and member of the San Mateo Youth Climate Action, spoke in support of Council considering a ban against gas-powered leaf blowers.

9. CONSENT CALENDAR

<b>MOTION:</b>	Adopt City Council/Successor Agency to the Redevelopment Agency/Housing Authority Consent Calendar items ‘a’ through ‘g’.
<b>MOVER:</b>	Rak
<b>SECONDER:</b>	Layton
<b>AYES:</b>	Dugan, Layton, Rak, Venkatesh, McDowell
<b>NAYS:</b>	None
<b>RESULT:</b>	Motion Passed 5 – 0

- a. Motion to Waive Reading of All Ordinances.
- b. Approve the City Council March 10, 2025 Regular Meeting Minutes.
- c. Approve the City Council March 24, 2025 Special Meeting Minutes.

- d. Accept and Authorize the Filing of the Housing Successor Agency Annual Report for Fiscal Year 2023-24.
- e. Adopt a Resolution of the San Carlos Housing Authority Granting a Public Utility Easement on APN 050-132-100 (New Alleyway) Related to the 1244 Cherry Street Affordable Housing Development and Authorizing the Chair of the Housing Authority to Execute Associated Documents. **Resolution HA-015**
- f. Adopt a Resolution Approving the 2025 Sewer Rehabilitation Project C9617 Plans and Specifications and Authorizing a Call for Bids. **Resolution 2025- 029**
- g. Adopt a Resolution Approving the Installation of the Centennial Community Grant Program's Temporary Pavement Public Art Mural on the 700 Block of Laurel Street. **Resolution 2025- 030**

## 10. AGENDA SETTING

- a. Consideration of Agendizing an Item to Consider Banning Gas-Powered Leaf Blowers.

Residents Emily Burt, Lisa Gilliam, Emma Dougherty and Ruben Cardenas provided public comment – along with presentation slides – advocating for a ban on gas-powered leaf blowers.

Council Member Dugan spoke in support of considering a ban.

Ms. Burt and Mr. Cardenas responded to questions from the Council.

A majority of the Council expressed hesitation about discussing a potential ban at this time.

Council Member Rak suggested that staff connect with Peninsula Clean Energy to explore available rebate programs and consider sharing that information through the City's newsletters.

## 11. PUBLIC HEARING

- a. Consideration of Adopting a Resolution Adopting the San Carlos Downtown Streetscape Master Plan.

Lisa Porras, Advance Planning Manager, introduced the item by providing background on the project and the City's civic engagement efforts. She noted that pages 49 and 71 of the Plan had been inadvertently cropped, and corrected versions were subsequently provided to the Council.

Jim Stickley, Landscape Architect and Urban Designer Consultant, presented the proposed Downtown streetscape and public space design. Ms. Porras spoke provided an overview of the implementation phasing and associated funding strategies. Mr. Stickley, Consultant Mark Spencer with W-Trans, Ms. Porras, City Manager Jeff Maltbie, City Attorney Greg Rubens and Consultant Brian Canepa with W-Trans responded to Council questions.

### Public Comment

- Guiliano Carlini commended the City on the proposed Plan and expressed concern about cyclist safety in certain areas and the lack of bike parking.
- Andrew Hsu, resident and Board Member of the Silicon Valley Bicycle Coalition, spoke in support of the Plan.

- Angela Giannini, resident, spoke in opposition to the Plan, citing concerns with the removal of parking and losing a lane on Brittan Ave.
- Sonia Elkes, resident, commended the City for its civic engagement on the Project and voiced her support for the Plan.
- Erin Donovan, resident, expressed concern about the loss of parking and requested the Council consider those who are unable to bike to downtown.
- Sara Haller, resident, asked questions and offered suggestions to make the area more accessible for individuals with mobility challenges.
- Geoff Smith, resident, spoke in support of the Plan but expressed parking and safety concerns.
- David Tuzman, resident, spoke in support of the proposed Plan.

At the Mayor’s request, Mr. Canepa, Public Works Director Steven Machida, and Police Captain Mark Myers responded to questions from public commenters.

<b>MOTION:</b>	Close the Public Hearing.
<b>MOVER:</b>	Dugan
<b>SECONDER:</b>	Rak
<b>AYES:</b>	Rak, Dugan, Layton, Venkatesh, McDowell
<b>NAYS:</b>	None
<b>RESULT:</b>	Motion Passed 5 – 0

Mr. Stickley and Mr. Machida responded to Council’s additional questions.

Council Member Dugan suggested organizing a field trip for Council to visit a marked-up section of the downtown area to gain a clearer understanding of the proposed promenade location and size.

<b>MOTION:</b>	Adopt <b>Resolution 2025-031</b> Adopting the San Carlos Downtown Streetscape Master Plan <i>with the following amendments:</i> <ul style="list-style-type: none"> <li>- <i>include references to outdoor retail, in addition to outdoor dining</i></li> <li>- <i>add language to reflect flexibility for expanding outdoor dining</i></li> <li>- <i>note existing bus routes and clarify that the goal is to avoid disrupting them</i></li> <li>- <i>update photos to feature contemporary lighting</i></li> <li>- <i>include mention of wayfinding maps</i></li> <li>- <i>remove references to the channel water feature</i></li> <li>- <i>revise the Brittan area header to indicate that it is provisional and requires further study</i></li> <li>- <i>clarify that the proposed bollard location does not help the Art and Wine Festival</i></li> </ul>
<b>MOVER:</b>	Rak
<b>SECONDER:</b>	Dugan
<b>AYES:</b>	Venkatesh, Rak, Dugan, Layton, McDowell
<b>NAYS:</b>	None
<b>RESULT:</b>	Motion Passed 5 – 0

The Council recessed for a 10-minute break and reconvened the meeting at 10:10 p.m.

- b. Consideration of Adopting a Resolution Authorizing Adjustments to the Cost of Services Schedule (User Fees), Park Facility Development Fee, Sewer Capacity Charge, Childcare Development Impact Fee and Traffic Impact Fee for Fiscal Year 2025-26, and Adding Three New Fees to the User Fee Schedule.

Financial Services Manager Paul Harris provided background on the annual user fee process and highlighted the recommended fee updates.

<b>MOTION:</b>	At 10:23 p.m., Extend the Meeting to 11:30 p.m.
<b>MOVER:</b>	Rak
<b>SECONDER:</b>	McDowell
<b>AYES:</b>	Layton, Venkatesh, Rak, Dugan, McDowell
<b>NAYS:</b>	None
<b>RESULT:</b>	Motion Passed 5 – 0

Recreation Supervisor Tyler Muela, Assistant Community Development Director Andrea Mardesich, Police Captain Mark Myers, City Manager Jeff Maltbie, Mr. Harris, Administrative Services Director Rebecca Mendenhall and Senior Planner Rucha Dande responded to Council questions.

Council Member Layton requested a review of fee structures to identify any elements that may hinder policy objectives.

Public Comment  
None

<b>MOTION:</b>	Close the Public Hearing.
<b>MOVER:</b>	Dugan
<b>SECONDER:</b>	Rak
<b>AYES:</b>	Dugan, Layton, Venkatesh, Rak, McDowell
<b>NAYS:</b>	None
<b>RESULT:</b>	Motion Passed 5 – 0

<b>MOTION:</b>	Adopt <b>Resolution 2025-032</b> Authorizing Adjustments to the Cost of Services Schedule (User Fees), Park Facility Development Fee, Sewer Capacity Charge, Childcare Development Impact Fee and Traffic Impact Fee for Fiscal Year 2025-26, and Adding Three New Fees to the User Fee Schedule.
<b>MOVER:</b>	Venkatesh
<b>SECONDER:</b>	Rak
<b>AYES:</b>	Rak, Dugan, Layton, Venkatesh, McDowell
<b>NAYS:</b>	None
<b>RESULT:</b>	Motion Passed 5 – 0

## 12. STUDY SESSION

- a. Receive a Presentation and Provide Direction on the Transportation Demand Management and Parking Reform Project.

Senior Planner Rendell Bustos commenced the item by providing project background, then turned the presentation over to Principal Consultant Brian Canepa of W-Trans to provide the

proposed parking strategies, followed by Principal Consultant Phil Olmstead, who provided an overview of the proposed Transportation Demand Management framework.

Mr. Canepa, Advance Planning Manager Lisa Porras, Mr. Bustos, Public Work Director Steven Machida and City Manager Jeff Maltbie responded to Council questions.

Council provided feedback on parking:

- a majority of the Council does not support paid parking or delegating authority for its implementation.
- Emphasized the importance for full Council involvement in the rollout of the daylighting law. Council Member Rak requested that an assessment of illegal red curbing be included in the discussion.
- a majority of the Council supports compliance with the Metropolitan Transportation Commission (MTC) policy on parking maximums. When this item returns to Council, staff should provide data on how other cities are achieving compliance.

<b>MOTION:</b>	At 11:20 p.m., Extend the Meeting to 12 a.m.
<b>MOVER:</b>	Dugan
<b>SECONDER:</b>	Venkatesh
<b>AYES:</b>	Venkatesh, Rak, Dugan, Layton, McDowell
<b>NAYS:</b>	None
<b>RESULT:</b>	Motion Passed 5 – 0

Public Comment

- Dan, resident and member of Greater East San Carlos (GESC), inquired about the existing agreement that waives residential parking permit fees for Transit Village residents.

At Mayor McDowell's request, Mr. Bustos responded to the public commenter.

Mr. Olmstead and Mr. Canepa responded to Council's additional questions.

<b>MOTION:</b>	At 11:57 p.m., Extend the Meeting to 12:10 a.m.
<b>MOVER:</b>	Rak
<b>SECONDER:</b>	McDowell
<b>AYES:</b>	Layton, Venkatesh, Rak, Dugan, McDowell
<b>NAYS:</b>	None
<b>RESULT:</b>	Motion Passed 5 – 0

Council provided feedback on the Transportation Demand Management (TDM):

- include joining Commute.org to utilize the resources and programs they offer
- comply with the City/County Association of Governments (C/CAG) checklist
- request that staff analyze and provide recommendations on whether the benefits of achieving compliance — including continued eligibility for potential grants— outweigh the associated economic impacts

### 13. ADJOURNMENT

Mayor McDowell adjourned the meeting at 12:01 a.m.

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Crystal Mui,  
City Clerk