

CITY COUNCIL DEPARTMENT

Mission

The City of San Carlos provides high-quality services and facilities to its residents in an equitable, sustainable, transparent, responsive, and friendly manner to foster an inclusive, safe, and healthy community now and in the future.

Organization

The Council is composed of five members who are elected at-large, on a non-partisan basis, for four-year staggered terms. The Mayor is appointed annually from amongst the Council.

Org Code

01101000

Dept #

1010

Description

The City Council is the governing body of the City. It provides community leadership, enacts laws, adopts resolutions, and establishes policies for the City government. The City Council also adopts a budget. The Mayor appoints members of the City Council to working committees.

The Mayor and the City Council represent the City of San Carlos on various local, regional, and state policy committees and commissions. The Council meets the second and fourth Monday of each month in formal, public sessions and conducts additional special meetings as needed.

All City Council meetings are open to the public. Regularly scheduled meetings are streamed live on the City's website (www.cityofsancarlos.org). City Council minutes and archives of the meetings are also available online at www.cityofsancarlos.org/residents/public-meetings.

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Program Name	City Leadership
<p>Major Services</p>	<ul style="list-style-type: none"> • Legislative activities to support San Carlos • Policy establishment and direction • Budget establishment and oversight to ensure fiscal sustainability • Serve on various regional boards • Provide leadership during emergency situations • Serve the community through active engagement and leadership • Prioritize and develop strategic initiatives that are of interest to the community • Ensure that San Carlos remains a desirable, vibrant, equitable, inclusive, and business friendly community
<p>FY 2024-25 Accomplishments</p>	<ul style="list-style-type: none"> • Childcare. Distributed \$500,000 in childcare impact fee funds to five providers through grant funding. Facilitated discussions with childcare providers, relaxed zoning restrictions, and reduced permit fees to lower barriers for the creation and expansion of childcare facilities • Climate Change, Mitigation, Adaptation, and Resilience. Secured a \$457,000 Peninsula Clean Energy (PCE) grant for solar installation at the Corporation Yard. Partnered with PCE on the San Carlos Multifamily Electric Vehicle (EV) Charging Incentive, supporting five projects in design and two in pre-construction, which will install 35 EV charging stations. Applied for \$523,131 from the Metropolitan Transportation Commission’s 2024 Climate Program Implementation Grant to install 18 publicly accessible electric vehicle charging stations downtown. Strengthened emergency preparedness by building an Emergency Operations Center (EOC) staff roster, developing a communication plan, and delivering two EOC training sessions to staff • Downtown. Approved new street designs for downtown San Carlos including new plazas on the 600 and 700 blocks of Laurel St, wider sidewalks, protected bike lanes, enhanced outdoor dining areas, more greenery, and improved connectivity between Downtown, the Caltrain station, and East San Carlos. Advanced the Downtown Specific Plan by engaging stakeholders and shaping streetscape designs • Housing. Established an annual grant program, awarding \$168,000 to local nonprofits in 2024 to support housing initiatives. Approved a development project at 308-310 Phelps Road, adding nine single-family homes and eight accessory dwelling units (ADU) to the community • Mobility, Traffic, and Transportation Infrastructure. Adopted the Traffic Signal Master Plan to create a unified strategy for optimizing and integrating traffic signals citywide. Submitted a \$1 million grant application to C/CAG for the Brittan Avenue Sidewalk Construction project. Published a Traffic and Transportation <i>Spotlight</i> to inform the community on traffic calming measures, safe routes to school, the Bicycle and Pedestrian Master Plan, and more. Paved 64 streets and constructed 33 ADA curb ramps to improve road conditions and accessibility • Northeast Area Specific Plan. Developed a preferred land-use scenario to guide future growth, incorporating mobility improvements, climate change strategies, and flood mitigation efforts • Recreation Services. Collaborated with the Centennial Advisory Committee to engage the community in planning the City’s centennial celebrations. Explored development opportunities at North Crestview Park to address community needs. Initiated a Parks, Open Space, and other Recreational Opportunities Master Plan Assessment

FY 2025-27 Goals

- **Climate Change Mitigation, Adaptation, and Resilience.** Support sustainability initiatives and address climate change. As part of its focus on climate change, the City of San Carlos will continue to address vulnerability and adapt to changing climate conditions such as wildfires, flooding, drought, and sea level rise
- **Downtown.** Work with residents, property owners, business owners, committees, commissions, the Chamber of Commerce, and all other interested members of the community to develop a plan to understand and ensure that the downtown meets the needs of the community and businesses now and into the future
- **Housing.** Actively encourage and support the creation of housing to provide a safe, inclusive, diverse, and affordable supply by facilitating development of housing for all income levels
- **Mobility, Traffic and Transportation Infrastructure.** Actively pursue plans and strategies for improving mobility, traffic, parking, transportation infrastructure, and street maintenance while encouraging alternative modes of transportation to provide efficient, safe, and effective movement throughout the city
- **Northeast Area Specific Plan.** Work with residents, property owners, stakeholders, business owners, committees, commissions, the Chamber of Commerce, and all other interested members of the community to develop a plan in response to continued development interest in the life sciences and biotechnology sectors and develop policies and strategies to incorporate housing as part of this new development
- **Recreation Services.** Explore new recreational opportunities by completing an assessment of parks, open space, and other recreation facilities to support the health and well-being for community members of all ages

Program Goals	The goal of the Council is to provide leadership to the City organization to: foster a safe, diverse, welcoming, and engaged community that recognizes the importance of social equity; ensure fiscal responsibility and the sustainability of San Carlos' resources, infrastructure, and social/cultural environment; proactively protect our physical environment from the threats of climate change and reduce greenhouse gas emissions; recognize the needs and challenges of the community and promote its well-being; demonstrate high ethical and professional standards, including high quality customer service; lead and manage effectively by engaging the community, thinking strategically, remaining proactive, and planning for the future; and support the well-being of employees, investing in their development, and aligning staffing and resources with the demand for City services.
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City Leadership	Legislation, policy, and budget.
Objective	The City Council values public input into the decision-making process, keeping residents informed, and using boards and committees for civic engagement and regional collaboration.

Key Performance Measure	FY 2024 Actuals	FY 2025 Actual	FY 2026 Proposed	FY 2027 Proposed
% of residents who feel that the City is responsive to residents' needs	N/A	77%	N/A	80%
% of residents who agree the City listens to residents when making important decisions	N/A	71%	N/A	74%
% of residents who indicate that they trust the City	N/A	84%	N/A	87%
Description	This data is collected as part of the Community Satisfaction Survey that is conducted biennially by True North Research, Inc. This year's survey polled 680 adults in January 2025.			
Purpose	The survey provides a statistically reliable understanding of residents' satisfaction, priorities, and concerns as they relate to services and facilities provided by the City.			
Status	The latest survey was conducted in 2025, and the next survey will be conducted in 2027. Community survey reports can be found at www.cityofsancarlos.org/communitysurveys .			

Workload Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of boards and committees with councilmember participation	41	41	41	39