

- b. Approve the November 12, 2024 City Council Regular Meeting Minutes.



**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
November 12, 2024 7:00 PM**

MINUTES

ROLL CALL

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

Staff Present: Nil Blackburn, Assistant City Manager
Lisa Costa Sanders, Principal Planner Consultant
Hanieh Houshmandi, Senior Traffic Engineer
Steven Machida, Public Works Director
Crystal Mui, City Clerk
Amy Newby, Parks and Recreation Director
Gregory Rubens, City Attorney

1. CALL TO ORDER

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

2. ASSEMBLY BILL 2449 TELECONFERENCE REQUESTS

None.

3. PLEDGE OF ALLEGIANCE

Mayor Dugan led the Pledge of Allegiance.

4. CHANGES TO THE ORDER OF THE AGENDA

None.

5. PRESENTATIONS

- a. Recognize Mr. Marty De and Students Alina Robinson, Calvin Massey, Neilson Chien and Talia Simon from the Tierra Linda Middle School Debate Team Upon Winning the World Schools Debating Championship.

Mayor Dugan recognized the Tierra Linda Middle School Debate Team for winning the World Schools Debating Championship. He presented Marty De with a City Coin and a proclamation to each of the students.

Mr. De thanked the City for the recognition and the San Carlos School District and coaches for their support.

Students Alina Robinson, Calvin Massey, Neilson Chien and Talia Simon each spoke on what they learned from their experience with the speech and debate team.

6. COUNCIL COMMUNICATIONS AND ANNOUNCEMENTS

Councilmember Rak reported on attending the Fire Station 16 Ribbon cutting and recognized the Public Works team and other city staff for their work on the project.

Vice Mayor McDowell commended City staff on the completion of Fire Station 16. She also encouraged the community to take the Transportation Authority survey available now on the City's website.

Councilmember Venkatesh reported on filing errors she made in her 2022 committee campaign statements. She provided details on the inadvertent omissions and apologized for her oversight.

Mayor Dugan noted that a member of the community reported a potential violation on this matter, but he will wait for the Fair Political Practices Commission's investigation report before making a determination on the alleged violation.

Councilmember Collins spoke on a community members' allegations made against him as a potential Code of Conduct violation.

Mayor Dugan noted that after consulting with the City Attorney, he believes that there is no violation from Councilmember Collins, and no further action will be pursued.

7. PUBLIC COMMENT

Adam Taub, resident, requested Council to explore options regulating political messages on billboards.

Mayor Dugan and City Attorney Greg Rubens responded to the public comment.

Simona Tsives, resident, challenged Mr. Ruben's response and requested Council to restrict billboard messages to only commercial use.

8. CONSENT CALENDAR

MOTION:	Adopt City Council Consent Calendar items 'a' through 'h'.
MOVER:	Adak Rak
SECONDER:	Ronald Collins
AYES:	Collins, Venkatesh, Rak, McDowell, Dugan
NAYS:	None
RESULT:	Motion Passed 5 – 0

- a. Motion to Waive Reading of All Ordinances.
- b. Approve the October 14, 2024 City Council Special Meeting Minutes.
- c. Approve the October 15, 2024 City Council Regular Meeting Minutes.
- d. Adopt a Resolution Approving the Specifications for the Illuminated Street Name Sign Replacement Project C1712 and Authorizing a Call for Bids. **Resolution 2024-115**

- e. Adopt a Resolution Authorizing the City Manager to Execute a Products and/or Services Agreement with Sierra Display, Inc. for Design and Printing of New Citywide Decorative Banners, as Part of the Citywide Pole Banners Project C2322 and the Centennial Celebration Project C2309, in the Amount of \$171,835 and Authorizing a Contingency Budget in the Amount of \$34,165 for a Total Contract Not-To-Exceed Amount of \$206,000. **Resolution 2024-116**
- f. Adopt a Resolution Authorizing the City Manager to Execute a Products and/or Services Agreement with Sierra Installations, Inc. for Storage and Installation of the City's Decorative Banners in the Amount of \$135,269 and Authorizing a Contingency Budget in the Amount of \$26,000 for a Total Contract Amount Not to Exceed \$161,269. **Resolution 2024-117**
- g. Adopt a Resolution Adopting the Transportation Significance Criteria for California Environmental Quality Act (CEQA) and Non-CEQA Transportation Studies and Authorizing the Public Works Director to Prepare, Publish, and Update Guidelines Implementing these Criteria. **Resolution 2024-118**
- h. Adopt a Resolution Authorizing the City Manager to Execute Amendment 1 to the Current On-Call Traffic and Transportation Agreement with Kimley-Horn Associates, Inc., Increasing the Annual Not-to-Exceed Amount to \$2,000,000. **Resolution 2024-119**

9. NEW BUSINESS

- a. Consideration of Adopting a Resolution Establishing Official City Flags.

City Attorney Greg Rubens presented the proposed official city flags and, along with Parks and Recreation Director Amy Newby, responded to Council's questions.

Vice Mayor McDowell suggested that the flags be made available for sale at the San Carlos Museum as well as an online store and that retiring councilmembers be gifted a flag.

MOTION:	Adopt Resolution 2024-120 establishing official city flags, <i>with an amendment to designate the centennial City Seal as the official flag.</i>
MOVER:	Ronald Collins
SECONDER:	Adak Rak
AYES:	McDowell, Collins, Venkatesh, Rak, Dugan
NAYS:	None
RESULT:	Motion Passed 5 – 0

- b. Consideration of Adopting a Resolution to Fully Fund the San Carlos School District's Crossing Guard Program for a Total Cost of \$296,917.65 for Fiscal Year 2024-25.

Public Works Director Steven Machida provided background on funding the San Carlos School District's crossing guards and, along with Assistant City Manager Nil Blackburn, responded to Council questions.

Council delegated the 2+2 Committee to discuss the program contract, requested additional information on the School District's procurement process and suggested considering a City funding limit for the Program in future years.

MOTION:	Adopt Resolution 2024-121 to Fully Fund the San Carlos School District Crossing Guard Program for a Total Cost of \$296,917.65 for Fiscal Year 2024-25.
MOVER:	Adak Rak

SECONDER:	Sara McDowell
AYES:	Rak, McDowell, Collins, Venkatesh, Dugan
NAYS:	None
RESULT:	Motion Passed 5 – 0

10. AGENDA SETTING

None.

11. ADJOURNMENT

Mayor Dugan adjourned the meeting at 8:05 PM.

Crystal Mui,
City Clerk