

**CITY OF FOSTER CITY/ESTERO MUNICIPAL IMPROVEMENT DISTRICT/  
FOSTER CITY COMMUNITY DEVELOPMENT AGENCY**

**REGULAR MEETING OF OCTOBER 21, 2002**

**MINUTES**

**CALL TO ORDER OF FOSTER CITY COMMUNITY DEVELOPMENT AGENCY BOARD**

The Regular Meeting of October 21, 2002 of the Community Development Agency (CDA) of the City of Foster City was called to order at 7:32 p.m. in the Council Chambers located in the Foster City Community Center Wind Room, 1000 E. Hillsdale Boulevard, Foster City, San Mateo County, California, by Chair Ron Cox.

**ROLL CALL**

The Secretary called the roll:

**PRESENT:** Members, Russ Harter, Marland W. Townsend. Deborah E. G. Wilder, Rick Wykoff, and Chair Ron Cox

**ABSENT:** None.

**STAFF PRESENT:** James C. Hardy, Executive Director/Treasurer, and Therese L. Tahir, CDA Secretary.

**CONSENT CALENDAR**

Motion by Vice Chair Harter, seconded by Councilmember Wilder, and carried unanimously, 5-0-0, to approve the Minutes of the Regular Meeting of October 7, 2002 on the Consent Calendar.

**ADJOURNMENT**

Motion by Member Townsend, seconded by Vice Chair Harter, and carried unanimously, 5-0-0, to adjourn the meeting. Meeting adjourned at 7:33 p.m.

**CALL TO ORDER OF CITY COUNCIL/EMID BOARD OF DIRECTORS**

The Regular Meeting of October 21, 2002 of the City Council of the City of Foster City, sitting as said Council and as ex officio the Board of Directors of the Estero Municipal Improvement District (EMID), was called to order at 7:33 p.m. in the Council Chambers located in the Foster City Community Center Wind Room, 1000 E. Hillsdale Boulevard, Foster City, San Mateo County, California, by Mayor/President Ron Cox.

**ROLL CALL**

The City Clerk/District Secretary called the roll:

PRESENT: Councilmembers/ex officio Directors Russ Harter, Marland W. Townsend, Deborah E. G. Wilder. Rick Wykoff, and Mayor/President Ron Cox.

ABSENT: None.

STAFF PRESENT: James C. Hardy, City/District Manager/City Treasurer; Jean B. Savaree, City Attorney/District Legal Counsel; Kristi A. Chappelle, Assistant City/District Manager; John Lisenko, Public Works Director; Randy Sonnenberg, Chief of Police; Kevin Miller, Director of Parks and Recreation; Randy Tan, Video Production Intern; and Therese L. Tahir, City Clerk/District Secretary/Recording Secretary.

## **SPECIAL PRESENTATIONS**

### **PROCLAMATION DECLARING SAN MATEO MEDICAL CENTER DAY.**

On behalf of the City Council, Mayor Cox declared "November 21, 2002" as "San Mateo Medical Center Day," and presented a proclamation to Nancy Steiger, CEO, San Mateo Medical Center.

## **PUBLIC**

Laura Linden, former reporter at San Mateo County Times and representing the Northern California Media Workers Union, presented a letter to the City Council requesting support in the form of a letter or resolution for ANG editorial workers in a labor struggle with ANG Newspapers.

## **CONSENT CALENDAR**

Motion by Councilmember/Director Townsend, seconded by Councilmember/Director Wilder, and carried unanimously, 5-0-0, to approve the following items on the City/District Consent Calendar:

### City Consent Calendar

1. Minutes of the Special Meeting of October 7, 2002;
2. Minutes of the Regular Meeting of October 7, 2002;
3. Warrant of Demands dated October 21, 2002;
4. City Ordinance No. 498, "An Ordinance of the City of Foster City Approving an Amendment to the Foster City Zoning Map and a General Development Plan for the 15 Acres Located between Foster City Boulevard, Shell Boulevard, and East Hillsdale Boulevard (APN: 094-471-050 Portion) – to Amend the Zoning Designation of PF/PD (Public Facilities/Planned Development) district with an Amended General Development Plan to Allow up to 30 Units of Faculty Housing on the Site and Increase the Number of Students from 540 to a Total of 600 – City of Foster City/Bridgeview Academy – EA-98-003E & RZ-01-001 [First reading October 7, 2002];"

5. Minute Order No. 800, accepting the staff report regarding the Government Center Project (CIP 745) – Monthly Update for September 2002;

#### EMID Consent Calendar

6. Minutes of the Special Meeting of October 7, 2002;
7. Minutes of the Regular Meeting of October 7, 2002; and
8. Warrant of Demands dated October 21, 2002.

#### **ITEMS REMOVED FROM THE CONSENT CALENDAR**

##### **CITY RESOLUTION NO. 2002-92 RE STATE OF CALIFORNIA SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUNDS GRANT FUNDS.**

At the request of Vice Mayor Harter this item was removed from the City Consent Calendar to inform the public.

Motion by Vice Mayor Harter, seconded by Councilmember Wilder, and carried 5-0-0, to adopt City Resolution No. 2002-92, "A Resolution of the City Council of the City of Foster City Authorizing the Police Department to Accept Grant Funds from the State of California Supplemental Law Enforcement Services Funds (SLESF)."

##### **CITY RESOLUTION NO. 2002-93 RE CONTRACT CHANGE ORDER TO MILLER THOMPSON CONSTRUCTORS, INC.**

At the request of Councilmember Wykoff this item was removed from the City Consent Calendar for clarification.

Motion by Councilmember Wykoff, seconded by Councilmember Townsend, and carried 5-0-0, to adopt City Resolution No. 2002-93, "A Resolution of the City Council of the City of Foster City Authorizing the City Manager to Execute a Contract Change Order to Miller Thompson Constructors Inc."

#### **REPORTS**

##### **(CIP 703) LAGOON DREDGING PROJECT -- RAKING PORTION OF THE PROJECT. MINUTE ORDER NO. 801.**

Director of Public Works Lisenko presented the staff report.

The following members of the public addressed the Council in support of raking the portion of the lagoon by their property:

1. Peter Bagatelos, 105 Shooting Star Isle; and
2. Roger Jacobs, 764 Coronado Lane, representing the Bayporte Homeowners Association.

Discussion ensued.

Motion by Councilmember Wilder, seconded by Councilmember Townsend, and carried 4-1-0, Vice Mayor Harter voted "No," to adopt Minute Order 801, as follows: 1) authorize the inclusion of approximately 80 additional properties in the scope of work for bench raking as these properties are in the designated project raking areas and the property owners have forwarded signed dredging agreements to the City as of the date of this Council meeting (October 21, 2002); 2) authorize the inclusion of the 6 signed dredging agreements that were submitted prior to 2002 for properties that are not located in a designated raking area; 3) authorize the inclusion of the 19 signed dredging agreements submitted in 2002 that were not located in a designated raking area if the property is in a dredging only area; and 4) direct staff to send out letters to property owners in dredging only areas and authorize inclusion of any of these properties if the property owners return a signed dredging agreement by an established deadline not less than two weeks or more than three weeks from the date of the letter.

RECESS. The Chair recessed the meeting from 9:23 pm to 9:36 pm.

REPORT ON REVIEW OF CITIZEN ADVISORY COMMITTEES. MINUTE ORDER NO. 802.

Mayor/President Cox presented the staff report with recommendations regarding review of the Citizen Advisory Committees.

Bob Werden, 1757 Beach Park Boulevard, offered suggestions and thanked the Mayor and City Council for reviewing the Citizen Advisory Committees.

Discussion ensued.

Motion by Councilmember/Director Wilder, seconded by Vice Mayor/Vice President Harter, and carried unanimously, to adopt Minute Order No. 802, amending the staff report with the following recommendations:

1. Mission Statement. a. The Citizen Advisory Committees should review their mission statements as set forth in their authorizing resolutions each year and present to the City Council at a City Council meeting during the first quarter of the calendar year any recommended changes that may be necessary to accurately describe the responsibilities of that committee and to embrace the annual goals/work programs for that year.
2. Annual Goals/Work Program. a. The Citizen Advisory Committees should establish written annual goals/work programs and present these annual goals/work programs to the City Council at a City Council meeting during the first quarter of the calendar year.
3. Annual Review of Accomplishments. a. The Citizen Advisory Committees should prepare a written annual review of accomplishments and present this year-end report to the City Council at a City Council meeting during the first quarter of the calendar year.
4. Council Liaison. a. The Council liaison should attend as many of the committee meetings as their schedule permits but no less than once each quarter. The Council liaison should notify the Staff liaison if they are unable to attend a meeting. The role of the Council liaison should

be to support the committee in its activities, to ensure that the committee conducts its business consistent with their mission statement, to bring forward to the full City Council under Council agenda item "Communications" any recommendations of the committee as those recommendations are approved by the committee and to keep the City Council informed of any issues or concerns regarding a committee under Council agenda item "Council/Board Statements and Requests".

5. Staff Liaison. a. The staff liaison (with the exception of the Noise Abatement Committee) should attend each of the committee meetings. The staff liaison should notify the Committee Chair if they are unable to attend a meeting. The role of the Staff liaison is to provide administrative support to the committee in its activities, to ensure that the committee conducts its business consistent with the Brown Act, to prepare and publish the agenda packets for the committee and to assist in the preparation of the annual budget.

6. Committee Member Recruitment and Retention. a. The City Council should increase the visibility of all committees by inviting all the committee members to be present when their mission statement, annual goals/work programs and annual review of accomplishments are placed on the City Council agenda during the first quarter of the calendar year.

b. The City should prepare press releases regarding each committee once their mission statement, annual goals/work programs and annual review of accomplishments are reviewed and approved by the City Council.

c. The Citizen Advisory Committees should communicate with the public regarding their activities through FCTV, press releases, the marquee in Ryan Park, utility bill inserts, etc. (It should be noted that all formal communications with the public need to be approved by the staff liaison, the Council liaison, the City Manager and in some cases, the City Council.)

d. The City Council should offer to televise at least one of the committee meetings each year.

e. The City Clerk should continue to advertise for committee vacancies in the newspapers as well as maintain information on the City's website and FCTV relative to the Citizen Advisory Committees.

f. The City Council and members of the committees should network with the citizens and encourage individuals to apply for the various committees.

7. Committee Meetings. a. The Citizen Advisory Committees should review the frequency of meetings to ensure that the meetings are adequate to accomplish the adopted annual goals/work programs and to prepare carefully the agenda for each meeting so that the meeting can run efficiently and effectively.

8. Committee Member Participation. a. The committee members should be actively involved in the committee as evidenced by their attendance and participation. Committee members should notify the Staff liaison if they cannot attend a meeting. Attendance requirements as set forth in the code should be enforced.

9. Committee Member Training. a. New committee members should receive the Handbook for Committee Members prepared by the City Clerk's office, the committee roster, the

committee's mission statement, annual goals/work programs and annual review of accomplishments. The City Clerk should conduct an informal orientation for newly appointed members in January of each year. The chair of the committee and/or the Staff liaison should meet with new members to welcome them to the committee and give a committee-specific orientation prior to their first official meeting.

10. Suggestions/Feedback. a. The Citizen Advisory Committees as currently constituted should be retained. If at some point, the members of a committee feel that their committee should be dissolved or combined with another committee, they should bring that recommendation forward to the City Council.

b. Specific suggestions/feedback generated by the survey (e.g., name change, committee size, meeting frequency, etc.) should be discussed at the committee level and if approved, brought back to the City Council in the form of a recommendation.

### **COUNCIL/BOARD STATEMENTS AND REQUESTS**

Councilmember Wilder invited the public to attend a free Basic Emergency Preparedness class taught by the Foster City Fire Department on October 26 from 9 a.m. to 11 a.m. at the Foster City Community Center.

Councilmember Wilder thanked 263 Girl Scout participants who participated in the Girl Scout Camporee over the weekend as well as Mariners Medical Center, Rudolph & Sletten, Inc., and the Foster City Rotary Club for supporting the event.

Vice Mayor Harter invited the public to San Mateo Union High School District Superintendent Thomas Mohr's Coffee Hour at 7:00 p.m. on October 23 at the Foster City Community Center.

Vice Mayor Harter invited the public to attend Jazz at Joanne's Clubhouse on Santa Maria Lane on November 3 from 1 p.m. to 3 p.m. to hear jazz performed by a Burlingame teacher.

Vice Mayor Harter wished the San Francisco Giants success in the World Series.

Responding to Vice Mayor Harter, City Manager Hardy responded that the Semi-Annual Budget update is held in late January or early February.

Councilmembers Wykoff and Townsend complimented the Mayor for taking a look at the citizen advisory committees. Councilmember Townsend felt that it still doesn't solve the problem of membership and felt that there is a relationship between satisfied citizens who are docile and dissatisfied citizens who are active.

Responding to Councilmember Wykoff, City Manager Hardy stated that it is anticipated that the Clock Tower will be completed by mid-December.

Councilmember Townsend urged voters to read their voter pamphlets. He is concerned about the same day voter registration proposition.

Mayor Cox stated that he understands that the San Mateo-Foster City School District will agendaize at their next meeting, the issue of local residents attending local schools instead of

being sent to other schools. He stated that we have eight 6<sup>th</sup> grade students being sent out of the City because Bowditch Middle School is full. He encouraged the public to attend the meeting and be heard.

Mayor Cox informed the public that it was a privilege and great honor for himself, the City Manager, and the Parks and Recreation Director, to go to Florida for the swearing in ceremony of Parks and Recreation Superintendent Jonathan Korfhage as President of the National Recreation and Parks Association. He also mentioned that Kevin Miller is currently the President of the California Parks and Recreation Society.

Mayor Cox encouraged the public to support Measure C on the November 5, 2002 Ballot which would authorize the San Mateo Union High School District to use bond funds already approved by Measure D on November 7, 2000 for construction-related expenses at the District's six comprehensive high schools including the removal or replacement of outmoded or unsafe buildings.

## **ADJOURNMENT**

Hearing no objection from the Council/Board, Mayor/President Cox adjourned the meeting. Meeting adjourned at 10:31 p.m.