

CITY OF DALY CITY

Regular Meeting - CITY COUNCIL

AGENDA

Monday, May 11, 2026 - 7:00 PM

City Hall Council Chambers – 2nd Floor
City Hall 333 – 90th Street
Daly City, CA 94015

To watch the live telecast:

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PUBLIC PARTICIPATION

There are three ways to submit public comments: (1) submit written comments by meeting day, (2) submit written comments during the meeting, and (3) attend the meeting in person.

1. To submit written comments by meeting day, please email cityclerk@dalycity.org and include “Public Comment” in the subject line. All written comments received by 4:00 pm on meeting day will be provided to the City Council prior to the meeting.

Please note: Any emailed comments received after 4:00 p.m. on the meeting date are not guaranteed to be received by the City Council prior to the meeting. Comments are not read aloud into the record.

2. During the meeting, you may visit www.dalycity.org/agendas to submit comments using the Public Comment form to address the City Council on a specific item, or during the public comment period, and such comments are delivered to the City Council and City Staff during the meeting, and may be read into the record at the time they are received.

3. To speak at the meeting in person, please complete a Speaker Card located at the entrance to the Council Chamber and submit it to a Staff Member as early in the meeting as possible.

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the office of the City Clerk at (650) 991-8078 as soon as possible.

PLEDGE TO THE FLAG:

CALL TO ORDER

The City of Daly City acknowledges that we are on the ancestral lands of the Ramaytush (rah-my-toosh) Ohlone (O-lon-ee) peoples. We recognize their enduring connection to this region and honor their history, culture, and contributions. As the Indigenous protectors of this land, we affirm their sovereign rights as the original inhabitants of this land and pay respects to the Ancestors, Elders, and Relatives of the Ramaytush Ohlone peoples.

ROLL CALL:

AVAILABILITY OF PUBLIC RECORDS:

All public record to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Clerk’s Office, City Hall located at 333 90th Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body.

PRESENTATIONS:

1. Proclamation: Mental Health Month - Jean Perry, Behavioral Health Commission
2. Proclamation: Hepatitis B Awareness Week (May 17-24, 2026) - Walton Li, TeamHBV San Jose
3. Proclamation: Emergency Medical Services Week (May 17-23, 2026) - Acting Fire Chief Nicholas Gracia

APPROVAL OF MINUTES:

4. Regular Meeting of April 27, 2026

APPROVAL OF AGENDA:

5. Regular Meeting of May 11, 2026

STAFF COMMUNICATION:

ORAL COMMENT:

NOTE: Speakers are limited to two minutes, unless modified by the Mayor.
The Council cannot take action on any matter raised under this item.

CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine and may be approved by one roll call vote of the City Council. There shall be no separate discussion of the matters on the Consent Agenda unless requested by a member of the City Council. If discussion is required, that item will be removed from the Consent Agenda and will be considered separately at the end of the Agenda.

Resolutions:

6. Appropriate Funds and Authorize the City Manager to Execute an Amendment to the Professional Services Agreement with BKF Engineers for the City of Daly City Storm Drain Master Plan
7. Authorize the City Manager to Renew the Service Agreement for Tree Maintenance Services with West Coast Arborist
8. Accept Notice of Completion for the Daly City, Doelger Art Center Roofing and HVAC Replacement Project
9. Authorize City Manager to Execute an Amendment to the Professional Services Agreement with Swinerton for Project Management and Construction Support Services for Various Capital Improvement Projects

10. Adopt Side Letter Agreement Between the City of Daly City and Police Management Association to Comply with CalPERS Reporting Requirements
11. Set Time and Place of Public Hearing – Notice of Intent to Lien Real Property
(Set Time: 6/8/26)
12. Set Time and Place of Public Hearing Regarding Vacancies Pursuant to Government Code Section 3502.3
(Set Time: 5/26/26)
13. Cancel May 11 Public Hearing and Reschedule Hearing on Proposed Turnkey Design-Build Energy Efficiency Improvements to City-Owned Facilities and Related Financing Agreement
(Set Time: 6/8/26)
14. Set Time and Place of Public Hearing – Approval to Execute an Agreement with Axon for Automated License Plate Readers and Fixed Cameras
(Set Time: 6/8/26)

END OF CONSENT AGENDA

PUBLIC HEARINGS:

15. National Pollutant Discharge Elimination System Local Stormwater Program Regulatory Fee
STAFF: Richard Chiu, Jr.
RECOMMENDATION: Open/Close Hearing
Adopt Resolution by Roll Call Vote
16. Introduction of Ordinance Adding Chapter 2.34 and Amending Various Chapters Related to Boards and Commissions
STAFF: Leilani Ramos
RECOMMENDATION: Open/Close Hearing
Motion for City Attorney to Read by Title Only
Councilmember Introduce Ordinance
17. Approval of Benefit Assessments for Linda Vista Area for Fiscal Year 2026-27
STAFF: Richard Chiu, Jr.
RECOMMENDATION: Open/Close Hearing
Adopt Resolution by Roll Call Vote

ORDINANCES:

18. Second Reading, Ordinance No. 1491, Adding Chapter 15.09 to the Municipal Code Re: Hours of Construction

STAFF: Rose Zimmerman

RECOMMENDATION: Adopt Ordinance by Roll Call Vote

APPOINTMENTS: Board/Commission Membership Committee Appointments

REPORTS:

19. Council Committee
20. City Council
21. Staff
 - a. Status Update on Implementation of Resolution of Censure

ADJOURNMENT:

Proclamation

Mental Health Month 2026

- WHEREAS,** in 2023, 13% of San Mateo County adults reported poor mental health for fourteen or more days in the past month and 42% have sought professional help for their mental health; in 2023-2025, San Mateo County youth grade 7, 9 and 11 reported social emotional distress (23%, 24% and 25%, respectively) and chronic sadness/hopelessness (25%, 27% and 26%) in the past 12 months; and
- WHEREAS,** while behavioral health conditions are common across all types of demographics, certain communities face inequitable access to services, including people of color, immigrants, LGBTQ+ community, individuals with disabilities, veterans, youth and older adults; and
- WHEREAS,** on December 9, 2025, the San Mateo County Board of Supervisors unanimously adopted Resolution No. 081556, affirming the County's commitment to the well-being of current and future generations, making San Mateo County the first jurisdiction in the United States to do so; and;
- WHEREAS,** that resolution recognized that with more than a quarter of San Mateo County residents being under the age of 24, and that most mental health challenges began before the age of 25, mental health is not only a present-day concern but a generational responsibility for future generations; treating mental health as a foundational public good, not merely a clinical concern; and
- WHEREAS,** the San Mateo County Behavioral Health and Recovery Services Office of Diversity and Equity, Felton Institute Peninsula Suicide Prevention, Mayors Mental Health Initiative, and partners are collectively organizing activities that San Mateo County community members can participate in throughout the month, including free in-person and virtual events, advocacy days and social media campaign; and
- WHEREAS,** the 2026 theme is Mental Health is Ours, emphasizing community, collective action, and holistic support. Ongoing updates posted at www.SMCHHealth.org/MHM; and
- WHEREAS,** the City of Daly City wishes to increase the public's knowledge of signs and symptoms of mental health and substance use conditions, professional and self-care practices.

NOW, THEREFORE, I, GLENN R. SYLVESTER, Mayor, and members of the City Council of the City of Daly City, do hereby proclaim May 2026 as **MENTAL HEALTH MONTH** in Daly City to enhance public awareness of mental health to help end the stigma, direct members of the community to resources and support for mental health and substance use conditions, and honor the County's historic commitment to the well-being of current and future generations we create together.

Signed and sealed by the Mayor and City Council
of the City of Daly City this 11th day of May 2026.

Glenn R. Sylvester, Mayor

Teresa G. Proaño, Vice Mayor

Juslyn C. Manalo, Councilmember

Dr. Roderick Daus-Magbual, Councilmember

Pamela DiGiovanni, Councilmember

Proclamation

Hepatitis B Awareness Week

May 17-24, 2026

WHEREAS, Hepatitis B is a serious viral infection that affects millions of people worldwide and remains one of the leading causes of liver diseases, including cirrhosis, liver cancer, and liver failure; and

WHEREAS, Hepatitis B is a highly contagious disease that can be transmitted through contact with blood or bodily fluids. Despite being preventable through vaccination, it remains underdiagnosed in many populations, leading to an increased risk of long-term liver damage, liver cancer, and deaths if left untreated; and

WHEREAS, Hepatitis B often presents with few or no symptoms in its early stages, which means individuals may unknowingly spread the virus to others. Early diagnosis, testing, and treatment are critical in preventing serious complications, including liver cancer; and

WHEREAS, the Stanford Asian Liver Center's TeamHBV San Jose, a non-profit youth outreach initiative, has been at the forefront of efforts to educate young people, families, and underserved communities about Hepatitis B prevention, testing, and vaccination. TeamHBV San Jose plays a key role in combating the stigma surrounding Hepatitis B, promoting knowledge, and the empowering individuals to take proactive steps toward their health; and

WHEREAS, Hepatitis B is largely preventable through a safe and effective vaccine. Yet, despite the availability of vaccines and treatments, global and national efforts continue to fall short of eliminating the virus, especially in communities where access to healthcare and educational resources may be limited. Increasing vaccinations rates and providing equitable access to testing and medical care are essential in combating this preventable disease; and

WHEREAS, the City of Daly City recognizes the importance of raising awareness about Hepatitis B, encouraging testing, and promoting vaccination as key strategies in reducing the spread of the virus. By supporting local outreach efforts, we can make a meaningful impact in the fight against Hepatitis B in our own community and beyond.

NOW, THEREFORE, I, GLENN R. SYLVESTER, Mayor, and members of the City Council of the City of Daly City, do hereby proclaim May 17-24, 2026, as **HEPATITIS B AWARENESS WEEK** in Daly City. Together, we can work toward eliminating the threat of this preventable and treatable disease, saving lives and improving public health.

Signed and sealed by the Mayor and City Council
of the City of Daly City this 11th day of May 2026.

Glenn R. Sylvester, Mayor

Teresa Proaño, Vice Mayor

Juslyn C. Manalo, Councilmember

Dr. Roderick Daus-Magbual, Councilmember

Pamela DiGiovanni, Councilmember

Proclamation

Emergency Medical Services Week May 17-23, 2026

- WHEREAS,** emergency medical services is a vital public service; and
- WHEREAS,** the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and
- WHEREAS,** access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and
- WHEREAS,** emergency medical services fills healthcare gaps by providing important, out-of-hospital care, including preventative medicine, follow-up care, and access to telemedicine; and
- WHEREAS,** the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and
- WHEREAS,** the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and
- WHEREAS,** the City of Daly City recognizes the value and the accomplishments of emergency medical services providers by designating the Emergency Medical Services Week.

NOW THEREFORE, I, GLENN R. SYLVESTER, Mayor, and members of the City Council of the City of Daly City, do hereby proclaim May 17-23, 2026, as **EMERGENCY MEDICAL SERVICES WEEK** in Daly City with the EMS Strong theme, “EMS WEEK: Improving Outcomes, Together.” I encourage the community to observe this week with appropriate programs, ceremonies, and activities in honor of the EMS profession and the essential service it provides.

Signed and sealed by the Mayor and City Council of
the City of Daly City this 11th day of May 2026.

Glenn R. Sylvester, Mayor

Teresa G. Proaño, Vice Mayor

Juslyn C. Manalo, Councilmember

Dr. Roderick Daus-Magbual, Councilmember

Pamela DiGiovanni , Councilmember

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Visit <https://www.youtube.com/@DalyCityGov/streams> to view the City Council meeting

CALL TO ORDER:

Mayor Sylvester called the regular meeting to order at 7:02 P.M. and read the City's Land Acknowledgement:

The City of Daly City acknowledges that we are on the ancestral lands of the Ramaytush (rah-my-toosh) Ohlone (O-lon-ee) peoples. We recognize their enduring connection to this region and honor their history, culture, and contributions. As the Indigenous protectors of this land, we affirm their sovereign rights as the original inhabitants of this land and pay respects to the Ancestors, Elders, and Relatives of the Ramaytush Ohlone peoples.

ROLL CALL: Councilmembers Present
Glenn R. Sylvester, Mayor
Teresa G. Proaño, Vice Mayor
Dr. Roderick Daus-Magbual
Pamela DiGiovanni
Juslyn C. Manalo

Staff Present
Thomas J. Piccolotti, City Manager
Rose Zimmerman, City Attorney
K. Annette Hipona, City Clerk

PRESENTATIONS:

DCPLA Grant to the Daly City Public Library
(Sanya Singhal, Director, Daly City Public Library Associates)

Daly City Childcare and Community Event Center
(Ava Farab, Dorman & Associates)

Councilmember Manalo stressed that childcare is essential for the economic success of the City's communities, calling Head Start programs crucial, and was thankful that staff explored City-owned land for affordable childcare options. She recognized Dorman & Associates for their use of natural materials in their buildings and design, noting the firm's participation at the BUGS (Build Up Green Spaces) Summit.

Proclamation: California Cities Week April 19-25, 2026

APPROVAL OF MINUTES:

Regular Meeting of April 13, 2026

It was moved by Councilmember Manalo, seconded by Councilmember DiGiovanni and carried to approve the minutes of April 13, 2026.

Note on Public Comments:

To provide public comments, members of the public have the option to- 1) attend in person, 2) email the City Clerk, or 3) submit comments through the public comment portal on the City's website. Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting are instructed to call the office of the City Clerk at 991-8078 prior to the meeting.

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APPROVAL OF AGENDA:

It was moved by Councilmember Manalo, seconded by Vice Mayor Proaño and carried to approve the agenda.

ORAL COMMENT:

Members and representatives of AFSCME Local 829 sought the Council’s support in their current contract negotiations with the City. Felipe Donaire thanked the Council for a good contract in their previous negotiations, stressed the need for fair wages for essential workers, and noted that the group is seeking increases to match other units. Joshua Rees urged the Council to approve their proposal for a 3% cost of living adjustment (COLA) plus 1% equity and stressed that fair wages are essential for lower-paid members to manage living costs without holding second jobs. Katherine Mills called for improved COLA to help lower-paid workers and urged the Council to prioritize these workers’ needs, so they can better care for the community. Charlie Chan called for recognition of code enforcement work and staff, noting the safety they provide for the community. Jessica Lee stressed the need for better compensation and incentives to retain skilled employees amid rising financial pressures. Anthony Walters announced that AFSCME is close to a tentative agreement with the City and requested an increase in economic authority for wage increases with a COLA that other employee groups have agreed to. Anthony noted the need to address the affordability crisis, particularly for low-income employees.

Felipe Donaire, President of Local 829
Katherine Mill, Library staff member
Jessica Lee, Library staff member

Joshua Rees, Library staff member
Charles Chan, Building staff member
Anthony Walters, Union Representative

CONSENT AGENDA:

It was moved by Councilmember Manalo, seconded by Councilmember DiGiovanni and carried to approve the consent agenda, with the exception of items #11 and 14, which were pulled for further discussion.

Communications:

Accept QTR 1 Investment Report

Resolutions:

Authorize City Manager to Modify the Renewal of Agreement with CDW-G for Software

Resolution 26-60, Authorizing City Manager To Modify The Renewal Of Agreement Between The City Of Daly City And CDW-G For Microsoft Software Products

Set Time and Place for Public Hearing on Proposed Turnkey Design-Build Energy Services Agreement (Set Time: 5/11/26)

Resolution 26-61, Setting Time And Place Of Hearing Re: Proposed Turnkey Design Build Energy Services Agreement (Hearing Date: May 11, 2026, Time: 7:00 P.M.)

Authorize the City Manager to Approve a Purchase Agreement with National Auto Fleet Group for an Asphalt Crew Support Truck Body

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Resolution 26-62, Approving A Purchase Agreement With National Auto Fleet Group For An Asphalt Crew Support Truck Body

Set Time and Place of the Public Hearing for Daly City’s National Pollutant Discharge Elimination System Program Regulatory Fee (Set Time: 5/11/26)

Resolution 26-63, Setting Time And Place Of Public Hearing Re: Maintaining Adopted Regulatory Fees Necessary To Fund Local Specific Program Activities Mandated Under The Municipal Regional Stormwater NPDES Permit And Requesting San Mateo County To Collect Such Fees (Hearing Date: May 11, 2026, Time: 7:00 P.M.)

Accept and Appropriate a \$1,059,658 Grant from Peninsula Clean Energy (PCE)

Director of Public Works Richard Chiu provided a staff report recommending appropriation of a grant to purchase an EV ARC charging system, a Pair Tree Pop-Up Solar Canopy, and use remaining funds to offset costs for upcoming solar projects. Chiu addressed inquiries regarding the compatibility of the charger with NACS, the vendor selection process, charging speeds, the location(s) of EV charging stations, the costs associated with using a charging station, and whether these stations would generate revenue.

It was moved by Councilmember Daus-Magbual, seconded by Vice Mayor Proaño and carried by voice vote to adopt the resolution.

Resolution 26-64, Accepting And Appropriating \$A \$1,059,658 One-Time Grant From Peninsula Clean Energy For The Citywide Clean Energy Project

Support an Application for Transportation Development Act Article 3 Grant Funds and Local Match for the John Daly Boulevard Pedestrian and Bicycle Facility Improvements Project

Resolution 26-65, Supporting An Application For Transportation Development Act Article Grant Funds And Local Match For The John Daly Boulevard Pedestrian And Bicycle Facility Improvements Project

Adopt a Resolution Authorizing the City Manager to Execute an Amendment to the Agreement Between the County of San Mateo and the Cities for Animal Control Services for a Three-Year Term Beginning July 1, 2026

Resolution 26-66, Authorizing Execution Of Amendment To The Agreement Between The County Of San Mateo And The Cities For Animal Control Services

Authorize the City Manager to Execute all Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements, Fund Transfer Agreements and Any Amendments Thereto with California Department of Transportation (Caltrans)

Director Chiu provided the staff report to authorize the City Manager to execute agreements with Caltrans. Chiu addressed questions on whether there is a dollar threshold on these agreements, the current process for agreements with Caltrans, the person(s) currently responsible for executing these agreements, and whether there is a timeline associated with the item.

It was moved by Councilmember DiGiovanni, seconded by Councilmember Daus-Magbual and carried by voice vote to adopt the resolution.

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Resolution 26-67, Authorizing The City Manager To Execute All Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements, Fund Transfer Agreements And Any Amendments Thereto With California Departments Of Transportation

Accept and Appropriate a \$12,500 Grant from the Daly City Public Library Associates

Resolution 26-68, Accepting And Appropriating Grant From The Daly City Public Library Associates

Authorize the City Manager to Execute a Cost Sharing Agreement with Hilldale School for Public Infrastructure Improvements

Resolution 26-69, Authorizing Execution Of A Cost Sharing Agreement With Hilldale School For Public Infrastructure Improvements

Authorize City Manager to Execute the Cover Agreement with the State of California Department of Transportation for Public Infrastructure Improvements

Resolution 26-70, Authorizing Execution Of The Cover Agreement With The State Of California Department Of Transportation

Set Time and Place for Public Hearing - Introduction of Ordinance Adding Chapter 2.34 and Amending Various Chapters Related to Boards and Commissions (Set Time: 5/11/26)

Resolution 26-71, Setting Time And Place Of Public Hearing Introducing Ordinance Adding Chapter 2.34 And Amending Various Chapters To The Daly City Municipal Code Re: Boards And Commissions (Hearing Date: May 11, 2026, Time: 7:00 P.M.)

Set Time and Place of Public Hearing to Adopt the Five-Year Update to the Urban Water Management Plan and the Water Shortage Contingency Plan (Set Time: 5/26/26)

Resolution 26-72, Setting Time And Place Of Hearing Re: Adopting The Five-Year Update To The Urban Water Management Plan And The Water Shortage Contingency Plan (Hearing Date: May 26, 2026 Time: 7:00 P.M.)

Adopt Resolution to Approve Continuing Employee Contributions to the IAFF Medical Expense Reimbursement Plan Following Promotion

Resolution 26-73, To Approve Continuing Employee Contributions To The IAFF Medical Expense Reimbursement Plan Following Promotion Effective June 2026

Approve Police Department Support Dog Program Coordinator Position

Resolution 26-74, Approving Addition Of A Support Dog Program Coordinator Position To The Police Department

Check Registers

Check Registers for the Month of March 2026

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END OF CONSENT AGENDA

PUBLIC HEARINGS:

Adopt City’s HUD Consolidated One-Year Action Plan for Fiscal Year 2026-27

Housing Manager Lenelle Suliguin provided the staff report to approve the draft One-Year Action Plan and request approval of the CDBG and HOME funding allocation recommendations; it also outlined the priorities of the City’s Five-Year Consolidated Plan. Suliguin addressed questions about how the funding allocations for the various organizations are determined.

Mayor Sylvester opened the public hearing.

Timothy Russell, Renaissance Entrepreneurship Center, thanked the Council for their support of small businesses and economic development over the years. Timothy also thanked the staff for fostering a healthy relationship and for their guidance that enables Renaissance to effectively support residents and small businesses.

It was moved by Councilmember Manalo, seconded by Councilmember Daus-Magbual and carried to close the hearing.

Suliguin recognized Community Development Specialist Ann Cooney for her efforts on the item.

It was moved by Councilmember Manalo, seconded by Councilmember DiGiovanni and carried by unanimous roll call vote to adopt the resolution.

Resolution 26-75, Approving The City’s One-Year Action Plan For Fiscal Year 2026-2027 (July 1, 2026, Through June 30, 2027)

Introduce an Ordinance Adding Chapter 15.09 to the Daly City Municipal Code Establishing Construction Hours on Private Property

Michael Van Lonkhuysen, Acting Director of Economic and Community Development, provided the staff report that included amendments proposed by the Council regarding construction hours. Following the Council’s direction, staff differentiated between standard time and daylight-saving time construction hours and also added Sunday construction hours to the proposal. Additionally, staff reached out to the developers of 99 Southgate and Point Martin to discuss the proposed construction hours.

It was moved by Mayor Sylvester, seconded by Councilmember Daus-Magbual and carried for the City Attorney to read the ordinance by title only.

Mayor Sylvester introduced the ordinance.

Ordinance 1491, Adding Chapter 15.09 To The Municipal Code Re: Establishing Construction Hours On Private Property

APPOINTMENTS:

It was moved by Councilmember DiGiovanni, seconded by Mayor Sylvester and carried to appoint Vennie Acebedo to the Personnel Commission.

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It was moved by Councilmember DiGiovanni, seconded by Councilmember Manalo and carried to reappoint Rachel Goodman to the Library Board of Trustees.

It was moved by Councilmember DiGiovanni, seconded by Mayor Sylvester and carried to reappoint Teresa Faapuaa to the Planning Commission.

Councilmember DiGiovanni informed the Council that she plans to address the remaining vacancies in her appointments at the next City Council meeting.

Mayor Sylvester reminded the Council to review any upcoming commission term expirations and noted the forthcoming protocol regarding commissions and boards.

REPORTS:

City Council

Councilmember Manalo reported attendance at the following events: the Astrana Health Northern California event which focused on the physicians in the community, attended alongside Mayor Sylvester and Supervisor Canepa; Progress Seminar, where various community stakeholder groups intersect, acknowledging the County Board Presidents including Noelia Corzo, Rafael Mandelman and Otto Lee for their participation in sharing best practices from their counties, and acknowledging Police Chief Christensen for mindfulness in sharing the City's data; the LifeMoves Luncheon to support housing and support services, highlighting their Daly City location; the Council of Cities meeting which showcased environmental projects, attended with daughter Juselle and Mayor Sylvester; the Daly City Colma Chamber of Commerce scholarship ceremony, congratulating Dr. Daus-Magbual, wife Arlene and their daughter Amianan, who received a scholarship; the annual Volunteer Appreciation Luncheon, alongside Vice Mayor Proaño and Councilmember DiGiovanni, thanking City staff, Director Brown and Recreation staff for their efforts in recognizing the senior volunteers; and a tour of the Real-Time Information Center (RTIC), thanking Chief Christensen and the RTIC staff for sharing the center, approved through Measure Q, which helps keep officers and the public safe, highlighting how Daly City has the largest RTIC for a city of its size. Manalo also announced that she would be joining various organizations, municipalities, and the County in Sacramento for VLF funding advocacy on April 28th.

Vice Mayor Proaño reported attendance at the following events: the Colma Daly City Chamber of Commerce's Access to Higher Education scholarship ceremony, acknowledging Mayor Sylvester for speaking and presenting the certificates, the youth who received awards including Amianan, and noting the participation of City Manager Piccolotti, Chief Christensen, Assistant City Manager Nevin, and the 42 students who received scholarships; and the Volunteer Appreciation Luncheon with community seniors, acknowledging Recreation staff member Opal Fuller, City Manager Piccolotti, Assistant City Manager Nevin, Chief Christensen, Police and Fire staff, and the senior volunteers for their participation.

Councilmember DiGiovanni reported attendance at the Senior Appreciation Lunch, noting that some attendees have volunteered for 33 years, and acknowledged Assistant City Manager Nevin, Directors Brown, Cosgrove and Anderson, City Attorney Zimmerman, City Manager Piccolotti, and Police and Fire staff for serving the volunteers at the Doelger Senior Center. DiGiovanni congratulated the youth who received scholarships from the Daly City Colma Chamber of Commerce.

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Councilmember Daus-Magbual reported attendance at various events including: the JUHSD Ethnic Studies Summit at SF State by the REACH ARC Program funded by the AANAPISI Grant, where Dr. Rod held a workshop titled “Learning, Building and Engaging,” quoting the late Dr. Dawn Mabalon, and acknowledging his daughter for serving as the keynote speaker to address what it means to be civically engaged; Progress Seminar attended alongside Mayor Sylvester and Councilmember Manalo, highlighting sessions focused on issues such as the transit crisis, housing, AI, child care and engagement for the youth; the 21st anniversary of the Kababayan Learning Community’s Filipino Cultural Night at Skyline College, congratulating the faculty and students; and the Daly City Colma Chamber of Commerce scholarship ceremony, thanking the Chamber for serving the youth, and acknowledging representative Nick as well as his daughter, who was honored.

Mayor Sylvester reported attendance at the following events: Progress Seminar, participating in sessions in the area of AI and the ballot measure regarding the transit crisis; the Council of Cities meeting, reporting on the City of Belmont’s archaeological discovery during a construction project and the subsequent mitigation efforts; and a tour of the Police Department’s RTIC, acknowledging its benefits for police investigations and public safety, and recognizing Chief Christensen, City Manager Piccolotti, the City Council, and staff for moving forward with the technology. The Mayor recognized the Volunteer Appreciation Luncheon and expressed regret for being unable to attend due to scheduling.

Councilmember Manalo shared information about regional committee OneShoreline, which addresses climate change and sea level rise. Manalo also reported having a conversation with leadership at Progress Seminar regarding concerns that Daly City was not included on the SF Peninsula map and advocated for its inclusion.

Staff

Assistant to the City Manager Leilani Ramos provided an update on staff discussions with SF Peninsula to advocate for Daly City’s inclusion on the SF Peninsula map, acknowledging Councilmember Manalo for making the connection.

ADJOURNMENT:

Mayor Sylvester adjourned the meeting at 10:21 P.M. in memory of Josefina Salcedo Reichard, Nancy Magee, Lyle Prijoles, Kai Dana Rene Sorem, Alyssa Alano, RJ Ledesma and the victims of the Toboso massacre.

Approved as submitted, this 11th

day of May 2026.

Glenn R. Sylvester
Mayor

City Clerk



City Council Agenda Report

Item # _____

Meeting Date: May 11, 2026

Subject: Appropriate Funds and Authorize the City Manager to Execute an Amendment to the Professional Services Agreement with BKF Engineers for the City of Daly City Storm Drain Master Plan

Recommended Action

Staff recommends that the City Council:

1. Appropriate \$222,434.50 of AB1600 – Stormwater Funds to FY 2025-26 General Capital Project Fund – Storm Drain Master Plan project account 33191400 to fully fund the project amendment, and;
2. Authorize the City Manager to execute an amendment to the professional services agreement with BKF Engineers of Redwood City, California, to provide additional design services for the completion of the City of Daly City's Storm Drain Master Plan in the amount of \$246,626.00 for a total contract amount of \$570,581.00.

Background

The City of Daly City (City) has an estimated 89 miles of storm drain pipes throughout the city with outfalls to the ocean, bay, and creeks. The Streets section within the Public Works Maintenance Division is responsible for maintenance and repairs of the storm drain conveyance system. In order to increase the efficiency and effectiveness of the City's existing storm drain system, the City initiated the development of a holistic Storm Drain Master Plan to identify needed improvement projects to mitigate recurring stormwater-related issues. The master planning process is designed to ensure that the city will have a strategic planning guide to operate and maintain the City Storm Drain system, and identify future upgrades and improvements needed over the next 10 to 30 years

On November 28, 2022, an agreement was executed with BKF Engineers (BKF) to provide professional design services for the City's Storm Drain Master Plan in an amount of \$323,955.00.

Discussion

Additional design services are needed for BKF to complete the City's Storm Drain Master Plan. After City staff received and reviewed BKF's Existing Systems Inventory, Hydraulic Modeling Results, and System Evaluation technical memorandums for the Storm Drain Master Plan in January 2024, intensive research was performed by City Staff to validate the accuracy of the results generated by the hydraulic model of the City's storm drain system. Data such as historical as-built drawings, evidence of known problem areas from maintenance staff, and updated ownership records were collected by City staff and distributed to BKF for incorporation into the hydraulic model. The plethora of information supplied to BKF will require detailed evaluation beyond BKF's original scope of work as well as significant modifications to the constructed hydraulic model.

**Appropriate Funds and Authorize the City Manager to Execute an
Amendment to the Professional Services Agreement with BKF Engineers for the
City of Daly City Storm Drain Master Plan
Meeting Date: May 11, 2026
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After BKF updates the Existing System Inventory, Hydraulic Modeling Results and System Evaluation technical memorandums, a revised list of CIP projects along with a new risk assessment can be provided. Cost estimates for the CIP projects and a financial model with funding strategies will be developed for preparing a comprehensive Storm Drain Master Plan report to submit to the City for review. If approved, the Storm Drain Master Plan is anticipated to be completed by December 2026.

Fiscal Impact

The amendment to the professional services agreement with BKF Engineers provides for an amount of \$246,626.00 for the completion of the City's Storm Drain Master Plan. An additional \$61,656.50 (25%) is requested for contingency and staff time for a total amount of \$308,282.50.

The current balance available in FY 2025-26 General Capital Project Fund – Storm Drain Master Plan project account 33191400 is \$85,848.00. An additional appropriation of \$222,434.50 is needed to fully fund the project amendment. Sufficient AB1600 – Stormwater funds are available for this action.

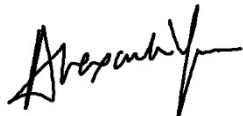
Summary/Conclusion

Staff recommends that the City Council:

1. Appropriate \$222,434.50 of AB1600 – Stormwater Funds to FY 2025-26 General Capital Project Fund – Storm Drain Master Plan project account 33191400 to fully fund the project amendment, and;
2. Authorize the City Manager to execute an amendment to the professional services agreement with BKF Engineers of Redwood City, California, to provide additional design services for the completion of the City of Daly City's Storm Drain Master Plan in the amount of \$246,626.00 for a total contract amount of \$570,581.00.

Staff is available to provide additional information desired by the Mayor or Councilmembers.

Respectfully submitted,



Alexander Yuen
Civil Engineering Associate



Richard Chiu, Jr.
Director of Public Works

Attachments:

1. BKF Engineers – Additional Service Request #01 City of Daly City Storm Drain Master Plan

April 28, 2026
BKF No. C20220518-10



Alex Yuen
City of Daly City
Public Works Department – Engineering Division
333 90th Street
Daly City, CA 94015
Transmitted Via Email (ayuen@dalycity.org)

**Subject: Additional Service Request #01
City of Daly City Storm Drain Master Plan**

Dear Alex:

BKF welcomes the opportunity to submit this additional service request to continue to update and complete the Storm Drain Master Plan (SDMP) for the City of Daly City. To date, BKF has submitted technical memorandums for the Existing System Inventory in Task 2 (October 2023), the Hydraulic Modeling Results and System Evaluation for Task 3 (January 2024), and Risk Assessment Criteria as part of Task 4 (July 2023). Draft Capital Improvement Programs (CIP) by drainage basin have been developed and along with cost estimates for the individual projects of the CIP. After a pause of over two years, BKF is ready to resume work on the various tasks outline in the contractual scope of work and satisfactorily complete the SDMP. This additional service request is needed to complete additional work and revisions to previous submittals resulting from the pause in the project, the gathering of additional data by the City in the intervening period, and extensive comments provided by the City on the draft CIP.

I. ADDITIONAL SCOPE OF SERVICES

Task 1 - Team Coordination and Project Restart: The last project meeting between BKF and the City took place on January 17, 2024. General coordination is required between the City and the BKF team to restart the project that has been on hold, at the City's request, for over two years. This involves multiple meetings, both internally and with City representatives. Additionally, a thorough review of emails, meeting minutes, notes, and draft documents will be conducted so that all BKF team members are fully informed of project history and ready to move forward.

Task 2 - Updates to the Existing Conditions Inventory and Existing Conditions Model: BKF has been provided with a substantial amount of new data and information collected by the City during the project pause and received in late February 2026. This includes as-built drawings for the storm drain system that were not previously provided, additional evidence of known problem areas from the maintenance staff, and updated ownership data for the storm drains and associated infrastructure. This new information can and should be used to improve the accuracy of the existing conditions model. This data will first need to be vetted then incorporated into the ICM model on a structure-by-structure basis with assumptions for associated storm drain infrastructure updated as necessary.

With the new information incorporated into the model, the existing conditions model results are anticipated to change. In addition, new maintenance information needs to be considered to improve model accuracy as part of the calibration process. For example, comments received by BKF from the City suggest there is no known flooding in an area that the model currently shows as inundated during storm events. BKF will revisit and adjust the drainage areas, storm drain assumptions, and model parameters to improve accuracy. BKF will then update the Existing Systems Inventory and the Hydraulic Modeling Results and System Evaluation technical memorandums based on the results of the updated model.

Task 3 – Capital Improvement Plan Evaluation: Revisions to the ICM model will result in changes to model results and the modeled performance of proposed CIP projects. Additionally, BKF has received additional ownership information that necessitates the re-evaluation of the proposed CIP projects as many of the current projects appear to be on portions of the storm drain system that is not owned by Daly City and where private ownership was not previously disclosed. The updates to the model and the incorporation of new ownership information necessitate the re-evaluation of all proposed CIP projects. The impacts to the proposed CIP projects are unknown, and there may be opportunities to decrease the extent of improvements or increases to the size and extent of the improvements may be necessary. Moreover, there may be new CIP projects that should be considered once the additional information is incorporated into the evaluation.

Task 4 - Cost Estimating: BKF will also update the risk assessment for the new or modified CIP projects. After which, the projects will have to be re-prioritized based on the revised model and risk assessments. BKF will work with HF&F to create cost estimates for the new or revised CIP projects and incorporate the latest cost data into the cost estimates for projects that were not impacted by the new data and model revisions.

Task 5 – Financial Model and Funding Strategy: HF&F will develop a financial model to incorporate revised master plan capital improvement costs, updated O&M projections, and any additional expense information provided by BKF or City staff. The model will continue to integrate the City's share of the Vista Grande Project and other previously modeled components, as applicable.

The updated model will be used to assess revenue requirements over the 10-year planning period. Capital improvements will be reprioritized as needed to reflect updated risk-of-failure assessments or implementation timing. Revenue requirements will be compared against existing and potential funding sources to evaluate funding sufficiency and timing.

HF&H will develop a funding plan by comparing revised revenue requirement projections with available and potential funding sources, including but not limited to:

- Revenue from a proposed storm sewer rate adopted under SB 231
- Revenue from water rates for storm drain expenses related to water quality protection
- Revenue from wastewater rates for storm drain expenses related to reducing inflow and infiltration
- Revenue from refuse rates for trash capture devices, street sweeping, and related pavement impacts
- Revenue from existing storm drain rates
- Revenue from General Fund sources
- Stormwater development impact fees

The funding strategy will be refined through an iterative process to evaluate alternatives reflecting project prioritization, pay-as-you-go (PAYGo) versus debt financing, and other financial planning objectives. Existing funding sources will continue to be allocated to the highest priority improvements. Updated alternatives will be presented to City staff for input and direction, and refinements will be incorporated into the final analysis.

HF&H will prepare a draft technical memorandum summarizing the financial analysis and funding strategy. Following City review and comment, a final memorandum will be submitted for inclusion in the Master Plan.

Task 6 - Completion of Storm Drain Master Plan: Once completed with the updates to previous efforts described above, the BKF team will advance the project and complete the rest of the original scope of work. BKF understands that the City wishes to get a completed and approved SDMP by the end of the 2026 calendar year. Reaching this schedule milestone will require significant efforts given the two-year delay and new data and information provided. As much of the work as possible will be performed in parallel with model updates occurring at the same time as technical memorandum revisions and flood



mapping occurring coincident with cost estimates and risk assessments. The updated technical memorandums will be submitted to the City as they are completed with an anticipated draft SDMP submittal date of late October 2026. BKF anticipates that the City will issue informal comments on the draft technical memorandums which will be incorporated into the draft SDMP submittal. BKF anticipates there will be one round of formal comments on the draft SDMP. BKF will review City comments and provide responses and revisions to the final submittal, as necessary.

II. COMPENSATION

BKF proposes to provide the services on time and materials not to exceed basis, consistent with our consultant agreement. The monthly invoice amount will be for the work completed that month, as determined by BKF.

Item	Description	Fee
Task 1	Team Coordination / Project Restart	\$30,888
Task 2	Existing System Model Updates	\$44,058
Task 3	Capital Improvement Plan Evaluation	\$73,482
Task 4	Cost Estimating	\$10,026
Task 5	Develop Financial Model and Funding Strategy	\$33,664
Task 6	Storm Drain Master Plan Completion	\$54,508
Total Labor Fee		\$246,626

Please contact me at 949.526.8457 if you have any questions regarding the additional scope items or if we need to meet to review them.

Respectfully,
BKF Engineers

 Roger Chung, PE, CFM, ENV SP, QSD/P
 Associate Vice President
 Regional Manager, Water Resources

Authorized to proceed per the terms described herein:

 Print Name

 Signature

 Title

 Date





City Council Meeting Agenda Report

Item #

Meeting Date: May 11, 2026

Subject: Authorize the City Manager to Renew the Service Agreement for Tree Maintenance Services with West Coast Arborist

Recommended Action

Staff recommends that the City Council authorize the City Manager, or his designee, to renew the tree maintenance service agreement with West Coast Arborist (WCA) for an additional two years ending June 30, 2028, in an amount not to exceed \$200,000 annually.

Discussion

West Coast Arborist has primarily served as Daly City's tree maintenance contractor since 2015. The current service agreement, effective July 1, 2022, is a "piggyback" contract based on West Coast Arborist's agreement with the City of Burlingame. The agreement establishes unit pricing for a range of tree maintenance services, including grid pruning, specialty trimming, tree planting, tree and stump removal, emergency response, and professional arborist services.

West Coast Arborist maintains and updates the City's tree inventory through its Arbor Access database, a tree management system that tracks approximately 7,200 City-owned trees with an estimated value of \$19,648,380. Arbor Access supports the management of the City's urban forest by maintaining inventory data, recording maintenance history, and enabling scheduling, inspections, planning, budgeting, and reporting. The use of this system enables West Coast Arborist to provide a much higher level of service desired by Daly City.

The current agreement with West Coast Arborist expires on June 30, 2026. West Coast Arborist has offered to extend the agreement for an additional two years under the same terms, conditions, and unit pricing. Staff recommends exercising this renewal option to maintain continuity of service and preserve the existing pricing structure. Retaining the current unit rates is particularly advantageous in the current inflationary environment, as it helps the City control costs and avoid potential price increases over the extended term.

Services under this agreement are provided on an as-needed basis and include tree pruning, tree removal, stump grinding, planting, and professional arborist services.

Fiscal Impact

Funding in the amount of \$200,000 annually for tree maintenance service is included in the Parks Maintenance annual operating budget.

Summary/Conclusion

Staff recommends that the City Council authorize the City Manager, or his designee, to renew the tree maintenance services agreement with West Coast Arborist for an additional two-year term ending June 30, 2028, in an amount not to exceed \$200,000 annually.

Tree Maintenance Service Agreement with West Coast Arborist for FY 2027E and FY 2028E
Meeting Date: May Page 2 of 2

Staff is available to provide any additional information requested by the Mayor or City Council.

Respectfully submitted,



Jeffery W. Fornesi
Asst. Director of Public Works



Richard Chiu, Jr.
Director of Public Works

Attachments: Extension Letter: WCA Tree Serv Agreement FY2027E & FY2028E



April 16, 2026

CITY OF DALY CITY
ATTN: JEFF FORNESI
792 NIANTIC AVENUE
DALY CITY, CA 94014

RE: Tree Maintenance Services performed by WCA, Inc.

Dear Mr. Fornesi,

With this fiscal year quickly ending, West Coast Arborists, Inc. would like to take this opportunity to express our gratitude to you and your staff for another successful year. Together we have worked diligently to ensure that the City's urban forest continues to thrive.

After a thorough review of the current contract terms and a careful assessment of our cost-effectiveness, we are pleased to inform you that we agree to maintain the current unit rates for the next 24-month period.

By maintaining these rates, we can help to ease the current financial strain, promote contractor stability and guarantee the City with quality tree care & customer service.

Thank you in advance for your consideration. We look forward to continuing the strong relationship built between us, and to maintaining quality urban tree care service. Should you have any questions or require additional information, please contact me at (800) 521-3714.

Sincerely,

Victor M. Gonzalez
Vice President, Business Development

West Coast Arborists, Inc.

2200 E. Via Burton · Anaheim, California 92806 · 714.991.1900 · 800.521.3714 · Fax 714.956.3745



Schedule of Compensation for Year 2026 - 2028

Tree Maintenance Services performed by WCA, Inc.

Item	Description	Unit	Current Prices
1	Grid Prune 0-12 DBH	Each	\$85.00
2	Grid Prune 13-24 DBH	Each	\$145.00
3	Grid Prune 25-36 DBH	Each	\$295.00
4	Grid Prune 37-60 DBH	Each	\$545.00
5	Grid Prune 60+ DBH	Each	\$745.00
6	Svc Request Prune 19-24 DBH	Each	\$445.00
7	Svc Request Prune 25-30 DBH	Each	\$595.00
8	Svc Request Prune 31-36 DBH	Each	\$845.00
9	Svc Request Prune 36+ DBH	Each	\$1,495.00
10	Palm Prune - Date	Each	\$445.00
11	Palm Prune - Washingtonia	Each	\$175.00
12	Palm Prune - All Other	Each	\$95.00
13	Palm Skin - Washingtonia	Linear Foot	\$30.00
14	Palm Trunk Clean	Linear Foot	\$30.00
15	Tree & Stump Removal 0-24 DBH	Inch	\$75.00
16	Tree & Stump Removal 25+ DBH	Inch	\$145.00
17	Tree Only Removal 0-24 DBH	Inch	\$50.00
18	Tree Only Removal 25+ DBH	Inch	\$125.00
19	Stump Grinding 15-48 DBH	Each	\$350.00
20	Stump Grinding 49+ DBH	Each	\$450.00
21	Plant 15 Gallon Tree	Each	\$275.00
22	Plant 24" Box Tree	Each	\$475.00
23	Root Barrier Installation	Linear Foot	\$45.00
24	Root Prune	Linear Foot	\$45.00
25	Arborist Services	Man Hour	\$139.00
26	Tree Watering	Man Hour	\$99.00
27	Specialty Equipment Rental	Hour	\$169.00
28	Crew Rental	Man Hour	\$99.00
29	Emergency Response - per crew member	Man Hour	\$139.00

WCA agrees to continue services at the current contracted rates through June 30, 2028.



City Council Agenda Report

Item # _____

Meeting Date: May 11, 2026

Subject: Notice of Completion for the Daly City, Doelger Art Center Roofing and HVAC Replacement Project

Recommended Action

Staff recommends that the City Council authorize the filing of the Notice of Completion and accept the improvements completed in compliance with the construction contract for the Daly City, Doelger Art Center Roofing and HVAC Replacement Project.

Background

On December 9, 2024, the City Council authorized the award of a construction contract to Zone 4 Construction, Inc. of San Carlos, California, in the amount of \$780,409.00 for the Daly City, Doelger Art Center Roofing and HVAC Replacement project. The project's overall scope of work consisted of the replacement of the existing HVAC and roof at the Doelger Art Center. In relation to the HVAC, work included the replacement of existing furnaces and flues, installation of new registers, and removal of obsolete mechanical, electrical, plumbing (MEP) piping, conduit, and equipment. In relation to the roof, work included the preparation of the existing built-up roof surface, installation of a new spray polyurethane foam roof, modification of the perimeter curb for new roof drain scuppers, addition of new overflow scuppers, and replacement of the existing copings.

The HVAC system and associated improvements at Doelger Art Center were primarily funded with the American Rescue Plan Act (ARPA) funds.

Discussion

Zone 4 Construction, Inc. has completed all improvements required by the construction contract documents for a total amount of \$812,178.12, including two change orders in the amount of \$31,769.12. The original award was for \$780,409.00. The cost difference of 4.07% between the final and original contract award amounts was primarily due to the installation of Ultra Low-NOx furnaces in-lieu of the originally designed Low-NOx furnaces which provide superior nitrogen oxide (NOx) emission reductions.

Fiscal Impact

The contract was completed in the total amount of \$812,178.12 with funds available in the Capital Improvement Project account 33193100.

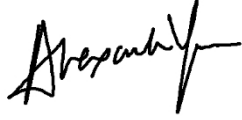
Summary/Conclusion

The contractor's work is now complete and acceptable for City maintenance. Staff recommends that the City Council authorize the filing of the Notice of Completion and accept the completed improvements for the City's maintenance.

**Notice of Completion for the
Daly City, Doelger Art Center Roofing and HVAC Replacement Project
Meeting Date: May 11, 2026
Page 2 of 2**

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,



Alexander Yuen
Civil Engineering Associate



Richard Chiu, Jr.
Director of Public Works

Attachment:

1. Project Location Map
2. Notice of Completion and Resolution

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

OFFICE OF THE CITY CLERK
CITY OF DALY CITY
333 - 90th Street
Daly City, California 94015

Notice of Completion

NOTICE IS HEREBY GIVEN as follows:

1. The date of completion of the work of improvement is: May 11, 2026
2. The owner of the work of improvements is: City of Daly City, a Municipal Corporation.
3. The address of the owner of the work of improvement is:

City Hall
333 - 90th Street
Daly City, California 94015
4. The nature of the owner's interest or estate is: In fee.
5. The work of improvement is located in Daly City, California, and is particularly described as follows:

**DALY CITY, DOELGER ART CENTER ROOFING &
HVAC REPLACEMENT PROJECT**

The name of the original contractor for the work of improvement is:

Zone 4 Construction, Inc.
1022 Center Street
San Carlos, CA 94070

Dated: _____

The undersigned, being duly sworn, says: That he is the owner of the aforesaid interest or estate in the property described in the foregoing notice; that he has read the same, and knows the contents thereof, and that the facts stated therein are true.

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

CITY OF DALY CITY, OWNER

Richard Chiu, Jr., Public Works Director

STATE OF CALIFORNIA,

COUNTY OF SAN MATEO } ss.

Subscribed and sworn to (or affirmed) before me on this _____ day of _____, 2026,

by _____, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Signature _____

Name (Typed or Printed)
Notary Public in and for said County and State

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DALY CITY ACCEPTING
COMPLETION OF CERTAIN PROJECT IN THE
DEPARTMENT OF PUBLIC WORKS

(Daly City, Doelger Art Center Roofing & HVAC Replacement Project)

A. The Project Manager has advised that the project set forth hereinafter has been completed in accordance with the terms of the contract with the City of Daly City and Zone 4 Construction, Inc., a CA Corporation.

B. The City Council of the City of Daly City desires to acknowledge the completion of such project so that notice of completion may be given.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Daly City that pursuant to the above, the City of Daly City does hereby accept as complete the following described project:

**DALY CITY, DOELGER ART CENTER ROOFING &
HVAC REPLACEMENT PROJECT**

BE IT FURTHER RESOLVED by the City Council of the City of Daly City that said project be, and it is hereby accepted as complete, and at the expiration of fifty-five (55) days from this date, final payment in connection with this project be, and it is hereby authorized, provided that all statutory liens, claims and withholds are satisfied pursuant to law.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the City Council of Daly City, California, at a regular meeting thereof held on the _____ day of _____, 2026, by the following vote of the members thereof:

AYES, and in favor thereof, Councilmembers: _____

NOES, Councilmembers: _____

ABSENT, Councilmembers: _____

CITY CLERK OF THE CITY OF DALY CITY

APPROVED:

MAYOR OF THE CITY OF DALY CITY



City Council Agenda Report

Item # _____

Meeting Date: May 11, 2026

Subject: Authorize City Manager to Execute an Amendment to the Professional Services Agreement with Swinerton for Project Management and Construction Support Services for Various Capital Improvement Projects

Recommended Action

Staff recommends that the City Council authorize the City Manager to execute an amendment to the professional services agreement with Swinerton Builders DBA Swinerton Management & Consulting, Inc. (Swinerton) of San Francisco, California, to provide additional project management and construction support services for various Capital Improvement Program (CIP) projects in the amount of \$424,104.00 for a total not to exceed contract amount of \$1,091,383.00.

Background

On November 14, 2022, an agreement was executed with Swinerton to provide project management and construction support services for the City Hall HVAC & Civic Center Generator Replacement, Daly City Doelger Art Center Roofing & HVAC Replacement, and War Memorial HVAC Replacement projects in an amount not to exceed \$264,565.00.

On April 10, 2023, City Council authorized an amendment in the amount of \$299,754.00 to the agreement with Swinerton to add project management and construction support services for the Civic Center North Human Resources Tenant Improvements, Serramonte Library – Elevator, Energy Efficiency, ADA Upgrades, HVAC, and Roof Replacement, and Fire Station 94 Improvements projects due to the termination of the agreement with AGS in January 2023 for lack of performance.

On December 9, 2024, City Council authorized an amendment in the amount of \$102,960.00 to the agreement with Swinerton due to unexpected project conditions and increased effort and scope of work for the City Hall HVAC & Civic Center Generator Replacement, Civic Center North Human Resources Tenant Improvements, Serramonte Library – Elevator, Energy Efficiency, ADA Upgrades, HVAC, and Roof Replacement, and Fire Station 94 Improvements projects.

Discussion

Additional project management and construction support services are needed for various CIP projects (City Hall HVAC & Civic Center Generator Replacement, Civic Center North Human Resources Tenant Improvements, Doelger Art Center Roofing & HVAC Replacement, and Serramonte Library – Elevator, Energy Efficiency, ADA Upgrades, HVAC, and Roof Replacement) due to various project delays and extensions, supplementary coordination with the designer in relation to the approved project plans and specifications, and the City's request for full-time inspection services associated with project change orders. The proposed amendment will continue the needed project management and construction support services for the projects through December 2026. The proposed \$424,104.00 amendment, if approved, will increase the total contract amount to \$1,091,383.00.

Authorize City Manager to Execute an Amendment to the Professional Services Agreement with Swinerton for Project Management and Construction Support Services for Various Capital Improvement Projects
Meeting Date: May 11, 2026
Page 2

Fiscal Impact

Sufficient funds are available to fully fund the proposed recommendation from previously approved and appropriated General CIP Fund accounts:

- 33190900 – Civic Center North Tenant Improvements
- 33190500 – Fire Station 94 Sleeping Quarters Upgrade
- 33193100 – Doelger Art Center Roofing & HVAC Replacement

Summary/Conclusion

Staff recommends that the City Council authorize the City Manager to execute an amendment to the professional services agreement with Swinerton Builders DBA Swinerton Management & Consulting, Inc. (Swinerton) of San Francisco, California, to provide additional project management and construction support services for various Capital Improvement Program (CIP) projects in the amount of \$424,104.00 for a total not to exceed contract amount of \$1,091,383.00.

Staff is available to provide any additional information desired by the Mayor or City Councilmembers.

Respectfully submitted,



Alexander Yuen
Civil Engineering Associate



Richard Chiu, Jr.
Director of Public Works

Attachment:

1. Swinerton Management & Consulting – Additional Services Proposal for Project and Construction Management Services REVISED Doelger Art Center and Civic Center North TI Projects dated April 23, 2026
2. Swinerton Management & Consulting – Additional Services Proposal for Project and Construction Management Services REVISED City Hall HVAC and Civic Center Generator Replacement, and Serramonte Library dated April 23, 2026

April 23, 2026

Mr. Richard Chiu
Public Works Director
City of Daly City
333 – 90th Street
Daly City, CA 94015

RE: Additional Services Proposal for Project and Construction Management Services REVISED
Doelger Art Center and Civic Center North TI projects

Dear Richard Chiu:

Swinerton respectfully submits this request for additional funds for Project and Construction Management Services for the subject projects. We have diligently pursued completion of these projects with unexpected challenges and less than optimal efficiency. This has resulted in and increased effort by Swinerton staff as described below.

Doelger Art Center (Request: \$9,104)

- Heaters low NOX to UltraLowNox gas service connection location – Current air quality requirements created a design change from Low Nox Heating unit to Ultra Low Nox the heaters. Swinerton performed onsite field confirmation of existing gas service connection location comparing to new location and routing for each unit. Related onsite evaluation for condensate lines was required to confirm low existing slope and the need for a condensate pump.
- Test and balance – Coordinate and attend multiple testing and balancing events onsite. Test and balance was completed in several visits due to the gas service being shut off at some studios and some new heaters not functioning properly. The tenant didn't have gas service in studio 7 and 9. Testing had to wait for PG&E to temporarily provide service. A few units were making loud sounds or functioning properly. Balancing had to wait for contractor to make corrections.
- Substantial completion was achieved in August 2025. Contractor corrective action on the new heaters, with multiple site visits, continued through the end of 2025.

The Doelger Art Center project is complete and in close out process.

Civic Center North (Request: \$18,698)

- Extended Construction Schedule - HazMat abatement delayed start of project for 2 months.

- Coordination for ADA cabinets – The new cabinets did not meet ADA requirements. Swinerton coordinated site visits and conversations to reach an acceptable resolution that minimized impact to the schedule.
- Site Visits for Warranty Coordination after Construction - Lighting control sensors and timers did not operate per the end users request. Swinerton coordinated contractor investigation and resolution. Paint concerns with “drip” appearance on all painted walls. Swinerton coordinated repaint and cleaning to find resolution. Hot water devices were not working properly to provide hot water as intended. Swinerton coordinated contractor investigation and resolution.

The Civic Center North project was completed in December 2024 with acceptance in July 2025..

Doelger Art Center	\$9,104
Civic Center North	\$18,698
<u>Total Requested Fee for Additional Services</u>	<u>\$27,802</u>

Swinerton is requesting an additional fee of \$27,802 for additional services necessary to complete the projects. Detailed breakdown attached for reference. Lissette Morales, Wanda Wong and Ayushi Patel will continue to oversee these projects.

Thank you for the opportunity to continue to serve the City of Daly City. Please contact me to discuss our proposal further.

Sincerely,

Lissette Morales
SWINERTON MANAGEMENT & CONSULTING
Senior Project Manager

Cc: B. Addiego, W. Wong
22 100 066 and 23 100 009

**Various HVAC and Civic Center Generator Replacement and
Civic Center North**

Revised 04 23 2026

Swinerton Additional Service Fee Request

	Rate	FYE 6/30/2025		FY 7/2025 - 01/2026		Total ASR
		hrs	total	hrs	total	
Doelger Art Center HVAC and Roof						
Project Manager	\$161	8	\$ 1,288	10	\$1,610	
Project Engineer	\$107			58	\$6,206	
			\$ 1,288		\$7,816	\$ 9,104

	Rate	Jan-Jun 2025		FY 7/2025 - 01/2026		TOTAL ASR
		hrs	total	hrs	total	
CC North Tenant Improvements - 31-31:						
Project Manager	\$161	53	\$ 8,533	0	0	
Project Engineer	\$107	95	\$ 10,165	0	0	
CC North HVAC - 31-313-929-4534			\$ 18,698		\$0	\$ 18,698

April 23, 2026

Mr. Richard Chiu
Public Works Director
City of Daly City
333 – 90th Street
Daly City, CA 94015

RE: Additional Services Proposal for Project and Construction Management Services REVISED
City Hall HVAC and Civic Center Generator Replacement, and Serramonte Library

Dear Richard Chiu:

Swinerton respectfully submits this request for additional funds for Project and Construction Management Services for the subject projects. We have diligently pursued completion of these projects with unexpected challenges and less than optimal efficiency. This has resulted in and increased effort by Swinerton staff as described below.

City Hall HVAC and Generator Upgrade (Request: \$79,602)

- Construction Cost Estimate – Engineer’s estimate \$1.6M vs. design estimate \$4M – anticipate review and re-evaluation meeting, pre-bidding, to align project scope with project budget.
- Swinerton’s increased effort during construction was related to lack of efficiency of execution for all projects, Doelger Art Center, War Memorial and City Hall HVAC and Gen. Our original proposal included part time support by one team to oversee the three projects, anticipated to track the same schedules, i.e. complete design, bid and construction concurrently. However the project schedules were not concurrent. The Civic Center North design moved faster and started construction while Doelger and City Hall were in design. Followed by Doelger Art Center, and City Hall continues with design.

The City Hall HVAC and Civic Center Generator Replacement project is currently in the plan check process with Building Department. Anticipate bidding during second quarter 2026, with a 9 month construction schedule.

Serramonte Library (Request: \$316,700)

- Coordination and preparation of a response letter for complaints to DIR regarding “No working HVAC System” and “Roof leaking brown water into employee workspaces”. Coordination with

environmental consultant to collect additional testing samples and issue a second haz mat report.

- Union Rep Access - Liaison and coordination in response to Union Representatives unauthorized access to project site and subsequent complaint. Preparation of a detailed summary of the incident as requested by legal counsel.
- Mechanical curbs – The roof curbs for the new mechanical equipment submittals were reviewed and approved, and the contractor manufactured new flat curbs that were incorrect for the existing type of roof. There was a conflict between the designer’s interpretation and the contractor’s interpretation of the contract documents. Swinerton provided coordination for the resolution. Contractor hired their own structural engineer to design wood support to adjust to the curbs being flat and not sloped as per plan, because the AOR refused to correct their design without an additional services request approval. AOR reviewed the design and made several rounds of partial comments which significantly delayed resolution. Curb installation was delayed by 4 months during this resolution.
- Fire Sprinkler – The fire sprinkler scope was a deferred submittal. During the permit process for the deferred submittal, Daly City and Swinerton learned that the contractor did not include the full scope of work for the fire sprinklers. A lengthy resolution between the contractor and their subcontractor regarding the contract scope of work delayed sprinkler scope by 4 months.
- Elevator subcontractor substitution – The elevator subcontractor was not able provide the elevator required by the contract documents. The contractor requested a subcontractor substitution and the submittal process for the elevator had to be restarted. Substitution and submittal process has been in progress for 10 months.
- Lights – The lighting plan was revised twice for adjustments to placement of lighting and addition of lighting fixtures. Swinerton provided coordination for two site walks with the designer and subcontractors and drafted a revised lighting plan that was distributed to the designer and contractor.
- Force account work coordination and tracking for the Community Room and Staff Breakroom cabinet and associated countertop, sink, and plumbing installation. Coordinate haz mat investigation and request quotes for removal beyond the contractor’s scope of work.
- Extended Construction Schedule - Original project completion was November 2025. Due to delays, the construction schedule for completion has not been determined. City anticipates completion in December 2026.

The elevator resolution is delaying project completion, now anticipated in December 2026.

City Hall HVAC and Generator Upgrade	\$79,602
Serramonte Library	\$316,700
<u>Total Requested Fee for Additional Services</u>	<u>\$396,302</u>

Swinerton is requesting an additional fee of \$396,302 for additional services necessary to complete the

projects. Detailed breakdown attached for reference. Lissette Morales, Wanda Wong and Ayushi Patel will continue to oversee these projects.

Thank you for the opportunity to continue to serve the City of Daly City. Please contact me to discuss our proposal further.

Sincerely,

Lissette Morales
SWINERTON MANAGEMENT & CONSULTING
Senior Project Manager

Cc: B. Addiego, W. Wong
22 100 066 and 23 100 009

Rate	Thru Jun 2025		Jul 2025 - Dec 2025		Jan 2026 - Jun 2026		Jun 2026 - Dec 2026*		TOTAL ASR
	hrs	total	hrs	total	hrs	total	hrs	total	
City Hall HVAC/Generator									
Project Manager \$161	8	\$ 1,288	28	\$4,508	48	\$7,728	118	\$18,998	
Project Engineer \$107			0	\$0	140	\$14,980	300	\$32,100	
		\$ 1,288		\$4,508		\$22,708		\$51,098	\$ 79,602

Rate	Jan-Jun 2025		Jul 2025 - Dec 2025		Jan 2026 - Jun 2026		Jun 2026 - Dec 2026		TOTAL ASR
	hrs	total	hrs	total	hrs	total	hrs	total	
Serramonte Library - 31-31									
Project Manager \$161	200	\$ 32,200	350	\$56,350	240	\$38,640	240	\$38,640	
Project Engineer \$107	310	\$ 33,170	420	\$44,940	400	\$42,800	280	\$29,960	
		\$ 65,370		\$101,290		\$81,440		\$68,600	\$ 316,700

Assumptions:

Serramonte library - anticipate construction hold in May, continue Oct-Dec for installation of elevator \$ 396,302
 City Hall HVAC and Generator anticipated construction duration 9 mos



City Council Meeting Agenda Report

Item # _____

Meeting Date: May 11, 2026

Subject: Adopt Side Letter Agreement between the City of Daly City and Police Management Association to Comply with CalPERS Reporting Requirements

Recommended Action

That the City Council adopt a side letter agreement to update the Memorandum of Understanding between the City and Police Management Association to comply with CalPERS reporting and enrollment procedures related to salary, retirement and health benefit contracts.

Background/Discussion

The management “meet and confer” representatives designated by the City Council of the City of Daly City have met and conferred in good faith with the representatives of the Daly City Police Management Association and, as a result agreed to the following provisions.

In February 2026, CalPERS informed the City that they conducted compliance reviews and identified two Special Compensation Types - Holiday Pay and Educational Incentive reported did not comply with the applicable Government Code section(s) and California Code of Regulations (CCR) under the California Public Employee’s Retirement Law (PERL).

The following provisions are retroactive to July 1, 2022. The City of Daly City and Police Management Association agree to modify the July 1, 2025 through June 30, 2028 Memorandum of Understanding (“MOU”) (and any prior MOU within the retroactive range of this Side Letter) between the City of Daly City and Police Management Association as follows:

G. Holiday Pay

Bargaining unit members other than the Deputy Police Chief shall receive eight percent (8%) of base pay plus any special compensation in lieu of observing City holidays (as listed, below). The special compensation to be added to base pay is the following (as applicable to individual bargaining unit members):

- Bilingual Pay
- Longevity Pay
- EPI Pay
- CIT (Basic & Intermediate) Pay
- Police Juvenile/Community Officer Pay
- Police Station Supervisor Pay
- Police Detective Division Pay
- Canine Unit Pay
- Range Master Pay
- Professional Standards (Internal Affairs and Training) Pay
- Police Motorcycle Officer Pay

City Council Agenda Report
Adopt Side Letter Agreement between the City of Daly City and Police Management Association to Comply with CalPERS Reporting Requirements

Meeting Date: May 11, 2026

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All bargaining unit members receiving the holiday in lieu pay work without regard to holidays. Holidays are set as 8 hours unless otherwise designated. The Deputy Police Chief is entitled to paid time off on each City recognized holiday as follows:

- New Year's Day
- Martin Luther King, Jr. Birthday
- President's Birthday
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- Day after Thanksgiving Day
- Christmas Eve (4 hours)
- Christmas Day
- New Year's Eve (4 hours)

Such payments shall be made on December 1 and June 1. Reporting of Holiday in Lieu Pay for retirement purposes shall conform to CalPERS regulations requiring reporting of Holiday in Lieu Pay allocated to each biweekly pay period.

ARTICLE IV – EDUCATIONAL INCENTIVE PROGRAM

A. This Educational/POST Incentive under this subsection will be referred to as “EPI” and it does not stack. The maximum EPI under this subsection (Article IV(A)) for all affected classifications shall be 10%.

Level One Incentive 5%: Achievement of Intermediate POST certificate

Level Two Incentive 7.5%: Achievement of Advanced POST certificate

Level Three Incentive 10%: Possession of Master's Degree from an accredited institution.

Employees shall be compensated under the EPI Program effective the first day of the pay period following (1) the date they obtained their POST Intermediate or Advanced Certificate and (2) completion and processing of the Request for EPI form.

Employees requesting Level Three Incentive pay shall submit a Request for EPI Program form. The Level 3 EPI Pay will become effective on the first day of a payroll period following approval by Human Resources.

City Council Agenda Report

Adopt Side Letter Agreement between the City of Daly City and Police Management Association to Comply with CalPERS Reporting Requirements

Meeting Date: May 11, 2026

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B. Crisis Intervention Training (CIT) Incentive Pay:

The National Alliance on Mental Illness (NAMI) Crisis Intervention Team (CIT) programs provide specialized training to help improve interactions between law enforcement and those living with a mental illness. These principles have been incorporated into available POST-certified training courses to assist sworn personnel in the performance of their duties; a 40-hour basic CIT course as well as a CIT Intermediate 24-hour class that meets the requirements of Penal Code section 13515.

1. In recognition of the fact that law enforcement personnel are routinely and consistently exposed to uniquely hazardous conditions arising from interactions with members of the community in crisis, and the benefits attributable to specialized training intended to enhance sworn personnel's ability to perform the hazardous and specialized mental health related law enforcement duties, effective the first full pay period following receipt of the request for CIT Pay by the Police Chief employees in represented classifications who have completed the basic CIT course will receive a premium. Between September 12, 2022 and the first full pay period of July 2023, the premium will be one percent (1%) of base pay for the basic CIT course.
2. Effective the first full pay period of July 2023, employees in represented classifications who have completed the basic CIT course will receive an additional premium in the amount of one percent (1%) of base pay (total of 2%)
3. Effective the first full pay period of July 2024, employees in represented classifications who have completed a CIT Intermediate course will receive a premium in the amount of two percent (2%) of base pay (total of 4% [2% Basic + 2% Intermediate]).
4. For clarity, CIT Incentive Pay is separate from EPI and is not subject to the 10% cap described in Article IV, subsection A. It is instead subject to the 4% maximum in Article IV(B)(3).

Fiscal Impact

No fiscal impact.

Summary/Conclusion

Staff is recommending that the City Council adopt the side letter agreement to update the Memorandum of Understanding between the City and Police Management Association in order to comply with CalPERS reporting and enrollment procedures related to salary, retirement and health benefit contracts.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

City Council Agenda Report
Adopt Side Letter Agreement between the City of Daly City and Police Management Association to Comply with CalPERS Reporting Requirements

Meeting Date: May 11, 2026

Page 4 of 4

Respectfully submitted,



Natalie Sakkal
Director of Human Resources

Attachment

SIDE LETTER OF AGREEMENT

BETWEEN

THE CITY OF DALY CITY

AND

POLICE MANAGEMENT

April 15, 2026

The following provisions are retroactive to July 1, 2022. The City of Daly City and Police Management agree to modify the July 1, 2025 through June 30, 2028 Memorandum of Understanding ("MOU") (and any prior MOU within the retroactive range of this Side Letter) between the City of Daly City and Police Management as follows:

ARTICLE III – BENEFITS

[...]

G. Holiday Pay

Bargaining unit members other than the Deputy Police Chief shall receive eight percent (8%) of base pay plus any special compensation in lieu of observing City holidays (as listed, below). The special compensation to be added to base pay is the following (as applicable to individual bargaining unit members):

- Bilingual Pay
- Longevity Pay
- EPI Pay
- CIT (Basic & Intermediate) Pay
- Police Juvenile/Community Officer Pay
- Police Station Supervisor Pay
- Police Detective Division Pay
- Canine Unit Pay
- Range Master Pay
- Professional Standards (Internal Affairs and Training) Pay
- Police Motorcycle Officer Pay

All bargaining unit members receiving the holiday in lieu pay work without regard to holidays. Holidays are set as 8 hours unless otherwise designated. The Deputy Police Chief is entitled to paid time off on each City recognized holiday as follows:

- New Year's Day
- Martin Luther King, Jr. Birthday

President's Birthday
Memorial Day
Juneteenth
Independence Day
Labor Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving Day
Christmas Eve (4 hours)
Christmas Day
New Year's Eve (4 hours)

Such payments shall be made on December 1 and June 1. Reporting of Holiday in Lieu Pay for retirement purposes shall conform to CalPERS regulations requiring reporting of Holiday in Lieu Pay allocated to each biweekly pay period.

ARTICLE IV – EDUCATIONAL INCENTIVE PROGRAM

- A. This Educational/POST Incentive under this subsection will be referred to as "EPI" and it does not stack. The maximum EPI under this subsection (Article IV(A)) for all affected classifications shall be 10%.

Level One Incentive 5%: Achievement of Intermediate POST certificate

Level Two Incentive 7.5%: Achievement of Advanced POST certificate

Level Three Incentive 10%: Possession of Master's Degree from an accredited institution.

Employees shall be compensated under the EPI Program effective the first day of the pay period following (1) the date they obtained their POST Intermediate or Advanced Certificate and (2) completion and processing of the Request for EPI form.

Employees requesting Level Three Incentive pay shall submit a Request for EPI Program form. The Level 3 EPI Pay will become effective on the first day of a payroll period following approval by Human Resources.

B. Crisis Intervention Training (CIT) Incentive Pay:

The National Alliance on Mental Illness (NAMI) Crisis Intervention Team (CIT) programs provide specialized training to help improve interactions between law enforcement and those living with a mental illness. These principles have been incorporated into available POST-certified

training courses to assist sworn personnel in the performance of their duties; a 40-hour basic CIT course as well as a CIT Intermediate 24-hour class that meets the requirements of Penal Code section 13515.

1. In recognition of the fact that law enforcement personnel are routinely and consistently exposed to uniquely hazardous conditions arising from interactions with members of the community in crisis, and the benefits attributable to specialized training intended to enhance sworn personnel's ability to perform the hazardous and specialized mental health related law enforcement duties, effective the first full pay period following receipt of the request for CIT Pay by the Police Chief employees in represented classifications who have completed the basic CIT course will receive a premium. Between September 12, 2022 and the first full pay period of July 2023, the premium will be one percent (1%) of base pay for the basic CIT course.
2. Effective the first full pay period of July 2023, employees in represented classifications who have completed the basic CIT course will receive an additional premium in the amount of one percent (1%) of base pay (total of 2%)
3. Effective the first full pay period of July 2024, employees in represented classifications who have completed a CIT Intermediate course will receive a premium in the amount of two percent (2%) of base pay (total of 4% [2% Basic + 2% Intermediate]).
4. For clarity, CIT Incentive Pay is separate from EPI and is not subject to the 10% cap described in Article IV, subsection A. It is instead subject to the 4% maximum in Article IV(B)(3).

The Parties agree that this Side Letter of Agreement is not effective until approved by the City Council.

For the City:



5/15/2026

Natalie Sakkal
Director of Human Resources

Date

For Daly City Police Management:



5/15/2026

Lee Aquila
Police Lieutenant

Date



City Council Meeting Agenda Report

Item # _____

Meeting Date: May 11, 2026

Subject: SET TIME AND PLACE OF PUBLIC HEARING – NOTICE OF INTENT TO LIEN REAL PROPERTY

Recommended Action

It is recommended that the City Council set the time and place for a public hearing on June 8, 2026, at 7:00 p.m. – Notice of Intent to Lien Real Property.

Background

On June 25, 2012, the City Council entered into an agreement with the County of San Mateo to impose lien assessments on real property for unpaid Business License rental property taxes. This agreement was approved by Resolution No.12-99. Daly City Municipal Code, Chapters 5.16.050 and 5.04.030, requires that all commercial and residential real property pay a license tax based on the gross rental income collected.

Summary/Conclusion

Staff recommends that the City Council set June 8, 2026, at 7:00 p.m. as the date and time for a public hearing – Notice of Intent to Lien Real Property.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,

Tim Nevin
Interim Director of Finance and Administrative Services



City Council Meeting Agenda Report

Item # _____

Meeting Date: May 11, 2026

Subject: Set Time and Place of Public Hearing Regarding Vacancies Pursuant to Government Code Section 3502.3

Recommended Action

Staff recommends that the City Council set May 26, 2026 at 7:00 p.m. as the date and time for a public hearing regarding vacancies pursuant to Government Code section 3502.3.

Background/Discussion

Assembly Bill ("AB") 2561, codified in Government Code section 3502.3, passed in 2024, and requires public agencies to hold a public hearing to address the status of job vacancies at least once every fiscal year or prior to the adoption of the final budget. During this public hearing, the City must present information on the status of vacancies and the City's recruitment and retention efforts. This public hearing will ensure compliance with the law.

Fiscal Impact

There is no anticipated fiscal impact.

Summary/Conclusion

Staff recommends that the City Council set a public hearing on vacancies pursuant to Government Code section 3502.3 for Tuesday, May 26, 2026 at 7:00 p.m. in the City Council Chambers.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,

Natalie Sakkal
Director of Human Resources

Timothy J. Nevin
Assistant City Manager/ Acting Director of Finance &
Administrative Services



City Council Agenda Report

Item # _____

Meeting Date: May 11, 2026

Subject: Cancel May 11 Public Hearing and Reschedule Hearing on Proposed Turnkey Design-Build Energy Efficiency Improvements to City-Owned Facilities and Related Financing Agreement

Recommended Action

Recommend that the City Council cancel the previously scheduled public hearing and set a new public hearing for June 8, 2026, at 7:00 p.m., to consider the proposed Turnkey Design-Build Energy Efficiency Improvements to City-owned Facilities and related Financing Agreement.

Discussion

In alignment with California Government Code Section 4217.10 to 4217.18, which implements the policy set forth in California Public Resources Code Section 25008 by authorizing public agencies to develop energy conservation, cogeneration, and alternative energy supply sources at public facilities, and consistent with Daly City's climate action plan, The Daly City Green Vision – TEN for TWENTY, the proposed agreement advances the City's efforts to reduce energy use and its carbon footprint.

The project will implement energy conservation measures (ECMs) to improve energy efficiency, reduce operating costs, and modernize City infrastructure. Improvements include upgrades to building management systems, lighting, and heating, ventilation, and air conditioning (HVAC) equipment at the War Memorial Community Center/John Daly Library, Public Works Corporation Yard, and Westlake Library.

Summary/Conclusion

Staff recommends that the City Council cancel the previously scheduled public hearing and set a new public hearing for June 8, 2026, at 7:00 p.m., to consider the proposed Turnkey Design-Build Energy Efficiency Improvements to City-owned Facilities and related Financing Agreement.

Staff is available to provide additional information as requested by the Mayor or City Council members.

Respectfully submitted,

Jeffery W. Fornesi
Asst. Director of Public Works

Richard Chiu, Jr.
Director of Public Works



City Council Meeting Agenda Report

Item # _____

Meeting Date: May 11, 2026

Subject: Set Time and Place of Public Hearing – Approval to Execute an Agreement with Axon for Automated License Plate Readers and Fixed Cameras

Recommended Action

Staff recommends that the City Council set June 8, 2026, at 7:00 pm to approve an amendment of the police department's existing Axon contract, which will include Automated License Plate Reader (ALPR) and fixed camera technology.

Background

On November 13, 2023, Council approved our department's ALPR program, which included fixed and mobile camera solutions. A renewal of our department's current Axon contract was approved by City Council in June of 2025, including various technologies to support our Real Time Intelligence Center (RTIC). At the time, Axon did not offer a fixed ALPR or video camera solution.

Discussion

Axon has two fixed ALPR solutions, Outpost and Lightpost, which are competitive options to existing ALPR solutions. Outpost is Axon's version of the ALPR device, and Lightpost is a pan/tilt/zoom camera solution that incorporates ALPR technology, while also giving RTIC staff the ability to monitor live incidents reported to the police. Both solutions integrate directly with Axon Fusus, our main camera integration solution already in use in our RTIC. Axon has offered competitive contract options to trial these products and incorporate them into our existing contract if executed before July 1, 2026. These systems are instrumental in enhancing community and officer safety for our city.

Summary/Conclusion

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully Submitted,

Cameron Christensen
Chief of Police



City Council Meeting Agenda Report

Item # _____

Meeting Date: May 11, 2026

Subject: National Pollutant Discharge Elimination System Local Stormwater Program Regulatory Fee

Recommended Action

Staff recommends the City Council adopt a resolution maintaining the existing National Pollutant Discharge Elimination System (NPDES) regulatory fee necessary to fund City of Daly City local program activities required under the State mandated stormwater management plan and authorize the City Manager to enter into a contract with the County of San Mateo for the collection of the NPDES Local Stormwater Program fee.

Background

The San Francisco Regional Water Quality Control Board (Water Board) reissued a consolidated Bay Area Municipal Regional Stormwater Permit (MRP) in May of 2022. The permit conditions mandate numerous and costly municipal stormwater management activities over the following five years. The City/County Association of Governments (C/CAG) continues to administer the General Program components, while each municipality is responsible for performing specific program activities. The City first established a stormwater fee in 1995 several years after the NPDES regulatory program was initially established in 1991 in order to finance the many new municipal activities required to comply with this program.

Discussion

As part of the City’s Budget, staff anticipated the continuation of the current regulatory fee enacted under Ordinance No. 1219 in 1995 to finance a portion of the locally specific program activities required under the conditions of the MRP. Public Works staff estimates the local stormwater program activities cost for Fiscal Year 2027 at \$557,863. This amount is derived from total personnel, equipment rental and inspection services costs as set forth in the enclosed program description.

The fees originally established are based on a nexus between parcel size and land use, with a base factor assigned to the single family/duplex parcel as it is the predominant land use in Daly City. The fees assessed to property owners for Daly City’s local program have not increased over the past 30 years and they remain as originally establish at:

Single Family/Duplex	\$9.80/APN
Multi-Family (3-10 units)	\$19.60/APN
Multi-Family (11-20 units)	\$36.76/APN
Unimproved Land	\$4.90/APN

Commercial/Retail/Manufacturing.....\$56.84/APN, EDU
Condominiums.....\$4.90/APN

All categories of use are assigned a factor compared to the single family/duplex rate and take into account frontage length, impervious surface coverage and vehicle trips to allocate costs proportionately.

Fiscal Impact

The fees to be collected are estimated to generate approximately \$470,000 in revenue towards program costs. Currently, local stormwater program activity costs exceed the revenue derived from the property assessment due to cost escalation over time as well as the imposition of new activities since the fee was first established. With the future need to implement more Green Infrastructure type projects, an increase in the stormwater fee assessment will likely be required in the near future.

Summary/Conclusion

Public Works staff recommends re-adoption of the existing NPDES regulatory fee and authorization for the County Assessor to collect the fees on behalf of the City of Daly City on property owner's tax bills.

Staff is available to provide any additional information desired by the Mayor or Council members.

Respectfully submitted,



Venus Young
Public Works Management Analyst



Richard Chiu, Jr.
Director of Public Works

Attachment: NPDES Justification

Department of Public Works - Street Division

NPDES Regulatory Fee (3790)

Revenue Justifications

Storm water pollution prevention through inspection and/or cleaning of 2233 drain inlets; and full trash capture devices in 80% of the catch basins.

Programs includes:

- Annual Catch Basin Inspection & Cleaning**
- Inspections of Full Trash Capture Devices During the Rainy Season**
- Silt & Debris Testing and Removal from the Vista Grande Canal**
- Inclement Weather District Catch Basin Cleaning**

<u>Areas</u>		<u>Est. Expenditures</u>
		<u>FY 2027E</u>
Salaries & Benefits (1)		\$ 364,553
Vehicle Cost (2)		\$ 134,958
Materials, Tools, Supplies, and Equipment Rental		\$ 21,000
Vista Grande Canal - Material Testing (\$1200), Transporting, and Dumping Fee and Equipment Rental (\$10800)		\$ 12,000
Program Administration (3)		\$ 25,352
	Total for NPDES Program	\$ 557,863
	Est. Revenue	
	NPDES Regulatory Fee	\$ 469,000
	Fund 17	\$ 88,863
	Total Program Revenue	\$ 557,863



City Council Meeting Agenda Report

Item # _____

Meeting Date: May 11, 2026

Subject: Public Hearing – Introduction of Ordinance Adding Chapter 2.34 and Amending Various Chapters Related to Boards and Commissions

Recommended Action

Conduct a public hearing and introduce an ordinance to:

1. Add Chapter 2.34 establishing uniform provisions for compensation, attendance, and removal of members of City boards and commissions; and
2. Amend Chapters 2.16, 2.18, 2.20, 2.26, 2.38, 2.58, 2.52, 2.58, and 2.60 through repeal and replacement of inconsistent provisions to align with the new Chapter 2.34 while preserving any legally required exceptions or supermajority provisions.

Background

The City currently maintains multiple boards and commissions established across various chapters of the Municipal Code. Provisions governing compensation, attendance, and removal of members are currently set forth in various chapters of the Municipal Code and are not uniform, including provisions stating that members serve without compensation and differing standards for attendance and removal.

An ad hoc committee, consisting of Mayor Glenn Sylvester and Vice Mayor Teresa Proaño, met on February 5, 2026 and March 30, 2026 to establish uniformity amongst all boards and commissions and ensure all appointed members have clear guidelines and standards to successfully perform in their advisory roles.

The proposed ordinance introduces a new Chapter 2.34 to establish standardized rules applicable to all boards and commissions, unless otherwise required by state law or expressly provided in specific chapters. The intent is to improve consistency, transparency, and administrative efficiency.

In conjunction with the new chapter, the ordinance repeals and replaces inconsistent provisions and includes conforming amendments to the following boards and commissions: the Arts and Culture Commission, Planning Commission, Recreation Commission, Library Board, Personnel Board, Mobile Home Rent Review Commission, Small Business Commission, and Women's Commission.

Discussion

1. Establishment of Chapter 2.34 – Uniform Provisions

Chapter 2.34 creates a centralized framework governing key administrative aspects of all City boards and commissions. It applies broadly unless superseded by state law or specific provisions in other chapters.

Compensation

- The ordinance standardizes compensation at fifty dollars (\$50.00) per meeting attended, applied uniformly across all boards and commissions unless otherwise limited by state law, with the following key provisions. Compensation is limited to actual attendance at duly noticed meetings.

City Council Agenda Report

Subject: Public Hearing – Introduction of Ordinance Adding Chapter 2.34 and Amending Various Chapters Related to Boards and Commissions

Meeting Date: May 11, 2026

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- No Compensation shall be provided for absences, meetings that are canceled for any reason, including lack of quorum or administrative cancellation, or informal gatherings.
- The Library Board is subject to a state-law-based cap of \$100 per month.
- Reimbursement for actual and necessary expenses may be authorized where applicable.

This approach ensures equitable compensation practices while maintaining compliance with applicable state law.

Attendance Requirements

Members are expected to attend all regular meetings, with staff maintaining attendance records.

Three absences or absences from twenty percent or more of the regular meetings within a twelve-month period shall constitute excessive absences.

Automatic Vacancy for Nonattendance

The ordinance introduces a clear process for addressing excessive absences:

- The City Council may declare a vacancy after notice and an opportunity for the member to be heard.

Removal of Members

Chapter 2.34 establishes:

- Authority for the City Council to remove members by majority vote unless otherwise specified by law or by a specific chapter. Defined grounds for removal, including ethics violations, misconduct, and inability to perform duties.
- Procedural safeguards, including notice and an opportunity to be heard.
- Excessive absences may result in a declaration of vacancy rather than removal.
- A default majority vote requirement while preserving existing supermajority requirements where applicable, including for the Planning Commission and Personnel Board.

Commission-Initiated Recommendations

Boards and commissions may recommend removal of their members; however, such recommendations are advisory only, preserving final authority with the City Council.

Oath of Office Administration

The City Manager shall coordinate the administering of the oath of office for all members. The Mayor shall administer the oath of office for all members, and in the absence of the Mayor, the City Clerk shall administer the oath of office for all members prior to taking office.

Conflict Resolution

The chapter provides that it controls over conflicting provisions unless:

- State law requires otherwise; or
- A specific chapter explicitly establishes a different rule (e.g., supermajority voting requirements).

Meeting Date: May 11, 2026

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2. Amendments to Existing Chapters

The ordinance repeals and replaces inconsistent provisions within individual chapters, including provisions stating that members serve without compensation, and replaces them with a uniform cross-reference to Chapter 2.34, while preserving any legally required exceptions:

Arts and Culture Commission (Chapter 2.16)

- Compensation is aligned with Chapter 2.34.

Planning Commission (Chapter 2.18)

- Compensation is aligned with Chapter 2.34.
- A four-fifths supermajority vote requirement for removal is retained.

Recreation Commission (Chapter 2.20)

- Compensation is aligned with Chapter 2.34.
- Removal provisions are aligned with Chapter 2.34 using a majority vote standard.

Library Board (Chapter 2.26)

- Compensation is aligned with Chapter 2.34, subject to state law limits.
- Removal authority is clarified as a majority vote, consistent with Chapter 2.34.

Personnel Board (Chapter 2.38)

- Compensation is aligned with Chapter 2.34.
- A four-fifths supermajority vote requirement for removal is retained.

Mobile Home Rent Review Commission (Chapter 2.52)

- Compensation is aligned with Chapter 2.34, replacing prior provisions prohibiting compensation.

Small Business Commission (Chapter 2.58)

- Compensation is aligned with Chapter 2.34.
- Removal provisions are aligned with Chapter 2.34 using a majority vote standard.

Women’s Commission (Chapter 2.60)

- Compensation is aligned with Chapter 2.34.
- Removal provisions are aligned with Chapter 2.34 using a majority vote standard.

3. Policy Considerations

The proposed ordinance advances several policy objectives:

- **Consistency:** Establishes uniform rules across all boards and commissions.
- **Transparency:** Clearly defines expectations for attendance, compensation, and removal.
- **Accountability:** Introduces objective attendance standards and formal removal procedures.

City Council Agenda Report

Subject: Public Hearing – Introduction of Ordinance Adding Chapter 2.34 and Amending Various Chapters Related to Boards and Commissions

Meeting Date: May 11, 2026

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- **Administrative Efficiency:** Simplifies code administration by centralizing common provisions and eliminating inconsistent provisions across chapters.
- **Flexibility:** Preserves exceptions where required by state law or where policy considerations justify higher voting thresholds.

Fiscal Impact

The ordinance is not expected to result in a significant fiscal impact, and the proposed compensation is expected to remain within existing budget allocations.

Summary/Conclusion

The proposed ordinance establishes a consistent framework governing compensation, attendance, and removal for all City boards and commissions and ensures that all applicable chapters are updated by repealing and replacing inconsistent provisions.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,



Rose Zimmerman
City Attorney



Leilani Ramos
Assistant to the City Manager

Attachments: Draft Ordinance Adding Chapter 2.34 and Repealing and Replacing Applicable Chapters

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DALY CITY ADDING
CHAPTER 2.34 AND REPEALING AND REPLACING SECTIONS OF TITLE 2 OF THE
MUNICIPAL CODE RE: BOARDS AND COMMISSIONS

The City Council of the City of Daly City, DOES ORDAIN as follows:

SECTION 1. FINDINGS.

The City Council finds that:

- A. The City maintains multiple boards and commissions established by the Daly City Municipal Code; and
- B. Provisions governing compensation, attendance, and removal of members are currently set forth in various chapters of the Municipal Code and are not uniform; and
- C. Certain chapters provide that members serve without compensation, while others are silent or apply differing standards; and
- D. The City Council desires to establish uniform provisions governing compensation, attendance, and removal of members to promote consistency, transparency, and administrative efficiency; and
- E. It is in the best interest of the City to adopt a centralized framework governing these matters while preserving any legally required exceptions.

SECTION 2. Chapter 2.34 is hereby added to the Daly City Municipal Code to read as follows:

2.34.010 Applicability

This chapter shall apply to all boards and commissions established by this Code unless otherwise required by state law or expressly provided in a specific chapter.

2.34.020 Compensation

A. Members shall receive compensation of fifty dollars (\$50.00) per meeting attended. Compensation shall be limited to attendance at duly noticed meetings. No compensation shall be paid for:

- a. Meetings that are cancelled for any reason, including lack of quorum or administrative cancellation;
- b. Meetings not attended by the member;
- c. Informal gatherings or events that do not constitute duly noticed meetings.

Reimbursement for actual and necessary expenses may be authorized where permitted by law. Where state law imposes limitations on compensation, such limitations shall control.

2.34.030 Attendance

Members are expected to attend all regular meetings of the body to which they are appointed. Staff shall maintain attendance records.

2.34.040 Excessive Absences

A member shall be deemed to have excessive absences if the member has either:

(1) Three (3) absences; or (2) Absences from twenty percent (20%) or more of the regular meetings within any twelve (12)-month period, whichever is greater.

Excessive absences shall constitute grounds for the City Council to declare the office vacant. A member who incurs excessive absences may have their office declared vacant by the City Council, following notice and an opportunity to be heard. A declaration of vacancy shall be made by majority vote of the City Council at a duly noticed public meeting.

2.34.050 Removal

- A. Members may be removed by a majority vote of the City Council unless otherwise expressly provided in this Code.
- B. Grounds for removal may include, but are not limited to, misconduct; violation of applicable, including conflict of laws; failure to maintain required qualifications; or inability to perform the duties of the position.
- C. Excessive absences shall be addressed pursuant to Section 2.34.040 and may result in a declaration of vacancy rather than removal.
- D. Prior to removal, the member shall be provided with notice and an opportunity to be heard.

2.34.060 Oath of Office – Procedures - Administering

The City Manager shall coordinate the administering of the oath of office for all members. The Mayor shall administer the oath of office for all members, and in the absence of the Mayor, the City Clerk shall administer the oath of office for all members prior to taking office.

2.34.070 Conflicts

This chapter shall control unless otherwise required by state law or expressly provided in a specific chapter of this Code.

SECTION 3. Section 2.16.010 of the Daly City Municipal Code is hereby repealed and replaced to read as follows:

2.16.010 Creation—Members—Term—Vacancy.

An arts and culture commission is created and shall consist of five members who shall be appointed by the city council and serve at the council's pleasure, none of whom shall hold any paid office or employment in the city government. Members shall be qualified electors of the city and shall serve for a term of four years. The four-year terms of the commission members shall be staggered. In order to achieve staggered terms, two of the members first appointed to the commission shall be assigned by lot a term for two years and the remaining commission members shall be assigned by lot a term for four years. All members must remain residents of the city while serving on the arts and culture commission. Members shall be compensated in accordance with Section 2.34.020 of this Code. Any vacancy occurring other than by expiration of a term of office shall be filled by city council appointment for the unexpired portion of the term.

SECTION 4. Section 2.18.090 of the Daly City Municipal Code is hereby repealed and replaced to read as follows:

2.18.090 Removal of members.

Notwithstanding Section 2.34.050 of this Code, any member of the planning commission may be removed from office upon the approval of such removal by a four-fifths vote of the city council. A vacancy is filled in the same manner as the original appointment. A person appointed to fill a vacancy serves for the remainder of the unexpired term.

SECTION 5. Section 2.18.110 is hereby added to the Daly City Municipal Code to read as follows:

2.18.110 Compensation.

Members shall be compensated in accordance with Section 2.34.020 of this Code.

SECTION 6. Section 2.20.020 of the Daly City Municipal Code is hereby repealed and replaced to read as follows:

2.20.020 - Membership—Appointment—Compensation.

The city recreation commission shall consist of five members, to be appointed by the mayor, subject to the confirmation of the city council. Members shall be compensated in accordance with Section 2.34.020 of this Code.

SECTION 7. Section 2.20.040 of the Daly City Municipal Code is hereby repealed and replaced to read as follows:

2.20.040 - Membership—Vacancy or removal.

Members may be removed in accordance with Chapter 2.34.050 of this Code. If a vacancy occurs, other than by expiration of a term, it shall be filled by the mayor's appointment and confirmation by the city council for the unexpired portion of the term.

2.20.041 – Membership – Expiration.

Members shall serve until their successors are appointed and qualified. If a member's term has expired and a successor has not been appointed, the City Council may declare the position vacant and proceed with an appointment. Vacancies shall otherwise be filled in accordance with Chapter 2.34.050 of this Code.

SECTION 8. Section 2.26.030 of the Daly City Municipal Code is hereby repealed and replaced to read as follows:

2.26.030 - Membership—Appointment—Compensation.

The city library board of trustees shall consist of five members, to be appointed by the mayor, subject to the confirmation of the city council. Members shall be compensated in accordance with Section 2.34.020 of this Code.

SECTION 9. Section 2.38.130 of the Daly City Municipal Code is hereby repealed and replaced to read as follows:

2.38.130 - Membership—Appointment.

In the event a personnel board is created pursuant to Section [2.38.120](#), it shall consist of five members to be appointed by the city council. No person shall be appointed to such board who holds any salaried public office or employment. The members of the personnel board shall be qualified electors of the city and shall be compensated in accordance with Section 2.34.020 of this Code.

SECTION 10. Section 2.38.150 of the Daly City Municipal Code is hereby repealed and replaced to read as follows:

2.38.150 - Membership—Vacancy filling.

Vacancies on the personnel board from whatever cause shall be filled by appointment by the city council for the unexpired term. Each member of the board shall serve until his successor is appointed and qualified. Notwithstanding Section 2.34.050 of this Code, removal of members shall require a four-fifths vote of the City Council.

SECTION 11. Section 2.52.030(G) of the Daly City Municipal Code is hereby repealed and replaced to read as follows:

Section 2.52.030(G)

Commissioners shall be compensated in accordance with Section 2.34.020 of this Code.

SECTION 12. Section 2.58.030 of the Daly City Municipal Code section is hereby repealed and replaced to read as follows:

2.58.030 - Membership—Term—Expenses.

Each commission member shall serve for a term of four years. The four-year terms of the commission members shall be staggered. In order to achieve staggered terms, two of the members first appointed to the commission shall be assigned by lot a term for two years and the remaining commission members shall be assigned by lot a term for four years. The members shall be compensated in accordance with Section 2.34.020 of this Code.

SECTION 13. Section 2.58.080 of the Daly City Municipal Code is hereby repealed and replaced to read as follows:

2.58.080 - Removal of members—Vacancy.

Members may be removed in accordance with Section 2.34.050 of this Code. Any vacancy occurring other than by expiration of a term of office shall be filled by city council appointment for the unexpired portion of the term.

SECTION 14. Section 2.60.020 of the Daly City Municipal Code is hereby repealed and replaced to read as follows:

2.60.020 - Membership—Term—Expenses.

Each commission member shall serve for a term of four years. The four-year terms of the commission members shall be staggered. In order to achieve staggered terms, two of the members first appointed to the commission shall be assigned by lot a term for two years and the remaining commission members shall be assigned by lot a term for four years. Member shall be compensated in accordance with Section 2.34.020 of this Code.

SECTION 15. Section 2.60.070 of the Daly City Municipal Code is hereby repealed and replaced to read as follows:

2.60.070 - Removal of members—Vacancy.

Members may be removed in accordance with Section 2.34.050 of this Code. Any vacancy occurring other than by expiration of a term of office shall be filled by city council appointment for the unexpired portion of the term.

SECTION 16. **Environmental Determination.** The City Council of the City of Daly City finds and determines that the implementation of measures described in this Chapter is in furtherance police powers of the City of Daly City, and that these purposes are exempt from the provisions of the California Environmental Quality Act (CEQA); Chapter 3 (commencing with Section 21100) of Division 13 of the Public Resources Code, as provided in categorical exemption Classes 1, 4, 5, 7, 8, 9, and or 21 of the CEQA Guidelines (Title 14, *California Code of Regulations*, Sections 15301-15329).

SECTION 17. **Effective Date and Publication:** Pursuant to the provisions of Government Code Section 36933, a summary of this ordinance shall be prepared by the City Attorney. At least five (5) days prior to the Council meeting at which this ordinance is scheduled to be adopted, the City Clerk shall (1) publish the summary, and (2) post it in the City Clerk's office a certified copy of this ordinance. Within fifteen (15) days after the adoption of this ordinance, the City Clerk shall (1) publish the summary and (2) post in the City Clerk's office a certified copy of the full text of this ordinance along with the names of those City Council members voting for and against this ordinance or otherwise voting. This Ordinance shall be in full force and effect thirty (30) days from and after its passage.

SECTION 18. **Severability:** If any section, subsection or sentence of this Ordinance is found by a court of competent jurisdiction to be invalid or unlawful, the City Council finds and declares that the remainder of this ordinance would be and is enforceable and would have been adopted notwithstanding the finding of invalidity as to any section, subsection or sentence.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DALY CITY ADDING
CHAPTER 2.34 AND REPEALING AND REPLACING SECTIONS OF TITLE 2 OF THE
MUNICIPAL CODE RE: BOARDS AND COMMISSIONS

Introduced this ____ day of _____, 2026.

Passed and adopted as an Ordinance of the City of Daly City at a regular meeting of the City Council of the City of Daly City held on the ____ day of _____, 2026, by the following vote:

AYES, Councilmembers: _____

NOES, Councilmembers: _____

ABSENT, Councilmembers: _____

CITY CLERK OF THE CITY OF DALY CITY

APPROVED:

MAYOR OF THE CITY OF DALY CITY



City Council Agenda Report

Item # _____

Meeting Date: May 11, 2026

Subject: Approval of Benefit Assessments for Linda Vista Area for Fiscal Year 2026-27

Recommended Action

Recommend the City Council conduct the public hearing, approve the Engineer's Report and approve the Fiscal Year 2026-27 property assessments for the Linda Vista Area Benefit Assessment District.

Background

City Council Resolution No. 90-55 established the Linda Vista Area Benefit Assessment District (District). The benefited area is subdivided into two drainage basins, Linda Vista and Bay Ridge and includes the Bay Ridge, Bay Vista and Linda Vista subdivisions (see Attachment 1). These subdivisions are required to detain on-site storm water run-off in excess of the flow rate before the land was developed.

The Bay Ridge drainage area is west of 308-309 Bay Ridge Drive and serves a total of 177 lots including all lots in the Bay Ridge Units 1, 2, and 3 subdivisions, and 12 lots in the westerly portion of the Bay Vista Subdivision. The Bay Ridge area drains through a detention basin located east of Alexis Circle (Bay Ridge Detention Basin). Improvements maintained with the Bay Ridge property assessments include the storm water detention basin, storm drain pipe systems in the public rights-of-way, retaining walls, fences, a lighted pathway on the detention basin property which provides access to Bayshore Heights Park and other minor facilities. The Bay Ridge Detention basin property is closed to the public.

The Linda Vista drainage area is east of and including 308-309 Bay Ridge Drive and serves a total of 176 lots, including all lots in the Linda Vista Subdivision, and certain lots in the Bay Vista Subdivision. The Linda Vista area drains through a detention basin located on the west side of Linda Vista Drive (Linda Vista Detention Basin). Improvements maintained with the Linda Vista property assessments include the storm water detention basins, storm drain pipe systems in the public rights-of-way, fencing, pathways, landscaping and other minor facilities on the detention basin property. The Linda Vista detention basin is open to the public for use as a passive park space.

These facilities are unique to the subdivisions they serve and require special services in excess of normal city maintenance. The annual cost of maintaining and, eventually, replacing the maintained facilities is equally assessed on the benefiting properties in each drainage area. Parcels dedicated for public use are not assessed. An Engineer's Report filed with the City Clerk on April 13, 2026 describes the services to be provided, estimated costs, and the basis and schedule of the property assessments for Fiscal Year 2026-27.

Maintenance staff systematically evaluates the benefit area on a quarterly basis to ensure the maintenance and repair of the facilities are appropriate (see Attachment 2 for copies of the four quarterly inspection reports prepared for Fiscal Year 2025-26). Examples of evaluation activities

**Approval of Benefit Assessments for
Linda Vista Area for Fiscal Year 2026-27
Meeting Date: May 11, 2026
Page 2 of 3**

include testing path lighting, inspecting fences and detention basins, assessing if vegetation has overgrown, checking supplies at doggie stations, and looking for the presence of debris. Any corrective measures needed are noted and addressed.

Discussion

The proposed assessments for Fiscal Year 2026-27 and last fiscal year’s assessments are summarized below. The assessment for Fiscal Year 2026-27 for Linda Vista and Bay Ridge will remain unchanged from Fiscal Year 2025-26.

ASSESSMENT PER LOT	Linda Vista Detention Basin (176 Lots)	Bay Ridge Detention Basin (177 Lots)
Proposed Fiscal Year 2026-27	\$151.13	\$100.46
Past Assessment Fiscal Year 2025-26	\$151.13	\$100.46

Staff advised the property owners of the proposed assessments and availability of the Engineer’s Report via mailing on April 9, 2026.

Fiscal Impact

The proposed assessments would generate revenue as follows:

Linda Vista Basin (176 lots):	\$ 26,598.88
Bay Ridge Basin (177 lots):	+ <u>17,781.42</u>
TOTAL:	<u>\$ 44,380.30</u>

Revenues from these assessments are appropriated to fund budgets of the City departments responsible for maintaining the drainage basins or related facilities, and to a facilities capital replacement fund.

The County Tax Collector would collect the assessments for each lot along with normal property taxes.

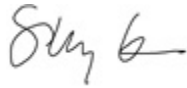
Summary/Conclusion

Recommend the City Council approve the Linda Vista Area Engineer’s Report and the Benefit Assessments for Fiscal Year 2026-27.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

**Approval of Benefit Assessments for
Linda Vista Area for Fiscal Year 2026-27
Meeting Date: May 11, 2026
Page 3 of 3**

Respectfully submitted,



Shirley Chan
Acting City Engineer



Richard Chiu, Jr.
Director of Public Works

Attachments:

1. Diagram of Linda Vista Area of Benefit
2. Four quarterly inspection reports
3. Letter to property owners

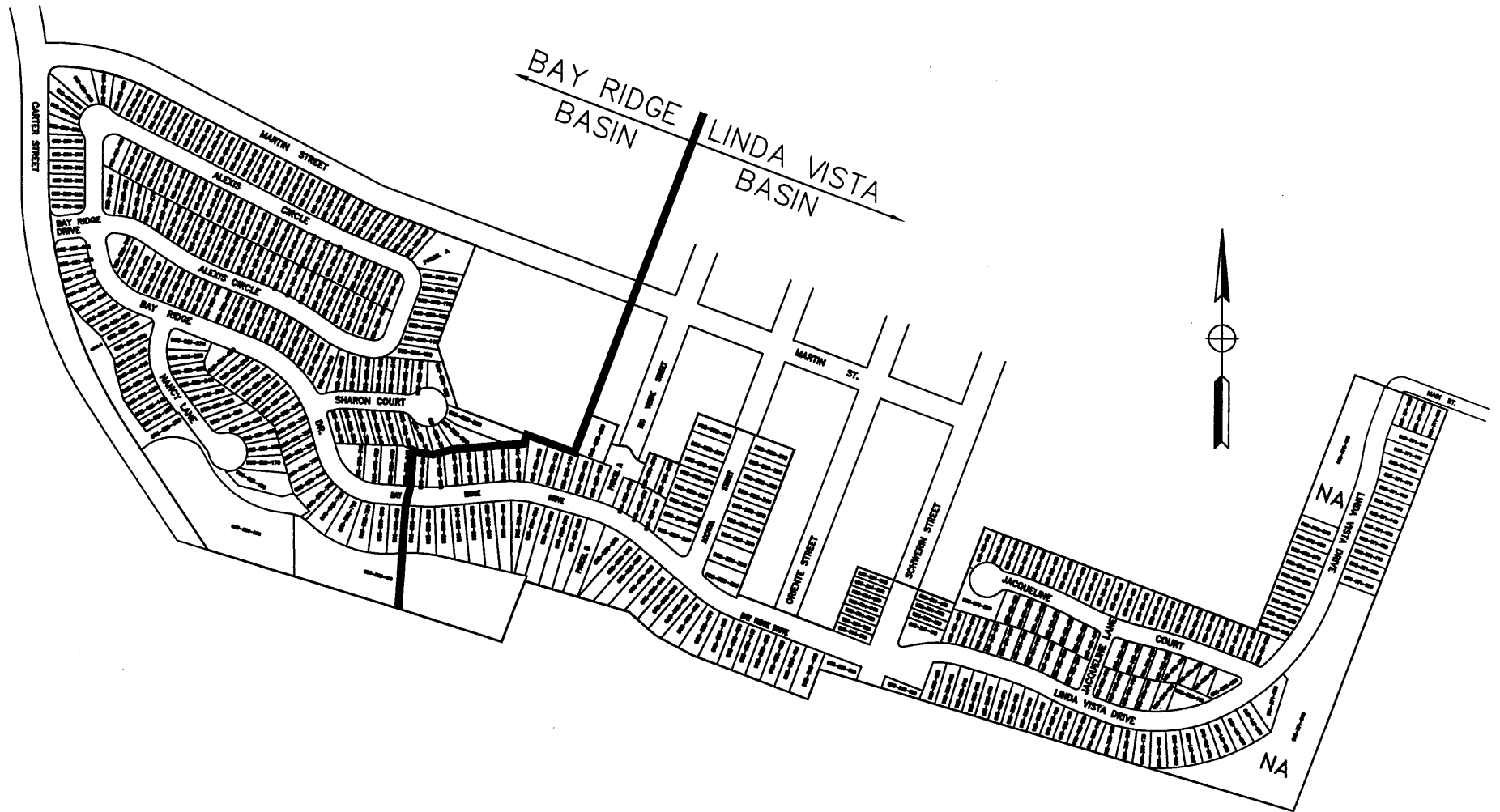


DIAGRAM OF
 LINDA VISTA AREA OF BENEFIT
 (BENEFIT ASSESSMENT ACT OF 1982)
 CITY OF DALY CITY, SAN MATEO COUNTY, CA.

NA = NO ASSESSMENT FOR THE NOTED LOTS



**DALY CITY DEPARTMENT OF PUBLIC WORKS
INTEROFFICE MEMORANDUM**

TO: Shirely Chan, Acting City Engineer
FROM: Jeff Fornesi, Assistant Director of Public Works
DATE: July 30, 2025
SUBJECT: BENEFIT ASSESSMENT DISTRICT INSPECTION – JULY 30, 2025

On July 30, 2025, at 8:00a.m. staff conducted the Benefit Assessment District Quarterly Inspection. A summary of discussions and planned actions are below:

Bay Ridge Basin:

- Drain inlets are clean and in good condition.
- Pathway lights tested and functioned correctly.
- Mulch along pathway is adequate.
- Dog waste station was empty and is routinely serviced.
- Turf in good to fair condition.
- Broken fence boards on west side of basin were replaced.
- Gate is in fair condition.
- No signs of erosion within the basin.
- Trees appear to be healthy.

Linda Vista Basin:

- The landscape area adjacent to the pass-through road is planted with trees and mulched.
- Trees appear to be healthy.
- Drain inlets are clean and in good condition.
- DG path in fair condition. Will continue to monitor and fill in when needed.

Thank you,

Jeffery Fornesi
Assistant Director of Public Works
City of Daly City

cc: Richard Chiu, Jr., Director of Public Works
Street Maintenance Supervisor
Park Maintenance Supervisor
Building Maintenance Supervisor



**DALY CITY DEPARTMENT OF PUBLIC WORKS
INTEROFFICE MEMORANDUM**

TO: Shirely Chan, Acting City Engineer
FROM: Jeff Fornesi, Assistant Director of Public Works
DATE: October 29, 2025
SUBJECT: BENEFIT ASSESSMENT DISTRICT INSPECTION – OCTOBER 29, 2025

On October 29, 2025, at 8:30 AM staff conducted the Benefit Assessment District Quarterly Inspection. A summary of discussions and planned actions are below:

Bay Ridge Basin:

- Drain inlets are clean and in good condition.
- Pathway lights tested and functioned correctly.
- Mulch along pathway is adequate.
- Dog waste station was empty and is routinely serviced.
- Turf in good to fair condition.
- Broken fence boards on west side of basin repaired.
- Gate is in fair condition.
- No signs of erosion within the basin.
- Trees appear to be healthy.

Linda Vista Basin:

- The landscape area adjacent to the pass-through road is planted with trees and mulched.
- Trees appear to be healthy.
- Drain inlets are clean and in good condition.
- DG path in fair condition. Will continue to monitor and fill in when needed.

Thank you,

Jeffery Fornesi
Assistant Director of Public Works
City of Daly City

cc: Richard Chiu, Jr., Director of Public Works
Street Maintenance Supervisor
Park Maintenance Supervisor
Building Maintenance Supervisor



**DALY CITY DEPARTMENT OF PUBLIC WORKS
INTEROFFICE MEMORANDUM**

TO: Shirely Chan, Acting City Engineer
FROM: Jeff Fornesi, Assistant Director of Public Works
DATE: January 26, 2026
SUBJECT: BENEFIT ASSESSMENT DISTRICT INSPECTION – JANUARY 26, 2026

On January 26, 2026, at 8:15 AM staff conducted the Benefit Assessment District Quarterly Inspection. A summary of discussions and planned actions are below:

Bay Ridge Basin:

- Drain inlets are clean and in good condition.
- Pathway lights tested and functioned correctly.
- Mulch along pathway is adequate.
- Vegetation along pathway is healthy
- Dog waste station was empty and is routinely serviced.
- Turf in good to fair condition.
- Broken fence boards on west side of basin repaired.
- Gate is in fair condition.
- No signs of erosion within the basin.
- Trees appear to be healthy.

Linda Vista Basin:

- The landscape area adjacent to the pass-through road is planted with trees and mulched.
- Trees appear to be healthy.
- Drain inlets are clean and in good condition.
- DG path in fair condition. Will continue to monitor and fill in when needed.
- Landscaping in upper basin needs to be pruned
- Fence in front of basin in poor condition.

Thank you,

Jeffery Fornesi
Assistant Director of Public Works
City of Daly City

cc: Richard Chiu, Jr., Director of Public Works
Street Maintenance Supervisor
Park Maintenance Supervisor
Building Maintenance Supervisor



**DALY CITY DEPARTMENT OF PUBLIC WORKS
INTEROFFICE MEMORANDUM**

TO: Shirely Chan, Acting City Engineer
FROM: Jeff Fornesi, Assistant Director of Public Works
DATE: May 4, 2026
SUBJECT: BENEFIT ASSESSMENT DISTRICT INSPECTION – APRIL 23, 2026

On April 23, 2026, staff conducted the Benefit Assessment District Quarterly Inspection. A summary of the inspection and planned actions are below:

Bay Ridge Basin:

- Drain inlets are clean and in good condition.
- Pathway lights tested and functioned correctly.
- Mulch along pathway is adequate.
- Vegetation along pathway is healthy
- Dog waste station was empty and is routinely serviced.
- Turf is in fair condition.
- Broken fence boards found and reported to Building Maintenance for repair.
- Gate is in fair condition.
- No signs of erosion within the basin.
- Tree adjacent to pathway needs to be pruned.

Linda Vista Basin:

- Lower and upper basin vegetations needs to be trimmed back from fence and sidewalk.
- Trees appear to be healthy. Park maintenance staff will remove suckers from bottom section of trees.
- Drain inlets are clean and in good condition. Park maintenance staff will remove vegetation around drain inlets.
- DG path in fair condition. Will continue to monitor and fill in when needed.
- Landscaping in upper basin needs to be pruned and wild blackberry bushes will be removed by park maintenance staff.
- Fence in front of basin in poor condition.

Thank you,

Jeffery Fornesi
Assistant Director of Public Works

Benefit Assessment Districts
Inspection – May 4, 2026
Page 2 of 2

City of Daly City

cc: Richard Chiu, Jr., Director of Public Works
Street Maintenance Supervisor
Park Maintenance Supervisor
Building Maintenance Supervisor



**City of Daly City
Department of Public Works
333 90th Street
Daly City, CA 94015
(650) 991-8064**

April 9, 2026

**Subject: NOTICE OF PUBLIC HEARING
LINDA VISTA AND BAY RIDGE BENEFIT ASSESSMENT DISTRICTS – FISCAL YEAR 2026-2027
(Linda Vista, Bay Vista and Bay Ridge Subdivisions)**

Dear Resident:

The storm drain system in your area includes storm water detention basins constructed between Alexis Circle and Bayshore Heights Park and along Linda Vista Drive. The basins were designed to detain excess storm water from your development to mitigate potential downstream flooding. Additionally, a lighted pathway was constructed to provide access to Bayshore Heights Park from Alexis Circle. These facilities are unique to the Linda Vista, Bay Vista and Bay Ridge subdivisions and require special services in excess of normal City maintenance. The Assessment District was established at the time these subdivisions were originally constructed to pay for the maintenance and long-term care of these facilities.


The proposed assessments for the fiscal year starting July 2026 are \$151.13 per lot for the Linda Vista area, and \$100.46 per lot for the Bay Ridge and Bay Vista area. A map of the neighborhood is located on the back of this letter. The proposed assessments remain unchanged from last Fiscal Year.

The City Council has scheduled a public hearing on the **May 11, 2026 City Council meeting**, which starts at 7:00 p.m., to receive public comments regarding the Engineer's Report and the proposed assessments for the coming year. If the City Council approves the Engineer's Report and levies the assessments, the City Clerk will send the assessment roll to the County Tax Collector for collection with your property tax payment.

The meeting can be attended in person at the above address or watch the live telecast at <https://www.youtube.com/DalyCityVideoMeetings> or <https://www.dalycity.org/agendas>. Citizens are encouraged to provide comments by attending in person and/or submit public comments via email to cityclerk@dalycity.org prior to 4pm on the day of the public meeting.

If you have questions or comments regarding this matter, please call me or Shirley Chan, Acting City Engineer, at (650) 991-8231. This will enable us to discuss your questions or comments in greater detail, if needed.

Sincerely,


Richard Chiu, Jr.
Director of Public Works

RC/SC/ks

ORDINANCE NO. 1491

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DALY CITY ADDING
CHAPTER 15.09 TO THE MUNICIPAL CODE RE: HOURS OF CONSTRUCTION

The City Council of the City of Daly City, DOES ORDAIN as follows:

SECTION 1. Chapter 15.09 of the Daly City Municipal Code is hereby added to read as follows:

15.09.010 Hours of Construction

- A. General construction hours for work being performed outdoors on private property for construction projects requiring a building permit shall be limited to weekdays from 8:00 a.m. to 6:30 p.m. during Standard Time, and from 8:00 a.m. to 8:30 p.m. during Day Light Savings Time. Construction hours shall be limited on Saturdays and Sundays from 9:00 a.m. to 6:30 pm. During Standard Time and from 8:00 a.m. to 8:30 p.m. during Daly Light Savings Time. Federal Holidays construction work shall be prohibited unless exemptions are granted in accordance with this section by the Building Official or their designee, at his or her sole discretion. If such an exemption is granted, the approved hours of construction shall be posted at the construction site in a place and manner that can be easily viewed by an interested member of the public.
- B. These hours do not apply to construction work that takes place inside a completely enclosed building and does not exceed the exterior ambient noise level as measured ten feet from the exterior property lines.
- C. Compliance with the construction hours established in this section shall be a condition of the building permit.
- D. This section shall not apply to emergency work necessary to protect life, safety, or property.

15.09.020 Noise

During the permitted construction hours, the contractor shall ensure noise generated by construction equipment shall not exceed construction noise levels allowed for temporary noise sources, as defined in the Noise Element of the Daly City General Plan. Additionally, no deliveries of materials or equipment are permitted outside these hours. The contractor is permitted to stage and prepare the worksite up to one hour before the permitted hours of construction provided that no construction equipment is in use. The use of any construction equipment outside the permitted construction hours is strictly prohibited.

15.09.030 Posted Signs.

Construction hours sign(s) for projects subject to this ordinance shall be posted five (5) feet above ground level and shall be visible to the street at all entrances to the construction site.

15.09.040 Hours of Work Exemption

- A. Exemptions from the hours of work designated in this chapter may be granted under the following:

Upon written application to the Building Official or their designee. The Building Official or their designee may approve such application in his or her sole discretion for emergency situations or exceptional circumstances beyond the control of the applicant. An application shall contain any information required by the Building Official or their designee, including, but not limited to the type of work to be performed, the equipment to be used, the date(s) and time(s) for the proposed hours of work, and the reason(s) therefore.

- B. The approved hours of construction activity shall be posted at the construction site in a place and manner that can be easily viewed by an interested member of the public.
- C. The Building Official or their designee may revoke an exemption at any time if the contractor or owner of the property fails to abide by the conditions of the exemption or if it is determined that the peace, comfort and tranquility of the occupants of adjacent residential or commercial properties are impaired because of the location and nature of the construction.

15.09.050 Violations and Enforcement

- A. The Building Official or their designee is authorized to enforce the provisions of this section.
- B. Enforcement actions may include issuance of a warning notice, placement of a hold on permit inspections, or issuance of a Stop Work Order until the violation is corrected.
- C. Violations of this chapter shall be deemed and are hereby declared to be a public nuisance. Such nuisance may be abated, removed, or enjoined, and damages assessed therefor in any manner provided by law.

SECTION 2. Applicability. This Ordinance shall be applicable to building permits issued after the effective date of this Ordinance.

SECTION 3. Environmental Determination. The City Council of the City of Daly City finds and determines that the implementation of measures described in this Chapter is in furtherance of the police powers of the City of Daly City, and that these purposes are exempt from the provisions of the California Environmental Quality Act (CEQA); Chapter 3 (commencing with Section 21100) of Division 13 of the Public Resources Code, as provided in categorical exemption Classes 1, 4, 5, 7, 8, 9, and/or 21 of the CEQA Guidelines (Title 14, *California Code of Regulations*, Sections 15301-15329).

SECTION 4. Effective Date and Publication: Pursuant to the provisions of Government Code Section 36933, a summary of this ordinance shall be prepared by the City Attorney. At least five (5) days prior to the Council meeting at which this ordinance is scheduled to be adopted, the City Clerk shall (1) publish the summary, and (2) post it in the City Clerk’s Office a certified copy of this ordinance. Within fifteen (15) days after the adoption of this ordinance, the City Clerk shall

(1) publish the summary and (2) post in the City Clerk’s Office a certified copy of the full text of this ordinance along with the names of those City Council members voting for and against this ordinance or otherwise voting. This ordinance shall become effective thirty (30) days from and after its adoption.

SECTION 5. Severability: If any section, subsection or sentence of this Ordinance is found by a court of competent jurisdiction to be invalid or unlawful, the City Council finds and declares that the remainder of this ordinance would be and is enforceable and would have been adopted notwithstanding the finding of invalidity as to any section, subsection or sentence.

Introduced this 27th day of April, 2026.

Passed and adopted as an Ordinance of the City of Daly City at a regular meeting of the City Council of the City of Daly City held on the _____ day of _____, 2026, by the following vote:

AYES, Councilmembers: _____

NOES, Councilmembers: _____

ABSENT, Councilmembers: _____

CITY CLERK OF THE CITY OF DALY CITY

APPROVED:

MAYOR OF THE CITY OF DALY CITY