



MINUTES **REGULAR MEETING**

CITY COUNCIL
CITY OF SOUTH SAN FRANCISCO

WEDNESDAY, FEBRUARY 25, 2026
6:30 p.m.

Library Parks and Recreation Building
Council Chambers
901 Civic Campus Way, South San Francisco, CA

CALL TO ORDER

Mayor Addiego called the meeting to order at 6:31 p.m.

ROLL CALL

Councilmember Coleman, present
Councilmember Flores, present
Councilmember Nicolas, present
Vice Mayor Nagales, present
Mayor Addiego, present

PLEDGE OF ALLEGIANCE

Miguel Chavez with Family Crossroads led the pledge.

AGENDA REVIEW

No changes.

LEVINE ACT DISCLOSURES (SB 1181)

Following an inquiry, no conflicts of interest were reported by City Council members.

ANNOUNCEMENTS FROM STAFF

South San Francisco Police Department Lieutenant Amy Sariotti apprised the Council and the community of the following event:

- Women in Public Safety Workshop, on Saturday, March 28, 2026, from 9:00 a.m. to 1:00 p.m. at 1 Chestnut Avenue, South San Francisco. More information on the city's website at ssfca.gov

PRESENTATIONS

1. Presentation on the New Business Advocates supporting small businesses with location support. (Ernesto Lucero, Economic Development Manager)

Economic Development Manager Lucero presented the report and provided an overview of the program. Noting the collaboration effort with the South San Francisco Chamber of Commerce. Mayor Addiego congratulated staff on the work.

COUNCIL COMMENTS/REQUESTS

Mayor Addiego acknowledged community members recently passed and adjourned the meeting in memory of Giraldo “Aldo” Valentino Maltoni, Ivania S. Bustos, and Delia Garbarino Ramos. The Mayor discussed a recent e-bike conference and the death of a rider in Half Moon Bay, suggesting outreach to e-bike, motorcycle, and scooter riders to encourage safety. He requested a review of the County’s draft ordinance shared with the City Manager’s Office and consideration of joining the effort before a similar tragedy occurs locally. The Mayor also expressed concern about a potential loss of revenue from Vehicle License Fee (VLF) funds and their impact on city finances, and suggested a meeting with the Budget Subcommittee, including Councilmember Coleman, to discuss the projected budget funding shortfall.

Councilmember Nicolas expressed condolences to the family of Delia Garbarino Ramos, a longtime South San Francisco resident, and apprised the community of events she attended.

Vice Mayor Nagales extended condolences to the families of those recognized by Mayor Addiego and expressed appreciation to staff for hosting numerous events and for their excellent work.

Councilmember Flores announced that Congressman and former South San Francisco Mayor Kevin Mullin secured \$12.7 million in community project funding for projects in his district, including \$850,000 for the Westborough Early Childhood Education Center in South San Francisco, and expressed appreciation for the Congressman’s efforts. He shared information about the San Mateo U.S. 101 Express Lanes Go Pass Program and the benefits to qualifying San Mateo County residents. He also noted his role on the C/CAG Board and briefly discussed Transportation Demand Management (TDM) to hold new development accountable for reducing transportation impacts. Councilmember Flores initiated a discussion regarding the upcoming November election and potential ballot measures, suggesting that the Council more closely monitor legislation moving through the State Legislature and related policy proposals. He concluded by expressing condolences to the Garbarino-Ramos and Bustos families and acknowledged the life and legacy of Reverend Jesse Jackson.

Councilmember Coleman apprised the Council and community of BART’s proposed station closures, including impacts to South San Francisco, and noted the associated drastic transportation cuts. He requested a review of Senate Bill (SB 79) to discuss transportation and local zoning plans, effective July 1, 2026. He also suggested launching a local “I Voted” sticker contest, encouraging South San Francisco artists to submit designs for distribution to voters during the November election.

PUBLIC COMMENTS - NON-AGENDA AND CONSENT CALENDAR ITEMS

The following individual submitted an eComment:

- John Goodwin, retired Mayor of the Town of Colma

Pursuant to Government Code section 54957.5, all written public comments submitted to the City Council become public record and will be made available to the public. Public comments submitted via the eComment portal can be viewed in the City Clerk’s repository at <https://ci-ssf.ca.granicusideas.com/meetings?scope=past>

The following individuals addressed the City Council:

- Cory David – Discussed the Municipal Services Building (MSB)
- Annie – Discussed the Council Handbook/Appointment to advisory bodies
- Fong – Discussed the Council Handbook
- Annie – Discussed the Council Handbook

Complete Council members' discussions of meeting items can be viewed in archived video/audio recordings on the City's website at <https://www.ssfca.gov/Government/Video-Streaming-City-and-Council-Meetings/City-Council>

CONSENT CALENDAR

City Clerk Govea Acosta duly read the Consent Calendar, after which the Council voted as follows. Items No. 4 and 5 were pulled for further discussion.

2. Motion to approve the Minutes from the meetings of January 28, 2026, and February 4, 2026. (Office of the City Clerk)
3. Motion to accept the construction improvements of the 2024 & 2025 Street Surface Seal Project (st2402 and st2502) as completed by American Asphalt Repair & Resurfacing Co., Inc., in accordance with plans and specifications, with a total construction cost of \$3,509,846.72. (Lawrence Henriquez, Senior Civil Engineer)
4. Review and approve proposed revisions to the City Council Procedures and Protocols Handbook. (Sky Woodruff, City Attorney and Rosa Govea Acosta, City Clerk)
The item heard and continued.
- 4a. Resolution approving amendments to the City of South San Francisco City Council Procedures and Protocols Handbook Resolution.
The item heard and continued.
5. Report regarding Resolution No.13-2026 approving Budget Amendment Number 26.057 appropriating \$600,000 in permit fee revenue and \$300,000 in professional services expenditures in the Fiscal Year 2025-26 Economic & Community Development Department operating budget. (Erik Rietdorf, Chief Building Official)
6. Report regarding Resolution No. 14-2026 authorizing the acceptance of donations from various community partners totaling \$2,500 for Fiscal Year 2025-26, as well as in-kind donations of supplies and volunteer support for Parks and Recreation Department programs and events. (Angela Duldulao, Deputy Director, Parks and Recreation Department)
7. Report regarding Resolution No. 15-2026 approving the summary vacation of a Public Utility Easement on 972 El Camino Real (APN 014-011-320) and on 932 El Camino Real (APN 014-011-330) to allow for development of said properties. (*Matthew Ruble, Principal Engineer*)
8. Report regarding Resolution No. 16-2026 approving a consulting services agreement for Construction Management Services with 4LEAF, Inc of Pleasanton, California for the Orange Memorial Park Main Playground Replacement Project (Project No. pk2301) in an amount not to exceed \$761,845. (*Philip Vitale, Deputy Director of Capital Projects*)

9. Report regarding Resolution No. 17-2026 authorizing the City Manager to execute a Second Amendment to the Consulting Services Agreement with Swinerton Management and Consulting of San Francisco, California for construction management of the Orange Memorial Park Aquatic Center project (pk2310) in an amount not to exceed \$251,424 and extend the contract period end date to December 31, 2027. *(Philip Vitale, Deputy Director of Capital Projects)*
10. Report regarding Resolution No. 18-2026 authorizing the acceptance of \$6,092.70 in grant funding from the California Water Service Firefighter Grant Program to purchase an advanced fire department training mannequin, and approve Budget Amendment Number 26.056 amending the Fire Department's Fiscal Year 2025-26 Operating Budget. (Devin Flannery, Deputy Fire Chief)
11. Report regarding Resolution No. 19-2026 authorizing the acceptance of \$7,500 from the California State Library to support Project Read through the Adult Literacy Services and Family Literacy Services programs and amending the Library Department's Fiscal Year 2025-26 Operating Budget and approving Budget Amendment Number 26.057. *(Valerie Sommer, Library Director)*

Item No. 4: Vice Mayor Nagales pulled the item, and the Council engaged in discussions of the following proposed changes to the handbook:

- **Page 28 – Agenda Order:** Council discussed honoring the “Life of Requests” in agenda order No.13 and suggested moving requests to the beginning of the meeting under No. 8 (Council Comments/Requests). The Council reached consensus to approve this change and to include requests in line No. 8.
- **Page 29 – Proclamations:** Vice Mayor Nagales proposed streamlining the recognition and proclamation process by prioritizing proclamations with in-person recipients for presentation at meetings. Proclamations without in-person recipients, including those requested by external organizations (e.g., observance months), would be placed on the consent calendar for approval. City Attorney Woodruff clarified the proposed process.
- **Page 36 – Accessibility and Hybrid meeting requirements:** Vice Mayor Nagales inquired about the City's readiness to implement the requirements of SB 707 for expanded remote public access and enhanced multilingual outreach by July 1, 2026. City Clerk Govea Acosta reported that the City Council agenda webpage now includes multi-language translation and closed captioning, with additional work underway to ensure full compliance before the law takes effect. She also announced the upcoming launch of the ILA Pro translation device, which will use QR codes to provide instant translation in multiple languages.
- **Page 43 – Public Participation:** Vice Mayor Nagales referenced the City Council handbook and Government Code Section 54954.3(b)(1), noting that the Mayor may reduce individual speaking time to manage the total duration of public comments. City Attorney Woodruff confirmed that the Brown Act allows the Council to adopt reasonable regulations for public comment, including limits on total testimony time and individual speaker time.

Councilmember Flores shared that the City of San Mateo uses a guideline that adjusts speaking time based on the number of speakers and suggested the Council consider a similar approach for transparency. City Attorney Woodruff noted that other cities have adopted comparable frameworks and suggested including flexible language allowing adjustments based on the number of agenda items and the Mayor's discretion, offering to assist with drafting if the Council chooses to proceed.

City Manager Snideman supported flexible language on public comment timing and emphasized that the handbook is an important tool for setting expectations for Council, staff, and the public.

- **Page 45 – Minutes:** Mayor Addiego noted community members' concern that the minutes currently list only the speaker's names and suggested including the agenda item or topic addressed to provide context, noting that full details could be reviewed in the meeting recording and requesting the City Clerk's input.

City Clerk Govea Acosta reported that the minutes will be modified to include each speaker's name and the agenda item or topic addressed, with a reference to the meeting audio recording on the City's website for full context. She also explained that written comments submitted through the eComments portal are included in the agenda packet. While state law requires retention of these records for two years, the City will retain them for 20 years. She added that although meeting recordings are only legally required to be kept for 30 days, the City's Records Retention Schedule provides that videos will be retained for the current year and the two prior years.

- **Appendix C – City Council Travel Budget and Expense Reimbursement Policy:** Vice Mayor Nagales requested clarification regarding the proposed travel and related expense forms, noting that the City Council approves an annual budget for training expenses and asking whether travel requires Council approval. City Manager Snideman explained that the City Manager's Office administers and tracks the Council's training budget. City Clerk Govea Acosta added that the forms are intended for travel conferences rather than local meetings.

The following individuals addressed the City Council to discuss Consent Calendar Item No. 4:

- Leslie Fong – Public Comment speaker time
- Annie Lo – Minutes/video retention/credit card expenditures
- Fionnola Villamejor – Public Records Requests/public comment speaker time

Item No. 5: Mayor Addiego highlighted the budget adjustment of professional services presented in the report, to which Economic and Community Development Director Selander provided an explanation.

Motion – Vice Mayor Nagales/Second – Councilmember Flores: To approve Consent Calendar Items 2-3 and 5-11, by roll call vote.

AYES: Councilmembers Coleman, Flores, and Nicolas, Vice Mayor Nagales, and Mayor Addiego
NAYS: None.

ABSENT: None.

ABSTAIN: None.

PUBLIC HEARING

Public hearing opened: 8:18 p.m.

12. Report regarding holding a Public Hearing for a Community Needs Assessment for the HUD Community Development Block Grant Program Year 2026-2027 Annual Action Plan (Alvina Condon, Management Analyst II)

Economic and Community Development Management Analyst Condon presented the report.

Public hearing closed: 9:15 p.m.

PUBLIC COMMENTS

*The following individuals addressed the City Council in **support**:*

- Miguel Chavez with Family Crossroads
- Carlos Reyes with Renaissance Entrepreneurship Center
- Laura Fanucchi with HIP Housing
- Melissa Lukin with Rebuilding Together
- Juan Molina with Safe Harbor Shelter
- Karen Ferguson with Community Overcoming Relationship Abuse (CORA)
- David Carducci with Legal Aid Society of San Mateo County
- Ryan Campagna with Friends for Youth

*The following individual submitted an eComment in **support**:*

- Melanie Faure with Upwards Care

ADMINISTRATIVE BUSINESS

13. Report regarding a resolution approving the Lease and Concessionaire Agreement between the City of South San Francisco and Mata MV Corporation (d.b.a. Morning Vibes Café) to operate a café at the Library | Parks and Recreation Center. (*Han-Ching Wong, Management Analyst II*)

Library Management Analyst II Han-Ching presented the report and provided an overview of the proposed project. The Council engaged in discussions and reached a consensus to continue the item to a future meeting for additional discussion, including catering options.

The item heard and continued.

- 13a. Report regarding a resolution approving the Lease and Concessionaire Agreement between the City of South San Francisco and Mata MV Corporation (d.b.a. Morning Vibes Café) to operate a café at the Library | Parks and Recreation Center. (*Han-Ching Wong, Management Analyst II*)

The item heard and continued.

14. Report regarding the planning and design for dedicated pickleball courts to be constructed at Orange Memorial Park. *(Greg Mediati, Director of Parks and Recreation)*

Director of Parks and Recreation Mediati presented the report. Brian Fletcher, Principal with Callander Associates Landscape Architects, provided an overview of the project and concept plan. The Council engaged in discussions, with responses from the Director of Parks and Recreation, Mediati, and Principal Fletcher. The Council provided feedback and direction to staff.

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

15. Council discussion regarding San Mateo County City Selection Committee vacant position on HEART and alternate for voting on February 27, 2026. *(Mark Addiego, Mayor)*

Councilmember Flores, as proxy and Chair of the San Mateo County City Selection Committee, introduced the discussion and noted that Diane Howard, a Councilmember of the City of Redwood City, applied to be reappointed to the HEART Board of Directors. A consensus of the Council to support her reappointment.

CLOSED SESSION

Entered into Closed Session: 9:45 p.m.

16. Conference with Legal Counsel-Anticipated Litigation
Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2):
One potential case.

Resumed from Closed Session: 10:11 p.m.

Report out of Closed Session by Mayor Addiego: Direction given. No reportable action.

ADJOURNMENT

Being no further business, Mayor Addiego adjourned the City Council meeting at 10:12 p.m.

Adjourned in Memory of

Giraldo “Aldo” Valentino Maltoni, Ivania S. Bustos, and Delia Garbarino Ramos

Submitted by:

Approved by:

Rosa Govea Acosta, MPA, MMC, CPMC
City Clerk

Mark Addiego
Mayor

Approved by the City Council: _____ / _____ /2026

NOTE: The Meeting Minutes record actions taken by the City Council during the meeting. These action minutes are the City’s record of actions taken at the meeting.