



# **MINUTES** **REGULAR MEETING**

CITY COUNCIL  
CITY OF SOUTH SAN FRANCISCO

WEDNESDAY, DECEMBER 13, 2024  
6:30 p.m.

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

## **CALL TO ORDER**

Mayor Flores called the meeting to order at 6:30 p.m.

## **ROLL CALL**

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

## **PLEDGE OF ALLEGIANCE**

Mental Health Clinician Prete led the pledge.

## **AGENDA REVIEW**

No changes.

## **LEVINE ACT DISCLOSURES (SB 1181)**

Following an inquiry, the Council reported no disclosures.

## **ANNOUNCEMENTS FROM STAFF**

Police Chief Campbell introduced Mental Health Clinician Charli Prete. Clinician Prete thanked the Council and shared her excitement to join the team.

Senior Engineer Torres provided an update on the Crack Seal Patch & Base Repair Project and the Smart Corridor Expansion Project.

Management Analyst Donner announced the final date to submit the Annual Letters to Santa is on Wednesday December 18, 2024. She also shared the Holiday Light Map is available online to assist the community in enjoying the holiday lights displayed in various neighborhoods.

Executive Assistant to the City Manager Patea solicited volunteers for the Holiday Drive on 12/19, 12/22, and 12/23. She also informed the community of the Santa Comes to Old Town event on 12/21 at 500 Linden Ave. and reminded all of the Holiday Office Closures during 12/24/24-1/2/25.

**PRESENTATIONS**

1. Colma Creek Trash Capture Presentation (Jim Porter, Town of Colma)

Jim Porter provided a presentation to the Council to discuss the scope of work of the project. He shared the project is anticipated to be completed by 2026.

2. Presentations from the Parking Place Commission and Traffic Safety Commission. (Marissa Garren, Public Works Management Analyst II)

Management Analyst Garren introduced Parking Place and Traffic Safety Commissioners. Chair Abaca provided a presentation on the Parking Place Commission and Vice Chair Yuen presented on the Traffic Safety Commission.

3. Presentation from the Commission on Equity and Public Safety. (Devin Stenhouse, DEI Officer)

DEI Officer Stenhouse introduced Chair Junio. Chair Junio introduced the commissioners present and provide a presentation to the Council.

*The following individual addressed the City Council:*

- Michael Harris

**COUNCIL COMMENTS/REQUESTS**

Councilmember Nagales thanked Executive Director Jim McGuire and SSF Conference Center staff hosting the reorganization event and acknowledged outgoing and incoming Mayors for their leadership. He shared the Transportation Authority conducted a walk audit and announced projects have been approved. At his request, Principal Engineer Ruble provided an update on the projects and noted the item will be brought to the Council in January.

Councilmember Coleman congratulated Mayor Eddie Flores and shared he looks forward to a productive year. He also appraised the Council of events attended to include the Christmas Tree Lighting, SFO Airport Christmas Event, and Santa Comes to Town. He highlighted the support for local businesses and thanked them for their participation in recent events.

Councilmember Nicolas congratulated the incoming Mayor, Vice Mayor, and staff for a successful reorganization event. She also encouraged the community to complete the Age-Friendly Survey as the City embarks on it's Action Plan. She requested the meeting be adjourned in memory of Mark Schwery, Dioscoro Biyo, Victoria Nocum, Gregorio Reyes, Catalina Lahip, Howard Stillman, and Fernando Teglia.

Vice Mayor Addiego recognized the passing of Ferando Teglia and highlighted his legacy. He acknowledged an email received expressing concerns surrounding homelessness and encouraged the Council to review and consider how to best address the matter. He also shared discussions that occurred during the Bay Conservation Development Commission meetings and noted he looks forward to future conversations and ideas.

Mayor Flores expressed his gratitude and excitement for an upcoming productive year. He acknowledged staff for their exceptional work and service throughout the Winter season. He highlighted the success of Santa Comes to Town and acknowledged the participation of local businesses. He reminded all that the Holidays can be challenging for some and that the 988 Hotline is available as a resource. Lastly, he recognized the significance of remaining personable as an elected leader and wished the community a Happy Holiday Season.

### **PUBLIC COMMENTS – NON-AGENDA ITEMS**

*The following individuals addressed the City Council:*

- Cynthia Marcopulos
- Cory David
- Dominick Govea

### **CONSENT CALENDAR**

*The Assistant City Clerk duly read the Consent Calendar, after which the Council voted.*

4. Motion to approve the Minutes for November 13, 2024. (Rosa Govea Acosta, City Clerk)
5. Motion to approve the re-appointment of advisory body members to the Bicycle and Pedestrian Advisory Commission (BPAC), Cultural Arts Commission, and Youth Commission. (Rosa Govea Acosta, City Clerk)
6. Motion to accept the construction improvements of the East of 101 Transit Expansion Project, (tr2203) as complete in accordance with plans and specifications (Total Construction Cost \$639,906.44). (Angel Torres and Audriana Hossfeld, Senior Civil Engineers)
7. Report regarding Resolution No. 172-2024 authorizing the City Manager to execute the First Amendment to the Public Art Agreement between the City of South San Francisco with Ride Art, LLC of Berkeley, California for extended storage fees and risk insurance for the Caltrain Public Art Installation (Project No. pf2102) in an amount not to exceed \$6,250. (Philip Vitale, Deputy Director of Capital Projects)
8. Report regarding Resolution No. 173-2024 accepting reimbursement in the amount of \$2,575.20 from Caltrain for costs related to the Karyl Matsumoto Plaza ribbon cutting and Caltrain Electrified Service Launch Party events (Rich Lee, Assistant City Manager)
9. Report regarding Resolution No. 174-2024 approving and authorizing the City Manager to execute a Project Partnership Agreement with the Department of the Army for the Design and Implementation of the Water Quality Control Plant Sea Level Rise Project and approving Budget Amendment Number 25.029 (Audriana Hossfeld, Senior Civil Engineer)
10. Report regarding Resolution No. 175-2024 approving the Updated San Mateo County Operational Area Emergency Services Council Joint Powers Agreement, allowing the City of South San Francisco to continue partnering with the County of San Mateo's Department of Emergency Management and engage in operational area planning with respect to all

phases of emergency management including: preparedness, mitigation, response, and recovery. (Matt Samson, Fire Chief)

11. Report regarding Resolution No. 176-2024 approving the Annual Impact Fee and Sewer Capacity Charge Report for Fiscal Year 2023-24. (Karen Chang, Director of Finance)
12. Report regarding Resolution No. 177-2024 authorizing the filing of an application for the Metropolitan Transportation Commission (MTC) Active Transportation Capital Design Technical Assistance Grant for \$300,000 for the Colma South San Francisco El Camino Real Bike and Pedestrian Improvements Project (tr2415) (Audriana Hossfeld, Senior Civil Engineer)
13. Report regarding Resolution No. 178-2024 accepting \$30,000 from Genentech, Inc to support the Library's Summer Learning Challenge 2025, amending the Library Department's Fiscal Year 2024-25 Operating Budget and approving Budget Amendment Number 25.028. (Valerie Sommer, Library Director)
14. Report regarding adoption of Ordinance No. 1663-2024 amending Chapter 2.85 of the South San Francisco Municipal Code to clarify the protocol for filling vacancies on the Equity and Public Safety Commission. (Schuyler Schwartz, Assistant City Attorney)
15. Report regarding Resolution 179-2024 approving a lease agreement with Bar Antz, LLC (DBA Bitters & Bottles) for the commercial space, kitchen, and rear garage at 240 Grand Avenue. (Katie Donner, Management Analyst I)

Motion – Councilmember Nicolas /Second – Councilmember Coleman: To approve Consent Calendar items 4-15 by roll call vote: AYES: Mayor Flores, Vice Mayor Addiego, Councilmembers Coleman, Nicolas, and Nagales; NAYS: None; ABSENT: None; ABSTAIN: None.

### **PUBLIC HEARING**

16. Report regarding Resolution No. 180-2024 amending the City of South San Francisco's Community Development Block Grant Program Year 2024-2025 Annual Action Plan and authorizing its submittal and all other required documents to the U.S. Department of Housing and Urban Development; (Alvina Condon, Management Analyst II)

Management Analyst Condon presented the report. Associate Engineer Wilson discussed public facilities and infrastructure improvements.

The Council engaged in questions and discussions surrounding the possibility of reclassification for underserved communities.

Motion – Councilmember Coleman /Second – Vice Mayor Addiego: To approve Resolution No. 180-2024 amending the City of South San Francisco's Community Development Block Grant Program Year 2024-2025 Annual Action Plan and authorizing its submittal and all other required documents to the U.S. Department of Housing and Urban Development by roll call vote: AYES: Mayor Flores, Vice Mayor Addiego, Councilmembers Coleman, Nagales and Nicolas; NAYS: None; ABSENT: None; ABSTAIN: None.

## **ADMINISTRATIVE BUSINESS**

17. Report regarding Resolution No. 181-2024 authorizing the City Manager to execute a Memorandum of Understanding between the County of San Mateo and the South San Francisco Police Department to continue the Community Wellness Crisis Response Team program in South San Francisco for Fiscal Year 2024-25. (Adam Plank, Police Captain)

Captain Plank presented the report. The Council and staff engaged in discussions surrounding the funding and costs required to continue the program.

18. Report regarding Resolution No. 182-2024 approving the sale of a City-owned Below Market Rate (BMR) housing unit at 2230 Gellert Boulevard, Unit 3209 (APN 104540190) and authorizing the City Manager to execute related sale documents. (Elia Moreno, Management Analyst I)

Management Analyst Moreno presented the report.

19. Report regarding a project status update on the Preliminary Engineering and Environmental phase of the South Linden Avenue and Scott Street Grade Separation Project (Project No. st1004) (Angel Torres, Senior Engineer)

Senior Engineer Torres provided the project update.

## **ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS**

20. Council to discuss candidate endorsement for C/CAG vacancies and OneShoreline recruitment. (Mayor)

Mayor Flores indicated he is seeking direction from the Council for the current vacancies and recruitment. The Council engaged in questions and discussion and provided Mayor Flores with direction.

21. Council discussion on City Selection Committee candidates. (Mayor)

Mayor Flores indicated he is seeking direction from the Council for committee candidates. The Council engaged in discussion and provided direction.

## **CLOSED SESSION**

*Entered into Closed Session: 8:42 p.m.*

22. Conference with Labor Negotiators  
(Pursuant to Government Code Section 54957.6)  
Agency designated representatives: Sharon Ranals, City Manager, Rich Lee, Assistant City Manager, Leah Lockhart, Human Resources Director  
Employee organizations: AFSCME Local 829, IAFF Local 1507, SSF Police Association, Teamsters Local 856-Confidential, Teamsters Local 856-Mid-Management, Unrepresented Groups

23. Conference with Real Property Negotiators  
(Pursuant to Government Code Section 54956.8)  
Properties: Parcels on Sign Hill, South San Francisco  
(APNs 012-351-020, 012-351-030, 012-024-060, 012-024-070, 012-024-080, 012-024-090, 012-024-100, 012-024-110, and 012-024-120)  
Agency Negotiators: Nell Selander, Economic & Community Development Director;  
Greg Mediati, Parks and Recreation Director; and Sky Woodruff, City Attorney  
Negotiating parties: Syme Venture Partners LP Under negotiation: Price and terms

*Resumed from Closed Session: 9:28 p.m.*

**ADJOURNMENT**

Being no further business, Mayor Flores adjourned the City Council meeting at 9:29 p.m.

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**Adjourned in Memory of**

Mark Schwery, Dioscoro Biyo, Victoria Nocum, Gregorio Reyes, Catalina Lahip,  
Howard Stillman, and Fernando Teglia.

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Submitted by:

Approved by:

\_\_\_\_\_  
Jazmine Miranda  
Assistant City Clerk

\_\_\_\_\_  
Eddie Flores  
Mayor

Approved by the City Council: \_\_\_\_/\_\_\_\_/\_\_\_\_

*NOTE: The Meeting Minutes represent actions taken during the meeting of the City Council. Complete Council member's discussions of meeting items can be viewed in archived video/audio recordings on the City's website at <https://www.ssf.net/Government/Video-Streaming-City-and-Council-Meetings/City-Council> 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>*