



MINUTES

REGULAR MEETING

**CITY COUNCIL
CITY OF SOUTH SAN FRANCISCO**

**WEDNESDAY, OCTOBER 22, 2025
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 Nicolas, present
Councilmember Nagales, present
Vice Mayor Addiego, present
Mayor Flores, present

PLEDGE OF ALLEGIANCE

Community Emergency Response Team (CERT) Member Scott Sinor led the pledge.

AGENDA REVIEW

City Manager Ranals stated that Item No. 24 would be heard following Presentation Item No. 4. She also noted that Closed Session Item No. 25 would only reflect one case for review instead of the two listed items.

LEVINE ACT DISCLOSURES (SB 1181)

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

ANNOUNCEMENTS FROM STAFF

Executive Assistant to the City Manager Patea informed the public of the following events:

- Film Screening of Song of the Fireflies on Saturday, October 25, 2025, 11:00 a.m. or 2:00 p.m. at the Library Parks and Recreation Building, Council Chambers.
- 32nd Annual Trivia Challenge on Friday, November 7, 2025, at the South San Francisco Conference Center.

Assistant City Manager Lee and Councilmember Nagales invited the community to attend the Scam Stopper Seminar in partnership with the Police Department, on Tuesday, November 18, 2025, 6:30-8:00 p.m. at the Library Parks and Recreation Building, Social Hall.

Parks and Recreation Director Mediati invited the community to attend the following events:

- 44th Annual Holiday Boutique & Makers Fair on Saturday, November 1, 2025, 10:00-4:00 p.m. at the Library Parks and Recreation Building.
- 52nd Annual Thanksgiving Fun Run on Saturday, November 22, 2025, at 9:00 a.m.

Fire Chief Samson Family invited the community to Fire Station 61 for the opportunity to take Family Photos with Santa Clause on Saturday, November 22, 2025, from 1:00-3:00 p.m.

Executive Assistant to the City Manager Patea concluded by inviting the public to participate in the following events:

- State of the City Luncheon on Thursday, November 13, 2025, from 11:30-1:30 p.m. at the South San Francisco Conference Center.
- 2025 Holiday Drive – Donations are being accepted at Fire Station 61 and the Police Department beginning November 14 through December 12. Families in need of donations should visit the YMCA at 1486 Huntington Ave.
- Taste of South San Francisco, on November 6, 2025, from 12:00-2:00 p.m. at the Library Parks and Recreation Building, tickets can be purchased through the Chamber of Commerce.

PRESENTATIONS

1. 2025 Fire Prevention Poster Contest Winners. (Eddie Flores, Mayor)

Mayor Flores introduced the winners of the 2025 Fire Prevention Poster Contest and presented each with a certificate of recognition.

2. Proclamation recognizing October as Disability Awareness Month. (Eddie Flores, Mayor)

Councilmember Coleman recognized October as Disability Awareness Month and presented a proclamation to CERT member Scott Sinor. CERT member Sinor thanked the Council and City staff for giving him the opportunity to serve his community.

3. Proclamation recognizing October as Breast Cancer Awareness Month. (Eddie Flores, Mayor)

Councilmember Nagales recognized October as Breast Cancer Awareness Month and presented a proclamation to Dr. Alice Yeh of Kaiser Permanente. Dr. Yeh expressed her gratitude to the Council and highlighted the importance of wellness, early detection, and prevention.

4. Proclamation recognizing October as Italian Heritage Month. (Eddie Flores, Mayor)

Mayor Flores recognized October as Italian Heritage Month and presented a proclamation to Manny Garcia, Vice President of the Italian American Citizens Club, and Rich Garbarino, Chairman of the Board of Directors and former Mayor. They each expressed their gratitude for the recognition and thanked the Council for their work.

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

24. Proclamation recognizing United Against Hate Week October 19-25, 2025. (Eddie Flores, Mayor)

Councilmember Nicolas recognized October 19-25, 2025, as United Against Hate Week and encouraged community members to report hate incidents at 833-8-NO-HATE or Californiaverseshate.org. She presented a proclamation to CERT member Sonny Coya, who expressed his gratitude to the Council.

COUNCIL COMMENTS/REQUESTS

Vice Mayor Addiego shared an article by Karyl Matsumoto reflecting on her experience as a Japanese American and emphasizing the strength in acknowledging historical injustices. He reported attending a ceremony at Westborough Royale honoring 102-year-old World War II veteran Edmond Bordenave, who received the French Medal of Honor and was recognized with “Edmond Bordenave Day”. He also highlighted an upcoming Veterans Day fundraiser by the South San Francisco Women’s Club, which will place flags in honor of veterans and encouraged community participation.

Councilmember Nagales expressed concern over reports of potential ICE activity in the Bay Area, and reaffirmed the City’s commitment to compassion, fairness, and being a welcoming community for all. He reported attending several events, including Jamil Rey’s 70th birthday celebration, the Kiwanis and Chamber installation dinners, and Genentech’s Future Lab 10th anniversary. He thanked staff for safety improvements near Westborough Middle School, ongoing traffic safety efforts in Westborough, and for organizing the Truck and Treat event. He also recognized the North East Medical Services for providing essential healthcare services in the community. Lastly, he requested to adjourn the meeting in memory of Marico Enriquez.

Councilmember Nicolas echoed concerns about recent reports of immigration enforcement in the Bay Area. She thanked library staff for organizing the Filipino American History Month story time and acknowledged community participants. She highlighted the opening of NEMS, noting its service to uninsured and low-income families and its interest in affordable housing, as well as the 10th anniversary celebrations of the YMCA Community Resource Center and Genentech’s Future Lab. She also commended the success of the Halloween Extravaganza and annual flu vaccine clinic, and requested the meeting be adjourned in memory of Rufo Macaraeg.

Councilmember Coleman expressed concern over reports of potential immigration enforcement in the Bay Area and reaffirmed the City’s support for immigrant rights. He requested renewed community outreach and distribution of Know Your Rights resources. He also reported on Peninsula Clean Energy’s proposed reach codes, the Cal Cities Convention, the Chamber Business Awards, Housing Leadership Day, and the YMCA and Genentech Future Lab anniversary celebrations. He also congratulated Mayor Flores for his leadership as Cal Cities Peninsula Division Chair.

Mayor Flores reported the opening of Sourdough & Company in District 1 and welcomed new businesses throughout the city. He met with the Youth Commission and commended their leadership and engagement. He noted attending events including the 10th anniversary of Skyline College Middle College High School, the Chamber Awards, and the YMCA and Genentech Future Lab anniversaries. He mentioned neighborhood discussions on Safe Streets, attendance at the League of California Cities Conference, and requested staff ensure food trucks operate safely and legally. He clarified that the State of the City event is free and open to the public and reaffirmed the City's commitment to immigrant residents, emphasizing South San Francisco as a safe and inclusive community.

PUBLIC COMMENTS - NON-AGENDA AND CONSENT CALENDAR ITEMS

The following individual addressed the City Council:

- Clifton Burch
- Annie
- Cheryl Peruchetti
- Tom Carney
- Barbara Erhard
- Sam Chetchuti
- Fionnola

CONSENT CALENDAR

Assistant City Clerk Miranda duly read the Consent Calendar, after which the Council voted and engaged in discussion of specific items as follows. Items No. 9 and 10 were pulled by Vice Mayor Addiego and Items No. 12,13, 15, 16, and 17 were pulled by Mayor Flores for further discussion.

5. Motion to approve the Minutes of the meetings of September 24, 2025, and October 4, 2025. (Office of the City Clerk)
6. Motion to approve the re-appointment of one (1) Measure W Citizens' Oversight Committee member. (Rosa Govea Acosta, City Clerk)
7. Report regarding Resolution No. 149-2025 authorizing the City Manager to execute a Third Amendment to the Purchase and Sale Agreement with Ensemble Investments, LLC for the disposition of the City-owned property located at 367 Marina Boulevard (APN 015-011-350) for a hotel development. (Nell Selander, Economic and Community Development Director).
8. Report regarding Resolution No. 150-2025 approving Program Supplemental Agreement No. F028 Revision 2 in the amount of \$196,205 with the State of California for the Bridge Preventive Maintenance Program (Project No. st1703) and authorizing the approval of Budget Amendment Number 26.020. (Lawrence Henriquez, Senior Civil Engineer)
9. Report Regarding a Resolution No. 159-2025 Authorizing an Agreement with Trimble Unity Construct for Capital Project Management Software and Support Services and approving Budget Amendment Number 26.031) (John Wilson, Senior Engineer)

10. Report regarding Resolution No. 151-2025 amending Resolution 109-2025 to allow the City Manager to utilize any unspent amount of the total project budget, if necessary, towards additional construction contingency budget for The Corporation Yard Roofing Project (Project No. pf2202). (Jake Gilchrist, Director of Capital Projects)
11. Report regarding Resolution No. 152-2025 to amend Resolution 134-2025 authorizing a total project budget of \$900,000 for the Dundee Park Remodel (pk2402). (Jake Gilchrist, Director of Capital Projects).
12. Report regarding Resolution No. 153-2025 authorizing the acceptance of grant funding of up to \$5,000 from the Peninsula Library System via County of San Mateo Measure K funds to encourage community-building in which library programs will bring people together in trusted environments, where participants can explore and learn together, finding common ground and connection at the South San Francisco Public Library, amending the Library Department's Fiscal Year 2025-26 Operating Budget and approving Budget Amendment Number 26.027. (Adam Elsholz, Assistant Library Director)
13. Report Regarding Resolution No. 154-2025 to Accept United States Department of Transportation Grant and Updating TR2501 - Vision Zero Action Plan (Budget Amendment No. 26.029) (John Wilson, Senior Engineer)
14. Report regarding Resolution No. 155-2025 authorizing the City Manager to enter into a purchasing agreement on behalf of the City of South San Francisco with Diamondback Fire and Rescue, Inc. in the amount of \$85,491.13 to purchase two complete sets of vehicle extrication equipment; approve Budget Amendment Number 26.028 to the Fire Department operating budget in an amount not to exceed \$44,204.13; authorize the appropriation of \$19,662.96 of available fund balance from the Fire Public Safety Impact Fee Fund (Fund 821); and authorize the appropriation of \$24,541.17 of designated fund balance of developer impact fees from the Genesis North Tower development (account 270-27475)(Devin Flannery, Deputy Fire Chief).
15. Report regarding Resolution No. 156-2025 authorizing the acceptance of donations from various community partners totaling \$179,000 for Fiscal Year 2025-26, as well as in-kind donations for the Parks and Recreation Department's Concert in the Park event. (Erin O'Brien, Business Program Manager, Parks and Recreation Department)
16. Report regarding Resolution No. 157-2025 authorizing the acceptance of \$372,849 in grant funding from the California Department of Housing and Community Development through the Permanent Local Housing Allocation program, approving Budget Amendment Number 26.030. (Elia Moreno, Housing Management Analyst I)
17. Report regarding Resolution No. 158-2025 approving the acceptance of Older Americans Act grant funds from the San Mateo County Aging and Adult Services Division in the amount of \$100,962 and amending the Parks and Recreation Department Fiscal Year 2025-26 Operating Budget pursuant to Budget Amendment Number 26.026. (Angela Duldulao, Deputy Director of Parks and Recreation)

18. Report regarding second reading and adoption of Ordinance No. 1678-2025 adopting amendments to Title 20 (Zoning) of the South San Francisco Municipal Code to make minor revisions to Section 20.110 (Civic Districts) related to a height exception for screening for roof-mounted equipment. (Adena Friedman, Chief Planner)
19. Report regarding Ordinance No. 1679-2025 repealing current Building Code regulations under Title 15 of the South San Francisco Municipal Code and adopting by reference the 2025 California Building Standards Codes with certain local amendments. Second reading (Erik Rietdorf, Chief Building Official)
20. Report regarding a second reading and adoption of Ordinance No. 1680-2025 amending the South San Francisco Zoning Map to rezone the properties at 131 Terminal Court, 120 Terminal Court, 196 Produce Avenue, 160 Produce Avenue, and 140 Produce Avenue from Mixed Industrial High (MIH) to Business Technology Park - High (BTP-H), and Ordinance No. 1681-2025 adopting a Development Agreement to construct a life science campus totaling approximately 1,700,000 square feet on a 17.67-acre site at 131 Terminal Court in accordance with Title 19 and 20 of the South San Francisco Municipal Code. (Billy Gross, Principal Planner)

Item No. 9: Vice Mayor Addiego expressed concern regarding the limited review time and questioned the sole source justification and five-year term. Senior Engineer Wilson explained the contract history and noted the new agreement includes updated cybersecurity language.

Item No. 10: Vice Mayor Addiego expressed concern that the roof replacement had been delayed too long and asked if inspections are conducted as facilities near the end of their lifespan. Capital Projects Director stated the dry rot was minimal however the roof had reached the end of its useful life.

Mayor Flores requested that staff for the following Consent Calendar items share details specific to their funding and community use.

Item No. 12: Assistant Library Director Elsholz shared the city has been awarded up to \$5,000 from the Peninsula Library System through San Mateo County and a range of programming opportunities are being explored.

Item No. 13: Senior Engineer Wilson shared the city received \$400,000 from the U.S. Department of Transportation's Safe Streets and Roads for All Program to develop our Vision Zero Action Plan.

Item No. 15: Business Program Manager O'Brien reported the city received \$2,000 from Alan Nugent State Farm and \$2,000 from Kaiser Permanente to support the annual Concert in the Park, along with \$25,000 from Genentech to enhance the event's Family Fun Zone. The Parking Company of America provided in-kind shuttle services. Additionally, Stripe awarded a \$150,000 donation to support electrifying handheld tools and related charging infrastructure for Parks Maintenance.

Item No. 16: Management Analysts Moreno reported the city received \$372,849 in Year 3 funding from the Permanent Local Housing Allocation grant, part of a five-year total allocation of \$1,307,880. The Year 3 funds will support Economic Advancement Center operating costs, a minor home repair program, and reimbursement for below-market-rate housing preservation activities.

Item No. 17: Parks and Recreation Deputy Director Duldulao reported receiving \$100,962 from Older Americans Act grant funds to support Senior Services, including the adult daycare program, transportation services, and the congregate nutrition program, which provides up to 90 seniors with free lunches twice a week. The funding helps ensure free or reduced-cost services for community members who may face financial barriers.

Motion – Vice Mayor Addiego/Second – Councilmember Coleman: To approve Consent Calendar Items No. 5-8, 10-20, by roll call vote: AYES: Councilmembers Nagales, Nicolas, and Coleman, Vice Mayor Addiego and Mayor Flores; NAYS: None; ABSENT: None; ABSTAIN: None.

Motion – Councilmember Nicolas/Second – Councilmember Coleman: To approve Consent Calendar Item No. 9, by roll call vote: AYES: Councilmembers, Nagales, Nicolas, and Coleman and Mayor Flores; NAYS: Vice Mayor Addiego; ABSENT: None; ABSTAIN: None.

ADMINISTRATIVE BUSINESS

21. Report regarding Resolution No. 160-2025 adopting the City of South San Francisco Age-Friendly Action Plan. (Laura Armanino, Recreation Program Manager)

Recreation Program Manager Armanino presented the report and introduced Former Brisbane Mayor and Associate Community Organizer with the Center for Age Friendly Excellence (CAFÉ), Karen Cunningham, who reviewed the process for developing the Age-Friendly Action Plan. The Council thanked staff, partners, and representatives involved and emphasized the importance of supporting initiatives that enhance quality of life for older adults.

Motion – Councilmember Nicolas/Second – Mayor Flores: To approve Resolution No. 160-2025 adopting the City of South San Francisco Age-Friendly Action Plan, by roll call vote: AYES: Councilmembers, Nagales, Nicolas, and Coleman, Vice Mayor Addiego, and Mayor Flores; NAYS: None; ABSENT: None; ABSTAIN: None.

22. Report regarding an update on Launch Local!, the Vacant Retail Activation Pilot Program and Resolution N. 161-2025 approving a sublease agreement with Christopher Nguyen, d.b.a. Six Bicycles, for the commercial space at 634 El Camino Real. (Katie Donner, Management Analyst I)

Management Analyst Donner presented the report and introduced Christopher Nguyen, owner of Six Bicycles. The Council discussed lease terms, tenant responsibilities, and property tax obligations. Economic and Community Development Director Sealander provided clarification in response to questions. The Council expressed support and enthusiasm for the new business.

Motion – Councilmember Nagales/Second – Councilmember Coleman: To approve Resolution No. 161-2025 approving a sublease agreement with Christopher Nguyen, d.b.a Six Bicycles, for the commercial space at 634 El Camino Real, by roll call vote: AYES: Councilmembers, Nagales, Nicolas, and Coleman, Vice Mayor Addiego, and Mayor Flores; NAYS: None; ABSENT: None; ABSTAIN: None.

23. Report regarding the El Camino Real Mobility Plan and the countywide Grand Boulevard Initiative (Megan Wooley-Ousdahl, Deputy City Manager)

Deputy City Manager Wooley-Ousdahl introduced partners from SamTrans, Caltrans, and SMCTA, along with consultants and staff, to present updates on the El Camino Real Corridor projects. SMCTA staff and Caltrans highlighted priorities including safety, mobility, and streamlined processes. The Council discussed funding, multi-transportation planning, community outreach, and reviewed the GBI Action Plan and potential road diet options. The Council thanked staff and partners, emphasizing coordinated planning across jurisdictions.

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

Councilmember Coleman shared that staff and Townsend will present a legislative report on recent bills, noting that he wanted to highlight two: SB 79, which upzones areas near transit, and SB 42, which allows public campaign financing. He also reported that the HEART Board is considering a county-wide ballot measure for locally owned affordable housing, citing South San Francisco's Measure AA as a model.

Vice Mayor Addiego noted that portions of El Camino Real remain blighted, highlighting long-standing vacant or deteriorated buildings such as the old Arby's. He inquired whether there are ways for communities to encourage redevelopment or require removal of buildings that no longer serve a purpose, citing the negative impact on neighboring businesses.

Mayor Flores reported that BART Director Victor Flores will serve as the liaison for the South San Francisco and Colma stations, and the City Manager will schedule a tour to begin an ongoing Council relationship with the BART board.

CLOSED SESSION

Entered into Closed Session: 10:04 p.m.

25. Conference with Legal Counsel - Existing Litigation

(Pursuant to Government Code Section 54956.9(d)(1))

Name of Case: Browne, Phillip vs. City of South San Francisco (Worker's Compensation Appeals Board Case No. ADJ19626532)

Name of Case: Workers' Compensation Claims Nos. 21002462 and 24002264 (Sky Woodruff, City Attorney, Kyle Royer, RTGR Law, and Leah Lockhart, Human Resources Director)

Workers' Compensation Claims Nos. 21002462 and 24002264 – postponed per direction of Human Resources Director Lockhart.

26. Conference with Legal Counsel-Anticipated Litigation

Initiation of litigation pursuant to Government Code Section 54956.9(d)(4): Two potential cases

Resumed from Closed Session: 10:44 p.m.

Report out of Closed Session by Mayor Flores: The City Council provided direction to initiate or intervene in an action. Once the action has been commenced or the City has intervened in the action, the action, the defendants, and the other particulars will be disclosed to any person upon inquiry, unless to do so would jeopardize the City's ability to effectuate service of process on one or more unserved parties, or that to do so would jeopardize its ability to conclude existing settlement negotiations to its advantage.

ADJOURNMENT

Being no further business, Mayor Flores adjourned the City Council meeting at 10:45 p.m.

Adjourned in Memory of
Marico Enriquez and Rufo Macaraeg

Submitted by:

Approved by:

Jazmine Miranda
Assistant City Clerk

Eddie Flores
Mayor

Approved by the City Council: _____ / _____ /2025

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.

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>

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>