



MINUTES **REGULAR MEETING**

CITY COUNCIL
CITY OF SOUTH SAN FRANCISCO

WEDNESDAY, MAY 10, 2023

6:00 p.m.

Municipal Services Building, Council Chambers
33 Arroyo Drive, South San Francisco, CA
Via Zoom

CALL TO ORDER

Mayor Nicolas called the meeting to order at 6:00 p.m.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

Junior Flores led the pledge.

AGENDA REVIEW

No changes.

ANNOUNCEMENTS FROM STAFF

- Tamiko Huey, Management Analyst II

PRESENTATIONS

1. Proclamation recognizing May as Mental Health Awareness Month. (Flor Nicolas, Mayor)

Mayor Nicolas read the proclamation into the record and presented the proclamation to Executive Director of Sitike Counseling Center, Keri Kirby. Executive Director Kirby thanked Council for their support.

2. Proclamation recognizing May as Asian American, Native Hawaiian, and Pacific Islander Heritage Month. (Flor Nicolas, Mayor)

Mayor Nicolas read the proclamation into the record and presented the proclamation to Ross Sit of Moonstar.

3. Presentation regarding the one year anniversary of the South San Francisco Promotores Program (Tamiko Huey, Management Analyst II)

Management Analyst Huey presented an overview of the Promotores Program to Council and provided an update on staffing positions and protocols. Mayor Nicolas thanked Management Analyst Huey and applauded the program for their efforts.

4. Presentation celebrating the Sister to Sister program. (Flor Nicolas, Mayor)

Mayor Nicolas introduced Project Coordinator of Asian American Recovery Services, Marcelle Valdez. Project Coordinator Valdez provided a presentation to Council that provided an overview of the program and its accomplishments.

PUBLIC COMMENTS – NON-AGENDA ITEMS

The following individual(s) addressed the City Council:

Via Zoom:

- Charity Fan
- Kylie Situ
- Zoe Kwong

COUNCIL COMMENTS/REQUESTS

Councilmember Coleman shared the Fall 2023 Singapore and Hong Kong Housing Delegation would be hosting a trip from September 21, 2023 to September 28, 2023. The delegation will review approaches to social housing. He is hopeful City staff and Council can attend to learn more about the topic. He also shared San Mateo County is hosting the first ever Pride Parade in San Mateo on June 10, 2023 at 10:00 a.m. and that he would love to see our City staff, community, and Council participate.

Councilmember Flores shared that the distribution for Every Kid Deserves a Bike 2023 program began at Parkway Heights Middle School. He thanked all that were involved in the distribution and shared four more will be occurring. Additionally, he provided an overview of the events he attended including the LifeMoves awards breakfast and ribbon cutting for the Anecdote at Oyster Point.

Councilmember Addiego shared his enthusiasm that the community of Sunshine Gardens Elementary has for the bike distribution that will occur. He also shared that the Sister Cities Committee is looking to host the first Italian Festival with the Italian American Citizens Club on September 24, 2023. Additionally, he met at the Costco Business Center joined by the Chamber of Commerce and members of the Women's Club to learn more about their business. Lastly, shared the passing of longtime friend, Annamaria Uccelli, and asked that the memory be adjourned in her memory.

Vice Mayor Nagales shared that he attended a County meeting to discuss our unhoused community and learned how Project HomeKey and the State may provide a third round of funding. He hopes to have conversations with the County to determine how our City can help our residents. He also shared that the Transportation Authority is looking to continue providing our free shuttle service and additional programs that would expand to other areas in the City. He continued to provide an overview of the events he attended including the Anecdote ribbon cutting, bike riding event at the Library, and the Arbor Day Celebration.

Mayor Nicolas shared that we are celebrating Teacher Appreciation Week and thanked those who guide our young people. She stated that she participated in Arbor Day and had a great experience. She also shared that in honor of Asian American, Native Hawaiian, and Pacific Islander Heritage Month, the AAPI Community Conversation Event will be held on Friday and also invited the community to join the farmer's market. Lastly, she requested the meeting be adjourned in memory of Annamaria Ucceli and Noel Talan.

CONSENT CALENDAR

The Assistant City Clerk duly read the Consent Calendar, after which Council voted and engaged in discussion of specific item as follows.

5. Motion to approve the Minutes for the meeting of April 26, 2023. (Rosa Govea Acosta, City Clerk)
6. Motion to accept the construction improvements of the 2022 West of 101 Pavement Rehabilitation Projects (Angel Torres, Senior Civil Engineer).
7. Motion to accept the construction improvements of the Water Quality Control Plant (WQCP) Secondary Clarifiers No. 1 and No. 2 Rehabilitation Project (Project No. ss1703) as complete in accordance with plans and specifications (Total Construction Cost \$4,154,104.56) (Brian Schumacker, Water Quality Control Plant Superintendent/Project Manager)
8. Report regarding Resolution No. 68-2023 accepting \$14,255 from the South San Francisco Friends of the Library to support Library programs, collections and supplies, and approving Budget Amendment 23.068. (Valerie Sommer, Library Director)
9. Report regarding Resolution No. 69-2023 authorizing the acceptance of \$25,000 in grant funding from the Woodlawn Foundation to support Gene Mullin Community Learning Center's after-school and summer homework program and amending the Library Department's Fiscal Year 2022-2023 Operating Budget via Budget Amendment 23.069. (Valerie Sommer, Library Director)

Motion – Councilmember Addiego /Second – Councilmember Flores: To approve Consent Calendar 5-9 by roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, Vice Mayor Nagales, and Mayor Nicolas; NAYS: None; ABSTAIN: None

PUBLIC HEARING

Vice Mayor Nagales recused himself from the item and stepped out of the Council Chambers at 6:51 p.m.

10. Report regarding holding a public hearing on the City of South San Francisco's 2023-2027 Five-Year Consolidated Plan and 2023-2024 Annual Action Plan for the Community Development Block Grant Program and consideration of adoption Resolution No. 70-2023: 1) approving the City's 2023-2027 Five-Year Consolidated Plan and 2023-2024 Annual Action Plan; 2) authorizing submittal of the plans and all other required documents to the United States Department of Housing and Urban Development; 3) accepting funds from all sources and approving appropriation of CDBG and HOME Administrative fund expenditures as detailed in Attachment 1 for the 2023-2024 CDBG operating budget; 4) authorizing the

City Manager to execute all documents and certifications necessary to secure and award the CDBG and HOME Administrative funds for the City; and 5) approving appropriation of \$101,050 from the Housing Trust Fund for the 2023-2024 operating budget to support nonprofit organizations that provide homeless prevention program for South San Francisco residents. (Heather Ruiz, Management Analyst II)

Public Hearing opened: 6:52 p.m.

Director of Economic Development Nell Selander presented the report and provided clarification to Council inquiries regarding pending funding.

The following individual(s) addressed the City Council:

Via Zoom:

- Daniel Barrera, HIP Housing

Public Hearing closed: 7:02 p.m.

Motion – Councilmember Coleman/Second - Councilmember Flores: To approve Resolution No. 70-2023 approving the City of South San Francisco’s 2023-2027 Five-Year Consolidated Plan and 2023-2024 Annual Action Plan for the Community Development Block Grant Program and authorizing its submittal and all other required documents to the U.S. Department of Housing and Urban Development; accepting funds from all sources and approving appropriation of CDBG and HOME Administrative Fund expenditures as detailed in Attachment 1 of the staff report for the 2023-2024 CDBG operating budget; authorizing the City Manager to execute all documents and certifications necessary to secure and award the CDBG and HOME Administrative Funds for the City; and approving an appropriation of \$101,050 from the Housing Trust Fund for the 2023-2024 operating budget to support non-profit organizations that provide homeless prevention programs for South San Francisco residents, by roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, and Mayor Nicolas; NAYS: None; ABSTAIN: Vice Mayor Nagales

Vice Mayor Nagales returned to the Council Chambers at 7:03 p.m.

ADMINISTRATIVE BUSINESS

11. Presentation regarding the final report for the South San Francisco Guaranteed Income Pilot Program. (Nell Selander, Economic and Community Development Director, and Danielle Thoe, Housing Manager)

Director of Economic Development Nell Selander presented the report to Council. Council thanked staff and the YMCA for putting this program together and shared how the program impacted the individuals who participated in it. Council shared that they are looking forward to additional opportunities to continue supporting individuals.

12. Report regarding Resolution No. 71-2023 accepting the Single Audit report for Fiscal Year 2021-22 (Karen Chang, Finance Director)

Director of Finance Karen Chang introduced Amy Meyer of Maze & Associates. Amy Meyer presented the report findings to Council. Director of Economic Development Selander, Director of Finance Chang, and Amy Meyer provided responses and clarification to Council inquiries.

Motion – Councilmember Coleman/Second – Vice Mayor Nagales: To approve Resolution No. 71-2023 accepting the Single Audit report for Fiscal Year 2021-22, by roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, Vice Mayor Nagales, and Mayor Nicolas; NAYS: None; ABSTAIN: None

13. Report regarding a resolution authorizing the filing of an application for MTC funding, approving budget amendment and CIP project number, and setting local commitments for the One Bay Area Grant 3 (OBAG 3) School Street/Spruce Avenue and Hillside Boulevard Safety and Access Improvements Project. (Angel Torres, Senior Civil Engineer)

Senior Civil Engineer Angel Torres presented the report and shared the information he obtained during the walk audits to include support from the county, residents, and schools. Council thanked staff and highlighted their partnership and for being attentive to funding opportunities that are a great fit for the City. Additionally, Council inquired about the relationship with MTC and provided suggestions for the protected bike lanes.

- 13a. Resolution No. 72-2023 authorizing the filing of an application for funding assigned to the Metropolitan Transportation Commission (MTC) for Three Million, One Hundred Twenty Eight Thousand Dollars (\$3,128,000); approving Budget Amendment #23.070, creating CIP project No. st2305 and the commitment of any necessary local matching funds; and stating assurance to complete the OBAG 3 School St/Spruce Ave and Hillside Blvd Safety and Access Improvements Project.

Motion – Councilmember Flores/Second – Councilmember Coleman: To approve Resolution No. 72-2023 authorizing the filing of an application for funding assigned to the Metropolitan Transportation Commission (MTC) for Three Million, One Hundred Twenty Eight Thousand Dollars (\$3,128,000); approving Budget Amendment #23.070, creating CIP project No. st2305 and the commitment of any necessary local matching funds; and stating assurance to complete the OBAG 3 School St/Spruce Ave and Hillside Blvd Safety and Access Improvements Project, by roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, Vice Mayor Nagales, and Mayor Nicolas; NAYS: None; ABSTAIN: None

- 13b. Resolution No. 73-2023 of the City Council of the City of South San Francisco to Comply with State Housing Laws per OBAG 3 Grant Requirements.

Motion– Vice Mayor Nagales /Second– Councilmember Flores: To approve Resolution No. 73-2023 of the City Council of the City of South San Francisco to Comply with State Housing Laws per OBAG 3 Grant Requirements, by roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, Vice Mayor Nagales, and Mayor Nicolas; NAYS: None; ABSTAIN: None

14. Report regarding Resolution No. 74-2023 approving a reimbursement agreement with the Town of Colma for the construction of street improvements along Hillside Boulevard street improvement project and increasing project contingency budget. (Jeffrey Chou, Senior Civil Engineer)

Senior Civil Engineer Jeffrey Chou presented the report and staff recommendations to Council. Council inquired about the timing of the traffic signals related to Chestnut Ave and Hillside Blvd. and inquired about the proportions of the project. Senior Civil Engineer Chou noted that the traffic signals would be completed and explained the proportions and costs.

Motion – Councilmember Addiego/Second – Councilmember Coleman: To approve Resolution No. 74-2023 approving a reimbursement agreement with the Town of Colma for the construction of street improvements along Hillside Boulevard street improvement project and increasing project contingency budget, by roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, Vice Mayor Nagales, and Mayor Nicolas; NAYS: None; ABSTAIN: None

15. Report regarding Resolution No. 75-2023 accepting a grant award in the amount of \$450,000 from the San Mateo County Transportation Authority (TA), authorizing the City Manager to execute a funding agreement with the TA and approve Budget Amendment #23.061 to add \$655,000 for the Junipero Serra Boulevard and Westborough Boulevard Pedestrian and Bicycle Connectivity and Safety Project Feasibility Study (st2301). (Lawrence Henriquez, Senior Civil Engineer)

Senior Civil Engineer Lawrence Henriquez presented the report to Council. Council expressed excitement for this project and inquired about pedestrian improvements. Council also highlighted the traffic flow that projects can create and is hopeful staff can take this into consideration. Additionally, Council noted that significance of public outreach to engage the community to ensure residents and merchants are providing feedback.

Motion – Councilmember Coleman/Second – Vice Mayor Nagales: To approve Resolution No. 75-2023 accepting a grant award in the amount of \$450,000 from the San Mateo County Transportation Authority (TA), authorizing the City Manager to execute a funding agreement with the TA and approve Budget Amendment #23.061 to add \$655,000 for the Junipero Serra Boulevard and Westborough Boulevard Pedestrian and Bicycle Connectivity and Safety Project Feasibility Study (st2301), roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, Vice Mayor Nagales, and Mayor Nicolas; NAYS: None; ABSTAIN: None

16. Report regarding Resolution No. 76-2023 approving the provision of an extended learning summer program offered by the City of South San Francisco for students enrolled in the South San Francisco Unified School District’s Big Lift Summer School program at Spruce Elementary School, and amending the Parks and Recreation Department’s Fiscal Year 2022-2023 and 2023-2024 Operating Budget pursuant to budget amendment #23.071. (Angela Duldulao, Deputy Director of Parks and Recreation)

Deputy Director of Parks and Recreation Anglea Duldulao presented the report. Councilmember Addiego expressed that he is supportive of the program, however believes value is created through charging and inquired about late fee penalties. Deputy Director Duldulao explained that there would be charges for late pickups although they would attempt to work with families. Council discussed their ideas surrounding penalties and noted how helpful this program would be for parents.

Motion – Councilmember Coleman/Second – Vice Mayor Nagales: To approve Resolution No. 76-2023 approving the provision of an extended learning summer program offered by the City of South San Francisco for students enrolled in the South San Francisco Unified School District’s Big Lift Summer School program at Spruce Elementary School, and amending the Parks and Recreation Department’s Fiscal Year 2022-2023 and 2023-2024 Operating Budget pursuant to budget amendment #23.071, by roll call vote: AYES: Councilmember Coleman, and Flores, Vice Mayor Nagales, and Mayor Nicolas; NAYS: Councilmembers Addiego; ABSTAIN: None

17. Report regarding Resolution No. 77-2023 approving Budget Amendment Number 23.063, accepting a \$1 million grant for the Economic Advancement Center provided by California Assembly Bill 179 and administered through the California Governor’s Office of Business and Economic Development, and appropriating the funds in the Economic & Community Development Department’s operating budget. (Ernesto Lucero, Economic Development Manager)

Economic Development Manager Ernest Lucero presented the report. Council expressed their excitement for the grant and thanked staff for successfully bringing the concept together.

Motion – Vice Mayor Nagales /Second – Councilmember Flores: To approve Resolution No. 77-2023 approving Budget Amendment Number 23.063, accepting a \$1 million grant for the Economic Advancement Center provided by California Assembly Bill 179 and administered through the California Governor’s Office of Business and Economic Development, and appropriating the funds in the Economic & Community Development Department’s operating budget, by roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, Vice Mayor Nagales, and Mayor Nicolas; NAYS: None; ABSTAIN: None

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

18. City Selection Committee Proxy Designee for the May 25, 2023 meeting. (Flor Nicolas, Mayor)

Council directed Vice Mayor Nagales to attend the upcoming meeting and authorized him to vote for all incumbents.

Councilmember Coleman reported on the Childcare Subcommittee and provided an update to include that applicants have been selected. Of the twenty-eight applicants, twelve committee members have been selected and they will start to meet on May 15, 2023.

ADJOURNMENT

Being no further business Mayor Nicolas adjourned the City Council meeting at 8:49 p.m.

Adjourned in Memory of
Annamaria Ucceli and Noel Talan

Submitted by:

Approved by:

Jazmine Miranda
Assistant City Clerk

Buenaflor Nicolas
Mayor

Approved by the City Council: _____ / _____ / _____