



MINUTES

REGULAR MEETING

CITY COUNCIL CITY OF SOUTH SAN FRANCISCO

**WEDNESDAY, MARCH 23, 2022
6:00 p.m.**

Hybrid In-Person/Virtual via Zoom

The City Council may meet by teleconference, consistent with the Brown Act as amended by AB 361 (2021). Under the amended rules, the City will not provide a physical location for members of the public to participate in the teleconference meeting.

CALL TO ORDER

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

ROLL CALL

Councilmember Addiego, present in Council Chambers
Councilmember Coleman, present in Council Chambers
Councilmember Flores, present in Council Chambers
Vice Mayor Nicolas, present in Council Chambers
Mayor Nagales, present in Council Chambers

PLEDGE OF ALLEGIANCE

Mayor Nagales led the pledge.

AGENDA REVIEW

No changes.

ANNOUNCEMENTS FROM STAFF

City Manager Futrell informed the community about the free COVID-19 testing site at 616 Linden Avenue (Monday-Friday) was still available, registration requested, but not required. The last day of operation will be March 31, 2022.

PRESENTATIONS

1. Proclamation recognizing April 3-9, 2022, as National Library Week. *(Mark Nagales, Mayor)*

Mayor Nagales read into the record the proclamation recognizing April 3-9, 2022 as National Library Week. Library Board member Huddleston accepted the recognition and thanked the Council for their support.

PUBLIC COMMENTS

The following individuals provided public comment:

In-Person:

Tom Carney

Martha Sanchez – Meat Market Carniceria Tepa

Leonela Zavalza – Meat Market Carniceria Tepa

Via Zoom:

Ellen Hage – Faith in Action Bay Area

Lorena Melgarejo – Faith in Action Bay Area

Members of the City Council engaged in a conversation addressing the recent notices issued to downtown businesses alleging ADA violations such as inaccessible front doors and restrooms. City Manager Futrell stressed the complexity of the issue and indicated that the staff continues to work with the South San Francisco Chamber of Commerce. City Attorney Woodruff explained the legal process and noted that he would work with the City Manager to explore options for the business community further.

Mayor Nagales recessed the meeting at 6:27 p.m.

Mayor Nagales resumed the meeting at 6:28 p.m.

COUNCIL COMMENTS

Vice Mayor Nicolas congratulated the staff for receiving the 2022 Cultural Diversity Award Silver Level from the League of Cities for the city’s commitment to equity. She thanked public safety personnel for their professional and prompt response to service. She provided an overview of the financial assistance program for rental assistance and noted that the deadline to apply was March 31, 2022.

Councilmember Addiego thanked the Fire and Police department personnel for their professionalism in responding to service calls. He requested to adjourn the meeting in memory of former South San Francisco resident Anna Marie Bartoli.

Councilmember Coleman expressed his concern with the upcoming expiration of rental assistance and eviction moratorium. He proposed enacting an emergency ordinance to continue protecting tenants from April 1 - to December 31, 2022, emphasizing the need to ensure adequate rental relief programs in the city and county. City Manager Futrell indicated that the YMCA holds approximately \$150k from city funds for renter protection funding. He provided an overview of the services offered by the YMCA and encouraged community members in need to contact the center or City Hall for more information. Chief Planner Rozzi indicated that funding continued to be available, and applicants were not limited to one-time funding. Councilmember Flores requested additional outreach to inform the community that funding continued to be available through the YMCA. A consensus of the City Council to postpone further conversation and instead increase outreach efforts to the community via the South San Francisco Promotores Outreach Program.

Councilmember Flores encouraged South San Francisco Unified School District high school seniors pursuing a degree in arts to apply for the Cultural Arts Commission Grant, which awards \$1k to students from South San Francisco High School, El Camino High School, and Baden Continuation school. The deadline to apply is April 18, 2022, and more information is available on the city's website. He requested bilingual signage at the Economic Advancement Center for the Spanish-speaking business community. Lastly, he apprised the Council and the community that South San Francisco received Caltrain Go Pass program vouchers. He suggested that the Promotores assess the need in the community before distributing it to the community.

Mayor Nagales apprised the community of the progress of the former Safeway site on Spruce Avenue and expressed his enthusiasm for the project. He requested that the City Manager and City Attorney apprise the council of the city's policies and procedures regarding red-tagged structures, including enforcement of in-law units and occupant compensation. He requested to adjourn the meeting in memory of South San Francisco resident EddyAnn Marie Thompson.

CONSENT CALENDAR

The City Clerk duly read the Consent Calendar, after which Council voted and engaged in discussion of specific item as follows. Item No. 5 pulled by Councilmember Addiego for further discussion.

2. Motion to approve the Minutes for the meetings of September 8, 2021, March 1, 2022, and March 2, 2022.
3. Housing Successor Agency Annual Report for Fiscal Year 2020-2021. *(Deanna Talavera, Management Analyst II and Samantha Wu Rose, RSG)*
4. Report regarding Resolution No. 37-2022 to adopt proposed amendments to the Public Works Engineering Division section of the City of South San Francisco Master Fee Schedule for Fiscal Year 2021 2022 (Jason Hallare, Senior Civil Engineer; Matt Ruble, Principal Engineer))
5. A report regarding Resolution No. 38-2022 approving the purchase of one basic life support (BLS) ambulance in the amount of \$185,702 with added equipment and technology in the amount \$77,163 for a total not to exceed amount of \$262,865; authorizing the City Manager to enter into a purchase agreement with Red Sky Emergency Vehicles in the amount of \$245,565; and approve budget amendment 22.055 to appropriate \$202,406 from General Fund Reserves and \$60,459 from the Public Safety Impact Fee Fund into the Vehicle Replacement Fund for purchase. *(Richard Walls, Emergency Management Services Battalion Chief)*
6. Report regarding Resolution No. 39-2022 approving a first amendment to the contract purchase agreement with JWC Environmental, Inc. with a revised not to exceed the amount of \$210,000 for FY 2021-22 and authorize the City Manager to execute any necessary agreements on behalf of the City of South San Francisco. *(Brian Schumacker, Water Quality Control Plant Superintendent)*
7. Report regarding a resolution conditionally approving the proposed access easement on City of South San Francisco property APN 015-190-180 to Sanfo Group regarding 101 Gull Drive, subject to Planning Commission approval of applicable entitlements, and authorizing the City Manager to execute an easement agreement. *(Jason Hallare, Senior Civil Engineer)*
8. Report regarding Resolution No. 41-2022 authorizing the acceptance of \$14,500 in grant funding from the California Water Service Firefighter Grant Program to purchase wildland firefighting personal protective equipment and approve budget amendment 22.056 amending the Fire Department's Fiscal Year 2021-2022 Operating Budget. *(Jesus Magallanes, Fire Chief)*
9. Report regarding Resolution No. 42-2022 approving a purchasing agreement with CDCE Incorporated, for thirty-five police mobile computers in the amount not to exceed \$204,299; and authorizing the City Manager to execute the agreement *(Tony Barrera, Director of Information Technology)*

10. Report regarding Resolution No. 43-2022 to continue conducting City Council and advisory body meetings remotely due to health and safety concerns for the public and making related findings (*Sky Woodruff, City Attorney*)
11. Report regarding Ordinance No. 1631-2022 amending Title 14, Chapter 14.14, Section 14.14.190 of the South San Francisco Municipal Code to require sewer lateral inspection and correction upon property transfer due to a sale. (*Eunejune Kim, Director of Public Works, and David Bockhaus, Deputy Public Works Director*)
12. Report regarding Ordinance No. 1632-2022 amending Chapter 2.16 Municipal Elections of the South San Francisco Municipal Code adopting a map with no changes to the boundaries of the five City Council voting districts. (*Rosa Govea Acosta, City Clerk, and Kristen Parks, National Demographics Corporation*)

Item No. 5: Councilmember Addiego noted the department's proactive approach in replacing equipment to ensure the community is served adequately and requested clarification on funding. City Manager Futrell provided an overview of the funding process and services.

Motion — Councilmember Flores /Second – Councilmember Addiego: To approve Consent Calendar 2-12, by roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, Vice Mayor Nicolas, and Mayor Nagales; NAYS: None; ABSENT: None; ABSTAIN: None.

ADMINISTRATIVE BUSINESS

13. Report regarding acceptance of the 2021 Housing Element and General Plan Annual Progress Report. (*Tony Rozzi, Chief Planner and Stephanie Skangos, Associate Planner*)

Associate Planner Skangos presented the report and provided an overview of the Annual Progress Report (APR) and progress of the present Housing Element and General Plan as required under California Government Code Section 65400. She indicated that each year, by April 1, 2022, the APR must be presented to the City Council, the California Department of Housing and Community Development (HCD), and the State Office of Planning and Research (OPR) (with a 60-day grace period).

Councilmember Flores requested clarification on the process of qualification and thresholds. Chief Planner Rozzi provided an overview of Senate Bill 35 (SB35). Mayor Nagales expressed his disappointment with the city's Regional Housing Need Allocation (RHNA) numbers and inquired about the current number of projects. Chief Planner Rozzi indicated that an estimated 3400 housing units are projected for development in the city.

Motion — Vice Mayor Nicolas /Second – Councilmember Coleman: To approve, by motion, the 2021 Housing Element and General Plan Annual Progress Report, by roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, Vice Mayor Nicolas, and Mayor Nagales; NAYS: None; ABSENT: None; ABSTAIN: None.

14. Report regarding consideration of an updated Memorandum of Understanding (Version 14) between the City of South San Francisco and the South San Francisco Unified School District concerning the use and duties of School Liaison Officers (*Amy Ferguson, Management Fellow*)

Management Fellow Ferguson presented the report, provided an overview of the proposed revisions, and indicated that while the city and district continue to develop the MOU, the SLO program has been put on hold. She noted that the report includes version 14 of the MOU, with most of the council's revisions approved by the School Board.

The council engaged in further conversations and requested clarification on the proposed revisions. City Manager Futrell and City Attorney Woodruff provided an overview and noted the council's proposed revisions.

Motion — Councilmember Flores /Second – Councilmember Coleman: To approve, with modifications, by motion, version 14 of the updated Memorandum of Understanding between the City of South San Francisco and the South San Francisco Unified School District concerning the use and duties of School Liaison Officers, by roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, Vice Mayor Nicolas, and Mayor Nagales; NAYS: None; ABSENT: None; ABSTAIN: None.

15. Report regarding resolutions (1) authorizing the issuance of City of South San Francisco Community Facilities District No. 2021-01 (Public Facilities and Services) Special Tax Bonds (Oyster Point), Series 2022 in a principal amount not to exceed \$25 million, approving certain documents including an indenture and a preliminary official statement and taking certain other actions in connection therewith; and (2) authorizing the execution and delivery of an Amended and Restated Acquisition, Construction and Funding Agreement relating to City of South San Francisco Community Facilities District No. 2021-01 (Public Facilities and Services) and a second amendment to the Development Agreement relating to Oyster Point. (Jason Wong, Acting Director of Finance and Sky Woodruff, City Attorney)

Acting Director of Finance Jason Wong provided an overview of the Community Facilities District. Mike Grisso, Senior Vice President of Development and Land Planning of Kilroy Realty Corporation presented the report and the proposed project.

- 15a. Resolution No. 44-2022 of the City Council of the City of South San Francisco, California, acting as the legislative body of City of South San Francisco Community Facilities District No. 2021-01 (Public Facilities and Services), City of South San Francisco, County of San Mateo, State of California, authorizing the issuance of its special tax bonds (Oyster Point), Series 2022 in a principal amount not to exceed twenty-five million dollars (\$25,000,000) and approving certain documents and taking certain other actions in connection therewith

Motion — Vice Mayor Nicolas /Second – Councilmember Coleman: To approve, Resolution No. 44-2022, by roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, Vice Mayor Nicolas, and Mayor Nagales; NAYS: None; ABSENT: None; ABSTAIN: None.

- 15b. Resolution No. 45-2022 of the City Council of the City of South San Francisco as Legislative Body for the City of South San Francisco Community Facilities District No. 2021-01 (Public Facilities and Services), City of South San Francisco, County of San Mateo, State of California, Approving an Amended and Restated Acquisition, Construction and Funding Agreement and Resolution of the City Council of the City of South San Francisco Approving a Second Amendment to the Development Agreement relating to the Oyster Point Development.

Motion — Councilmember Coleman /Second – Councilmember Flores: To approve, Resolution No. 45-2022, by roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, Vice Mayor Nicolas, and Mayor Nagales; NAYS: None; ABSENT: None; ABSTAIN: None.

16. Report regarding Resolution No. 46-2022 to amend the salary schedule for the City of South San Francisco to reinstate the classification of Deputy Police Chief (Leah Lockhart, Human Resources Director)

Human Resources Director Lockhart presented the report and provided the history of the position of Deputy Police Chief, created in 2013 to give the Police Department second-in-command leadership and administrative control. The Deputy Police Chief's duties include taking over the duties of the Police Chief when necessary and aiding the Chief by providing leadership and administrative support to the department's operational divisions. In 2016 the position was eliminated due to the department's restructuring and had not received wage adjustments over the last six years. Staff recommends establishing a Deputy Police Chief salary range that is five percent (5%) above the classification of Police Captain and ten percent (10%) below the Police Chief (\$205,963-\$250,349 annually).

Motion – Councilmember Addiego / Second – Vice Mayor Nicolas: To approve Resolution No. 46-2022 amending the salary schedule for the City of South San Francisco to reinstate the classification of Deputy Police Chief, by roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, Vice Mayor Nicolas, and Mayor Nagales; NAYS: None; ABSENT: None; ABSTAIN: None.

17. Report regarding an ordinance amending Title 8, Chapter 8.72 of the South San Francisco Municipal Code regulating the use of disposable food service ware by food facilities.
(Christina Fernandez, Chief Sustainability Officer)

Chief Sustainability Officer Fernandez presented the report and indicated that the City of South San Francisco began looking into banning plastic foodservice equipment, notably plastic straws given by restaurants and fast-food places, in March 2019. As a result, the Council unanimously passed Ordinance 1628-2021, "Disposable Food Service Ware," on March 25, 2020, creating Chapter 8.72 of the South San Francisco Muni Code, which regulates the use of disposable culinary service ware at food facilities in the city. She noted that the city's Disposable Food Service Ware Ordinance was based on the County of San Mateo's Model Ordinance - the city is one of thirteen in San Mateo County to adopt the model ordinance. Due to new state regulations under AB 1276 and AB 1200, the County Office of Sustainability revised its ordinance to comply with new state regulations. Because the City's Chapter 8.72 was enacted after the County's model ordinance, such adjustments are now required to conform with state law and to correspond with the County's rules.

Councilmember Flores thanked the staff for the presentation and information. He requested that staff prepare a flyer with financial incentives for local businesses to engage their support and provide resources in partnership with the County of San Mateo. Eun-Soo Lam, a Senior Sustainability Specialist with the County of San Mateo, provided an overview of outreach efforts and thanked the city for their continued partnership.

Motion – Councilmember Coleman / Second – Vice Mayor Nicolas: To introduce and waive further reading of an ordinance amending Title 8, Chapter 8.72 of the South San Francisco Municipal Code regulating the use of disposable food service ware by food facilities, by roll call vote: AYES: Councilmembers Addiego, Coleman, and Flores, Vice Mayor Nicolas, and Mayor Nagales; NAYS:

None; ABSENT: None; ABSTAIN: None.

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

Councilmember Flores acknowledged and thanked the South San Francisco Unified School District Board of Trustees for the invitation to participate in Senator Padilla's roundtable at South San Francisco High school and noted the importance of engaging the youth in the democratic process.

ADJOURNMENT

Being no further business Mayor Nagales adjourned the meeting at 8:29 p.m. in memory of South San Francisco residents Anna Marie Bartoli and EddyAnn Marie Thompson.

Submitted by:

Approved by:

Rosa Govea Acosta, MMC, CPMC
City Clerk

Mark Nagales
Mayor

Approved by the City Council: ____ / ____ / ____