



MINUTES **REGULAR MEETING**

CITY COUNCIL
CITY OF SOUTH SAN FRANCISCO

WEDNESDAY, FEBRUARY 12, 2025
6:30 p.m.

In-person
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 6:35 p.m.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

South San Francisco High School student Alejandra Ramirez led the pledge.

AGENDA REVIEW

Mayor Flores requested that Item No. 17 (Items from Council – Committee Reports and Announcements) be heard before Administrative Business.

LEVINE ACT DISCLOSURES (SB 1181)

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

ANNOUNCEMENTS FROM STAFF

- Library Director Sommer invited the community to attend the Black History Month Joy Fest on Saturday, February 15, 2025, from 1–2 p.m. and the Day of Remembrance Film Screening – Kintsukuroi on Saturday, February 22, 2025, at noon at the Library | Parks and Recreation Center.
- Financial Services Manager Greg Henry provided an overview of the 2025 Measure W Business License Tax.

PRESENTATIONS

1. Certificate of Recognition to James Burrell of Burrell's Hair Cutting Place (Eddie Flores, Mayor)

Mayor Flores presented the certificate to James Burrell, who thanked the City Council for its support and noted his appreciation for the community.

2. Certificate of Recognition to Constantino Anezinos of Zorba's Pizza (Eddie Flores, Mayor)

Mayor Flores presented the certificate to Constantino Anezinos, who thanked the Council and the community for their years of support and hopes to be back in South San Francisco soon.

3. Certificate celebrating Antigua Coffee Shop for the Best Decorated Window Award. (Eddie Flores, Mayor)

Mayor Flores read into the record the certificate to Antigua Coffee Shop and noted that the award was given as a result of the South San Francisco Chamber of Commerce Holiday Window Decorating Contest.

4. Proclamation recognizing February as Black History Month. (Eddie Flores, Mayor)

Mayor Flores read the proclamation recognizing Black History Month and noted that it would be personally delivered during the Joy Fest event.

5. Proclamation recognizing February as National Youth Leadership Month. (Eddie Flores, Mayor)

Councilmember Coleman read into the record the proclamation recognizing National Youth Leadership Month. South San Francisco High School student Alejandra Ramirez accepted the proclamation and thanked the Council for their support.

COUNCIL COMMENTS/REQUESTS

Vice Mayor Addiego thanked the Mayor and staff for a successful and productive Council retreat. He requested that the meeting be adjourned in memory of Madeleine F. Banfield, Armando Perra, and Lenny Bonifacio.

Councilmember Nicolas apprised the community of the Council's retreat and noted its success. She requested to adjourn the meeting in memory of Madeleine Banfield and David Dionida and at the request of City Clerk Govea Acosta, Abel Jimenez Ruvalcaba.

Councilmember Coleman apprised the community of the events attended and noted the success of the City Council retreat and the Lunar New Year Night Market event.

Councilmember Nagales also expressed his condolences for Madeleine Banfield's loss. He apprised the community of events attended, highlighted moments worthy of recognition and thanked the Mayor for leading the many successful events. He praised the City Clerk's office for excellent customer service and noted that the office is available for passport services. The Board, Commission, and Committee interview participants were all thanked for their participation and willingness to serve. In conclusion, he wished Vice Mayor Addiego a Happy Birthday!

Mayor Flores apprised the community of the events attended and noted the importance of raising awareness about Domestic Violence and Human Trafficking. He thanked former Mayor Karyl Matsumoto for creating the Poet Laureate program, which was very successful. He thanked everyone for their support of the Council Retreat. He requested that the meeting be adjourned in memory of Joanne Calvert (Yoga Instructor at the Rotary Terrace Apartments), Christina Maida, and Dennis Richmond (KTVU Anchor).

PUBLIC COMMENTS – NON-AGENDA AND CONSENT CALENDAR ITEMS

The following individuals addressed the City Council:

- Mareth Vedder
- Margaret Baxter
- Cynthia Marcopulos
- Dan Stegink

CONSENT CALENDAR

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

6. Motion to approve the Minutes of January 22, 2025 (Rosa Govea Acosta, City Clerk).
7. Report regarding Resolution No. 16-2025 accepting \$4,777.91 from the South San Francisco Friends of the Library to support Library collections, programs, and services, amending the Library Department's Fiscal Year 2024-25 Operating Budget by \$4,777.91 and approving Budget Amendment Number 25.036. (Valerie Sommer, Library Director)
8. Report regarding Resolution No. 17-2025 authorizing the acceptance of \$40,000 in grant funding from the Woodlawn Foundation to support Project Read's Learning Wheels Family Literacy Program, "Empowering Families, Fostering Literacy," and amending the Library Department's Fiscal Year 2024-25 Operating Budget and approving Budget Amendment Number 25.039. (Valerie Sommer, Library Director)
9. Report regarding Resolution No. 18-2025 approving a sublease agreement with Panagiota Papadopoulos, d.b.a. El Camino Florist, for the commercial space at 632 El Camino Real. (Katie Donner, Management Analyst I)
10. Report regarding Resolution No. 19-2025 designating the Economic and Community Development Director as the City of South San Francisco's Authorized Representative on the San Mateo County Housing and Community Development Committee (Sharon Ranals, City Manager).

11. Report regarding Resolution No. 20-2025 authorizing the acceptance of a \$1,000 donation from Fairfield Inn and Suites SFO, SSF Scavenger Company, San Francisco Peninsula, Kaiser Permanente, California Massage Therapy Council, and the Best Western Plus Grosvenor, \$500 from Amoura, Hilton,, Embassy Suites by Hilton, and Tri Counties Bank, \$250 from Kiwanis Club of South San Francisco, Solar Earth, Home 2 Suites by Hilton, Hampton Inn SFO, Comfort Inn & Suites, and \$200 from Holiday Inn Express SFO North and AC Marriot for the Business Leaders Against Domestic Violence and Human Trafficking seminar on January 30, 2025, amending the Office of the City Manager’s Fiscal Year 2024-25 Operating Budget and approving Budget Amendment Number 25.035. (Devin Stenhouse, DEI Officer)
12. Informational report regarding update on the City of South San Francisco’s investment portfolio as of December 31, 2024 (Frank Risso, Treasurer, Karen Chang, Director of Finance, Carlos Oblites, Chandler Asset Management)

Motion – Councilmember Nicolas /Second – Councilmember Coleman: To approve Consent Calendar items 6-12 by roll call vote: AYES: Councilmembers Coleman, Nagales, Nicolas, Vice Mayor Addiego, and Mayor Flores; NAYS: None; ABSENT: None; ABSTAIN: None

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

17. Report regarding Resolution No. 21-2025 affirming the City Council support on San Mateo County Measure A on the March 4, 2025, ballot, which would amend the County Charter to allow the Board of Supervisors, through 2028, to remove the Sheriff from office with a four-fifths vote, after written notice and an opportunity to be heard

Councilmember Nagales requested clarification from City Attorney Woodruff on the proposed motion. City Attorney Woodruff provided an overview of the proposed action and noted that the resolution allowed the Council to express their support for the measure. City Manager Ranals highlighted that several other agencies with direct service contracts supported the measure. The council engaged in discussions, and Police Chief Campbell provided an overview of the department's partnership with the Sheriff’s office.

PUBLIC COMMENTS

The following individuals addressed the City Council

- Eliot Storch
- Julie Land
- Sheila Domdoma
- Vanessa Lemus Tapia
- Sean Harper
- Dan Stegink
- Fionnola Villamejor

The following individuals submitted Public Comments via the eComment portal:

- Nancy Goodban
- Cynthia Marcopulos
- Six (6) anonymous

Motion – Councilmember Coleman /Second – Councilmember Nagales: To approve Resolution No. 21-2025 affirming the City Council support on San Mateo County Measure A on the March 4, 2025, ballot, which would amend the County Charter to allow the Board of Supervisors, through 2028, to remove the Sheriff from office with a four-fifths vote, after written notice and an opportunity to be heard by roll call vote: AYES: Councilmembers Coleman, Nicolas, and Nagales; Mayor Flores, NAYS: Vice Mayor Addiego; ABSENT: None; ABSTAIN: None

ADMINISTRATIVE BUSINESS

13. Report regarding a Study Session on a proposed Vacant Retail Activation Pilot Program. (Katie Donner, Management Analyst I)

Management Analyst Donner presented the report. The Council engaged in discussions and received responses from Economic and Community Development Director Selander. Feedback was provided, and the item will be returned to the Council for approval at the end of March 2025.

14. Report regarding a project status update by Caltrain 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 an introduction to the project and introduced Robert Barnard, Chief Rail, Design, and Construction at Caltrain, who provided an overview of the South Linden Avenue and Scott Street Grade Separation. The Council engaged in discussions and preferred the Optimized Alternative (OA). The item will be brought back for the Council's approval at a later date.

15. Report approving Resolution No. 22-2025 accepting mid-year Fiscal Year (FY) 2024-25 Mid-Year Financial Report as of December 31, 2024, and proposed budget amendments for FY 2024-25 Operating and Capital Improvement Program (CIP) Budgets. (Karen Chang, Director of Finance)

Finance Director Chang presented the report. The Council engaged in discussions and received responses to their inquiries.

Motion – Vice Mayor Addiego /Second – Councilmember Nicolas: To approve Resolution No. 22-2025 accepting mid-year Fiscal Year (FY) 2024-25 Mid-Year Financial Report as of December 31, 2024, and proposed budget amendments for FY 2024-25 Operating and Capital Improvement Program (CIP) Budgets by roll call vote: AYES: Councilmembers Coleman, Nagales, Nicolas; Vice Mayor Addiego, and Mayor Flores; NAYS: None; ABSENT: None; ABSTAIN: None.

16. Report approving Resolution No. 23-2025 Budget Amendment Number 25.040 appropriating \$249,500 in General Plan Maintenance Fee Funds and authorizing the City Manager to execute a Consulting Services Agreement with Urban Field El Cerrito, LLC for Updated Objective Design Standards and Streetscape & Public Realm Standards in an amount not to exceed \$374,500. (Megan Wooley-Ousdahl, Principal Planner)

Principal Planner Wooley-Ousdahl presented the report. The Council engaged in discussions and received responses to the questions from Chief Planner Freidman. Ryan Call and John Bella with Urban Field Studio provided an overview of their services and project proposal. Councilmember Coleman noted the importance of preserving the character of neighborhoods in the community.

Motion – Councilmember Coleman /Second – Councilmember Nicolas: To approve Resolution No. 23-2025 Budget Amendment Number 25.040 appropriating \$249,500 in General Plan Maintenance Fee Funds and authorizing the City Manager to execute a Consulting Services Agreement with Urban Field El Cerrito, LLC for Updated Objective Design Standards and Streetscape & Public Realm Standards in an amount not to exceed \$374,500 by roll call vote: AYES: Councilmembers Coleman, Nagales, Nicolas; Vice Mayor Addiego, and Mayor Flores; NAYS: None; ABSENT: None; ABSTAIN: None.

CLOSED SESSION

Entered into Closed Session: 9:37 p.m.

17. 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, Jesse Lad, Redwood Public Law, Christopher Boucher, Boucher Law Employee organizations: AFSCME Local 829, IAFF Local 1507, SSF Police Association, Teamsters Local 856-Confidential, Teamsters Local 856-Mid Management, Unrepresented Groups: Executive Management, Public Safety Managers

18. Conference with Legal Counsel - Anticipated Litigation Initiation of litigation pursuant to Government Code Section 54956.9(d)(4): One potential case

Resumed from Closed Session: 10:51 p.m.

Report out of Closed Session by Mayor Flores: Direction given. No reportable actions.

ADJOURNMENT

Being no further business, Mayor Flores adjourned the City Council meeting at 10:53 p.m.

Adjourned in Memory of

Madeleine F. Banfield, Armando Perra, Lenny Bonifacio, David Dionida, Abel Jimenez Ruvalcaba, Joanne Calvert, Christina Maida, and Dennis Richmond.

Submitted by:

Approved by:

Rosa Govea Acosta
City Clerk

Eddie Flores
Mayor

Approved by the City Council: _____ / _____ / _____

NOTE: The Meeting Minutes represent actions taken during the meeting of the City Council. These action minutes are the City's record of actions that took place at the meeting.

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>

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>