



MINUTES

REGULAR MEETING

**CITY COUNCIL
CITY OF SOUTH SAN FRANCISCO**

**WEDNESDAY, NOVEMBER 12, 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

Anti-Displacement Community Advisory Committee Member Michelle Alvarez led the pledge.

AGENDA REVIEW

City Manager Ranals stated that Item No. 15 would be presented under Administrative Business.

LEVINE ACT DISCLOSURES (SB 1181)

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

ANNOUNCEMENTS FROM STAFF

Diversity Equity and Inclusion Officer Stenhouse informed the public of the following:

- Ruby Bridges Walk to School Day, on November 14, 2025, 7:30 a.m. at City Hall.
- Free Scam Stopper Seminar, on November 18, 2025, 6:30-8:00 p.m. at the Library Parks and Recreation Building, Social Hall.
- Thanksgiving Holiday Closure of City facilities, apart from the Water Quality Control Plant, Fire Department, and Police Department, from November 27-28, 2025.

Library Director Sommer invited the community to attend the following events:

- South San Francisco Friends of the Library Book Sale, on Friday, November 14, 2025, and Saturday, November 15, 2025, from 10:00-4:00 p.m. at the Library Parks and Recreation Building, Community Room.

- Human Genetics, the 3D Genome, CRISPR, and the Battle Against Disease presented by Amgen Scientist Ittati Eres, 6:30 p.m. on November 13, 2025, at the Council Chambers.

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

- 52nd Annual 5K Thanksgiving Fun Run at Oyster Point Shoreline Park, 9:00 a.m. on November 22, 2025.
- Santa Comes to Town Tour, from 10:00-2:00 p.m. at City Hall.

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

PRESENTATIONS

1. Certificate Recognizing Physique Magnifique on their 28th Anniversary and Re-Grand Opening. (Eddie Flores, Mayor)

Mayor Flores recognized Physique Magnifique owners, Jim and Futaba, and highlighted their continued success. The owners expressed their gratitude to the Council for their continued support.

2. Proclamation recognizing November 14, 2025, as Ruby Bridges Day. (Eddie Flores, Mayor)

Mayor Flores recognized November 14, 2025, as Ruby Bridges Day and presented a proclamation to Martin Elementary School students, principal, and staff. Martin Elementary students read the proclamation into the record and invited the community to participate in the walk.

3. Proclamation recognizing November as Lung Cancer Awareness Month. (Eddie Flores, Mayor)

Councilmember Nicolas recognized November as Lung Cancer Awareness Month and presented the proclamation to American Lung Cancer Screening Initiative members Benjamin Jo and Hannah Popoi. They thanked the Council for the recognition and stressed the importance of early detection and awareness.

4. State of the City Preview. (Eddie Flores, Mayor)

Mayor Flores delivered a preview of the State of the City address and highlighted key accomplishments, ongoing initiatives, and priorities for the upcoming year.

Meeting recessed at 7:37 p.m.

Meeting resumed at 7:44 p.m.

COUNCIL COMMENTS/REQUESTS

Vice Mayor Addiego reported attending the 100th anniversary luncheon of the Italian Catholic Federation (ICF) and highlighted the organization's historic roots in South San Francisco, its long-

standing role in supporting immigrant communities, and transition from All Souls Catholic Church to Santa Cristo Hall. He invited Police Chief Campbell to report on a recent incident demonstrating the department's use of modern technology. Police Chief Campbell described how the department's new drone and Star Chase tracking system enabled officers to safely locate and apprehend a suspect without a high-speed pursuit.

Councilmember Coleman reported on recent activities, including touring the South San Francisco BART station to discuss improvements, attending the swearing-in of the new San Mateo County Sheriff, and participating in the Boys and Girls Club clubhouse groundbreaking. He also thanked city staff, the YMCA, and the Community Resource Center for their support in facilitating community initiatives.

Councilmember Nicolas reported on recent community events, including the Fire Prevention Poster winners' luncheon, the Council of Cities event, Filipino American History Month activities, the Citizens Academy graduation, the Senior Holiday Fair, the Boys and Girls Club groundbreaking, the Taste of South San Francisco, the Project Read Trivia contest, and the Age-Friendly Workshop. She thanked city staff for their hard work in making these events possible. She requested the meeting be adjourned in memory of Theresa Ann Cutajar, Ricardo Carlos, Leonila Ofrasio, Policarpia Vallero, Alfred Anthony Delfin, and Piso Quejado Bautista.

Councilmember Nagales thanked Public Works and staff for addressing trash along King Drive, noting collaboration with Daly City staff to maintain the area. He recognized staff for their efforts in hosting the recent Council of Cities event, which left a positive impression on visiting council members. He reported attending several community events, including the Song of the Fireflies screening, the Taste of South San Francisco, the Boys and Girls Club groundbreaking, and the Project Read trivia contest. He also congratulated South City youth at the Bell Game and acknowledged the contributions of staff and volunteers in supporting these programs.

Mayor Flores thanked city staff for their dedication in preparing and supporting community events. He highlighted the community's response to the SNAP emergency food assistance program, noting residents' volunteerism and generosity, and commended staff for their leadership and creativity. He recognized the success of recent events such as Project Trivia Night, Project Read, the Taste of South San Francisco, and other community programs, emphasizing collaboration with neighboring cities. Lastly, he acknowledged Veterans Day, honoring the service and sacrifice of veterans in the community and beyond.

PUBLIC COMMENTS - NON-AGENDA AND CONSENT CALENDAR ITEMS

The following individuals addressed the City Council:

- Eric Colato
- Tom Trayer
- Markus Alvarez
- Cynthia Marcopulos
- David alas
- Scott Rathjen
- Nels Delander
- Annie Lo

- Bart Pantoja
- Patricia Althaus
- Ryan
- Joseph Lopez
- Fionnola
- Moises Villeda
- Alfonso Vieyra
- Rami A

The following individual submitted a comment via the eComments portal:

- Anonymous

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.

5. Motion to approve the Minutes of the meetings of October 18, 2025, October 22, 2025, October 28, 2025, October 29, 2025, and November 3, 2025. (Office of the City Clerk)
6. Motion to cancel the Regular City Council meetings of November 26, 2025, and December 24, 2025. (Rosa Govea Acosta, City Clerk)
7. Motion to accept the construction improvements of the Community Development Block Grant Ramps and Paths Project (Project No. ST2506) as complete in accordance with plans and specifications (Total Construction Cost \$805,355.95) (John Wilson, Senior Engineer)
8. Report regarding Resolution 164-2025 accepting \$5,263.11 from the South San Francisco Friends of the Library to support Library collections, programs, and services, amending the Library Department's Fiscal Year 2025-26 Operating Budget and approving Budget Amendment Number 26.032. (Valerie Sommer, Library Director)
9. Report regarding Resolution 165-2025 approving the grant of a utility easement on City of South San Francisco property (APN 093-331-110) located at 201 West Orange Avenue for the Broadband Expansion Project (st2102) to Intermountain Infrastructure Group (IIG) for conduit and fiber optic lines and authorizing the City Manager to execute a utility easement deed. (Angel Torres, Senior Civil Engineer)
10. Report Regarding Resolution No. 166-2025 Authorizing the Submittal of a Grant Application for Caltrans Sustainable Communities Grant - Multimodal Transportation Action Plan (John Wilson, Senior Engineer)
11. Report regarding Resolution No. 167-2025 accepting a \$10,000 grant from Genentech for the 2026 South San Francisco Lunar New Year Night Market, and approving Budget Amendment Number 26.033 appropriating the funds. (Ernesto Lucero, Economic Development Manager)

12. Report regarding Resolution No. 168-2025 amending an existing Shuttle Services Agreement with Parking Company of America, LLC (PCAM) by \$2,515,400, for a total Not-to-Exceed Amount of \$4,887,705, for the operations of the Free South City Shuttle Program. (Marissa Garren, Public Works Management Analyst II)
13. Report regarding Resolution No. 169-2055 regarding awarding a construction contract to Express Plumbing Inc. for the Escanyo Drive Sewer Main Line Repair, in an amount not to exceed \$168,385 authorizing a total construction contract authority budget of \$193,650. (Alex Henry, Public Works Maintenance Program Manager)
14. Report regarding Resolution No. 170-2025 approving a First Amendment to a construction contract with HP Communications, Inc. for the installation of conduit and fiber-optic cables and a Second Amendment to a services agreement with Kimley-Horn & Associates, Inc. for fiber-optic infrastructure design, authorizing the City Manager to execute both amendments, and approving budget amendment No. 26.034. (Tony Barrera, Director of Information Technology)

Motion – Councilmember Nicolas/Second – Councilmember Coleman: To approve Consent Calendar Items No. 5-14, by roll call vote: AYES: Councilmembers Nagales, Nicolas, and Coleman, Vice Mayor Addiego and Mayor Flores; NAYS: None; ABSENT: None; ABSTAIN: None.

ADMINISTRATIVE BUSINESS

16. Report on and acceptance of the Anti-Displacement Roadmap (Tony Rozzi, Deputy Economic and Community Development Director)

Economic and Community Development Deputy Director Rozzi presented the Anti-Displacement Roadmap, highlighting key findings on residential and commercial displacement pressures and recommendations to support tenants, preserve affordable housing, and assist small businesses.

Committee members Michelle Alvarez, Marjorie Blend, Bertha Benton, Jennifer Siegel, and Lee Ginsburg spoke on the importance of communicating rights to landlords and renters, exploring city-owned land for workforce housing, implementing rental inspections, and strengthening small businesses through activation of underutilized commercial spaces. The Council thanked the Committee members and staff for their efforts, provided direction and feedback, and accepted the report.

The following individual submitted a comment via the eComments portal:

- Rhovy Lyn Antonio, Senior Vice President, Local Public Affairs – *In Support*

17. Report regarding Resolution No. 171-2025 approving a Reimbursement Agreement with In-N-Out Burger Restaurant for a new signalized intersection at El Camino Real and Southwood Drive/1st Street in connection with the new restaurant project at 932 and 972 El Camino. (Nell Selander, Economic & Community Development Director, Matt Ruble, Principal Engineer, and Stephanie Skangos, Senior Planner)

Economic and Community Development Director Selander presented the report and introduced Development Manager Bridget Williams, who reviewed the need for a traffic signal to address existing safety deficiencies, accommodate additional restaurant traffic, and improve pedestrian and bicycle safety. The Council engaged in discussion, asked questions, and provided direction to staff.

Motion – Vice Mayor Addiego/Second – Councilmember Nicolas: To approve Resolution No. 171-2025 approving a Reimbursement Agreement with In-N-Out Burger Restaurant for a new signalized intersection at El Camino Real and Southwood Drive/1st Street in connection with the new restaurant project at 932 and 972 El Camino, by roll call vote: AYES: Councilmembers, Nagales, Nicolas, and Coleman, Vice Mayor Addiego, and Mayor Flores; NAYS: None; ABSENT: None; ABSTAIN: None.

15. Report regarding a resolution approving Budget Amendment No. 26.035 appropriating \$170,000 for emergency food assistance for South San Francisco Supplemental Nutrition Assistance Program recipients (Nell Selander, Economic & Community Development Director).

Economic and Community Development Director Nell Selander presented the report and recommended that Council reduce the appropriation, reflecting the actual anticipated costs, from \$170,000 to \$85,000 to cover \$80,000 in direct gift card costs and \$5,000 for YMCA administrative expenses. The Council thanked staff for responding quickly to the emergency, provided feedback to improve future responses, gave direction to staff, and approved the resolution as amended to \$85,000.

Motion – Vice Mayor Addiego/Second – Councilmember Nicolas: To approve Resolution No. 172-2025 approving Budget Amendment No. 26.035 appropriating \$85,000 for emergency food assistance for South San Francisco Supplemental Nutrition Assistance Program recipients., by roll call vote: AYES: Councilmembers, Nagales, Nicolas, and Coleman, Vice Mayor Addiego, and Mayor Flores; NAYS: None; ABSENT: None; ABSTAIN: None.

18. Report regarding Resolution No. 173-2025 approving an employment agreement between the City of South San Francisco and Laura Snideman for service as City Manager and amending the Fiscal Year 2025-26 Salary Schedule to reflect changes in the salary for the City Manager position. (Sky Woodruff, City Attorney)

City Attorney Woodruff presented the report and recognized City Manager Sharon Ranals' upcoming retirement. The Council expressed their gratitude for her many years of dedicated service, conveyed their support for the item, and noted they look forward to the upcoming year under Snideman's direction.

The following individuals submitted a comment via the eComments portal:

- Marsha Toscano – *In opposition*
- Six (6) Anonymous – *In opposition*

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

Councilmember Coleman reported he would be traveling to Asia and returning December 9, 2025.

Mayor Flores reported that the Harbor District Liaison Committee met as part of its standard quarterly schedule to review the work being done at Oyster Point Marina.

CLOSED SESSION

Entered into Closed Session: 10:53 p.m.

19. Conference with Legal Counsel-Anticipated Litigation
Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2):
One potential case.

Resumed from Closed Session: 11:28 p.m.

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

ADJOURNMENT

Being no further business, Mayor Flores adjourned the City Council meeting at 11:29 p.m.

Adjourned in Memory of

Theresa Ann Cutajar, Ricardo Carlos, Leonila Ofrasio, Policarpia Vallero,
Alfred Anthony Delfin, and Piso Quejado Bautista.

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>