



# **MINUTES** **REGULAR MEETING**

## **CITY COUNCIL** **CITY OF SOUTH SAN FRANCISCO**

**WEDNESDAY, JULY 22, 2020**  
**7:00 p.m.**

### **Teleconference via Zoom Meeting**

*City Council conducted this meeting in accordance with  
California Governor Newsom's Executive Orders N-25-20 and  
N-29-20 and COVID-19 pandemic protocols.*

#### **CALL TO ORDER**

Mayor Garbarino called the meeting to order at 7:00 p.m.

#### **ROLL CALL**

City Clerk Govea Acosta called the roll. Everyone listed in roll call participated virtually. The meeting was streamed online and broadcast live on Astound-Channel 26 and Comcast-Channel 27.

Participating Remotely: Councilmembers Matsumoto, Nagales, and Nicolas, Vice Mayor Addiego, and Mayor Garbarino.

#### **AGENDA REVIEW**

No changes.

#### **ANNOUNCEMENTS FROM STAFF**

Deputy Director Selander provided an update on the Business Loan Program. The City had issued over 20 loans to various businesses and after 90 days the loans would be forgiven. An additional 20 businesses could qualify for a loan in the next month and depending on the loan amounts, there may be more funds for another lottery.

Census Program Manager Blandon announced the Census caravan and invited the community to participate on Friday, August 7<sup>th</sup> from 11 a.m. to noon beginning at South San Francisco Main Library. More information could be found on the City's website.

Councilmember Matsumoto inquired about the caravan starting point, and suggested to start near the Fernekes Building to reach more of the community and to reach out to Hope Ministries for volunteers. She also inquired about the most recent response percentage for South San Francisco. Census Program Manager Blandon indicated the last response percentage was 72% and would provide updated information to Council in a Thursday memo. City Manager Futrell stated that the national response rate was at 62.1%, state response 63.3%, County of San Mateo 73.1% and City of South San Francisco 73.2%.

## PRESENTATIONS

1. Recognition of the South San Francisco Sister Cities program winning the 2020 Sister Cities International Best Overall Program Award. (*Richard Garbarino, Mayor*)

Frank McAuley, President of the Sister Cities Association, thanked the City Council for their support and expressed his appreciation for receiving the award. He provided an overview of the Sister Cities program, and requested that the City fly the Japanese flag outside of City Hall. He encouraged the public to join the Sister Cities Association and more information was available on the City's website.

Mayor Garbarino congratulated Mr. McAuley for his leadership and dedication to the City.

Councilmember Nicolas also congratulated Mr. McAuley and the Sister Cities Association for the award and suggested putting their video on the City's website. Councilmember

Nagales congratulated Mr. McAuley and the association for their leadership.

## REMOTE PUBLIC COMMENTS

2. Remote Public Comments Received

*Members of the public wishing to participate were encouraged to submit public comments in writing in advance of the meeting to all-cc@ssf.net 5:00 p.m. on Wednesday, July 22, 2020.*

*The Council received remote public comments. The comments were distributed to the Council, uploaded to the website for public viewing, and are part of the record. The Mayor chose to limit the total amount of time for public comments as allowed by the Brown Act.*

## COUNCIL COMMENTS/REQUESTS

Councilmember Nagales provided an overview of the 2 million dollars the San Mateo County Board of Supervisors approved to support local childcare providers. He then requested staff follow-up and provide the information to local daycare centers. He stated that San Mateo County was not on the COIVD-19 Watch List, and encouraged the public to continue following the health officers orders. He then provided information about the San Mateo County Immigrant Fund and encouraged residents to participate in the Census.

Councilmember Nicolas provided an overview of her participation in the California Energy Commission meeting and encouraged the community to participate in the Shape SSF meetings.

Mayor Garbarino requested the meeting be adjourned in memory of Manny Garcia, an active leader for youth in South San Francisco. He requested a voting delegate alternate for the annual League of California Cities and Councilmember Nagales volunteered to be the alternate delegate. He also provided an update on how the State of California was leading other states in COVID-19 cases and encouraged the community to wear masks and practice social distancing.

Councilmember Matsumoto expressed her concerns with some insurance companies dropping fire coverage and requested an update on the installation of HEPA filters in high visibility departments

such as the City Clerk's office and City Manager's office. City Manager Futrell indicated that installation of HEPA filters had begun throughout the City. Parks and Recreation Deputy Director Mediati indicated that staff was installing high grade clean room level standard filters throughout all City facilities. Councilmember Matsumoto provided a report out on the Homeless Outreach Team and requested a status update on the ROEM project. City Manager Futrell indicated that a memo would be sent to Council with updates. Councilmember Matsumoto requested that the community be reminded that the Linden Street Improvements funds were not being diverted from the Cypress Park Safety Improvement Funds. City Manager Futrell stated the City received two grants from the County for bike and pedestrian projects and can only be used for those specific improvements. A virtual meeting would be held on August 4, 2020 with residents assisting to spread the word.

***Item heard out of order.***

**ADMINISTRATIVE BUSINESS**

8. Report regarding Resolution No. 91-2020 authorizing the City Manager to execute a Letter of Intent with Glydways to explore the development of a last-mile transportation system connecting Oyster Point with transit stations in South San Francisco, and approving a budget for the preparation of a feasibility study. *(Christopher Espiritu, Senior Planner)*

Senior Planner Espiritu presented the report and introduced the Vice President of Business Development of Glydways, Eliot Temple. Mr. Temple provided background information on Glydways and provided ridership information. Glydways is a transportation startup located in South San Francisco; and they have developed an autonomous mass transportation solution to address last-mile connectivity challenges in urban environments. The Glydways system uses energy-efficient electric vehicles, which operate on a dedicated facility (typically five-foot-wide lanes), and does not typically mix with other roadway users (vehicles, trucks, bicycles, and pedestrians) on city streets. Given that the system operates on its own dedicated facility, passenger capacity ranges from 2,000 to 6,000 people per hour per direction.

Exploration of the Glydways system pilot would require an allocation of a not-to-exceed limit of \$30,000 in order to pursue the preparation of a feasibility study. As currently estimated, the full cost of a feasibility study would be \$100,000; however, in partnership with San Mateo County District 4 Supervisor's Office, the remaining \$70,000 would be encumbered by the County. The allocation of \$30,000 by the City would be funded through the existing budget of the City Manager's Office.

Vice Mayor Addiego thanked Glydways for the presentation and inquired about the program vehicles. Co-Founder & Chief Business Development Officer Zachary Zeliff provided an overview of the vehicles. Vice Mayor Addiego inquired about the number of pods needed to move 2,000 people. Mr. Zeliff indicated that 2,000 people would require about 60 vehicles pods.

Mayor Garbarino inquired whether the system would be continuous and offer alternate routes. Mr. Temple indicated that it would run 24/7.

Councilmember Matsumoto inquired about the cost of ridership. Mr. Zeliff indicated that the approximate cost would be \$2.00 or less, pending a feasibility study.

Motion—Councilmember Matsumoto/Second—Vice Mayor Addiego: to approve Resolution No. 91-2020, by roll call vote: AYES: Councilmembers Matsumoto, Nagales and Nicolas, Vice Mayor Addiego and Mayor Garbarino; NAYS: None; ABSENT: None; ABSTAIN: None.

## CONSENT CALENDAR

*The City Clerk duly read the Consent Calendar, after which Council voted and engaged in discussion of specific item as follows: Item #4 was pulled by Councilmember Matsumoto for further discussion.*

3. Motion to approve the Minutes for the meetings on June 10, 2020 and June 24, 2020.
4. Report regarding Resolution 92-2020 approving a two-year time extension for a Tentative Parcel Map to reparcelize the Phase III Terrabay Specific Plan-Genesis Campus property (APNs 007-650-180 and 007-650-190) consistent with South San Francisco Municipal Code Chapter 20.230 and Title 19 entitled "Subdivisions". (*Jason Hallare, Senior Engineer*)
5. Report regarding Resolution 93-2020 approving and authorizing the City Manager to execute a Memorandum of Understanding between the City of South San Francisco and South San Francisco Unified School District clarifying roles and responsibilities related to City-operated childcare programs on school campuses (*Greg Mediati, Deputy Director of Parks and Recreation*).

Item 4: Councilmember Matsumoto inquired about the usefulness of the parking garage location and the design. Economic and Community Development Director Greenwood indicated that the parcels were laid out as part of the original specific plan for the development and would provide an update to Council on the design.

Motion— Vice Mayor Addiego/Second—Councilmember Nicolas: to approve Consent Calendar items 3-5, by roll call vote: AYES: Councilmembers Matsumoto, Nagales and Nicolas, Vice Mayor Addiego and Mayor Garbarino; NAYS: None; ABSENT: None; ABSTAIN: None.

## PUBLIC HEARING

*Public Hearing opened: 8:18 p.m.*

6. Report regarding adopting a Resolution No. 94-2020 the City of South San Francisco to apply to the State of California to receive and administer the City's entitlement of Permanent Local Housing Allocation funds and to enter into all required agreements to receive the funds. (*Deanna Talavera, Management Analyst II*)

Management Analyst Talavera presented the report on Permanent Local Housing Allocation funds and provided background information. The State of California Department of Housing and Community Development (HCD), which administers PLHA, estimates South San Francisco would receive approximately \$1,307,880 over the next five years. The actual amount of funding would vary each year based on real estate financing activity in the State that impacts the amount of revenue generated for the program. Staff proposes to use the allowed five percent of the PLHA funds annually to support program administration.

Motion—Councilmember Nagales/Second—Councilmember Nicolas: to approve Resolution No. 94-2020, by roll call vote: AYES: Councilmembers Matsumoto, Nagales and Nicolas, Vice Mayor Addiego and Mayor Garbarino; NAYS: None; ABSENT: None; ABSTAIN: None.

7. Report regarding Resolution 95-2020 authorizing the City's application to the State of California Department of Housing and Community Development for a Local Housing Trust Fund Grant. (*Deanna Talavera, Management Analyst II*)

Management Analyst Talavera presented the report on the City's application to the State of California Department of Housing and Community Development for a Local Housing Trust Fund Grant. The City is eligible to apply for between \$1 million and \$5 million with a one-to-one matching funds requirement. Applications will be scored on several criteria including the source of matching funds (prioritizing sources that do not come from residential projects like an affordable housing in lieu or impact fee), existing local funding commitments, project readiness, and affordability. There are also points awarded for being a regional housing trust fund. The City was eligible to apply as it maintains a housing trust fund, although it is not awarded bonus points as a regional housing trust fund would.

Vice Mayor Addiego requested clarification on the application process. Management Analyst Talavera indicated it was a competitive grant and provided an overview of the process.

Councilmember Nicolas inquired whether the City could apply for the maximum grant amount. Deputy Director Selandar stated that the City could apply for up to \$2 million dollars and request a match of \$2 million, but that would not put the City at an advantage in terms of scoring.

Motion— Vice Mayor Addiego/Second—Councilmember Nicolas: to approve Resolution No. 95-2020, by roll call vote: AYES: Councilmembers Matsumoto, Nagales and Nicolas, Vice Mayor Addiego and Mayor Garbarino; NAYS: None; ABSENT: None; ABSTAIN: None.

*Public Hearing Closed: 8:25 p.m.*

#### ADMINISTRATIVE BUSINESS

9. Report regarding Resolution 96-2020 authorizing the City Manager to execute a Consulting Services Agreement with Mark Thomas of Oakland, California for the Grand Boulevard Initiative Phase III from Arroyo Drive to Kaiser Way (Project No. st1807) in an amount not to exceed \$179,775 and authorizing a total budget of \$200,000. (*Jeffrey Chou, Associate Civil Engineer*)

Associate Civil Engineer Chou presented the report and provided background information on the Complete Streets Improvements on El Camino Real (SR82) Project (between Arroyo Drive and Kaiser Way). Staff issued a Request for Proposals (RFP) on the eBidboard website on March 20, 2020. RFP's were also sent directly to twenty-two (22) consulting firms offering the Project's professional services requirement. The City's Standard Consulting Services Agreement was included in the RFP and the proposing consultants were requested to include in their proposals any desired amendment or exception requested by their legal review or insurance broker. City staff issued an Addendum to the RFP on April 13, 2020, generally responding to the questions related to the project scope of work. Five (5) proposals were received on the due date of April 27, 2020.

The selection process determined that Mark Thomas and its team of sub-consultants had presented the most responsive proposal and interview for the City's project.

Councilmember Nicolas inquired whether the selected consultant was the same for Phase 1 & 2 of the project and if so, would they be using the same team. Associate Civil Engineer Chou stated they were the same consultant and would be using the same team.

Motion— Councilmember Nagales/Second—Councilmember Nicolas: to approve Resolution No. 96-2020, by roll call vote: AYES: Councilmembers Matsumoto, Nagales and Nicolas, Vice Mayor Addiego and Mayor Garbarino; NAYS: None; ABSENT: None; ABSTAIN: None.

10. Report regarding Resolution 97-2020 awarding a construction contract to Advanced Chemical Transport, Inc. (DBA ACT Enviro) of San Jose, CA in an amount not to exceed \$215,950 for the Oyster Point Marina Fuel Tank and Fueling Station Removal Project (Project No. pf2001), authorizing a total construction budget of \$376,950, and authorizing the City Manager to execute the contract. (*Angel Torres, Senior Civil Engineer*)

Senior Civil Engineer Torres presented the report and provided an overview of the Oyster Point Marina Fuel Tank and Fueling Station Removal project. The adopted Fiscal Year 2020-21 Capital Improvement Program includes a project to remove the underground fuel tanks at Oyster Point (pf2001) since they do not meet current environmental standards. On July 1, 2020, staff received ten (10) bid responses. The lowest responsible bidder was Advanced Chemical Transport, Inc. (DBA ACT Enviro) of San Jose, CA. Staff has verified the low bidder's current contractor's license with the California State Licensing Board and found it to be in good standing.

Councilmember Matsumoto thanked staff for the presentation and inquired whether the fuel tanks would be replaced. Senior Civil Engineer Torres indicated there was no plan to replace the fuel tanks.

City Manager Futrell indicated that the San Mateo County Harbor District voted not provide fuel at the marina. Councilmember Matsumoto inquired where the nearest fueling docks were located. Mayor Garbarino stated they were located in San Francisco and in the East Bay.

Vice Mayor Addiego requested clarification on the project timeline. Senior Civil Engineer Torres provided clarification on the timeline of the project and stated the City must remove the underground fuel lines before 2024 in order to comply with State law.

Mayor Garbarino inquired about the disposal process. Consultant Maurice Kauffman, with US Coast Code Consultants provided an overview of the disposal process.

Motion- Vice Mayor Addiego/Second—Councilmember Nagales: to approve Resolution No. 97-2020, by roll call vote: AYES: Councilmembers Matsumoto, Nagales and Nicolas, Vice Mayor Addiego and Mayor Garbarino; NAYS: None; ABSENT: None; ABSTAIN: None.

11. Report regarding adoption of Resolution 98-2020 related to Assembly Bill 2054 and Senate Bill 902 and authorizing the Mayor to send letters reflecting the City's positions to the state legislature. (*Christina Fernandez, Assistant to the City Manager*)

Assistant to the City Manager Fernandez presented the report and provided an overview of Assembly Bill 2054 and Senate Bill 902. AB 2054 provides a policy framework and budget request to build capacity and make grants for community organizations to support emergency response. The grant program costs approximately \$540,000 for the Governor's Office of Emergency Services to

administer in the first year and \$150,000 to administer in years two and three. The costs to the State's general fund is estimated at \$16 million.

Senate Bill 902 would authorize a local government to pass an ordinance to zone any parcel up to 10 residential units at a height specified by the local government in the ordinance if the parcel is located in a transit-rich area, jobs-rich area, or an urban infill site. SB 902 requires the Department of Housing and Community Development to determine jobs-rich areas and to publish maps of those areas commencing January 1, 2022. Projects adopted under this ordinance would not be subject to the California Environmental Quality Act (CEQA).

Councilmember Nagales expressed his support for Assembly Bill 2054 and the need to have more mental health services available. He stated it was the first step in providing support to the community.

Mayor Garbarino expressed his support for Assembly Bill 2054.

Vice Mayor Addiego expressed his support Assembly Bill 2054. He inquired about the timeframe of Senate Bill 902 becoming a viable bill. Assistant to the City Manager Fernandez indicated that the bill was in Committee and may come out at the end of July 2020.

Councilmember Matsumoto expressed her support of Assembly Bill 2054 and opposition to Senate Bill 902. City Attorney Woodruff stated that the resolution was set to express the Council's opposition to SB 902.

Vice Mayor Addiego proposed to wait on the bills until final reiteration.

A consensus of the Council was to holding off on taking a position on Senate Bill 902. City Attorney Sky Woodruff suggested the title be revised to remove text "in opposition of Senate Bill 902" and that the text only reference Assembly Bill 2054. Now therefore, by the adoption of the resolution supports Assembly Bill 2054 and remove Senate Bill 902.

Motion— Councilmember Matsumoto/Second—Councilmember Nagales: to approve Resolution No. 98-2020 with amendments, by roll call vote: AYES: Councilmembers Matsumoto, Nagales and Nicolas, Vice Mayor Addiego and Mayor Garbarino; NAYS: None; ABSENT: None; ABSTAIN: None.

12. Report regarding adoption of Resolution 99-2020 authorizing the City Manager for the City of South San Francisco to pursue Coronavirus Aid, Relief, and Economic Security (CARES) Act relief funding, amending the Fiscal Year 2020-21 budget to reflect the receipt of funds, and appropriating the funds for identified programs in specified amounts. (Christina Fernandez, Assistant to the City Manager)

Assistant to the City Manager Fernandez presented the report and provided background information on the Coronavirus Aid, Relief, and Economic Security (CARES) Act relief funding. Deputy Director Selander presented the Landlord Default Prevention Program and provided the 2018 household renter data which indicated that nearly 70% of renters live in the target area.

Councilmember Nagales suggested prioritizing the program to families with children and requested clarification of the program. Deputy Director Selander indicated that their intention was for owners to waive back rent and provided further clarification on the program.

Councilmember Matsumoto suggested priority be given to seniors and members with disabilities.

Vice Mayor Addiego inquired about the \$208k appropriation if not embraced by landlords, was it possible to reallocate funding to other programs. Deputy Director Selander indicated that they would aggressively promote the program and would have the flexibility to reallocate the funding.

Motion— Councilmember Nicolas/Second—Vice Mayor Addiego: to approve Resolution No. 99-2020, by roll call vote: AYES: Councilmembers Matsumoto, Nagales and Nicolas, Vice Mayor Addiego and Mayor Garbarino; NAYS: None; ABSENT: None; ABSTAIN: None.

#### ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

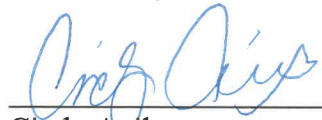
None.

#### ADJOURNMENT

Being no further business Mayor Garbarino adjourned the meeting in memory of Manny Garcia at 9:29 p.m.

Respectfully submitted by:

Approved by:



Cindy Avila  
Assistant City Clerk

Richard Garbarino  
Mayor

Approved by the City Council: \_\_\_\_ / \_\_\_\_ / \_\_\_\_