



**MINUTES**  
**CITY COUNCIL**  
**CITY OF SOUTH SAN FRANCISCO**

REGULAR MEETING  
MUNICIPAL SERVICES BUILDING  
COUNCIL CHAMBERS  
33 ARROYO DRIVE  
SOUTH SAN FRANCISCO, CA

WEDNESDAY, APRIL 24, 2019  
7:00 p.m.

CALL TO ORDER

7:07 p.m.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

Youth in Government participant Ainsley Rosenthal of El Camino High School led the Pledge of Allegiance.

AGENDA REVIEW

None.

ANNOUNCEMENTS FROM STAFF

Assistant City Manager Lee invited the public to the joint City Council / Planning Commission General Plan update meeting on April 29, 2019 at 6 p.m. at the Municipal Services Building (MSB).

Director of Parks and Recreation Ranals invited the public to attend the Streets Alive Parks Alive Event and opening day of the Farmers Market on Saturday, May 4, 2019.

Community Programs Manager Boles announced the City's participation in the 39<sup>th</sup> Annual Youth in Government Program. City participants introduced students from South San Francisco High School ("SSFHS") and El Camino High School ("ECHS") for the Youth in Government Day 2019 as follows:

Mayor Matsumoto: Nadia Alvarez-Renteria (SSFHS)  
Vice Mayor Garbarino: Alyssa Huerta (SSFHS)  
Councilmember Addiego: Jonathan Yip (SSFHS)  
Councilmember Nagales: Ethan Mizzi (ECHS)  
Councilmember Nicolas: Alexia Estrada (SSFHS)  
City Clerk Acosta Govea: Ainsley Rosenthal (ECHS)  
City Manager Futrell: Guadalupe (Lupe) Rosas (SSFHS)  
Assistant City Attorney Chan: Kiana Leong (ECHS)  
Assistant City Manager Lee: Megan Chan (SSFHS)

ECD Director Greenwood: Aaron Adriano (ECHS)  
Interim Finance Director Crosby: Ritvik Kumar (SSFHS)  
Fire Battalion Chief Byron: Carey Yip (ECHS)  
Human Resources Director Lockhart: Erica Tano (ECHS)  
Library Director Sommer: Gabrielle Garcia (SSFHS)  
Parks and Recreation Director Ranals: Raeka Lin (SSFHS)  
Chief of Police Azzopardi: Luis Lopez (SSFHS)

## PRESENTATIONS

### 1. Presentation on South San Francisco Safety (Jeff Azzopardi, Police Chief)

Police Chief Azzopardi presented a report regarding crime statistics for the City noting that with the passage of Propositions 47 and 57, certain felony offenses reduced to misdemeanor offenses. He provided an overview of the 2017-2018 crime statistics for the City of South San Francisco noting a 36% decrease in vehicular burglaries, 11% decrease in vehicle thefts, 22% reduction in robberies, 21% reduction of reported rape incidents, and a 16% drop in assaults all due to increased proactive police and community efforts. He reported an 11% increase of adult arrests and 17% decrease of juvenile arrests with an average of 63,000 calls per year for 911 services. He stated that not all arrested individuals were residents of South San Francisco and indicated that the South San Francisco Police Department would continue to work proactively with other agencies to increase safety and prevent crime in the City.

Mayor Matsumoto thanked Chief Azzopardi and his team for their efforts and service to the community.

### 2. Presentation of certificates to Corporal Amy Sariotti and Officer Tony Pappas of the South San Francisco Police Department as well as Captain Jesse Lange of the South San Francisco Fire Department for being recognized by the Peninsula Council of Lions for their outstanding service to the community. (Karyl Matsumoto, Mayor)

Councilmember Nicolas presented a certificate of recognition to Corporal Amy Sariotti for her positive impact on the youth of South San Francisco by creating the Police Summer Youth Academy.

Student Councilmember Ethan Mizzi read into the record a certificate of recognition for Captain Jesse Lange and congratulated him on his recognition.

Councilmember Addiego presented a certificate of recognition to Officer Tony Pappas and congratulated him for receiving the Peninsula Council of Lions - 2018 Valor Award.

### 3. Presentation of a proclamation to Barbara Jean Baxter, who was recognized as "2018 Person of the Year" by the South San Francisco Italian American Citizens Club. (Karyl Matsumoto, Mayor)

Student Vice Mayor Alyssa Huerta presented the proclamation to Barbara Jean Baxter congratulating her for being recognized by the South San Francisco Italian American Citizens Club as the 2018 Person of the Year.

4. Presentation recognizing the City of South San Francisco's award by the San Mateo County Board of Supervisors for receiving the 2018-2019 Out of School Science, Technology, Engineering and Math (STEM) Program Grant in the amount of \$23,235. (Sharon Ranals, Parks and Recreation Director)

Mayor Matsumoto highlighted the benefits of Science, Technology, Engineering, and Math (STEM) and Science, Technology, Engineering, Arts and Math (STEAM) noting that the City of South San Francisco was one of the few cities to be recognized and awarded a grant. She encouraged students of the community to participate in the program.

Recreation and Community Services Supervisor, Laura Armanino indicated that Los Cerritos Elementary, Martin Elementary, and the Community Learning Center are the recipients of the 2018-2019 STEM Out of School award, acknowledging the Computer Magic Program offered to students. She expressed her appreciation to the County for their recognition and support of the community.

Literary Services Manager, Karla Molina provided an overview of the Computer Magic Program and the City's role in partnerships with various organizations. She introduced program coordinator, Jesus Ruiz, a South San Francisco resident, who works closely with children of the REAL program and the Community Learning Center.

#### COUNCIL COMMENTS/REQUESTS

Vice Mayor Garbarino invited the community to participate in the Bike to Work Day May 19, 2019, noting the three energizing stations available throughout the City.

Councilmember Nicolas congratulated Parks and Recreation staff for the very successful 88<sup>th</sup> Annual Easter Egg Hunt and the Arbor Day Tree Planting event. She invited the community to attend a tribute for Alice Bulos at Mater Dolorosa Parish Hall on May 18, 2019. She requested adjourning the meeting in honor of Elizabeth Ervin, a longtime resident of South San Francisco and member of the SSF Historical Society; she expressed her deepest sympathy to the family for their loss.

Councilmember Nagales discussed an email that he received from a constituent regarding Airbnb concerns. Economic and Community Development Director Greenwood stated that staff was in the process of creating an ordinance regarding Airbnb for Council's consideration. Residents are encouraged to contact the City to express their concern with the use of vacation rentals. Councilmember Nagales reported on the outcome of the HEART meeting.

Mayor Matsumoto thanked staff and volunteers that attended the Arbor Day Tree Planting event and discussed the number of trees in Paradise Valley and Pecks Lot.

#### CONSENT CALENDAR

*The City Clerk duly read the Consent Calendar, after which Council voted and engaged in discussion of specific items as follows:*

Item No. 9: Councilmember Nagales inquired about an increase to the use of Clay Park from \$100 to \$2000 a year. Director of Parks and Recreation Ranals stated that the increase is a reasonable price for the use of park land.

Item No. 10: Mayor Matsumoto pulled the item and stated that state law requires Council to provide an oral summary of proposed actions for salary, salary schedule, and fringe benefits for local agency executive level employees. City Attorney Rosenberg orally reported the proposed amendment to the employment agreement with City Manager Futrell indicating that the amendment provides a 3% annual salary merit increasing his salary to \$289,934.

5. Motion to approve the Minutes for the meetings of March 13, 2019 and March 20, 2019.
6. Motion confirming payment registers for April 24, 2019. (Christina Crosby, Interim Director of Finance)
7. Report regarding Resolution No. 52-2019 authorizing the acceptance of \$1,000 in grant funding from the California State Library to support Día de los niños/Día de los libros programs at Main and Grand Avenue Branch Libraries and approving Budget Amendment 19.051. (Valerie Sommer, Library Director)
8. Report regarding Resolution No. 53-2019 authorizing the acceptance of \$4,000 in grant funding from the California Library Association to support pop-up library programming at two South San Francisco summer meals sites and approving Budget Amendment 19.052. (Valerie Sommer, Library Director)
9. Report regarding Resolution No. 54-2019 approving and authorizing the City Manager to enter into a lease agreement between the City of South San Francisco and the State of California Department of Transportation for public use and park improvements of Clay Avenue Park. (Sharon Ranals, Director of Parks and Recreation)
10. Report regarding Resolution No. 55-2019 approving Amendment No. 5 to the Employment Agreement between Michael Futrell and the City of South San Francisco. (Jason Rosenberg, City Attorney)
11. Report regarding adoption of Ordinance No. 1574-2019 amending South San Francisco Municipal Code Chapter 20.110 ("Employment Districts") and the South San Francisco Zoning Map to rezone eight parcels on an 18.2-acre site from Business Commercial (BC) and Mixed Industrial (MI) to Business Technology Park (BTP) to allow the construction of a two-story 25,000 gross sq. ft. building (400-450 East Jamie Court), a five-story 311,368 gross sq. ft. office/ R&D building and a five-level parking garage (201 Haskins Way). (Ryan Wassum, Associate Planner)

Motion – Councilmember Nicolas/Second – Vice Mayor Garbarino: to approve Consent Calendar Items Nos. 5-11. Approved by the following roll call vote: AYES: Councilmember Addiego, Councilmember Nagales, Councilmember Nicolas, Vice Mayor Garbarino and Mayor Matsumoto; NAYS: None; ABSTAIN: None, ABSENT: None.

*Mayor Matsumoto dismissed students of the Youth in Government Program at 8:03 p.m.*

## PUBLIC COMMENTS

Corey David, a longtime resident of South San Francisco, addressed Council and voiced his disapproval of increased high-density developments throughout the City, noting his family roots.

## PUBLIC HEARING

12. Report regarding a Public Hearing on the City of South San Francisco's Fiscal Year 2019-2020 (FY 19-20) One Year Action Plan for the Community Development Block Grant (CDBG) Program and a Resolution approving the FY 19-20 One Year Action Plan (Action Plan), authorizing submittal of the Action Plan and other required documents to the U.S. Department of Housing and Urban Development (HUD), authorizing a budget transfer to incorporate the CDBG and HOME Administrative Funds into the FY 19-20 Operating Budget, and authorizing the City Manager to execute all documents and certifications necessary to secure and award CDBG and HOME Administrative Funds for the City. (Kris Romasanta, Community Development Coordinator)

12a. Resolution No. 56-2019 approving the City of South San Francisco's Fiscal Year 2019-2020 One Year Action Plan (Action Plan); authorizing submittal of the Action Plan and all other required documents to the U.S. Department Of Housing and Urban Development (HUD); authorizing a budget transfer to incorporate the CDBG and HOME administrative funds into the 2019-2020 operating budget; and authorizing the City Manager to execute all documents and certifications necessary to secure and award CDBG and HOME administrative funds for the City.

Public hearing opened: 8:07 p.m.

*Councilmember Nagales recused himself from the meeting at 8:07 p.m. due to a conflict of interest.*

Community Development Coordinator, Kris Romasanta, provided an overview of the Community Development Block Grant (CDBG) report and noted that it had been available for 30 days for public viewing. She discussed the goal of the CDBG program, displayed a map that illustrated the areas served by the program, thanked the CDBG subcommittee for its time and work throughout the process. She noted that the City had not received notification for its entitlement amount for the FY 2019-2020 but provided staff's recommendation to proceed with the action plan. She stated that, if funding varied by 20%, staff would return to refine the funding proposals. She discussed an estimation of CDBG funds for FY 19-20, public services, minor home repair programs, city sponsored programs, and provided staff recommendation.

Mayor Matsumoto thanked Vice Mayor Garbarino and Councilmember Nicolas for their service on the subcommittee. She inquired about the increase of the allocation to John's Closet. Councilmember Addiego voiced his support for StarVista services and suggested backfilling the services with City funds. City Manager Futrell suggested adding the concept to the subcommittee for additional funding.

Vice Mayor Garbarino expressed disappointment with the funding reduction of HUD services.

Mayor Matsumoto thanked the agencies for their hard work and support of South San Francisco.

Anje Rodriguez, Safe Harbor Shelter, discussed the services provided and thanked Council for considering funding.

Kirsten Irgens-Moller, Ombudsman Services, noted the services available to South San Francisco residents and thanked Council for their support.

Natali Rodriguez, North County Home Share Coordinator for HIP Housing addressed the Council and thanked the City for its continued support and funding recommendation.

Public hearing closed: 8:19 p.m.

Motion – Vice Mayor Garbarino/Second – Councilmember Nicolas: To approve Resolution No. 56-2019. Approved by the following roll call vote: AYES: Councilmember Addiego, Councilmember Nicolas, Vice Mayor Garbarino and Mayor Matsumoto; NAYS: None; ABSTAIN: None, ABSENT: Councilmember Nagales.

*Councilmember Nagales re-joined the meeting at 8:19 p.m.*

### LEGISLATIVE BUSINESS

13. A report regarding Ordinance amending Title 2 of the South San Francisco Municipal Code to establish the Bicycle and Pedestrian Advisory Committee by ordinance. (Jason Rosenberg, City Attorney)

City Attorney Rosenberg presented the proposed ordinance establishing the Bicycle and Pedestrian Advisory Committee (BPAC) and provided the staff recommendation.

Mayor Matsumoto inquired about compensation for members of BPAC. City Attorney Rosenberg stated members would receive a compensation.

Motion – Councilmember Nicolas/Second – Councilmember Nagales: To waive reading and introduce ordinance amending Title 2 of the South San Francisco Municipal Code to establish the Bicycle Pedestrian Advisory Committee by ordinance. Unanimously approved by roll call vote.

14. Report regarding an Ordinance adding Chapter 14.06 to the South San Francisco Municipal Code to manage polychlorinated biphenyls (PCBs) during building demolition projects. (Andrew Wemmer, Environmental Compliance Supervisor)

Andrew Wemmer, Environmental Compliance Supervisor, introduced Reid Bogert from the San Mateo Countywide Water Pollution Prevention Program.

Mr. Bogert provided a report regarding the establishment of programs in San Mateo County to manage PCB's in building material during demolition. He gave an overview of PCB's, discussed protocols to manage PCB containing materials, applicable buildings, an overview of the implementation process. He went on to discuss protocol for PCB evaluation before demolition and the municipal role in the process.

Councilmember Nicolas inquired about the use of staff resources to review applications. Mr. Wemmer stated that the materials would be provided at the building counter and estimated staff time between one to two hours, noting that next year's budget will include a Water Quality Division Plan Review Fee to cover any applicable structures.

Mayor Matsumoto inquired on whether pending and approved projects would be subject to the proposed ordinance. City Attorney Rosenberg stated that those projects would not be subject to the ordinance and noted that he would work with staff to discuss voluntary compliance with applicants.

Councilmember Addiego inquired about exemptions listed in Section 140604, noting window replacements in 50-year-old homes. Mr. Bogert discussed the process of selecting which buildings and materials would be covered and indicated that program is new to the Bay Area. He stated PCBs were found in many building materials and the program was not designed to address all PCBs.

Motion – Councilmember Nagales/Second – Councilmember Addiego: To waive reading and introduce ordinance adding Chapter 14.06 to the South San Francisco Municipal Code to manage polychlorinated biphenyls (PCBs) during building demolition projects. Unanimously approved by roll call vote.

### ADMINISTRATIVE BUSINESS

15. Report regarding Resolution No. 57-2019 adopting the proposed list of projects to be funded by SB 1 - Road Repair and Accountability Act funds for Fiscal Year (FY) 2019-20, in accordance with Streets and Highways Code Section 2034. (Bianca Liu, Associate Engineer)

Senior Engineer Matt Ruble provided a report regarding SB1, Road Repair and Accountability Act funds for Fiscal Year 2019-2020. He discussed the uses of the funding and provide staff's recommendation.

Mayor Matsumoto discussed the ADA curb ramps and suggested horizontal and vertical installation for walking and visibility. She also discussed the El Camino Real pedestrian traffic improvements and the need for additional length for busses to pull in.

Matt Ruble, Acting Senior Engineer stated that staff would consider horizontal and vertical layouts of ADA ramps where feasible.

Councilmember Addiego discussed ponding due to lack of drainage at ADA curb cuts. Mr. Ruble stated the ponding was an unintended consequence of converting to ADA and that grading and adjustments would be made to reduce ponding.

Motion – Vice Mayor Garbarino/Second – Councilmember Nicolas: To approve Resolution No. 57-2019 to adopt the proposed list of projects to be funded by SB1 - Road Repair and Accountability Act funds for fiscal year 2019-20, in accordance with Streets and Highways Code Section 2034. Unanimously approved by roll call vote.

16. Report regarding the Community Civic Campus quarterly update for Quarter 3 Fiscal Year 2018/2019. (Marian Lee, Assistant City Manager)

Assistant City Manager Lee provided a report regarding the Community Civic Campus update. She discussed the police station progress, tree and shrub palate, pre-qualification for contractors, main campus progress and design, and the fire station design. She noted bonding needed for the project and gave an update regarding the bonding, including amount of funds, a timeline for a proposal to Council, and an overview of the bonding process. She then provided a timeline for the Community Civic Campus project noting a target groundbreaking fall of 2020.

Councilmember Addiego inquired about the total interest payments of \$132 million and interest rate. Sarah Hollenbeck with Public Financial Management, City's Municipal Advisor, she explained the assumed rate of interest for the \$132 million is approximately 5% (conservative). She noted that the numbers presented to Council and members of the COC had a significant built in cushion, rates have held steady and have come down. She stated she would calculate a ½ percent drop in interest and report back to Council.

Councilmember Nicolas inquired about the construction starting date. Assistant City Manager Lee stated that construction could begin January 2020 depending on consultant selection. She also noted upcoming public meetings and that staff would return to Council with specific times and dates.

Mayor Matsumoto inquired about the timing of the building plans for the Civic Plaza. Assistant City Manager Lee stated that given complexity of park and library facility and the relative simplicity of the police station, the police station would be built first; goal is to build earlier than later to avoid increased costs due to inflation.

Mayor Matsumoto inquired on the interest payments of \$132 million and requested clarification of the funding gap of \$16 million and other local funding sources to be \$23.6 million. Ms. Hollenbeck stated that estimated interest payments represents the interest that would be paid to investors who purchase bonds and hold through maturity (end term) \$149 million financing and the City will repay \$149 million plus \$132 million of interests. Assistant City Manager Lee provided clarification of and stated that the target for fundraising was \$10 million and that a fundraising expert recognized that goal as reasonable.

Mayor Matsumoto stated that the Community Theatre should be referred to as the City Council Chambers. Assistant City Manager Lee explained that the concept for the new building would have a fixed dais and a screen would hide the dais during performances. She noted seating would be theatre style and staff would continue to review options.

17. Report regarding acceptance of the 2018 Housing Element Annual Progress Report. (Tony Rozzi, Principal Planner)

Principal Planner Rozzi presented a report regarding the acceptance rate of the 2018 Housing Element. He discussed the allocation of housing units and the City's completion rate. He noted that there were ramifications of not producing the allotted number of units and emphasized the importance of the report.

Councilmember Addiego inquired about the number of units in the pipeline. Principal Planner Rozzi stated there were 1600 projected units in the pipeline, not including the PUC.

Mayor Matsumoto inquired if the City would receive credit for an updated and approved General Plan allowing for high-density housing in the East of 101. Principal Planner Rozzi stated that Regional Housing Need Allocation (RHNA) numbers are driven by the number of jobs created by the City. He noted that numbers involved with the next Housing Element cycle were dependent on economy and that zoning for the 1600 units projected units were pending review.

Councilmember Nagales inquired on the number of ADU's that had been approved and how South San Francisco's numbers could be improved. Principal Planner Rozzi stated that 12 units had been



approved in 2019 and an audit would be performed. He noted that staff counted ADU's toward the moderate income level based on the rental rate and that the City expected to have significantly higher ADU's in 2019 as a result in changes and additions of ADU's.

Motion – Councilmember Nicolas/Second – Councilmember Nagales: To accept, by motion, the 2018 Housing Element Annual Progress Report. Unanimously approved by roll call vote.

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

*Mayor Matsumoto noted that she received a speaker card after the public comment expired but would allow the resident to speak after the regular meeting.*

#### 18. Discussion and Consideration of San Mateo County City Selection Committee vacancies

Mayor Matsumoto discussed the LAFCO alternate.

Councilmember Nagales discussed the applicant for HEART, Sarah McDowell, indicating she had a County perspective and approach. He voiced his support for her appointment.

The Council supported assigning Councilmember Nagales as the appointed representative of South San Francisco. Vice Mayor Garbarino noted that a proxy form would need to be submitted.

Councilmember Addiego noted his meeting with City Manager Futrell to discuss graffiti in the City and thanked staff for their quick work in addressing his concern.

Mayor Matsumoto requested that staff review the Pacific Market fencing, trash bins and loading docks. She wished city staff a happy Administrative Professionals Day.


#### PUBLIC COMMENTS - Resumed

Michael Yoshida addressed the Council and voiced his concern with the proposed development of the PUC property and requested Council not narrow traffic lanes on Mission Road to protect the safety of residents in the area. City Manager Futrell stated that narrowing of Mission Road was not proposed.

#### ADJOURNMENT

Being no further business, Mayor Matsumoto adjourned the meeting at 9:39 p.m. in honor of South San Francisco resident, Elizabeth Ervin.

Submitted by:

  
Rosa Govea Acosta, CMC, CPMC  
City Clerk

Approved by:

\_\_\_\_\_  
Karyl Matsumoto  
Mayor

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