



MINUTES

REGULAR MEETING

**CITY COUNCIL
CITY OF SOUTH SAN FRANCISCO**

**WEDNESDAY, AUGUST 27, 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

Deputy City Manager Megan Wooley-Ousdahl led the pledge.

AGENDA REVIEW

No changes.

LEVINE ACT DISCLOSURES (SB 1181)

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

ANNOUNCEMENTS FROM STAFF

Management Analyst Patea from the City Manager's Office invited the community to the following events:

- Juliana's Journey Lighting of Sign Hill for Childhood Cancer Awareness event on Thursday, August 28, 2025, at 7:30 p.m. – 8:30 p.m. Library | Parks & Recreation Center, 2nd floor.
- Cafecito with Mayor Eddie & Councilmember Coleman on Saturday, September 13, 2025, from 10:00 a.m.- 11:30 a.m. at Royal Pin Doughnuts

Parks and Recreation Director Mediati invited the community to attend:

- Concert in the Park on Saturday, September 20, 2025, from 11:30 a.m. to 5:00 p.m.

Police Chief Campbell apprised the community on the new release of the Critical Incident Video for the Officer-Involved Shooting that occurred on the 300 block of Oyster Point Boulevard on May 14, 2025. The video can be found on the South San Francisco Police Department YouTube page.

Senior Engineer Torres provided an update on the School Traffic Safety Enhancements project at School Street and invited the community to provide feedback via an anonymous survey or by participating in a community meeting on October 1, 2025, from 6:00 p.m. to 8:00 p.m., at Paradise Valley Park/Community Center. Councilmember Nagales thanked staff for their work and noted the difference in school traffic this year.

PRESENTATIONS

1. Proclamation recognizing September as Childhood Cancer Awareness Month. (Eddie Flores, Mayor)

Mayor Flores proclaimed September as Childhood Cancer Awareness Month. Jesus Pena thanked the Council for their support and for recognizing the importance of Childhood Cancer awareness.

2. Proclamation recognizing September as Suicide Prevention Month. (Eddie Flores, Mayor)

Mayor Flores recognized September as Suicide Prevention month and encouraged individuals in need of assistance to call the Suicide and Crisis Lifeline at 988. Maya Canas, San Mateo County Behavioral Health Commission Youth Action Board member shared a personal story of a loved one who was in need of mental health noting the hidden struggles of individuals who are in need of support.

3. Proclamation honoring Finance Director Karen Chang on her retirement. (Eddie Flores, Mayor)

Councilmember Nicolas read into the record a proclamation honoring Finance Director Chang for her work and support to the City of South San Francisco, noting the accomplishments throughout her career. Karen thanked the Council and her colleagues for the recognition and support she had received throughout her career.

4. Presentation on Sister Cities exchange with Kishiwada, Japan. (Ernesto Lucero, Economic Development Manager, Katie Donner, Management Analyst, and Marie Patea, Management Analyst)

Management Analysts Marie Patea and Katie Donner presented to the Council and community about their recent visit to Kishiwada.

COUNCIL COMMENTS/REQUESTS

Councilmember Nagales apprised the Council and the community of events attended, including Florie Ventura's diamond jubilee birthday celebration. He requested to adjourn in memory of

Raymond “Ray” Latham, longtime resident and former Trustee of the South San Francisco Unified School District.

Councilmember Nicolas apprised the Council and community of events attended and congratulated St. Augustine’s Catholic Church on their 55th anniversary. Requested to adjourn the meeting in memory of the victims of the Annunciation Catholic School in Minneapolis and Susan “Sensei Sue” Miller, noting her years of community connections to many families in the South San Francisco community.

Councilmember Coleman apprised the Council and the community of the events attended. Suggested that the staff explore ways to continue to plan great community events in the future, highlighting that BART now accepts contactless payments without the need for a Clipper card. Following Councilmember Nicolas’s request to adjourn in memory of Sensei Sue, Councilmember Coleman shared memories of karate courses taken with Sensei Sue and expressed condolences to the family.

Vice Mayor Addiego apprised the Council and community of events attended and shared information about the South San Francisco Sister Cities Committee, thanking Mayor Flores for traveling to Kishiwada, Japan, to strengthen international relationships.

Mayor Flores apprised the community of events attended, noting a successful community event, “Cultura Fest”. Staff were acknowledged and thanked for their hard work. Mayor Flores recognized former South San Francisco Unified School District Board of Trustees member Ray Latham, a dedicated public servant whose leadership reflected integrity and a commitment to students and families, and extended condolences to the family. In addition, requested to adjourn the meeting in memory of Teresita Boquilon.

PUBLIC COMMENTS - NON-AGENDA AND CONSENT CALENDAR ITEMS

The following individual addressed the City Council:

- Annie
- Fionnola

The following individual submitted a comment via the eComments portal:

- Lorraine Yin

CONSENT CALENDAR

City Clerk Govea Acosta duly read the Consent Calendar, after which the Council voted and engaged in discussion of specific items as follows. Item No. 10 was pulled by Councilmembers Nagales and Nicolas, and Item No. 11 was pulled by Councilmember Nicolas for further discussion.

5. Motion to approve the Minutes for the meeting of August 13, 2025. (Rosa Govea Acosta, City Clerk)
6. Motion to accept the construction improvements of the 2024 Concrete and Base Repair Project as complete in accordance with plans and specifications (Total Construction Cost \$643,701.73). (Audriana Hossfeld, Senior Civil Engineer)

7. Motion to accept completion and close Capital Improvement Project No. tr1902 - East of 101 Traffic Signal IDEA Grant Project. (John Wilson, Senior Civil Engineer)
8. Motion to accept the construction improvements of the Citywide School Traffic Safety Improvement Project (No. st2402, Bid No. 2694) as complete in accordance with plans and specifications (Total Construction Cost \$677,720). (Jeffrey Chou, Senior Engineer)
9. Report regarding Resolution No. 120-2025 authorizing the City Manager to execute a Consulting Services Agreement with Arup US, Inc. of San Francisco, California for \$1,184,946 for the South San Francisco Shoreline Protection and Connectivity Feasibility Study. (Audriana Hossfeld, Senior Civil Engineer)
10. Report regarding Resolution No. 121-2025 authorizing the filing of an application for the San Mateo County Transportation Authority Highway Program Grant for up to \$17,000,000 for the Colma South San Francisco El Camino Real Bike and Pedestrian Improvements Project and approving Budget Amendment Number 26.017 (Audriana Hossfeld, Senior Civil Engineer)
11. Report regarding Resolution No. 122-2025 authorizing Budget Amendment Number 26.014 to transfer \$521,016.90 from the Right of Way Infrastructure Assessment and Upgrades Project to the Traffic Signal Safety Improvement Project, to increase the construction contract and contingency for Bay Area Lightworks, and to close CIP Project tr2302. (John Wilson, Senior Civil Engineer)
12. Report regarding adopting Resolution No. 123-2025 allocating \$190,000 in Community Development Block Grant Program Year 2025-2026 Public Improvement Funding for the CDBG Ramps and Paths Project and approving the associated Budget Amendment Number 26.012. (John Wilson, Senior Civil Engineer)
13. Report regarding Resolution No. 124-2025 approving the Third Amendment to the Lease Agreement for use of the Economic Advancement Center located at 366 Grand Avenue in South San Francisco. (Ernesto Lucero, Economic Development Manager)
14. Report regarding Resolution No. 125-2025 approving the South San Francisco Fire Department's annual inspections performance pursuant to the California Health and Safety Code section 13146.4. (Nelson Aranda, Deputy Fire Marshal)
15. Report regarding Resolution No. 126-2025 authorizing a one-year extension of purchase agreements with distributors Baker & Taylor, LLC and Brodart Co. to supply library books and audiovisual materials and services. (Adam Elsholz, Assistant Library Director)
16. Report regarding adoption of Ordinance No. 1674-2025 amending the South San Francisco Zoning Map (RZ25-0002) to rezone two vacant parcels (APNs 014-061-070 and 014-072-050) from T4 Lindenville (T4L) to a Planned Development District to allow the construction of 70 single-family townhouse units located at 500 Railroad Avenue. (Victoria Kim, Senior Planner)

Item No. 10: Councilmember Nagales requested clarification on the grant application. Senior Civil Engineer Hossfield provided clarification of the project.

Item No. 11: Councilmember Nicolas requested clarification of the project, and Councilmember Coleman requested a timeline of the project. Senior Civil Engineer Wilson provided clarification of the project and timeline.

Motion – Councilmember Nicolas/Second – Councilmember Nagales: To approve Consent Calendar items 5-16, by roll call vote: AYES: Councilmembers Addiego, Nagales, Nicolas, and Coleman, and Mayor Flores; NAYS: None; ABSENT: None; ABSTAIN: None.

The following individual addressed the City Council – Consent Calendar Item No. 10:

- Fionnola

PUBLIC HEARING

Public hearing opened: 7:54 p.m.

17. Report regarding a proposed amendment to Title 20 (Zoning) of the South San Francisco Municipal Code regarding provisions regulating tobacco use to make minor revisions, corrections, and clarifications to ensure consistency throughout the Municipal Code, to remove “Hookah Bar/Smoking Lounge” from the Commercial Use Classifications under Section 20.620.040, and determining that the proposed Zoning amendments are exempt from CEQA. (Adena Friedman, Chief Planner and Kimia Mahallati, Assistant City Attorney)

17a. Ordinance Amending Title 20 of the South San Francisco Municipal Code to make minor revisions, corrections, and clarifications to ensure consistency throughout the Municipal Code, and to remove “Hookah Bar/Smoking Lounge” from the Commercial Use Classifications under Section 20.620.040

Chief Planner Friedman presented the report. The Council engaged in questions and discussions. City Attorney Woodruff, City Manager Ranals, and Chief Planner Friedman provided responses.

The following individual submitted an email Comment to the City Council:

- Tricia Barr - Co-Chair, San Mateo County Tobacco Education Coalition

The following individual addressed the City Council

- Nisreen Karmi, applicant

Applicant Karmi responded to questions from the Council regarding hours of operation and product use. Vice Mayor Addiego acknowledged the cultural component of Hookah Bar/Smoking and expressed his support for working with the applicant while staying within the boundaries set by the San Mateo County Health Department. Councilmember Coleman also expressed support for the proposed amendment, but emphasized the need for enforcement in the event of violations. Councilmember Nicolas acknowledged the cultural component of the business. Senior Planner

Friedman noted the Council's suggestion in order to approve the conditions of approval. City Attorney Woodruff explained the process of permit revocation process.

Public hearing closed: 8:50 p.m.

Motion – Councilmember Coleman /Second – Vice Mayor Addiego: To introduce an amendment to Title 20 (Zoning) of the South San Francisco Municipal Code regarding provisions regulating tobacco use to make minor revisions, corrections, and clarifications to ensure consistency throughout the Municipal Code, to remove “Hookah Bar/Smoking Lounge” from the Commercial Use Classifications under Section 20.620.040, and determining that the proposed Zoning amendments are exempt from CEQA, by roll call vote: AYES: Councilmembers Nagales, Nicolas, and Coleman, and Vice Mayor Addiego; NAYS: None; ABSENT: None; ABSTAIN: Mayor Flores.

Public hearing opened: 8:36 p.m.

18. Report regarding a proposed Development Agreement to extend approved entitlements to construct a new Office/R&D Campus and multi-family residential building at 180 El Camino Real in the Planned Development (PD) Zoning District for a period of ten (10) years in exchange for payment of Community Benefits Monetary Contribution obligations in accordance with Title 19 and 20 of the South San Francisco Municipal Code and making findings regarding the consistency of the proposed action with the adopted Addendum to the 2009 Environmental Impact Report pursuant to the California Environmental Quality Act. (Billy Gross, Principal Planner)

18a. Ordinance adopting a Development Agreement to extend approved entitlements to construct a new Office/R&D Campus and multi-family residential building at 180 El Camino Real in the Planned Development (PD) Zoning District for a period of ten (10) years in exchange for payment of Community Benefit Monetary Contribution obligations in accordance with Title 19 and 20 of the South San Francisco Municipal Code.

Principal Planner Gross presented the report. The council engaged in questions and received responses from Principal Planner Gross and Steelwave Representatives Steve Dunn and Ben Yu.

Public hearing closed: 8:44 p.m.

Motion – Councilmember Nagales /Second – Councilmember Nicolas: To introduce an Ordinance adopting a Development Agreement to extend approved entitlements to construct a new Office/R&D Campus and multi-family residential building at 180 El Camino Real in the Planned Development (PD) Zoning District for a period of ten (10) years in exchange for payment of Community Benefit Monetary Contribution obligations in accordance with Title 19 and 20 of the South San Francisco Municipal Code, by roll call vote: AYES: Councilmembers Nagales, Nicolas, and Coleman, Vice Mayor Addiego, and Mayor Flores; NAYS: None; ABSENT: None; ABSTAIN: None.

Public hearing opened: 8:36 p.m.

19. Report regarding a proposed Development Agreement to extend approved entitlements to construct a new Office/R&D Campus at 800 Dubuque Avenue in the East of 101 Transit Core (ETC) Zoning District for a period of ten (10) years in exchange for pre-payment of Community Benefit Program Fee obligations in accordance with Title 19 and 20 of the South San Francisco Municipal Code and a recommendation determining consistency of the proposed action with the adopted Initial Study/Mitigated Negative Declaration (IS/MND) pursuant to the California Environmental Quality Act. (Tony Rozzi, AICP, Deputy Economic and Community Development Director)

19a. Ordinance adopting a Development Agreement to extend approved entitlements to construct a new Office/R&D Campus at 800 Dubuque Avenue in the East of 101 Transit Core Zoning District for a period of ten (10) years in exchange for pre-payment of Community Benefit Program Fee obligations in accordance with Title 19 and 20 of the South San Francisco Municipal Code.

Deputy Economic and Community Development Director Rozzi presented the report and introduced Carey Algaze, Senior Director of Development, who responded to inquiries of the City Council.

Motion – Councilmember Coleman /Second – Mayor Flores: To introduce an Ordinance adopting a Development Agreement to extend approved entitlements to construct a new Office/R&D Campus at 800 Dubuque Avenue in the East of 101 Transit Core Zoning District for a period of ten (10) years in exchange for pre-payment of Community Benefit Program Fee obligations in accordance with Title 19 and 20 of the South San Francisco Municipal Code, by roll call vote: AYES: Councilmembers Nagales, Nicolas, and Coleman, Vice Mayor Addiego, and Mayor Flores; NAYS: None; ABSENT: None; ABSTAIN: None.

ADMINISTRATIVE BUSINESS

20. Report regarding a project update and two resolutions approving amendments to the Consulting Services Agreements with Kitchell CEM for program and construction management services and Dorman Associates for architectural design services for the Westborough Preschool Project. (Jacob Gilchrist, Director of Capital Projects)

20a. Resolution No. 127-2025 authorizing the City Manager to execute an amendment to a Consulting Services Agreement between the City of South San Francisco and Kitchell CEM, of San Francisco, California for Project Management Services for the Westborough Preschool Project in an amount of \$753,687, for a total contract amount not to exceed \$1,149,185.

20b. Resolution No. 128-2025 authorizing the City Manager to execute an amendment to a Consulting Services Agreement between the City of South San Francisco and Dorman Associates, of Mill Valley, California for Architectural Design Services for the Westborough Preschool Project in an amount of \$507,340, for a total contract amount not to exceed \$1,095,186.

Director of Capital Projects Gilchrist presented the report and introduced Chris Doorman, Consultant, who presented the report to Council, illustrating the proposed improvements to the Westborough Preschool project. Council engaged in discussions and received responses.

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

Councilmember Coleman apprised the Council and community of the Housing Endowment and Regional Trust (HEART) of San Mateo.

CLOSED SESSION

Entered into Closed Session: 9:14 p.m.

21. Conference with Real Property Negotiators
(Pursuant to Government Code Section 54956.8)
Property: 400 Miller Avenue (APN 012-303-110)
City Negotiators: Nell Selander, Economic and Community Development Director, and Sky Woodruff, City Attorney
Negotiating Party: Nisar M Shaikh Trust
Under Negotiations: Price and terms
22. 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: 10:12 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 10:13 p.m.

Adjourned in Memory of

Raymond “Ray” Latham, victims of the Annunciation Catholic School in Minneapolis, Susan “Sensei Sue” Miller, and Teresita Boquilon.

Submitted by:

Approved by:

Rosa Govea Acosta
City Clerk

Eddie Flores
Mayor

Approved by the City Council: _____ / _____ /2025

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>