



MINUTES REGULAR MEETING

CITY COUNCIL CITY OF SOUTH SAN FRANCISCO

Meeting held at:
MUNICIPAL SERVICES BUILDING
COUNCIL CHAMBERS
33 ARROYO DRIVE
SOUTH SAN FRANCISCO, CA

WEDNESDAY, MARCH 25, 2020
7:00 p.m.

CALL TO ORDER

7:04 p.m.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

Mayor Garbarino led the pledge of allegiance.

AGENDA REVIEW

No changes.

ANNOUNCEMENTS FROM STAFF

City Manager Futrell provided an update on citywide efforts to address COVID-19 and the recovery efforts. He provided the status of various city programs and closures of city buildings. He stated that approximately sixty-five percent of city staff were working from home and provided an overview of modified operations throughout the city.

Police Chief Azzopardi provided an overview of the department's efforts to assist with COVID-19 and response to calls. He indicated that residents had been following the Shelter in Place orders as issued by the county and state.

Fire Chief Magallanes provided an overview of the department's efforts to assist with COVID-19. He expressed his satisfaction with staff response and noted there were no exposures within the department.

Assistant City Manager Ranals provided an overview of the city's efforts in response to the Shelter in Place and the plan to assist businesses. A recovery webpage was now available on the city's website and intended to be a one-stop shop for businesses in need of financial assistance. The city had emailed all business license holders information related to the County of San Mateo Health Officer orders and provided resources. The city was promoting businesses that remained open during the Shelter in Place and encouraging residents to support local businesses. She also provided an update on the government's efforts to benefit the community.

Councilmember Matsumoto clarified that Bank of America would only provide 30 days relief of financial obligations to affected members.

City Manager Futrell provided an overview of programs launched online and indicated that the Magnolia Senior Center was actively addressing the needs of the community. Members of the community were encouraged to visit the city's website at www.ssf.net for resources and phone the County of San Mateo Coronavirus Call Center for COVID-19 information. He also encouraged members of the community to participate in the Census 2020.

Vice Mayor Addiego acknowledged that the biotech firms in the city had been generous with donations. Councilmember Nicolas indicated that local biotech firms had donated various medical supplies for health care professionals and first-responders.

Vice Mayor Addiego expressed his concerns with the Safe Harbor shelter. City Manager Futrell indicated that the State had provided hotel rooms to move people out of the shelter and approximately fifty individuals were placed in hotels since the Shelter in Place. The County of San Mateo had also setup an RV park at County fairgrounds in order to assist the homeless population with possible exposure to COVID-19.

Councilmember Matsumoto indicated that she had been working with various organizations to setup food delivery in the city and recommended contacting the City Manager. City Manager Futrell indicated her efforts had come to fruition and the city would be working with the organizations to distribute food in the community.

PRESENTATIONS

1. Presentation of a proclamation to recognize April as Celebrate Diversity Month in South San Francisco. (*Richard Garbarino, Mayor*)

Councilmember Nicolas read into the record a proclamation recognizing April as Celebrate Diversity Month in South San Francisco.

2. Presentation of a proclamation declaring Wednesday, April 1, 2020, as Census Day 2020 in South San Francisco, and the City of South San Francisco's commitment to an accurate, fair, and complete count of its residents. (*Richard Garbarino, Mayor*)

Vice Mayor Addiego read into the record a proclamation declaring Wednesday, April 1, 2020 as Census Day in South San Francisco and stated the importance of the census.

PUBLIC COMMENTS

Members of the public wishing to participate were encouraged to submit public comment in writing in advance of the meeting. The City Clerk read into the record public comments that was emailed from the following:

- Donna Barry expressed her gratitude for medical professionals, first-responders, and governmental staff for assisting the community during these difficult times.
- Tom Luciani, a community resident expressed his frustrations with garbage on a city off ramp.

- Sonny Koya, a community resident expressed her appreciation for city staff.
- JD inquired about a reduction in regulation to small business loans and tenant evictions.
- Lisa Sten requested an update on remodeling and construction activity in the city.
- Maude inquired about the process of international flights at the airport.
- Charlene Rouspil, a community resident expressed her concerns with the public trails and provided a few recommendations.
- Julie Lopez requested assistance from council to address the rental crisis due to the pandemic.
- Cory David inquired whether the council intended to sue developers that were unable to complete their projects due to the current conditions.
- Ethan Mizzi requested virtual public comments become normal operating procedures for council meetings.
- Cesar Gonzalez inquired about the status of streetlight installation at Chestnut and Commerical.

City Manager Futrell provided an overview of the city's efforts to address the concerns and indicated there are significant programs available for residents. He would forward other concerns to the appropriate entities that were responsible.

COUNCIL COMMENTS/REQUESTS

Councilmember Matsumoto requested the meeting be adjourned in memory of Eddie Myles Wilson Jr. She applauded Police Corporal Mindy Lopez and Officer Rick Arenas for the matter they responded to a wellness check. She shared that Samtrans would not be charging fares during the Shelter in Place in order to limit potential exposure of COVID-19 to their bus operators. She inquired about the status of the development project on Spruce and El Camino Real and the housing project on McLellan Drive. City Manager Futrell would inquire on the status of the Spruce project and whether it was deemed essential under the Shelter in Place order. Economic & Community Development Director Greenwood provided an update on 889 McLellan Drive and would provide future updates to Council. Councilmember Matsumoto shared information about the San Mateo County Strong fund to weather the impacts of the COVID-19 pandemic. She encouraged the community to make tax-deductible donations at www.smcstrong.org and funds donated would assist the most vulnerable members of San Mateo County.

Councilmember Nicolas provided an update of the local biotech efforts to address COVID-19 including finding a cure, testing and an online screening located at www.projectbaseling.org. She thanked first-responders and healthcare professionals for all their efforts during the pandemic and shared creative solutions neighbors were finding to assist elderly residents.

Councilmember Nagales thanked staff for their work and dedication. He also acknowledged the community for coming together during these times and requested donations for first-responders.

Vice Mayor Addiego reflected on current events and asked that the community keep other affected cities in their prayers. He thanked staff for their dedication to work with businesses and keep the city operating. He expressed how the community was responding very well and bringing out the best in residents.

Mayor Garbarino thanked See's Candies for their donations to first-responders throughout the county and shared information on the upcoming virtual town hall for residents. He suggested having the tree on Sign Hill lit from dusk to dawn until the Shelter in Place order was lifted. City Manager Futrell indicated that staff would work on the logistics of getting the tree lit. Mayor Garbarino alerted the community of scammers and fraudulent websites preying on vulnerable people during the pandemic.

CONSENT CALENDAR

The City Clerk duly read the Consent Calendar, after which Council voted and engaged in discussion of specific item as follows: Items # 4 and #7 were pulled for further discussion.

Item #4: Councilmember Matsumoto inquired about the Regional Housing Needs Allocation numbers and requested the subject brought back to Council as a study session. She would like to see the city partner with developers during the process of updating the General Plan. City Manager Futrell indicated that staff would coordinate a study session and work with various partners in updating the General Plan.

Vice Mayor Addiego inquired whether the formatting was correct in the report. Economic & Community Development Director Greenwood provided clarification on the formatting of the report.

Councilmember Nagales inquired about the blank columns and requested clarification on Senate Bill 35. Economic & Community Development Director Greenwood provided an overview of Senate Bill 35. Councilmember Nagales requested the current number of approved accessory dwelling units. Principal Planner Rozzi provided the current accessory dwelling units approved.

Item #7: Vice Mayor Addiego expressed his concerns with creating another obstacle for the food industry during a pandemic. City Attorney Woodruff indicated that food industry had one year to comply and Council could evaluate the situation at that time.

3. Motion to approve the Minutes for the meetings on January 18, 2020, January 22, 2020 and February 10, 2020. *(Rosa Govea Acosta, City Clerk)*
4. Report regarding acceptance of the 2019 Housing Element Annual Progress Report. *(Tony Rozzi, Principal Planner)*
5. Report regarding Resolution No. 36-2020 approving and authorizing the City Manager to execute Program Supplemental Agreement No. F030 with the State of California for the OBAG 2: Street Rehabilitation Project (Project No. st1903) *(Angel Torres, Senior Engineer)*

6. Report regarding Resolution No. 37-2020 of the City Council of the City of South San Francisco approving 2015 pay schedules as of April 24, 2015, July 3, 2015, and July 31, 2015. (*Leah Lockhart, Human Resources Director*)
7. Report regarding adoption of Ordinance No. 1597-2020 adding Chapter 8.72 to the South San Francisco Municipal Code Title 8 regulating the use of disposable food service ware by food facilities. (*Christina Fernandez, Assistant to the City Manager*)

Motion—Councilmember Nicolas/Second—Councilmember Nagales: to approve Consent Calendar items 3-7. Approved by the following roll call vote: AYES: Councilmembers Matsumoto, Nagales and Nicolas, Vice Mayor Addiego and Mayor Garbarino; NAYS: None; ABSENT: None; ABSTAIN: None.

ADMINISTRATIVE BUSINESS

8. Report regarding Resolution No. 38-2020 approving and authorizing the City Manager to execute a Second Amendment to the Consulting Services Agreement with TRC for consultant services, for an additional \$620,000, for a total contract amount not to exceed \$1,732,760 and approving budget amendment #20.038. (*Matthew Ruble, Principal Engineer*)

Principal Engineer Ruble introduced the item and provided an overview of the construction project. He indicated that the Grand Boulevard Initiative Phase I runs from Arroyo Drive to Chestnut Avenue and Phase II runs from McClellan Drive to Kaiser Way (“Project”) improves the performance, safety, and aesthetics of El Camino Real. The project improves an important gateway to the City of South San Francisco (“City”) which allows for planned transit-oriented and mixed-use development along the frontage, as envisioned in the City’s 2011 El Camino Real/Chestnut Avenue Area Plan. The project improvements include enhanced pedestrian crossings with corner curb bulb-outs and median refuges, expanded bus stop/waiting areas, and a new landscaped median.

On February 14, 2018, the City Council approved a resolution authorizing the City Manager to enter into an Agreement with TRC for consultant services, in an amount not to exceed \$632,760. The scope of work for construction management and inspection services for the Project was anticipated to be completed in June 2019. On August 14, 2019, City Council awarded Amendment #1 to extend the scope of work for construction management and inspection services for the Project based on an anticipated completion date of February 2020.

Due to continued construction delays associated with coordination with Caltrans on a state highway (El Camino Real) and to ensure contractor work efficiency, the City will require additional construction management and inspection service to cover the new anticipated completion date of July 2020.

Vice Mayor Addiego inquired about financial recourse since the contractor had not met the timelines set in the agreement. City Attorney Woodruff indicated that the City Attorney’s office continues to explore various scenarios to find a resolution.

Councilmember Matsumoto requested clarification on widening bus stop waiting areas along the project. Principal Engineer Ruble provided clarification on the efforts taken to widen the bus stop areas. Councilmember Matsumoto recommended installing a bus shelter along El Camino Real and inquired about bike lanes stripping. Principal Engineer Ruble stated that the bus shelters on El Camino Real were being coordinated with SamTrans and bike lanes stripping were included in the project.

Motion—Vice Mayor Addiego/Second—Councilmember Nagales: to approve Resolution No. 38-2020. Approved by the following 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

9. Discussion concerning possible moratorium on residential and/or commercial evictions due to the novel coronavirus (COVID-19).

City Attorney Woodruff provided background information on the county's moratorium adopted on March 24, 2020 and went into effective immediately on evictions for residential tenants. Prior to initiating an eviction, a property owner must provide notification on the required county forms and the tenant must be given 14-days to demonstrate loss of income, which prevents them from paying their rent.

Councilmember Nagales stated that he read the county's ordinance and commercial businesses were not included, it deferred to local cities for resolution. City Manager Futrell indicated that the City of San Mateo passed a moratorium and it provided protection to small businesses and non-profit organizations. Proposed that Council adopt a similar ordinance to protect local businesses.

Councilmember Matsumoto requested clarification on a possible ordinance for businesses. City Attorney Woodruff provided clarification on the possible ordinance the businesses and indicated that they would need to demonstrate their financial impact was due to COVID-19.

Councilmember Nicolas expressed her support for a moratorium and questioned the two months clause. City Attorney Woodruff provided clarification on the two months clause.

Mayor Garbarino inquired whether there were disadvantages to local property owners. City Attorney Woodruff indicated that at the conclusion of the moratorium period tenants were required pay the outstanding rent.

Councilmember Nagales requested moving forward with a moratorium for Council approval. City Attorney Woodruff provided an example of an emergency ordinance and indicated that it would take effect immediately. He stated that the county's moratorium covered residential property owners.

City Manager Futrell indicated that the City of San Mateo moratorium covered businesses with gross income of \$25 million or less per year and staff would draft an ordinance for Council to consider.

ADJOURNMENT

Being no further business Mayor Garbarino adjourned the meeting in memory of Eddie Myles Wilson Jr. at 9:24 p.m.

Respectfully submitted by:

Approved by:



Cindy Avila
Assistant City Clerk

Richard Garbarino
Mayor

Approved by the City Council: ____ / ____ / ____