



MINUTES

REGULAR MEETING

CITY COUNCIL
CITY OF SOUTH SAN FRANCISCO

WEDNESDAY, JULY 28, 2021
6:00 p.m.

Teleconference via Zoom

City Council conducted this meeting in accordance with California Governor Newsom's Executive Orders N-29-20, N-63-20, N-08-21 and COVID-19 pandemic protocols.

CALL TO ORDER

Mayor Addiego called the meeting to order at 6:00 p.m.

ROLL CALL

Councilmember Coleman, present in Council Chambers
Councilmember Flores, participated via Zoom
Councilmember Nicolas, present in Council Chambers
Vice Mayor Nagales, present in Council Chambers
Mayor Addiego, present in Council Chambers

PLEDGE OF ALLEGIANCE

Vice Mayor Nagales led the pledge.

AGENDA REVIEW

At that request of City Manager Futrell Consent Calendar Item No. 6 was pulled from the agenda and Consent Calendar Item No. 9 was moved to Administrative Business.

ANNOUNCEMENTS FROM STAFF

Marianne Lopez, summer intern for the City Manager's Office announced the following community events:

- Vaccine Clinic hosted by the County of San Mateo on Friday, July 30, 2021, from 5:00 p.m. to 8:00 p.m. at the South San Francisco County Health Clinic located at 306 Spruce Avenue.
- South San Francisco Parks and Recreation Department Fall registration opens on Monday, August 9, 2021, at 6:00 a.m. All residents will receive the activities guide in the mail or view classes online at www.ssf.net/classes.
- Open House Citywide Arts, Centennial Way Trail and Orange Memorial Park Master Plans on Saturday, August 14, 2021, from 10:00 a.m. to 1:00 p.m.
- Movie night featuring "Onward" will be held on Friday, August 20, 2021, at Martin Elementary Ball field.
- Pop-Up COVID vaccination clinic on Friday, August 20, 2021, at Martin Elementary Ball field – appointments and walk-ups available.

PRESENTATIONS

1. In Recognition of August as National Immunization Awareness Month. *(Mayor Mark Addiego)*

Councilmember Nicolas read into the record a proclamation recognizing August as National Immunization Awareness Month.

2. Presentation of Youth Summer Internship Program Graduates *(Leah Lockhart, Human Resources Director)*

Human Resources Director Lockhart provided an overview of the program and thanked this year's graduates of the city's first internship program. Parks and Recreation Management Analyst, Angela Duldulao introduced students.

- Marianne Lopez – South San Francisco High School (SSFHS) - City Manager's Office
- Marcus Ziegler – SSFHS – Police Department
- Noelle Toy – graduate of SSFHS - City Council
- Diego Gil Sanchez – Baden High School – Fire Department
- Cindy Liu – SSFHS – Library Department
- Nadine Macapagal – El Camino High School (ECHS) – Library Department
- Eduardo Romero – graduate of Baden High School - Engineering Division
- Marie Tapia – ECHS – Public Works Department
- Avikash Datt – ECHS – Water Quality Control Plant
- Danielle Leong – ECHS- Parks and Recreation Department
- Andre Mosteiro – Baden – IT
- Serena Sunga – SSFHS – Office of the City Clerk and Economic and Community Development Department
- Katrina Oller – ECHS – Public Works Department
- Cristina Gutierrez – graduate of Baden – Finance and Human Resources Department
- Viviana Hernandez – Baden – Parks and Recreation Department

Vice Mayor Nagales thanked the youth for participating in the 1st Youth Summer Internship Program, he encouraged them to continue to be involved in their local government and participate in the Youth Government Day. Council expressed their support of the program and thanked the youth for participating and encouraged them to continue to stay involved.

City Manager Futrell indicated that staff would continue to explore options to expand the program and allow more students to participate along with outreach to local businesses to mentor and train students of the program.

PUBLIC COMMENTS

Members of the public were encouraged to submit public comments in writing in advance of the meeting via eComment by 4:00 p.m. on the day of the meeting.

Deputy City Clerk Rodriguez read into the record the public comments from guest user.

COUNCIL COMMENTS/REQUESTS

Councilmember Flores stated that he cannot participate in person due to an injury and will join the Council via Zoom until he recovers. He invited the community to attend Movie Night and participate in the COVID Vaccination pop-up event. He encouraged businesses owners to review the various services available through the North County Resource Center. He noted an opportunity for the community to provide input into the Orange Park Master Plan on Saturday, August 14th, at the Joseph Fernekes Building. He requested a future agenda item on the School District Subcommittee to discuss a future park at Sunshine Gardens Elementary school.

Councilmember Coleman thanked staff for launching the Catalytic Converter Etch program and acknowledged the local business owners that participated. He informed the community that he and Councilmember Nicolas toured a test track facility by Glydways, creating all-electric and autonomous public transit, serving as the last mile connectivity from BART to various city areas. He thanked Jackson, a 10-year-old community member who reached out to Council and discussed his petition to build a BMX racetrack. They will explore a location in South San Francisco, perhaps as part of the Parks and Recreation Master Plan.

Councilmember Nicolas expressed her concern with the rapid increase of the Delta Variant and encouraged members to get vaccinated. She noted that the Commission on Racial and Social Equity concluded their meetings, the final report and action plan will be presented to Council and community in September.

Vice Mayor Nagales expressed support of a future BMX racetrack and requested that the Council continue to explore placement. He acknowledged Joe Freitas, South San Francisco Colt baseball coach, for his years of dedication to the community's youth and wished him well.

CONSENT CALENDAR

The City Clerk duly read the Consent Calendar, after which Council voted and engaged in discussion of specific item as follows. Items 5, 11 and 13 were pulled for further discussion. Item No. 6 was not heard, and Item No. 9 was moved to Administrative Business.

3. Motion to approve the Minutes for the meeting of June 9, 2021.
4. Report regarding a motion to accept the construction improvements of the 2020 Street Surface Seal Project (st2103) as complete in accordance with plans and specifications (Total Construction Cost \$2,353,259.85) *(Angel Torres, Senior Civil Engineer)*.
5. Report regarding Resolution No. 143-2021 authorizing the City of South San Francisco's application for \$2,362,500 from California's Local Housing Trust Fund ("LHTF") Program and approving a City Letter of Funding Commitment to Eden Housing providing matching funds for an 82-unit affordable rental housing project at 201 Baden Avenue *(Julie Barnard, Economic Development Coordinator)*
6. Report regarding a resolution approving the third amendment to the Purchase and Sale Agreement for the property located at 432 Baden Avenue. *(Julie Barnard, Economic Development Coordinator)* – **Item not heard**

7. Report regarding Resolution No. 144-2021 determining that no further review under the California Environmental Quality Act is required and authorizing the City Manager to execute a Purchase and Sale Agreement for 71 Camaritas Avenue and approving Budget Amendment Number 22.014 appropriating \$5.5 million for the acquisition. (*Julie Barnard, Economic Development Coordinator*)
8. Report regarding Resolution No. 145-2021 appointing directors to the Pooled Liability Assurance Network Joint Powers Authority on behalf of the City of South San Francisco. (*Jason Wong, Deputy Finance Director*)
9. Report regarding Resolution No. 153-2021 approving a Public Art Agreement to design and purchase three art pieces which includes a vertical sculpture and two matching lawn elements by Ride Art Studio for a price of \$464,000. (*Philip Vitale, Deputy Director Capital Projects*) – **Heard under Administrative Business**
10. Report regarding Resolution No. 146-2021 determining the continued existence of an emergency and the need to continue emergency repairs in response to the Sign Hill Diamond Fire. (*Greg Mediati, Deputy Director of Parks and Recreation*)
11. Report regarding Resolution No. 147-2021 to approve proposed amendments to the Master Fee Schedule for Fiscal Year 2021-2022 (*Heather Enders, Management Analyst II*)
12. Report regarding Resolution No. 148-2021 authorizing the acceptance of a \$200,000 contribution from County of San Mateo to support the development of the North County Business Resource Center and approving Budget Amendment Number 22.012 appropriating the funds. (*Ernesto Lucero, Economic Development Coordinator*)
13. Report regarding Resolution No. 149-2021 approving a Professional Services Agreement with YMCA for the administration of the City's Guaranteed Income Pilot Program and approving Budget Amendment Number 21-603 appropriating \$200,000 for additional program-related expenses. (*Nell Selander, Deputy Director, Economic & Community Development Department*)
14. Report regarding Ordinance No. 1625-2021 adding Chapter 2.83 to the South San Francisco Municipal Code establishing a Youth Commission. (*Ashley Crociani, Policy Analyst*)

Item 5- Mayor Addiego requested clarification on the proposed project. Economic Development Coordinator, Julie Barnard provided an overview of the project.

Item 11- Councilmember Flores inquired about fee increases. City Manager Futrell indicated that the city had not adjusted fees in 24 months and noted that the city is not allowed to profit from these fees. Staff will perform a complete study of the master fee schedule in the 2022 fiscal year to ensure appropriate costs and that the city is recuperating fees. Assistant City manager Ranals indicated that the proposed fees were reviewed by the Parks and Recreation Commission. Library Director Sommers stated that the Library Department would no longer charge late fees; however, they will continue to charge a fee for missing items.

Item 13- Vice Mayor Nagales noted that the program would serve 160 households due to the Council's approval to increase funding. He inquired about the application and randomized selection process. Deputy Director of Economic and Community Development Selander provided an overview of the project and noted that the residents could continue to apply through the YMCA.

Motion —Councilmember Nicolas/Second – Councilmember Coleman: To approve Consent Calendar items 3, 4, 5, 7, 8, 10, 11, 12, 13, and 14, by roll call vote: AYES: Councilmembers Coleman, Flores, and Nicolas, Vice Mayor Nagales and Mayor Addiego; NAYS: None; ABSENT: None; ABSTAIN: None.

Meeting recessed: 6:51 p.m.

Meeting resumed: 9:35 p.m.

ADMINISTRATIVE BUSINESS

15. Report regarding the status of design development for a new licensed preschool facility in the Westborough neighborhood. *(Greg Mediati, Deputy Director of Parks and Recreation and Philip Vitale, Deputy Director of Capital Projects)*

Greg Mediati presented the report and provided an overview of the proposed project. He indicated that Kathleen White was chosen by Parks and Recreation personnel in May to assist them in developing a comprehensive Childcare Master Plan. The Master Plan's goal is to improve and enhance the reach, quality, and impact of early childhood education, daycare, and youth services for residents in South San Francisco. Over the next ten to fifteen years, the Master Plan will be utilized to guide future operations and development of childcare centers and programs. Deputy Director of Capital Projects Vitale provided an overview of cost.

Councilmember Flores requested clarification on the modular (prefabricated) construction and an increase to four units. Deputy Director of Parks and Recreation Mediati provided an overview of the project and noted that the staff's recommendation was modular construction due to the benefits of project cost savings and construction time reduction. Both styles of construction have similar life expectancies, ranging from 40 to 50 years or more. Deputy Director of Capital Projects Vitale indicated that an increase in size would be feasible, considering the additional cost. Eugene Sim, the project architect, noted that the South San Francisco Unified School District had installed modular classrooms in their campuses.

Vice Mayor Nagales expressed concern with the cost of preschool for struggling families and acknowledged that the city's effort to keep preschool costs reasonable, approximately \$700 a month. He stated that the General Plan committed funds to a Universal Preschool program and encouraged staff to continue to explore the use of the Main Library as a future preschool site.

Councilmember Nicolas expressed support of the project but suggested that the future preschool site be placed in an area of need for equity purposes.

Councilmember Coleman requested clarification on safety fences and prevailing wages. Deputy Director of Capital Projects Vitale provided an overview of the project and indicated that both patios and the children's play area would have secured fencing. Deputy Director of Parks and Recreation Mediati stated that it would be a licensing requirement.

There was a consensus of the Council to install four modular to accommodate 80 preschool students. Recreation and Community Services Supervisor Laura Armanino provided an overview of the planning process to accommodate an additional classroom and thanked the Council for their support.

16. Report regarding Resolution No. 150-2021 authorizing a direct lease between the City of South San Francisco and the property owner at 235 Grand Avenue to use the second-floor office space for City staff for two years. (*Mike Futrell, City Manager and Mike Lappen, Economic Development Coordinator*)

Economic and Community Development Director Greenwood stated that during the last 15 months, the city launched new programs and activities to address the myriad economic and social equity challenges due to the COVID-19 pandemic and the increased racial and social equity awareness following the murder of George Floyd. Graduate Fellows have been added to assist in these projects, working under the guidance of the City Manager and the City Manager's Office team. He noted that due to the increase in staffing, City Hall reached maximum staff capacity, necessitating temporary office space in the downtown area to accommodate city staff. The office space would cost \$38,400.00 per year to rent. The City would be liable for sharing the property owner's PG&E and water usage bills, expected to be around \$100.00 per month.

Councilmember Flores inquired about plans of on-site and remote work for the graduate fellows. Economic and Community Development Director Greenwood indicated that the space is large enough to provide options for staff. City Manager Futrell stated that the facility would not be a public-facing site.

Motion —Vice Mayor Nagales/Second – Councilmember Flores: To approve Resolution No. 150-2021 authorizing a direct lease between the City of South San Francisco and the property owner at 235 Grand Avenue to use the second-floor office space for City staff for two years, by roll call vote: AYES: Councilmembers Coleman, Flores, and Nicolas, Vice Mayor Nagales and Mayor Addiego; NAYS: None; ABSENT: None; ABSTAIN: None.

17. Report regarding Resolution No 151-2021 naming the large playground at Westborough Park in Memory of Anne Waters. (*Sharon Ranals, Assistant City Manager*)

Anne Waters was honored by two residents who asked for a public building or amenity to be named after her. Frances Luster requested that the Westborough Recreation Building be named in her honor on March 17, 2021. On March 25, 2021, Richard Garbarino submitted a proposal approving the Council's decision to rename the Westborough Recreation Building in honor of Alice Pea Bulos, suggesting recognizing Anne Waters by naming the playground in her honor. The City Council Ad-Hoc Naming Committee, comprised of Mayor Addiego and Councilmember Nicolas, met on May 10, 2021, to consider the request. The Committee referred the request to Parks and Recreation for consideration, as stipulated in the naming policy. The Commission unanimously agreed to propose that the playground in Westborough Park be renamed the Anne Waters Playground.

The City Council unanimously approved the request and acknowledged Anne Waters for her many years of public work as a community volunteer and her close connection to the Westborough neighborhood and park.

The following individuals provided virtual (Zoom) public comments:

- Eugene Simms

Deputy City Clerk Rodriguez read into the record the public comments from:

- Richard Garbarino

Motion —Mayor Addiego /Second – Councilmember Nicolas: To approve Resolution No. 151-2021 naming the large playground at Westborough Park in Memory of Anne Waters, by roll call vote: AYES: Councilmembers Coleman, Flores, and Nicolas, Vice Mayor Nagales and Mayor Addiego; NAYS: None; ABSENT: None; ABSTAIN: None.

18. Report regarding an ordinance amending Title 2 and Title 20 of the City of South San Francisco Municipal Code, adopting Chapter 2.84 to allow for setting compensation of advisory body members by city council resolution, and adopting a resolution setting compensation for advisory body members. (*Sky Woodruff, City Attorney*)

City Attorney Woodruff presented the report and indicated that the proposed ordinance amending Title 2 and Title 20 of the City of South San Francisco Municipal Code would remove individual sections setting advisory body member compensation amounts. Chapter 2.84 would allow for compensation of advisory body members to be established by city council resolution, with advisory body members being paid \$100 for each regular meeting attended. The overall yearly cost for advisory body members at the present \$50 per meeting salary level is around \$50,000, and it varies depending on vacancy rates and meeting frequency. The overall annual cost would double if the compensation level were increased to \$100 per meeting, with a total cost impact to the city of \$100,000.

Councilmember Nicolas requested clarification on the stipend payment of advisory board members. City Attorney Woodruff provided an overview of the onboarding process and noted future changes.

- 18a. Ordinance amending Title 2 and Title 20 of the City of South San Francisco Municipal Code and adopting Chapter 2.84 to allow for setting compensation of advisory body members by city council resolution.

Motion —Vice Mayor Nagales/Second – Councilmember Coleman: To introduce and waive further reading of an ordinance amending Title 2 and Title 20 of the City of South San Francisco Municipal Code and adopting Chapter 2.84 to allow for setting compensation of advisory body members by city council resolution, by roll call vote: AYES: Councilmembers Coleman, Flores, and Nicolas, Vice Mayor Nagales and Mayor Addiego; NAYS: None; ABSENT: None; ABSTAIN: None.

- 18b. Resolution No. 152-2021 setting compensation for members of City of South San Francisco boards, commissions, committees, and authorities.

Motion —Councilmember Nicolas/Second – Councilmember Coleman: To approve Resolution No. 152-2021 setting compensation for members of City of South San Francisco boards, commissions, committees, and authorities, by roll call vote: AYES: Councilmembers Coleman, Flores, and Nicolas, Vice Mayor Nagales and Mayor Addiego; NAYS: None; ABSENT: None; ABSTAIN: None.

9. Report regarding Resolution No. 153-2021 approving a Public Art Agreement to design and purchase three art pieces which includes a vertical sculpture and two matching lawn elements by Ride Art Studio for a price of \$464,000. (*Philip Vitale, Deputy Director Capital Projects*)

Deputy Director of Capital Projects Vitale presented the report and indicated that a new pedestrian tunnel and a half-acre plaza would be built at the Grand Avenue and Airport Boulevard intersection as part of the South San Francisco Caltrain Station Improvement project. This plaza is envisioned to anchor the eastern end of historic downtown as the centerpiece of a new transit hub in South San Francisco.

Commissioner Campagna expressed the commission support of the project and thanked Ride Art Studio for their participation. Saori Ide and Jonathan Russell of Ride Art Studio shared their vision and thanked staff for the opportunity to be part of the project. The City Council thanked staff for their work and support.

The following individual provided public comments:

- Karyl Matsumoto, committee member

Motion —Councilmember Nicolas/Second – Councilmember Coleman: To approve Resolution No. 153-2021 approving a Public Art Agreement to design and purchase three art pieces which includes a vertical sculpture and two matching lawn elements by Ride Art Studio for a price of \$464,000, by roll call vote: AYES: Councilmembers Coleman, Flores, and Nicolas, Vice Mayor Nagales and Mayor Addiego; NAYS: None; ABSENT: None; ABSTAIN: None.

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

None

ADJOURNMENT

Being no further business Mayor Addiego adjourned the meeting at 11:17 p.m.

Respectfully submitted by:

Approved by:

Rosa Govea Acosta, CMC, CPMC
City Clerk

Mark Addiego
Mayor

Approved by the City Council: ____ / ____ / ____