



**MINUTES OF THE REGULAR MEETING OF THE
CITY OF SOUTH SAN FRANCISCO
GENERAL PLAN UPDATE
COMMUNITY ADVISORY COMMITTEE**

Meeting held at:

**CITY MANAGER CONFERENCE ROOM
400 GRAND AVENUE
SOUTH SAN FRANCISCO, CA 94080**

**Tuesday, May 14, 2019
7:00 p.m.**

1. Call to Order

Meeting called to order at 7:00 p.m.

2. Roll Call

COMMITTEE PRESENT: Rehman Baig, Roderick Bovee, Kristy Camacho, Nicholas Maiden, Sophie Martin, Patricia Murray, Julie Ann Murphy, Sam Shihadeh, John Skerry, Steven Yee, Bill Zemke

ALTERNATE PRESENT: Courtney McCrane, Alan Wong

ABSENT: Robert Cavalieri

3. Agenda Review

4. Oral Communications (Public Participation) None.

5. Staff Comments

Lisa Costa Sanders, Planning Consultant, provided an update on activity since the last Committee meeting, noting the City Council awarded a contract to the team of Raimi + Associates to prepare the General Plan and Zoning Code update, and all Committee members have now been appointed to the Community Advisory Committee.

6. Committee Organization

a. Committee Member Introductions

Committee members, Staff and consultants introduced themselves.

b. Consideration of Revised Committee Bylaws for Adoption

Planning Consultant Costa Sanders noted the changes since the Committee adopted the Bylaws including removing the requirement for Committee members to submit a Form 700 as determined by the City Attorney and establishing the positions of Chair and Vice-Chair as optional.

MOTION

Committee Member Bill Zemke moved and Committee Member Steven Yee seconded a motion to adopt the revised Bylaws. The motion carried unanimously.

c. Roles and Responsibilities

Marian Lee, Assistant City Manager, provided an overview of the Committee's roles and responsibilities noting that she will facilitate the meetings with Staff and/or Raimi team presenting reports. The Committee can establish a Chair if/when needed. Committee Member Yee asked about the length of meetings. Staff responded to generally expect 1.5 hour meetings.

7. Overview of General Plan and Zoning Code

Billy Gross, Senior Planner, distributed binders with copies of the City's current General Plan and provided an overview of the General Plan. He responded to Committee questions.

8. Overview of Engagement Process

Eric Yurkovich, Raimi + Associates (R+A) Representative, provided an overview of the community engagement process and the General Plan update process. He responded to Committee questions

9. Discussion of Opportunities and Challenges

R+A Representative Yurkovich led the Committee on a discussion of opportunities and challenges facing the city.

10. Committee Member Comments

Committee Member Yee asked where to direct community members to with questions and asked if a project fact sheet will be prepared. Staff responded that the City's current website contains project information and a project website will be prepared shortly.

11. Staff comments

Assistant City Manager Lee requested the Committee be a solid pillar of facts for the community.

12. Adjournment

The meeting adjourned at 8:36 p.m. The next meeting is scheduled for June 11, 2019 at 7:00 p.m.