

# City of South San Francisco

P.O. Box 711  
South San Francisco, CA



## Regular Meeting Agenda

**Wednesday, August 27, 2025**

**6:30 PM**

**Library Parks & Recreation Building, Council Chambers  
901 Civic Campus Way, South San Francisco, CA**

### **City Council**

**EDDIE FLORES, Mayor (District 5)**  
**MARK ADDIEGO, Vice Mayor (District 1)**  
**JAMES COLEMAN, Councilmember (District 4)**  
**MARK NAGALES, Councilmember (District 2)**  
**BUENAFLORES NICOLAS, Councilmember (District 3)**  
**ROSA GOVEA ACOSTA, City Clerk**  
**FRANK RISSO, City Treasurer**  
**SHARON RANALS, City Manager**  
**SKY WOODRUFF, City Attorney**

**How to observe the Meeting (no public comment, including via Zoom):**

- 1) Local cable channel: Astound, Channel 26, Comcast, Channel 27, or AT&T, Channel 99
- 2) <https://www.ssf.net/Government/Video-Streaming-City-and-Council-Meetings/City-Council>
- 3) <https://www.youtube.com/@CityofSouthSanFrancisco/streams>
- 4) Zoom meeting (streaming only): <https://ssf-net.zoom.us/j/81072693726>  
Webinar ID: 810 7269 3726 Join by Telephone: +1 669 900 6833

**How to submit written Public Comment before the City Council Meeting:**

Members of the public are encouraged to submit public comments in writing in advance of the meeting via the eComment tab by 4:30 p.m. on the meeting date. Use the eComment portal by clicking on the following link: <https://ci-ssf-ca.granicusideas.com/meetings> or by visiting the City Council meeting's agenda page. eComments are also directly sent to the iLegislate application used by City Council and staff.

**How to provide Public Comment during the City Council Meeting:****COMMENTS ARE LIMITED TO THREE (3) MINUTES PER SPEAKER**

During a meeting, comments can only be made in person: Complete a Digital Speaker Card located at the entrance to the Council Chambers. Be sure to indicate the Agenda Item # you wish to address or the topic of your public comment. When your name is called, please come to the podium, state your name and address (optional) for the Minutes.

**American Disability Act:**

The City Clerk will provide materials in appropriate alternative formats to comply with the Americans with Disabilities Act. Please send a written request to Office of the City Clerk at 400 Grand Avenue, South San Francisco, CA 94080, or email at [all-cc@ssf.net](mailto:all-cc@ssf.net). Include your name, address, phone number, a brief description of the requested materials, and preferred alternative format service at least 72-hours before the meeting.

Accommodations: Individuals who require special assistance of a disability-related modification or accommodation to participate in the meeting, including Interpretation Services, should contact the Office of the City Clerk by email at [all-cc@ssf.net](mailto:all-cc@ssf.net), 72-hours before the meeting.

## CALL TO ORDER

## ROLL CALL

## PLEDGE OF ALLEGIANCE

AGENDA REVIEWLEVINE ACT DISCLOSURES (SB 1181)

If you have donated \$500 or more to the campaign of a South San Francisco elected official in the past twelve (12) months, please read the following paragraphs carefully:

- The Levine Act (Gov. Code § 84308) requires any Party, Agent, or Participant, as defined in §84308(a), of a proceeding involving any grants, denials, renewals, restrictions, or modifications to any licenses and permits, entitlements for use, contracts, or franchises (“Proceeding”), to disclose on the record any contributions they have made to any elected, appointed, or candidate for City Officer totaling more than \$500 within the preceding 12 months.
- The Levine Act also requires any elected, appointed, alternate, or candidate for City Officer who has received a contribution totaling \$500 within the past 12 months from a Party, Agent, or Participant of a Proceeding to (1) disclose that fact on the record involving the Proceeding and (2) to recuse themselves from, and in no way attempt to use their official position to influence any decision involving, the Proceeding.
- Elected, appointed, alternates, or candidates for City Officer are prohibited from accepting, soliciting, and directing, and Parties, Participants, and Agents are prohibited from making, campaign contributions of more than \$500 while the Proceeding is pending and for 12 months after the date a final decision is rendered for the Proceeding.

Violations of the Levine Act may result in a civil action brought by the Fair Political Practice Commission (FPPC) for an amount up to five thousand dollars (\$5,000) per violation. Any person who knowingly or willfully violates any provision of the Political Reform Act is guilty of a misdemeanor and subject to a fine of up to the greater of ten thousand dollars (\$10,000) or three times the amount the person unlawfully contributed upon conviction for each violation.

ANNOUNCEMENTS FROM STAFFPRESENTATIONS

1. [Proclamation recognizing September as Childhood Cancer Awareness Month. \(Eddie Flores, Mayor\)](#)
2. [Proclamation recognizing September as Suicide Prevention Month. \(Eddie Flores, Mayor\)](#)

3. [Proclamation honoring Finance Director Karen Chang on her retirement. \(Eddie Flores, Mayor\)](#)
4. [Presentation on Sister Cities exchange with Kishiwada, Japan. \(Ernesto Lucero, Economic Development Manager, Katie Donner, Management Analyst, and Marie Patea, Management Analyst\)](#)

#### COUNCIL COMMENTS/REQUESTS

#### PUBLIC COMMENTS

*Under the Public Comment section of the agenda, members of the public may speak on any item not listed on the Agenda and on items listed under the Consent Calendar. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting. Written comments on agenda items received prior to 4:30 p.m. on the day of the meeting will be included as part of the meeting record but will not be read aloud.*

*If there appears to be a large number of speakers, the Mayor may reduce speaking time to limit the total amount of time for public comments (Gov. Code sec. 54954.3(b)(1)). Speakers that are not in compliance with the City Council's rules of decorum will be muted.*

#### CONSENT CALENDAR

*Matters under the Consent Calendar are considered to be routine and noncontroversial. These items will be enacted by one motion and without discussion. If, however, any Council member(s) wishes to comment on an item, they may do so before action is taken on the Consent Calendar. Following comments, if a Council member wishes to discuss an item, it will be removed from the Consent Calendar and taken up in order after adoption of the Consent Calendar.*

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 a resolution 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. \(Audriana Hossfeld, Senior Civil Engineer\)](#)
- 9a. [Resolution approving and 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.](#)
10. [Report regarding a resolution 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 \(Audriana Hossfeld, Senior Civil Engineer\)](#)
- 10a. [Resolution 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](#)
11. [Report regarding a resolution 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. \(John Wilson, Senior Civil Engineer\)](#)
- 11a. [Resolution 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.](#)
12. [Report regarding adopting a resolution 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. \(John Wilson, Senior Civil Engineer\)](#)
- 12a. [Resolution allocating \\$190,000 in Community Development Block Grant Program Year 2025-2026 Public Improvement Funding for the CDBG Ramps and Paths Project and approving associated budget amendment 26.012](#)
13. [Report regarding a resolution approving the Third Amendment to the Lease Agreement for use of the Economic Advancement Center located at 366 Grand Avenue in South San Francisco. \(Ernesto Lucero, Economic Development Manager\)](#)

- 13a. [Resolution authorizing the City Manager to execute the Third Amendment to the lease agreement for use of the Economic Advancement Center located at 366 Grand Avenue in South San Francisco to extend the Lease until August 31, 2027, abate one month of rent, and include an additional \\$10,000 in tenant improvement allowances .](#)
- 14. [Report regarding a resolution approving the South San Francisco Fire Department's annual inspections performance pursuant to the California Health and Safety Code section 13146.4. \(Nelson Aranda, Deputy Fire Marshal\)](#)
- 14a. [Resolution approving the South San Francisco Fire Department's annual inspections performance pursuant to the California Health and Safety Code Section 13146.4.](#)
- 15. [Report regarding a resolution 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. \(Adam Elsholz, Assistant Library Director\)](#)
- 15a. [Resolution authorizing a one-year extension of purchase agreements with distributors Baker & Taylor, LLC, and Brodart Co. to supply library books and audiovisual materials and provide services.](#)
- 16. [Report regarding adoption of an Ordinance 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. \(Victoria Kim, Senior Planner\)](#)
- 16a. [Ordinance 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.](#)

#### PUBLIC HEARING

- 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.
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.
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.

#### 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 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 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.](#)

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

CLOSED SESSION

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](#)

ADJOURNMENT