

City of South San Francisco

P.O. Box 711
South San Francisco, CA



Regular Meeting Agenda

Wednesday, July 24, 2024

6:30 PM

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

City Council

JAMES COLEMAN, Mayor (District 4)
EDDIE FLORES, Vice Mayor (District 5)
MARK ADDIEGO, Councilmember (District 1)
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/city-council/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/88636346631>
Webinar ID: 886 3634 6631 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 City Clerk Rosa Govea Acosta at 400 Grand Avenue, South San Francisco, CA 94080, or email at 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, 72-hours before the meeting.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA REVIEW

ANNOUNCEMENTS FROM STAFF

PRESENTATIONS

1. [Proclamation honoring Fire Chief Jess Magallanes on his retirement. \(James Coleman, Mayor\)](#)
2. [Certificate honoring Jackie Belli for Best of Show quilt at the 2024 San Mateo County Fair. \(James Coleman, Mayor\)](#)
3. [Proclamation celebrating Samoan Heritage Week, July 28 through August 3, 2024. \(James Coleman, Mayor\)](#)
4. [Proclamation honoring July as Disability Pride Month. \(James Coleman, Mayor\)](#)
5. [Presentation on the status and benefits of the 2023/2024 Street Surface Seal project. \(Angel Torres, Senior Civil Engineer\)](#)

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.

6. [Motion to approve the Minutes for June 26, 2024. \(Rosa Govea Acosta, City Clerk\)](#)
7. [Motion to accept the construction improvements of the HSIP Curb Ramp Improvements Project \(tr2202\) as complete in accordance with plans and specifications \(Total Construction Cost \\$696,574.53\). \(Audriana Hossfeld, Senior Civil Engineer\)](#)
8. [Report regarding a resolution authorizing the City Manager to execute a Consulting Services Agreement with Aliquot Associates, Inc. of Walnut Creek, California for \\$301,148, and authorizing a total design budget of \\$346,320 for the Complete Streets Improvements Project \(Project No. st2401\). \(Audriana Hossfeld, Senior Civil Engineer\)](#)
- 8a. [Resolution authorizing the City Manager to execute a Consulting Services Agreement with Aliquot Associates, Inc. of Walnut Creek, California for \\$301,148.00, and authorizing a total design budget of \\$346,320.00 for the Complete Streets Improvements Project \(Project No. st2401\).](#)
9. [Report regarding a resolution authorizing the acceptance of a \\$5,000 donation from Amgen, a \\$2,500 donation from Kaiser Permanente, and a \\$1,000 donation from Peninsula Clean Energy for the South City Pride celebration on June 1, 2024, amending the City Manager's Office's Fiscal Year 2023-24 Operating Budget and approving Budget Amendment Number 24.056. \(Devin Stenhouse, DEI Officer\)](#)
- 9a. [Resolution authorizing the acceptance of a \\$5,000 donation from Amgen, a \\$2,500 donation from Kaiser Permanente, and a \\$1,000 donation from Peninsula Clean Energy for South City Pride celebration on June 1, 2024, amending the City Manager's Office's Fiscal Year 2023-24 Operating Budget and approving Budget Amendment Number 24.056](#)
10. [Report regarding a resolution accepting \\$60,000 from the Department of Alcoholic Beverage Control \(ABC\) in grant funding made available through the Alcohol Policing Partnership \(APP\) administered by the ABC, to be used for personnel overtime, equipment, travel, and training expenses and amend the Police Department's Operating Budget for Fiscal Year 2024-25 by approving Budget Amendment Number 25.008. \(Scott Campbell, Chief of Police\)](#)

- 10a. [Resolution accepting \\$60,000 from the Department of Alcoholic Beverage Control \(ABC\) in grant funding made available through the Alcohol Policing Partnership \(APP\) administered by the ABC, to be used for personnel overtime, equipment, travel, and training expenses and amend the Police Department's Operating Budget for Fiscal Year 2024-25 by approving Budget Amendment Number 25.008.](#)
- 11. [Report regarding a resolution accepting \\$4,474.09 from the South San Francisco Friends of the Library to support Library programs and services, amending the Library Department's Fiscal Year 2024-25 Operating Budget and approving Budget Amendment Number 25.009. \(Valerie Sommer, Library Director\)](#)
- 11a. [Resolution accepting \\$4,474.09 from the South San Francisco Friends of the Library to support Library programs and services, amending the Library Department's Fiscal Year 2024-25 Operating Budget, and approving Budget Amendment Number 25.009.](#)
- 12. [Report regarding a resolution authorizing the acceptance of \\$47,603 from the California State Library to support the Gene Mullin Community Learning Center's federal Library Services Technology Act Teens Succeed project, amending the Library Department's Fiscal Year 2024 -25 Operating Budget, and approving Budget Amendment Number 25.007. \(Valerie Sommer, Library Director\)](#)
- 12a. [Resolution authorizing the acceptance of \\$47,603 from the California State Library to support the Gene Mullin Community Learning Center's federal Library Services Technology Act Teens Succeed project, amending the Library Department's Fiscal Year 2024-25 Operating Budget, and approving Budget Amendment Number 25.007.](#)
- 13. [Report regarding a resolution approving a First 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 a First Amendment to the lease agreement for use of the Economic Advancement Center located at 366 Grand Avenue in South San Francisco.](#)
- 14. [Report regarding a resolution of the City Council of the City of South San Francisco authorizing the acceptance of an Infill Infrastructure Grant Program of 2019 Program Award in an amount not to exceed \\$28,817,500 for the SSF PUC Housing Project. \(Nell Selander, Economic & Community Development Director\)](#)
- 14a. [Resolution of the City Council of the City of South San Francisco authorizing the acceptance of an Infill Infrastructure Grant Program of 2019 Program Award in an amount not to exceed \\$28,817,500 for the SSF PUC Housing Project.](#)

- 15. [Report regarding two resolutions approving amendments to the Consulting Services Agreements with Michael Baker International for administrative support for the City's for-sale below market rate housing program and Community Development Block Grant program. \(Elia Moreno, Housing Management Analyst 1 and Alvina Condon, Housing Management Analyst II\)](#)
- 15a. [Resolution approving a Third Amendment to the Consulting Services Agreement with Michael Baker International, Inc. to extend the agreement for administrative support for the City of South San Francisco's Affordable Housing Program through December 31, 2025 and to increase the amount by \\$49,000 for a total amount not to exceed \\$199,000.](#)
- 15b. [Resolution approving a Second Amendment to the Consulting Services Agreement with Michael Baker International, Inc. to extend the agreement for administrative support for the City of South San Francisco's Community Development Block Grant \(CDBG\) program to December 31, 2025 and increase the amount by \\$40,000 for a total not to exceed amount of \\$180,000.](#)

ADMINISTRATIVE BUSINESS

- 16. [Consideration of Placing a Measure on the November 5, 2024, General Municipal Election Ballot updating the Business License Tax. \(Karen Chang, Finance Director and Greg Henry, Financial Services Manager\)](#)
- 16a. [Resolution calling for municipal election on a measure to modernize the City of South San Francisco's business license tax provisions and requesting: \(1\) that the Board of Supervisors of San Mateo County consolidate the municipal election with the regular election to be held on November 5, 2024; and \(2\) that the County Registrar perform certain election services in connection with such election including conducting the November 5, 2024 election for the City of South San Francisco; and \(3\) authorizing the City Clerk to enter into an agreement for the provision of election services and reimburse the County for election service costs.](#)
- 17. [Report regarding consideration of an updated Memorandum of Understanding, Version 16 between the City of South San Francisco and the South San Francisco Unified School District and adoption of a resolution authorizing the City Manager to execute the agreement and to receive an annual report on the status of the Memorandum of Understanding, Version 16. \(Scott Campbell, Chief of Police\)](#)
- 17a. [Resolution authorizing the City Manager to execute an updated Memorandum of Understanding \(MOU\), Version 16 between the City of South San Francisco and the South San Francisco Unified School District.](#)

18. [Report regarding introduction of an ordinance adding Chapter 10.78 to the South San Francisco Municipal Code regulating signs on motor vehicles parked, left standing, or operated on city streets or public lands. \(Sky Woodruff, City Attorney, and Ali Wolf, Assistant City Attorney\)](#)
- 18a. [Ordinance adding Chapter 10.78 to the South San Francisco Municipal Code regulating signs on motor vehicles parked, left standing, or operated on city streets or public lands.](#)
19. [Report regarding introduction of an ordinance adding Chapter 10.80 to the South San Francisco Municipal Code prohibiting any person in control of a multi-unit building from preventing a candidate or representative from lawfully campaigning door-to-door. \(Sky Woodruff, City Attorney and Ali Wolf, Assistant City Attorney\)](#)
- 19a. [Ordinance adding Chapter 10.80 of the South San Francisco Municipal Code prohibiting any person in control of a multi-unit building from preventing a candidate or representative from lawfully campaigning door-to-door.](#)

ITEMS FROM COUNCIL – COMMITTEE REPORTS AND ANNOUNCEMENTS

20. [Council discussion about City Selection Committee appointment on Friday, July 26, 2024, for San Mateo County Transportation Authority \(SMCTA\) vacant seat and alternate to the City Selection Committee. \(James Coleman, Mayor\)](#)
21. [City Council to confirm by motion the appointment of Councilmember Mark Addiego to the Colma Creek Citizens Advisory Committee for a term to expire March 31, 2026. \(Sharon Ranals, City Manager\)](#)

CLOSED SESSION

22. [Conference with real property negotiators](#)
[Gov. Code § 54956.8](#)
[Property: 71 Camaritas Avenue](#)
[Agency negotiator: Nell Selander, Economic and Community Development Director;](#)
[Ernesto Lucero, Economic Development Manager; Katie Donner, Management](#)
[Analyst; Sky Woodruff, City Attorney](#)
[Negotiating Parties: Ludy & Manny Noguera, The Corner Pocket](#)
[Under negotiation: Lease terms and price](#)

23. [Conference with Real Property Negotiators](#)
[\(Pursuant to Government Code Section 54956.8\)](#)
[Properties: Parcels on Sign Hill, South San Francisco \(APNs 012-351-020, 012-351-030, 012-024-060, 012-024-070, 012-024-080, 012-024-090, 012-024-100, 012-024-110, and 012-024-120\)](#)
[Agency Negotiators: Nell Selander, Economic & Community Development Director; Greg Mediati, Parks and Recreation Director; and Sky Woodruff, City Attorney](#)
[Negotiating parties: Syme Venture Partners LP](#)
[Under negotiation: Price and terms](#)
24. [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](#)
25. [Conference with Legal Counsel - Anticipated Litigation](#)
[Initiation of litigation pursuant to Government Code Section 54956.9\(d\)\(4\)](#)
[Number of Potential Cases: One potential case](#)

[ADJOURNMENT](#)